

**CALENDAR
2017-2018**



**NACC ACCREDITATION - B
STEWART SCIENCE COLLEGE
CUTTACK-753001
Estd. - 1944
Website: stewartsciencecollege.org**

[The information given in this Calendar are subject to revision and in case of any discrepancy the decision of the Principal shall be final.]

Published under the authority of

Dr. Debasish Acharya, M.Sc., Ph. D.

PRINCIPAL

Stewart Science College, Cuttack

Phone: 2416007 (O)

Edited by:

Board of Editors

College Insignia



"Fear of Lord is the beginning of wisdom."

Wealth, power and efficiency are the appurtenances of life, not life itself.

- S. Radhakrishnan

Editor's Pen

Dear Students,

The College Calendar is a concise guide for you to know about the College and its rules & regulations. Keep yourself abreast of the latest information from the website.

We do hope and expect that you will abide by the rules & regulations of the college and prove yourself a worthy student of this great Alma-Mater.

With best wishes.

Editors

Briefly, We

Stewart Science College, Cuttack is a premier co-educational aided Minority Managed Educational Institution in the state of Odisha, established in the year 1944, imparting teaching facilities for Higher Secondary (+2) and Three years degree (+3) in Science only.

From its days as an Intermediate college with just 21 students on its rolls to being recognized as a premier science college of the state of Odisha with 1200 students, Stewart Science College has always been striving to be the best it can. We have grown from just two science departments (Physics and Chemistry) in 1944 to Six (Botany, Zoology, Mathematics and Geology came in later) and are planning to have few more. We started off with just two lectures and now boast of a faculty strength of more than 50. We are affiliated to Utkal University and C.H.S.E., Odisha. We have also been recognized by the University Grants Commission (UGC) with effect from 01-07-1972.

The College gates open to a serene Mission Road on the outside and the campus is flanked by the Stewart School on its right and the Baptist Church on its left. Hardly a mile away is the Chandi Chhak. On entering the campus, you sight green avenue plants all around. You walk straight on to meet Dr. Pranakrushna Parija (1891-1978), eminent Scientist, just in front of the main entrance gate of the college building.

Stewart Science is a Christian Minority educational institution fully aided by the Government of Odisha. It also receives aid from the UGC & AIACHE New Delhi against submission of proposals. The college is managed and administrated by a Governing Body constituted by the Diocese of Cuttack, Churches of North India (CNI) (The Management) in accordance with the College Constitution.

Succession List of Principals

Sl. no	Name	From	To
1	Dr. Debasis Acharya	01.10.2016	Continuing...
1	Dr. Jayanta Kumar Das	01.02.2016	30.09.2016
2	Mrs. Meerabala Mohapatra	30.04.2015	31.01.2016
3	Dr.(Mrs)Naliniprava Das	01.10.2014	30.04.2015
4	Dr. Debashis Pradhan	01.02.2012	30.09.2014
5	Dr.Asutosh Debata	01.07.2009	31.01.2012
6	Dr.Girish Ch. Mishra	01.01.2007	30.06.2009
7	Mr. Pratap K. Mohanty	01.10.2003	31.12.2006
8	Mr. R. Sahoo	01.11.2000	30.09.2003
9	Mr.G.C. Pattnaik	01.06.1987	31.10.2000
10	Mr. J.C. Roy	01.11.1986	31.05.1987
11	Mr. N.B. Banerjee	01.04.1982	31.10.1986
12	Mr. K.N. Ghosal	31.08.1971	31.03.1982
13	Mr. S.M. Das	02.08.1962	30.08.1971
14	Rev. E.C. Baxter	01.07.1961	01.02.1962
15	Mr. S.M. Das	01.07.1960	30.06.1961
16	Rev. E.G. Collins	15.07.1958	30.06.1960
17	Rev. E.C. Baxter	15.05.1957	14.07.1958
18	Rev. E.G. Collins	26.11.1952	14.05.1957
19	Rev. H.T. Bamfield	01.10.1947	25.11.1952
20	Rev. W.W. Winfield	13.02.1946	30.09.1947
21	Rev. B.F.W Fellows	15.09.1945	12.02.1946
22	Rev. D.T. Roberts	01.07.1944	14.09.1945

College Governing Body

1.	Rt. Rev. Surendra Kumar Nanda	President
2.	Rev. Sukant Das	Secretary
3.	Dr. Debasis Acharya, Principal I/C	Ex-Officio Member
4.	Mr. Nihar Pattnaik	Member
5.	Dr. Ranjan Singh	Member
6.	Mr. Sovan Panda	Member
7.	Dr. M.K. Nanda	Member
8.	Dr. (Mrs.) R.R. Senapati	Member
9.	Mr. Sanjib Kumar Mohanty	Member
10.	Mr. Prabodh Kumar Rout, O.R.S Asst. Collector (Judicial)	Member (Collector's Nominee)
11.	Prof. Santilata Sahoo	Member (Vice Chancellor's Nominee)
12.	Mr. Krishna Chandra Mahapatra	Member (Teacher's Representative)
13.	Dr.(Mrs.) Deepa Nag	Member (Teacher's Representative)

Affiliation

The college is affiliated to Utkal University, Bhubaneswar, Odisha, the oldest university of the state, since its inception. The +2 wing is affiliated to the Council of Higher Secondary Education, Odisha, Bhubaneswar.

Our Staff

Name	Designation
Department of Physics & Electronics	
Dr. Jayanta Kumar Das	Reader & H.O.D.
Sri Krishna Chandra Mahapatra	Reader
Dr. Akash Sahu	Lecturer
Dr. Sunil Ranjan Biswal	Lecturer
LT. Akshaya Kumar Dash	Lecturer
Sri Shreeman Pattnaik	Lecturer
Mrs. Sumita Das	Lecturer
Mrs. Mamata Baliarsingh	Lecturer
Mrs. Santi Sudha Meher	Lecturer
Dr. (Mrs.) Jayashree Mohanty	Lecturer
Mr. Manas Kumar Panda	Lecturer
Mrs. Sasmita Otta	Lecturer
Sri Sudarsan Nayak	Demonstrator
Mrs. Sasmita Panda	Demonstrator
Mr. Gyana Ranjan Kar	Demonstrator
Ms. Bratati Mishra	Demonstrator
Sri Amarendra Kumar Das	Storekeeper
Sri Sanjib Patra	Mechanic
Sri Banabihari Acharya	Lab. Attendant
Sri Subasis Behera	Lab. Attendant
Sri Samson Sahoo	Lab. Attendant
Sri Daniel Sahu	Lab. Attendant
Department of Chemistry	
Dr. Debashis Pradhan	Reader (On Leave)
Dr. (Mrs.) Deepa Nag	H.O.D (I/C)
Dr. (Ms) Aparna Dutta	Lecturer
Dr. Abani Kumar Sahu	Lecturer
Dr. (Mrs.) Sasmita Pattanaik	Lecturer
Dr. Tanushree Pattnaik	Lecturer
Mrs. Kabitamala Nayak	Lecturer
Mrs. Sandhya Sayantini Mohanty	Lecturer
Mrs. Suchitra Mohanty	Lecturer
Mr. Manas Ranjan Pradhan	Lecturer
Mr. Santosh Ku. Samantaray	Lecturer
Mrs Nirupama Mohanty	Demonstrator
Mrs Gayatri Tripathy	Demonstrator

Mrs. Sonali Roul	Demonstrator
Mr. Sapanjit Rout	Demonstrator
Sri Dipak Kumar Rout	Store keeper
Ms. Katsiya Pradhan	Store keeper
Sri Sukanta Kumar Mohanty	Lab.Attendant
Sri Sushanta Kumar Biswal	Lab. Bearer
Sri Sukanta Behera	Lab.Attendant
Sri Prasanna kumar Mohanty	Lab. Attendant
Sri Samuel Behera	Lab. Attendant
Department of Mathematics	
Sri Prasant Kumar Mohanty	H.O.D
Sri Rishikanta Dash	Lecturer
Dr. Kasturi Ray	Lecturer
Pt. Jagatananda Mishra	Lecturer
Department of Botany	
Dr Amarnath Sahoo	H.O.D
Sri Animesh Daspattnayak	Lecturer
Smt. Sasmita Pati	Lecturer
Sri Joydeep Mohanty	Lecturer
Dr. Priya Ranjan Behera	Lecturer
Dr. Smita Mohanty	Lecturer
Sri Jabesh Ghanta	Demonstrator
Sri Abhisek Dash	Demonstrator
Sri Murlidhar Singh	Lab .Attendant
Sri Bulu Patra	Gardener
Department of Zoology	
Dr. Rajesh Behera	H.O.D(I/C)
Dr. Tejeswar Rath	Lecturer
Mrs. Sonali Dutta	Lecturer
Mr. Narahari Praharaj	Lecturer
Dr. Satyabrata Mohanty	Lecturer
Ms.Reema Das	Lecturer
Mr.Gopal Ch. Behera	Demonstrator
Ms Bijayalaxmi Mohapatra	Demonstrator
Mr. D. Trinath	Lab.Attendant
Mr. Asit Kumar Samantaray	Lab.Attendant
Department of Geology	
Dr. Debasish Acharya	Reader & H.O.D
Sri Pradeep Kumar Das	Lecturer
Mrs. Binapani Biswal	Lecturer

Mr. Rashmi Ranjan Behera	Lecturer
Mrs.Swarna Chandrika Mohapatra	Lab.Asst.
Ms. Priyanka Panda	Lab. Asst.
Sri. Pratap Chandra Nayak	Lab. Attendant
Department of English	
Mrs. Munira Salim	Lecturer & H.O.D
Ms. Binita Panda	Lecturer
Department of Hindi	
Dr. Jitendra Kumar Sinha	Lecturer & H.O.D
Department of Odia	
Mrs. Madhusmita Padhy	Lecturer & H.O.D
Dr. Nrusingha Charan Sarangi	Visiting Faculty
Department of Sanskrit	
Mrs. Swapnashree Das	Lecturer & H.O.D
Department of IT	
Ms.Sanjibani Sahu	Lecturer & H.O.D
Mrs Sweta Samantaray	Lecturer
Ms. Susnita Mishra	Demonstrator
Office	
Mr. Debaraj Pattnaik	Head Clerk
Smt.Haras Priya Bhatta	Accountant
Smt.Soudamini Dash	Sr.Clerk
Mr. Susil Kumar Pradhan	Jr. Clerk
Mr. King David Behera	Jr. Clerk
Mr. Abdul Kadir Khan	Jr. Clerk-cum-Typist
Mr. Nelson Behera	DEO
Mrs. Rajati Rout	First-Aider
Mr. Gopinath Mohanty	Staff Common Room Peon
Mr. Ashis Kumar Parida	Treasury Sarkar
Mr. Amirson Sahani	Peon
Mr. K.Rajesh	Sweeper
Mr. Ramesh Gochhayat	Sweeper
Mr. Gagan Nayak	Sweeper
Mr. Sk. Sazid	Cycle Stand Keeper
Mr. Sk. Raju	Night Watchman
Mrs. Monalisha Das	Lady Attendant-Girls Common Room

Subjects offered

The college imparts three year Degree Honours course in Physics, Chemistry, Mathematics, Botany, Zoology and Geology as per the syllabus prescribed by the Utkal University. (link of Utkal University) The Generic Elective subjects are assigned to the students following University guidelines.

In +2 level a student has to study two compulsory subjects e.g. English & M.I.L (Odia / Hindi / Sanskrit / Alternate English) and four Elective subjects e.g. Physics, Chemistry, Mathematics & Biology / Electronics / Geology / I.T.

Classes are allotted to the +3 and +2 students as per the curriculum. The students attend the classes according to the college routine.

Code of Ethics for students

1. **Undertaking:** Before a student is admitted to the College, he/she or his/her guardian, if he/she is below 18 years of age, has to sign an undertaking in proper form to the effect that the student will abide by the rules of the College.
2. **Address:** Each student must register in the College Office the address at which he lives. He must also inform to the office at once any subsequent change of address.
3. **Bicycle:** Cycles must be padlocked preferably with chain and lock and kept in cycle sheds. Tokens should be obtained from the cycle keeper.
4. **Leave:** All students who wish to obtain leave of absence from the College, must apply for that leave before they actually absent themselves. In special cases such as illness where it is not possible to obtain leave in advance, an application for grant of leave should be (a) sent by post, or (b) submitted immediately after return to the College if the period of absence is short.
5. **Permission to accompany the College Team:** When a team of students is deputed by the College away from Cuttack for any reason, members of the team must submit an undertaking to the effect that he / she is going with the team at his / her own risk and obtain the permission from the Principal before departure. The college will of course depute a teacher / PET as the team-in-Charge.
6. **Discipline:**

- (i) Spitting on the walls, floors, pillars or doors of the College is strictly prohibited.
- (ii) Students are forbidden to loiter in the Verandah when they have no classes to attend. They may remain in the Library.
- (iii) Students are warned not to handle bicycles or other vehicle which are not their own property.
- (iv) Students are warned that tampering with the light and fan switches in the class room is strictly forbidden.
- (v) Misbehaviour of the College students in games and college function will be severely dealt with.
- (vi) Scribbling, pasting placards, posters and other papers or otherwise disfiguring College walls or path are strictly prohibited.
- (vii) Students attending Political meetings should not bring themselves into undesirable prominence and they must not take active part in the proceedings.
- (viii) Students should invariably stand in a queue while waiting near an office window for depositing their tuition fee or any other purpose.
- (ix) Students are advised to meet the Principal and other officers only during the prescribed hours of interview. They should not ordinarily enter into the office.
- (x) No club or society should be started or maintained in the College and no function should be organized without the approval of the Principal.
- (xi) Concerted absence without leave one or more days on the part of the students is a serious breach of College discipline.

Attendance:

Each year student is required to attend in each subject a minimum of 75% of lectures & practical calculated separately in order to be eligible for promotion to the next higher class or for being sent up for the Council / University Examination. The Staff Council may however condone the deficiency of attendance to the extent of 15% only in exceptional cases. The Council may also condone to further extend of 5% in case of those who are deputed by the college for any purpose.

College Examination

The degree students have to appear all mid-semester and semester examinations as per University programme.

There shall be one Half-yearly examination and one Annual Examination for +2 1st year students. The +2 2nd year students will appear a Test examination and a pre-board examination.

The CHSE conducts a board examination for the +2 2nd year students.

A student has to pass in each subject and has to secure requisite percentage of attendance for being sent up for Council / University Examination or for being promoted to the next higher class. The decision of Staff Council is final for promotion.

Annual and Test Examination are compulsory and unless a student appears at Annual or Test Examinations as the case may be, he may be penalized in any manner to be determined by the Principal.

A student found in possession of incriminating materials or copying or adopting any other unfair means in order to gain any improper advantage in the examination will be fined and the paper in which he adopts / attempts malpractice will be scratched. A notice to this effect will be circulated in all classes and his father / guardian will be informed of this.

Library Rules

General Information:

The library is open from 10-30 A.M. to 4 P.M. on all days except on Sundays and authorized holidays.

Rules for Borrowers:

1. No book should be taken out of the library without the knowledge of the Librarian and until it has been properly entered in the register and the entry attested by the borrower.
2. Each borrower must examine the condition of the book before it is issued otherwise, in case of any mutilation discovered later, the presumption will be against the borrower.
3. Book should be returned within the period allowed to a borrower.
4. When the date for the return of a book falls on an authorized holiday, it should be returned to the library on the day the College opens after the holiday.
5. All books belonging to the library and in the possession of borrowers should be returned to the library before the College closes for the Summer Vacation on or before the date notified for the purpose.
6. Whoever might have a library book in his possession should return it to the library whenever he receives a requisition notice for the return of the book from the Librarian.
7. No marginal or other notes or markings shall be made in the library books nor shall any pictures or pages be removed or torn or otherwise disfigured. In extreme cases the borrower shall be asked to replace the book damaged by him.
8. If any borrower keep a library book in his possession for more than the time allowed, no more books will be issued to him until the concerned book is restored to the library. In extreme cases the privilege of using the library will be denied to such persons.
9. All those who may happen to be inside the library or in its are expected to observe strict vicinity silence.
10. Library Premises should not be used for any purpose other than reading or consulting books and periodicals of the library.

11. Spitting, smoking, sleeping inside the library are strictly forbidden.
12. The following is the list showing the maximum the number of books that may be issued to the various classes of borrower.

(1)	Reader / Lecturer	15 each
(2)	Demonstrator / Laboratory Assistant	7 each
(3)	Ministerial Staff	5 each
(4)	Honours Student	3 each
(5)	Others	2 each

(6) The Principal, if he so desires, may make special provisions for the teachers and the students.
13. A book once issued may be re-issued to the borrower only when no body else wants that book. Books for re-issue must be returned to the library for the relevant entries in the register.
14. Permission of the lecturers of the different subjects is required for borrowing text-books. Reference books are not to be taken home without the permission of the lecturers-in-charge of the library.
15. Periodicals are not to be taken into the classes, nor can they be taken home except with special permission of the lecturer-in-charge of the library.
16. Time allowed to borrowers (except the members of staff) is 15 days.
17. If any book is lost, the price of the lost book shall be collected from the borrower, if he/she is unable to replace the book.
18. Students who do not return the book within the time allowed, will be fined Rs.1/- per book for each extra day or delay. Students taking the periodicals to the class will be fined Rs.30/- per day.
19. Students borrowing books from the library should be that the library card is properly completed. They should also present the cards while returning books.
20. If a student loses his card, another card will be issued to him on application and payment of Rs.5.00.
21. Persons using the library are supposed to have read the library rules and are strictly abide by them. Ignorance of the library rules will be no excuse for the breach of any rule.

- * Members of the teaching staff are expected to use their influence to promote observance of these rules whenever they are in the library and report to this Principal cases of deliberate disobedience and misbehavior. All taking except what is absolutely necessary for the transaction of the library business is forbidden inside the library.

Book Bank (U.G.C.)

The Book Bank of the Stewart Science College was started during 1976-77 with a grant of Rs.15,000/- from the U.G.C. The aim of this Book Bank is to provide costly reference books to the Economically backward and needy students.

N.C.C

Our College N.C.C. Platoon belongs to one Battery Wing.

Cades of our platoon participate in the Blood Donation Programme and donate blood in the Blood Bank.

Lt. Akshaya Kumar Dash is in charge of the Battery Wing.

Social Service Guild

The object of the Social Service Guild is to grant monetary help to needy and the deserving students of the College and to form a voluntary corps in the city at the time of floods and other natural calamities for relief work. Each student of the College contributes a certain amount of money towards the fund. The Principal is the ex-officio President and Controller of the Guild Fund. There is an Executive Committee consisting of the President, a Professor in charge of the S.S.G., one or more members of staff, a Secretary, an Assistant Secretary, one Representative of each class of the College.

Junior Red Cross

Functions of Junior Red Cross in Stewart Science College:

The Junior Red Cross Group was formed in this college in August, 1997. Fifty students are enrolled as per the direction of the D.H.E. (Orissa)

There is a lecturer in charge of the unit with student members enrolled from each class.

The Science Society

There is a science society to create scientific consciousness among the students by way of holding seminars and discussions at least once a month. Scientific news letters will be published in a Notice Board suitably placed.

The object of the society is to carry the fruits of the scientific thoughts from the laboratory to the benefits of the common man. Prizes will be distributed to the students securing positions in the University and Council examinations from the collections at the time of admission. The eminent scholars from outside and from amongst the staff will be invited to deliver popular talks on scientific matters.

There will be a Secretary (Degree classes) and an Assistant Secretary in each academic session.

Proctorial System

Proctorial system has been introduced in every college for developing intimate relationship between students and teachers, for timely guidance and advice in academic and other matters. Under this system a batch of sixteen to twenty-four students are entrusted to the charge of a teacher whom the students meet at dates and places previously fixed and put forth their difficulties for advice. Moreover information regarding the academic performance, attendance in classes and other matters in respect of every student is sent to the guardians every three months. Necessary guidelines for the duties and functions of the Proctor are reproduced below for implementation.

- (a) Every student will be assigned to a Proctor who shall always be a member of the teaching staff and shall maintain a record containing particulars of the students under his/her guidance and control.
- (b) The student shall meet the Proctor at least once a month or as many times as necessary and discuss with him his difficulties and problems. Besides as far as possible a regular period should be provided in the general time table once a week or this.
- (c) The students shall furnish required information to the Proctor for the maintenance of the proctorial record.
- (d) No student shall ordinarily leave headquarters without informing the Proctor.

- (e) No student can ordinarily meet the Principal on official business without permission from the Proctor nor can any application be submitted without recommendation by the Proctor.
- (f) Any adverse report against a student by the Proctor will be seriously viewed and dealt with accordingly.
- (g) No help from any source of other forms of assistance will be given to a student unless recommended by the Proctor.
- (h) The promotion in the College Examinations and the issue of the final conduct and Transfer Certificate from the College will also be based on the Proctorial record of a student during the period of his study in the College.

Aids to Students

Students avail scholarships from different government organizations by applying online through www.scholarship.gov.in.

Students seeking SSG assistance apply to the college authorities through proper channel.

Student Union

Function of the Union:

1. The College Union, shall remain the sole rostrum of student's opinion inside Stewart Science College. Its functions are detailed as follows:
 - (a) to organize discussion & on the general cultural academic, national and international problems,
 - (b) to organize debates.
 - (c) to invite eminent persons to address the union and
 - (d) to take up such other activities proposed by Principal from time to time.

Membership of the Union:

2. Every degree student of the College is a member of the Union and is eligible for election to any of its offices subject to satisfying the Lingdo Commission recommendation and state government rules.

The Executive Committee:

3. There shall be an Executive Committee of the College Union consisting of the following:
- (i) The President
 - (ii) The Vice-President
 - (iii) The General Secretary
 - (iv) The Assistant General Secretary
 - (v) Three student members to be elected one from each year of +3 classes

Functions of the Executive Committee:

4. (a) The functions of the Executive Committee shall be:-
- (i) to draw up the programme of the Union activities for the session.
 - (ii) to adopt the Union budget for the session.
 - (iii) to undertake such other activities as are consistent with the objective of the Union in accordance with the constitution.
- (b)
- (i) An ordinary meeting of the Executive Committee may be called by the Secretary in consultation with the Adviser. Notice of such meeting with date, time, place and agenda shall be given to members at least 48 hours prior to the meeting.
 - (ii) An extra-ordinary meeting of the Executive Committee can be convened at any time by the Principal.
 - (iii) A meeting of the Executive Committee shall be presided over by the President or in his absence by the Vice-President or in the absence of both, by any member of the Committee elected at the meeting, such election being conducted by the Adviser.
 - (iv) No meeting of the Executive Committee can be conducted without the Adviser.
 - (v) Fifty per cent of the members of the Executive Committee shall constitute the quorum.
 - (vi) The minutes of the meeting shall be maintained by the Secretary and a copy to there of shall be communicated to the Principal through the Adviser within two days.

The Advisor:

5. (a) There shall be an Adviser and may be an Associate Adviser appointed by the Principal from among the members of the staff.
- (b) The adviser shall be present at the meeting of the Executive Committee and at the ordinary meetings of the Union. He will assist by helpful and constructive suggestions, whenever necessary in the proper conduct of the meeting. The President may refer to him for interpretation of rules and the decision of the Advisor, when so referred to, shall be final.
- (c) The Adviser may at any time during a meeting at the request of the President, explain the scope and effect of a motion or amendment.
- (d) The Adviser may, if he is unable to be present at a meeting, request a member of the staff to take his place and such a member shall discharge all the functions of the Advisor.
- (e) Subject to the provision in Rule 25 below, neither the Adviser nor his deputy will preside over a meeting of the Union, unless specially requested to do so by the President.

The President:

6. Any member of the Union is eligible to stand for the Presidentship of the Union. The President shall preside over all ordinary meetings of the Union at which he is present and over extra-ordinary meetings subject to provisions contained in Rule39. He/she shall be responsible for maintaining order and interpreting the rules He ruling shall be considered final except where he/she requests the Adviser to give a ruling in which case the ruling of the Adviser shall be considered final.

The Vice-President

7. In the absence of the President the Vice-President shall assume all his rights and discharge all his duties.

The Secretary:

- 8.(a) The Secretary shall arrange debates, give notice of all ordinary meetings and record the minutes of all meetings whether annual, ordinary or extra-ordinary.
- (b) The Secretary shall select the subject for debates in consultation with the President and Adviser.

The Asst. Secretary:

9. The Assistant Secretary shall assist the Secretary in the discharge of his duties and in his absence perform all his functions.

Election:

10. Once in the beginning of each session, on such date as the Principal may deem fit, elections shall be held for the different offices of the College Union, provided that normal condition prevail.
11. Nominations to such elections, duly seconded shall reach the Principal in writing at least three days before the date of election.
12. (a) Every member of the Union has the right to vote in every election.
(b) No member shall give more than one vote for each office to be filled.
13. Elections shall be conducted and vote recorded and attested in a suitable manner as the Principal shall determine.
14. (a) The candidate obtaining the largest number of votes shall be declared elected on democratic principles.
(b) In case of an equality of votes between any two or more candidates, the election of the successful candidate shall be determined by lot conducted by the Principal or his nominee.

Vacancies of Office:

15. The office bearers shall hold office for the entire academic session unless they-
 - (i) Cease to be members of the College,
 - (ii) voluntarily resign in writing addressed to the Principal, or
 - (iii) Are removed as provided in Rules 17 below.

16. An office bearer who fails in the proper discharge of his duties can be removed by a vote of no-confidence passed by three-fourths of the members of the Union present at an extra-ordinary meeting called for the purpose. Such meeting shall be called by the rules as provided in Rule39.
17. Office-bearers who are students of third year classes shall be deemed to have vacated their office by the end of their Text Examination. If the President and the Secretary vacate their office on the above ground, then the Vice-President and the Assistant Secretary shall success them respectively, as the Acting President and the Acting Secretary.
18. Any office failing vacant in spite of these arrangements will be filled by holding a by election. The procedure for the by-election will be the same as per the elections as the beginning of the session.
19. After the elections are over such data as the Principal may appoint the annual meeting of the Union shall be held where-
 - (a) The out going office-bearers shall be relieved and
 - (b) the newly elected office-bearers shall assume office.
20. The Principal or his nominee shall preside over the annual meeting.

Ordinary Meeting:

21.
 - (a) Ordinary meeting of the Union shall be arranged by the Secretary in consultation with the President.
 - (b) Such meeting of the Union shall ordinarily take place on every alternate working Friday.
 - (c) No ordinary meeting of the Union shall last for more than two and half hours.
 - (d) Every notice should carry the signature of the Principal and the Adviser of the College Union.

Notice:

22. The Secretary shall issue a notice at least two days before each ordinary meeting containing the following particulars:-

- (i) date and time of the meeting.
- (ii) place of the meeting.
- (iii) subject for debate, and
- (iv) names of atleast the first four speaker in order.

Amendment to motions:

- 23. (a) Notice of amendments must be put into the box reserved for that purpose by 12 noon on the day preceding the date of the meeting.
- (b) No amendment will be in order which in effect directly negatives the original for debate or is inconsistent with the motion.

Procedure in the meeting.

- 24. In the absence of the both the President and Vice-President from an ordinary meeting, the members present will elect a Chairman from among themselves the Adviser or his deputy taking the chair until the election is over. The Chairman shall assume all the rights and discharge all the duties of the President during that meeting.
- 25. At the commencement of each ordinary meeting, the Secretary shall read the minutes of the last ordinary meeting and subsequent meetings of the Union, if any. The minutes, on being approved by the members present, shall be signed by the President.
- 26. Every speech shall be relevant to the subject of debate or the amendment proposed. No personal reflection shall be made in the course of the meeting.
- 27. No member other than the mover of a motion shall speak more than once in the course of the debate. At the conclusion of the debate, the mover may, at his option reply to the debate.
- 28. The mover and the second speaker (oppose) may speak for eight minutes each. The other speakers shall for not more than five minutes. This time can be reduced by the President of a meeting. If he finds the numbers of speakers too many to be adjusted within two and a half hours.

29. The President may, if he so desires, take part in the debate, the Vice-President or in the latter's absence some one else at the President's request taking the chair while he does so.

Discussion of Amendment:

30. (a) Not more than one amendment to the motion under discussion may be brought forward in the course of an ordinary meeting.
- (b) The President of an ordinary meeting shall decide at the meeting which one of the amendments received in accordance with rules 24(a) shall form the subject matter of debate.
31. (a) An amendment to a motion shall be discussed only after the first four speakers on that motion have spoken.
- (b) No amendment shall be valid which is not duly seconded in the meeting.
- (c) When an amendment is proposed and seconded members may, at their opinion, speak either on the amendment or on original motion.

Votes on Debate:

32. At the conclusion of the debate, as soon as the mover of the original motion has exercised or formally waived his right of reply, the amendment, if any, shall first be put to vote. If the amendment is carried, the motion as amended shall be put to vote.
33. (a) All questions in the debate shall be determined by a majority of the votes of the members present.
- (b) If the votes are equally divided, the President shall decide the question by lot.

Points of Order:

34. The Adviser, his deputy or member may call the President's attention to any point of order even while a member is speaking, but no speech shall be made on such point of order.

Discipline:

35. The President may call any member to order. If a member disobeys or disregards any order or ruling of the President or the Adviser, or his deputy, the President may forthwith ask the member to withdraw from the meeting and may report his name to the Principal. If necessary, the President may dissolve the meeting.
36. In any case not provided for by the rules the Adviser or his deputy shall give a ruling as to the procedure on the principles already laid down and his ruling shall be final.
37. An extraordinary meeting of the Union may be convened-
 - (a) at the Principal's discretion.
 - (b) on a written requisition addressed to the Principal and signed by not less than one hundred members of the Union, or
 - (c) on the request of the President to the Principal.
38. The Principal or any person nominated by him shall preside over any extraordinary meeting, when this deemed necessary by the Principal.

Amendment Rules:

39.
 - (a) Amendments to any of these rules shall be considered in the annual meeting of the Union.
 - (b) No amendment will be in order which is not duly seconded and of which a week's clear notice has not been received.
 - (c) An amendment, before it becomes effective must be passed by a majority of two-thirds of the members present at the annual meeting and must receive the approval of the Principal.
40. No amendment to any of these rules will be given effect to before the next session i.e. if an amendment is passed in 1992-93 it will be given effect to in 1993-94.
41. The Principal shall be the Final Authority in all matters relating to Union and his decision in any situation is binding on all.

Additional Information

Copy of letter No.43500 / EYS dt.20.9.83 from Sri P.P. Brahma, I.A.S., Deputy Secretary to Government of Orissa, Edn. & Y.S. Department to the Director, Higher Education, Orissa.

Sub : Non-participation of +2 class students in the College Union Election.

I am directed to say that the question of participation of the students of +2 classes in the College Union Elections for the academic year 1983-84 was considered by Government and it has been decided that these students should not participate in the College Elections as they are not registered students of the concerned University as required under Rules 207 of the students of the Universities. This act may be brought to the notice of all concerned immediately.

DIRECTORATE OF HIGHER EDUCATION

ORISSA, BHUBANESWAR

Memo No.43668 Dt.24.9.83

Copy forwarded to the Principal of all Government and Non-Government Colleges for the information and necessary action.

Sd/Illegible

Deputy Director (General)

Orissa

Magazine Committee

There shall be a Magazine Committee in the College of publication of the college magazine 'The Stewartonian'. The Principal is the Ex-officio Chairman of the Committee. The Principal will nominate at least three members of the teaching staff of the committee to act as chief editor and members in the Editorial Board.

A student representative to the Editorial Board shall be elected by the students. In the manner decided by the Principal. The student representative shall assist the Board in publication of the magazine.

Two other student members may be nominated by the Principal.

Dramatic Society

1. There is a Dramatic Society for the College called "The Stewart College Dramatic Society."
2. All the students of the College shall be members of the Society.
3. Every student of the College shall pay to the Society's account in the College office a subscription as decided by the College authorities.
4. The Principal of the College shall be the Ex-officio President of the Dramatic Society.
5. The affairs of the Society shall be managed by the Committee of Management consisting of the following members:-
 - (i) The President is the Principal ex-officio.
 - (ii) One member of the College staff to be nominated by the President as the Vice-President.
 - (iii) Two or more members of the College Staff are nominated by the President as members of the Dramatic Society.
 - (iv) A Secretary and an Asst. Secretary to be elected by all the student of the College from among themselves.
 - (v) One student from each section of the classes from +2 and each year of +3 classes.
6. At the beginning of each session, election shall be held to the different offices on such date and in such manner as the Principal may determine.
7. After the election is over, there shall be a meeting of the members of the Dramatic Society. In the meting the accounts of the previous year shall be received from the out-going Secretary and the newly election office-bearers shall assume office.
8. The committee of management shall perform the following duties.
 - (a) Decide which drama shall be staged during the year and when. The decision shall be subject to the approval of the Principal.
 - (b) Prepare and pass budget for the year.
 - (c) Have the expenditure in connection with the drama audited within fifteen working days after the staging of the drama.

- (d) Sanction expenditure out of the Reserve Fund for purchase of property for the upkeep, repair, replacement of articles already purchased for the Dramatic Society, and
 - (e) Meet from time to time to decide all other matters connected with the Society.
9. Neither the Secretary nor the Assistant Secretary shall ordinarily be given an actor's part in the drama to be staged. One of the two shall keep the minutes of the Society and the other shall be in charge of the accounts. Either or both of them removed from office, if they fail to discharge their duties properly (i) by the Principal, or (ii) by a vote of no confidence passed by not less than two-thirds of the student members of the committee of management, i.e., not less than five members in a meeting or the committee specially called for the purpose and satisfied by a meeting of the general body of members called for the purpose.
10. Five members shall constitute the quorum for ordinary meeting of the committee of management.
11. The Principal reserve to himself the right to alter amend or abrogate, any of the rules mentioned above. If a member wants to alter or amend any of the rules, the alteration or amendment must e passed by a majority of the members of committee specially called for the purpose. Such alteration or amendment is subject to approval of the Principal.

The Athletic Society

There is an Athletic Society for conducting the games and sports of the College. The society consists of the Principal as the Ex-officio President, a member of the teaching staff to act as a Vice-President two or more members of staff as members, two students to be elected by the students as the Secretary, Assistant Secretary and one representative of each section of each class of the College.

Activities of Athletic Society:

The college, takes a keen interest in the different Inter College Tournaments conducted by the Utkal University Sports Council. The College also participates in some of the tournaments conducted by the local sports body. To enable the College to

participate, in different games, regular inter-class tournaments are held to select the College team.

These inter-class matches help to develop team spirit and sportsmanship in the students. Those also enable the students to develop a sense of awareness to the importance of games and sports and in still in them qualities of leadership. The inter-class matches have enabled the Society to select the best talent available in the College on the performances of the players in the different interclass encounters.

National Service Scheme

Strength – 150 (50 volunteers per Unit)

Enrolment – Enrolment to the three units are made in the beginning of the session by the N.S.S. Officers.

Motto – “Not me but You”.

Chairman – Principal (ex-officio)

Programme Officer:

Unit I – Dr. Priya Ranjan Behera

Unit II (Women’s wing) Dr. Sasmita Pattanaik

Activities of the N.S.S.:

- (i) Land reform
- (ii) Non-formal education and recreation.
 - Initiating literary programme and organizing literacy centres.
 - Eradication of social evils like drinking, caste feeling, dowry demand etc.
- (iii) Planning for better Environment
 - Disposal of garbages, composting, sanitation work etc.
 - Provision of drinking water.
 - Popularisation of new schemes like Gobar gas and Bio-gas plant.
 - Hospital service, Nursing, cleaning etc.
 - Construction & repair of roads and drains.
- (iv) Plantation, preservation and up keep of trees, to counteract atmospheric pollution.

- (v) Family & Child care
- Mass immunization
 - Blood donation
 - Help to Orphanages and Balasramas
 - Child care

(vi) Other programmes

Preservation & beautification of campus, monuments etc.

- Digging of tank, ponds & wells.
- Relief work during natural calamities.
- Social service during festivals & fairs.

Further information regarding N.S.S. can be had from the N.S.S. Officers of the College.

National Integration Samiti

A National Integration Samiti has been constituted in this college as per the direction of the Government of Orissa. The aims and objectives of the Samiti are-

- (i) to foster the idea that India is one nation and it belongs to every Indian irrespective of cast, creed and colour.
- (ii) to familiarize members with the diverse perspectives of our composite culture and civilisation.
- (iii) to undertake all such activities that would eradicate communalism in all its forms, and to establish and strengthen secularism.
- (iv) to render timely service to the community in times of the communal disorder and take adequate measures to restore feelings of friendship and fraternity amongst all communities and to remove the atmosphere of suspicion.
- (v) to promote emotional involvement of the members of the public undertakings in the manifold tasks of national integration.

The Day Scholars Association

1. All the Day Scholars of the College shall be the members of the Association and shall pay a subscription of Rs.2/- annually.

2. The object of the Association is to take up such activities as will foster a spirit of sense of belonging to the institution fellowship and co-operation among the Day Scholars' of this College.
3. There shall be a censor of the Day Scholar's Association appointed by the Principal from among the teaching staff.
4. The censor of the Day Scholar's shall be the Ex-officio President and shall preside over all meetings of the Association except the annual meeting. He may appoint a Deputy from among the members of staff to take his place as President, if he is otherwise unable to attend any meeting. The Principal or his nominee will preside over Annual General Body Meeting of the Association.
5.
 - (a) There shall be a Secretary and Asst. Secretary elected from among the students of the college. the election shall be held on such date and manner as the Principal may determine.
 - (b) The Secretary with the approval of the President shall organise all the functions of the Association and shall be in charge of minutes and correspondences. In the absence of the Secretary, the Asst. Secretary, will carry on the work of Secretary.
6. There shall be an Executive Committee consisting of-
 - (a) The Censor
 - (b) The Secretary
 - (c) The Asst. Secretary
 - (d) One student member from among the Day Scholars' in each of the classes elected in such manner as the Principal shall determine.

The Committee ceases functioning on 31st day of May.

7. The Principal may at his option nominate one or two student members to the Executive Committee make up deficiency of representation if any.
8. The funds of the Association shall be directly under the control of the Principal. All expenditure incurred by the Association shall be subject to his approval. The Secretary DSA withdraw money from DSA fund after the voucher is countersigned only by the Principal.

The Principal shall be the final authority in the matter of finance.

CO-CURRICULAR ACTIVITIES OF THE STAFF MEMBERS FOR THE SESSION 2017-18

(The names in the committees may not be in order of seniority)

1.Academic Advisory Committee

Academic Bursar (Coordinator)
HOD of all Departments

2. College Admission Committee (+2 & +3)

Dr. (Ms.) Aparna Dutta (AIC +3)
Dr. Sunil Ranjan Biswal (AIC +2)
Ms. Sanjibani Sahu
Mr. Rashmi Ranjan Behera
Mr. Joydeep Mohanty
Mr. Santosh Ku. Samantara
Dr. Satyabrata Mohanty
Mr. Amarendra Kumar Das
DEO
Mrs. Rita Das

3. College Discipline, Anti Ragging Committee

Dr. Jayanta Kumar Das (Vice President)
Mr. Rishi Kanta Dash
LT. Akhaya Ku.Dash
Dr. (Mrs.) Sasmita Pattnaik
Mrs. Sasmita Pati
Mrs Sonali Dutta
Mrs. Sweta Samantaray
Mr. Samaresh Das

4. Time Table Committee

Dr.(Mrs) Deepa Nag
Dr. (Ms.) Aparna Dutta

4.A. Academic Year Planner & College Calendar

Mr. K. C. Mahapatra
Dr. Akash Sahu
Mrs. Sweta Samantaray

5. Examination Cell

Academic Bursar (Vice President & Coordinator of Cell)
Dr. Pradip Kumar Das
Dr. Priya Ranjan Behera
Ms. Reema Das
Ms. Bratati Mishra

Mr. Rishikanta Dash
Dr. (Mrs.) Jayashree Mohanty
Mr. Gyana Ranjan Kar
Dr. Tejeswar Rath

Mr. Shreeman Pattanaik
Dr. (Mrs.) Sasmita Pattanaik

Mr. Animesh Daspattnayak
Mr. Joydeep Mohanty

Lt. Akshaya Kumar Dash
Mr. Jabesh Ghanta

Mrs. Munira Salim
Dr. Smita Mohanty

Mrs. Sasmita Pati
Mr. Sudarsan Nayak

5.A. Zonal Valuation Committee

Dr. (Mrs.) Deepa Nag
Dr. (Ms.) Aparna Dutta
Dr. Sunil Ranjan Biswal
Mrs. Sonali Dutta
Dr. (Mrs.) Sasmita Pattanaik
Mr. Rashmi Ranjan Behera
Dr. (Mrs.) Smita Mohanty
Mr. Santosh Kumar Samantara
Mr. Sudarsan Nayak
Mr. Jabesh Ghanta
Mr. Amarendra Kumar Das

6. Tabulation Committee

Mr. Rishikanta Dash
Mr. Manas Ranjan Pradhan
Mrs. Sasmita Panda

7. Student Attendance & Proctorial Committee

Dr. J. K. Sinha (Vice President)
Mrs. Sasmita Pati
Mrs. Binapani Biswal

Mrs. Kabitamala Nayak
Mrs. Mamata Baliarsingh

Mrs. Shanti Sudha Meher
Dr. (Mrs.) Jayashree Mohanty

Dr. (Mrs.) Tanushree Pattnaik
Mrs. Nirupama Mohanty

Mrs. Sonali Dutta
Ms. Reema Das

Mrs. Sweta Samantaray
Ms. Binita Panda

Dr. (Mrs.) Kasturi Ray
Dr. Priya Ranjan Behera

Mrs. Sumita Das
Mrs. Swapnashree Das

Mrs. Sandhya Sayantini Mohanty
Mr. Manas Ranjan Pradhan

The groups have to take out attendance, mark sheet of the students and send them to their parents, call parent-teacher meeting, etc.

8. Filling up of Forms and Allied Exam works.

Dr. Abani Kumar Sahu (Vice President)
Mr. Narahari Praharaj
Mrs. Suchitra Mohanty
Dr. (Mrs.) Jayashree Mohanty
Mr. Gopal Charan Behera
Mr. Abdul Kadir Khan
DEO

9. IQAC(Internal Quality Assessment Cell)

Dr. Pradip Kumar Das (Director)
Dr. Jayanta Kumar Das (Member)
Dr. (Mrs.) Deepa Nag (Member)
Dr. (Ms.) Aparna Dutta (Member)
Dr. Akash Sahu (Member)
Dr. Sunil Ranjan Biswal (Member)
Administrative Bursar
External members

10. UGC Cell

Dr. (Mrs.) Deepa Nag (Vice President and Teacher In-charge)
Dr.(Ms) Aparna Dutta
Dr. Pradip Kumar Das
Dr. S.R. Biswal
Mr. Animesh Daspattnaik
All Bursars

11. Career Counselling and Placement Cell

Mrs. Sonali Dutta
Dr. (Mrs.) Sasmita Pattanaik
Mr. Rashmi Ranjan Behera
Dr. Satyabrata Mohanty

12. College Website, NRC and ICT cell

Dr. Sunil Ranjan Biswal
Ms. Sanjibani Sahu
Mr. Santosh Kumar Samantara
Ms. Reema Das
DEO

13. College Student's Union

Dr. Abani Kumar Sahoo (Advisor)
Mr. Rishikanta Dash
Mr. Rashmi Ranjan Behera
Mrs. Sandhya Sayantini Mohanty
Mrs. Kasturi Ray
Mr. Jabesh Ghanta

14. College Students' Union Election Committee

Dr. Jayanta Kumar Das (Vice President)
Mr. K. C. Mahapatra
Mr. Rishikanta Dash
Mr. Manas Ranjan Pradhan
Administrative Bursar

15. (+2) Cultural Association

Dr. Akash Sahoo (Vice President)
Mrs. Swapnashree Das
Dr. Satyabrata Mohanty
Mrs. Bijaylaxmi Mohapatra
Mr. Sapanjit Rout

16. (+2) Cultural Association Election Committee

Mr. Animesh Daspattnayak (Vice President)
Mr. Satyabrata Mohanty
Mr. Sudarsan Nayak
Mr. Sapanjit Rout
Administrative Bursar

17. College Athletic Society

Mr. Pradip Kumar Das (Vice President)
Mr. Shreeman Pattanaik

Ms. Reema Das
Mr. Jabesh Ghanta
Mr. Sapanjit Rout
Mr. Gyana Ranjan Kar
Mr. Amarendra Kumar Das
Mr. Sanjib Kumar Patra
Mr. Samaresh Das, P.E.T.

18. College Dramatic Society

Lt. Akshya Kumar Dash (Vice President)
Mr. Narahari Praharaj
Mrs. Sandhya Sayantini Mohanty
Mrs. Santisudha Meher
Mr. Manas Ranjan Pradhan
Mrs. Gayatri Tripathy
Mrs. Sasmita Panda
Mr. Jabesh Ghanta

19. College Cultural Society

Mrs. Munira Salim
Dr. Satyabrata Mohanty
Mrs. Swapnashree Das
Mr. Abhisek Das
Mrs. Mamata Baliarsingh
Mr. Sapanjit Rout
Ms. Katsiya Pradhan

20. College Science Society

Mrs. Sonali Dutta (Vice President)
Mr. Rashmi Ranjan Behera
Dr. Satyabrata Mohanty
Dr. (Mrs.) Kasturi Ray
Dr. (Mrs.) Tanushree Pattnaik
Mrs. Shanti Sudha Meher
Mrs. Swarna Chandrika Mahapatra
Mr. Jabesh Ghanta
Ms. Susnita Mishra

21. DSA

Mr. Shreeman Pattanaik (Vice President)
Dr. (Mrs.) Sasmita Pattanaik
Ms. Sanjibani Sahoo
Dr. (Mrs.) Kasturi Ray
Mrs. Sandhya Sayantini Mohanty
Mrs. Shanti Sudha Meher
Mrs. Swapnashree Das
Mr. Jabesh Ghanta

Mr. Sapanjit Rout
Mrs. Priyanka Panda
Ms. Katsiya Pradhan

22. College National Integration Samittee

Mr. K. C. Mahapatra (Vice President)
Mrs. Swapnashree Das
Mrs. Swarna Chandrika Mohapatra

23. College Library Committee

Dr. (Ms)Aparna Dutta (Vice President)
Mr. Prashanta Kumar Mohanty
Ms. Sanjibani Sahu
Mrs. Sumita Das
Ms. Binita Panda
Mr. Rashmi Ranjan Behera
Ms. Reema Das
Mr. Manas Ranjan Pradhan
Dr. (Mrs.) Smita Mohanty
Ms. Bratati Mishra
Mrs. Rita Das

24. College Magazine & Publication Committee

Mr. K.C.Mahapatra(Vice President)
Dr. Jitendra Kumar Sinha
Ms. Binita Panda
Mrs. Madhusmita Padhy
Mr. Joydeep Mohanty
Dr. (Mrs.) Smita Mohanty
Mrs. Binapani Biswal
Mr. Gopal Charan Behera

25. College Youth Redcross

Mr. Pradip Kumar Das (Vice President)
Mrs. Sasmita Pattnaik
Mr. Rashmi Ranjan Behera
Dr. (Mrs.) Smita Mohanty
Ms. Bratati Mishra
Mr. Abhisek Das
P.E.T

26. NSS Officer

Mr. Shreeman Pattnaik (Boys' Unit)
Mrs. Sasmita Pattnaik (Girls' Unit)

27. NCC Officer

Lt. Akshaya Kumar Dash

28. Women Grievance Cell / Sexual Harassment Redressal Cell

Dr. (Mrs) Deepa Nag (Vice President)
Dr. Sunil Ranjan Biswal
Mr. Amarnath Sahoo
Mrs. Munira Salim
External Member (Ms. Rosalin Grace)

29. Staff Common Room

Mrs. Munira Salim
Mrs. Madhusmita Padhy

30. Boys' Common Room

Dr. Rajesh Behera
Mr. Gopal Charan Behera

31. Girls' Common Room

Smt Sasmita Pati
Mrs. Sonali Roul

32. College Repair and Maintenance Committee

Dr. Jayanta Kumar Das
Mr. Pradip Kumar Das
Mr. Debaraj Pattanaik
Mr. Amarendra Kumar Das
Mr. Samaresh Das, P.E.T.
Administrative Bursar
Accounts Bursar

33. College Development Committee

The Heads of All the Departments
Administrative Bursar
Accounts Bursar
Academic Bursar
PIO
Head Clerk

34. S.S.G.

Dr. Rajesh Behera (Vice President)
Mr. Prashanta Ku. Mohanty, Accounts Bursar
Accountant

35. Canteen Management

Administrative Bursar
Mrs. Sasmita Pati

N.B:-

The Principal is the president of all the committees/Societies.

All Bursars are Ex-officio members of all the committees/societies.

The Principal will assign additional / reshuffle the duties of the staff members as and when necessary for greater interest of the college & smooth functioning of all the Committees / Societies.

The respective Vice-presidents are the convenors of all the aforesaid Committees / Societies. They have to initiate the functioning of their respective committees and report of all events of the committee be submitted to the undersigned for record.

FEE STRUCTURE OF +2 & +3 SCIENCE FOR 2017-18

SL No.	Nature of Fee	+2 Class	+3 Class	+2 Class	+3 Class
		Time of Admission		Monthly Fee	
1(a)	Tuition Fees for June & July(Govt. Fee)	18.00	22.00	9.00	11.00
(b)	Tuition Fees Towards Salary of Management Staff (for 2/3 years)	12,700.00	10,700.00	100.00	100.00
2	Development Fee	500.00	500.00		
3	Admission Fees / Re-admission Fees	9.00	10.00		
4	SSG	2.00	2.00	1.00	1.00
5	Electricity Charges for June & July	60.00	60.00	30.00	30.00
6	Athletic Subscription	120.00	120.00		
7	Magazine Subscription	50.00	50.00		
8	College Calendar	15.00	15.00		
9	Examination Fees	50.00	50.00		
10	Council / University Registration	50.00	60.00		
11	DSA	30.00	30.00		
12	Laboratory Development Fees	300.00	400.00		
13	Students Aid Form	10.00	6.00		
14	Charge of Cycle Keeper	50.00	50.00	25.00	25.00
15	College Union / Cultural Association	40.00	70.00		
16	Dramatic Society	25.00	25.00		
17	Identity Card	50.00	50.00		
18	Medical Examination	7.00	2.00		
19	Improvement Fees	100.00	100.00	50.00	50.00
20	Student's Common Room	10.00	10.00		
21	Lesson Plan & Proctorial	10.00	10.00		
22	Junior Redcross	10.00	10.00		
23	General Maintenance	50.00	50.00		
24	Cultural Society	3.00	3.00		

25	National Integration Samiti	5.00	5.00		
26	Subsidiary Fees	400.00	400.00		
27	Library Development Fees	60.00	60.00		
28	Staff Welfare Fund	10.00	10.00		
29	Science Society	50.00	50.00		
30	Sports & Literary Fee	100.00	50.00		
31	Fee for Time Table	10.00	10.00		
32	Student Insurance Fee	15.00	15.00		
33	Recognition Fees	50.00	10.00		
34	Academic Fee	45.00			
35	Syllabus	20.00			
36	NCC	5.00	5.00		
37	Incidental Charge	25.00	25.00		
38	College Development Council (University)		10.00		
39	Breakages				
40	Social Service Fees (NSS)	10.00	10.00		
41	Study Tour for Hons Students		100.00		
42	AIACHE	1.00	1.00		
43	EMH	150.00			
44	Cultural Fees	20.00			
45	Security Charges	60.00	60.00	30.00	30.00
TOTAL		14,150.00	10,971.00	245.00	247.00

- Additional development fee of Rs.3000.00/- shall have to be paid by candidates in each year taking IT at one of the optional subject in +2 Science class.
- Besides above students of out of State Boards shall pay migration fee of Rs.20.00 for +2 classes.
- Re-Admission Fee for +2 Second Year Science – Rs.4000.00/- each.
- Re-Admission Fee for +3 Second Year Science & +3 Third Year Science – Rs.1000.00/- each.
- Additional Study / Field Tour fee of Rs.1000/- & Rs.500/- shall be paid by the Candidates opting for Geology Honours & Botany Honours respectively at the time of Admission.
- Breakage to be collected from each year of Students of +2 1st year & 2nd year & +3 1st year, 2nd year & 3rd year Students.