

SARADA MA GIRLS' COLLEGE

a unit of

Ramakrishna Vivekananda Mission, Barrackpore.

(Recognized Under Section 12(B) & 2(f) of the UGC Act 1956)

Talikhola, Baluria, P.O.- Nabapally, Barasat

North 24 Parganas, Kolkata- 700 126

Prospectus

"I am your true mother, a mother not by virtue of being your guru's wife, nor by way of empty talk, but truly the mother"

INTRODUCTION

With effect from the academic session 2006-07, the University of Calcutta accorded affiliation to a new general Degree College for Girls named "Sarada Ma Girls' College" on self-financing basis. It is owned and managed by Ramakrishna Vivekananda Mission (a Philanthropic Society, registered under the West Bengal Societies Registration Act, 1961) with its' Headquarters at 7, Riverside Road, P.O.- Vivekananda Math, Barrackpore, North 24- Parganas, Kolkata- 700 120. The College actually started functioning from the 3rd July, 2006. This college, originally affiliated to the University of Calcutta came under the West Bengal State University, Barasat from the academic session 2008-09.

LOCATION AND ROUTE

The College is located on Barasat-Barrackpore Road (Bus Stop-Talikhola), Baluria (Bakulban), Nabapally, Barasat, North 24-Parganas, Kolkata- 700 126. It is a 4-storeyed building with 62 rooms including Digital (smart) class rooms, Library, Reading room, Science laboratories, Students' Common room, Students' canteen, Seminar Hall and a playground.

MISSION

The College has its sole aim in building career based on the ideals of Sri Ramakrishna, Ma Sarada and Swami Vivekananda. This College has set

the goal not only for spreading formal education but also for all round development of self-reliance, self-sufficiency and the personality of the students that will enable them in achieving socio-economic success in life and in motivating students towards various cultural activities. This will help them in building awareness and spreading consciousness against all sorts of prejudice, social inequality and exploitation. This College has an objective for recognizing women's role in nation building and thus inspiring students to become potential human resource in this aspect.

ACADEMIC SESSION

Academic session starts from July every year and ends on June of the following year.

COLLEGE HOURS

The college remains open from 11 A.M. to 5 P.M. on week days. The Library remains open during the office hours of the college.

A. POST GRADUATE COURSES OF STUDIES

Four-semester P.G. course in **Food and Nutrition** (M.Sc.) was introduced in the college from the academic session 2009-10 and that in **English** (M.A.) from the academic session 2019-20. The West Bengal State University, Barasat has conferred academic autonomy to the college for the said courses.

The college has initiated research work for the teachers to improve their academic standard and also for students of PG section. A number of research papers are regularly published in the different national journals.

Eligibility for admission:

Food & Nutrition: Three years (or, six-semester) regular course of B. Sc. (Hons.) in Food and Nutrition/Biochemistry/Physiology or Microbiology with qualifying Chemistry as a general paper for at least two years duration carrying total marks of 300.

English: Three years (or, six-semester) regular course of B.A. (Hons.) in English.

P.G. Faculty

DEPARTMENT OF FOOD AND NUTRITION

1. Dr. Sauryya Bhattacharyya, M.Sc., Ph.D. (Biochemistry)

Coordinator

2. Smt. Somdutta Banerjee, M.Sc. (Food & Nutrition)
3. Sri Ashish Kumar Das, M.Sc. (Chemistry)

DEPARTMENT OF ENGLISH

1. Smt. Swagata Pandit, M.A. (English)
2. Smt. Ishita Banerjee, M.A., M.Phil. (English)
3. Smt. Suvani Sengupta, M.A. (English)

FEE STRUCTURE FOR P.G. COURSES

I. Food & Nutrition:

Admission Fees: Rs. 20,000.00 (1st semester only)

Caution Money: Rs. 2,000.00 (-Do-)

*** Enrolment Fees for each of other semesters (2nd, 3rd & 4th) –
Rs. 18,000.00**

Extra charge for Lab-based Dissertation work (4th semester):

(i) Food & Nutrition based projects : Rs. 6000.00

(ii) Microbiology based projects : Rs. 8000.00

N.B.: *Extra examination fees to be deposited during each Semester Examination. Expenses towards visits of Hospitals, Dairy Farms & Food Testing Laboratories, Hospital Internship and Field work etc. are to be borne by the students.*

II. English:

Admission Fees: Rs. 16,000.00 (1st semester)

Caution Money: Rs. 1,000.00 (-Do-)

*** Enrolment Fees for each of other semesters (2nd, 3rd & 4th) –
Rs. 15,000.00**

N.B.: Extra Fees to be deposited during each Semester examination. Expenses towards Journal Club and Field work etc., if any, are to be borne by the students.

COLLECTION OF TUITION FEES

All the students will be required to pay total semester fees including other charges in six months instalments to be paid in the beginning of each month, within 5 days, failing which a fine of Rs. 5/- per day will be charged as defaulter. For stipend/scholarship purpose, if any student desires to pay total fees at the beginning of each semester, she needs to apply to the Principal for obtaining her permission.

In case of 1st semester students the admission shall be treated as cancelled for continuous absence of first 15 days from the date of commencement of the 1st semester class.

UNIVERSITY FEES

In addition to above fees, University Registration fee, Cost of Admission Form, Certificate fee, Migration fee, if any, etc. are to be deposited by the student concerned as and when required.

Fees are not refundable except caution money deposits. All caution money deposits are refundable to the students within 3 months from the date of publication of the final results of 4th semester Examination after necessary deduction for Laboratory and Library damages, breakages or losses of College property, if any. A minimum amount of 20% of the caution money deposited excluding additional breakage/ wear & tear will be deducted from each student for general breakage/ wear & tear. No interest will be paid on the caution money deposits. The caution money deposit shall be forfeited and transferred to the Principal's Aid Fund if

the same is not withdrawn within one year from the date of leaving the College or the date of publication of the results of the final examination, whichever is earlier.

Cost of Admission Form / Prospectus: Rs. 200.00

Forms are available for the post graduate courses on production of original mark-sheet of B.Sc./B.A. (Hons.) or its equivalent examination on working days between 11 a.m. to 3 p.m.

B. UNDER GRADUATE COURSES OF STUDIES

(i) HONOURS

HONOURS SUBJECTS									
		SEM - I	SEM - II	SEM - III	SEM - IV	SEM – V	SEM- VI	SEM – VII	SEM - VIII
	BENGALI								
STREAM: HUMANITIES	MAJOR DSC	DS-1(5)	DS-2(5)	DS-3(5)	DS-4(5) DS-5(5) DS-6(5), DS-7(5)	DS-8(5) DS-9(5) DS-10(5), DS-11(5)	DS-12(5), DS-13(5), DS-14(5), DS-15(5)	DS-16(5) DS-17(5)	DS-18(5) DS-19(5), DS-20(5), DS-21(5)
	MINOR	MA-1(5): Hist./Edu /Geo MB-1(5): Pol.Sc. / Soci	MA-2(5): Hist./Edu /Geo MB-2(5): Pol.Sc. / Soci	MA-3(5): Hist./Edu /Geo, MB-3(5): Pol.Sc. /Soci.				SMA(5) & SMB(5) (Hist./ Edu/Ge ogr OR Pol.Sc. / Soci.)	
	MDC	MD-1(3)	MD-2(3)	MD-3(3)					
	AEC	AE-1(3): Eng / Bng	AE-2(3): Eng / Bng	AE-3(3): Eng					
	SEC	SE- 1(3)	SE-2(3)	SE-3(3)					

	VAC	VA-1(3)	VA-2(3)						
STREAM: HUMANITIES	INTER N SHIP		2 CREDITS		2 CREDITS		2 CREDITS		
	TOTAL CREDITS	27	29	24	22	20	22	20	20
	ENGLISH								
	MAJOR DSC	DS-1(5)	DS- 2(5)	DS-3(5)	DS-4(5) DS-5(5) DS-6(5), DS-7(5)	DS-8(5) DS-9(5) DS-10(5), DS-11(5)	DS-12(5), DS-13(5), DS-14(5), DS-15(5)	DS-16(5) DS-17(5)	DS-18(5) DS-19(5), DS-20(5), DS-21(5)
	MINOR	MA-1(5): Hist./Edu /Beng, MB-1(5): Pol.Sc. / Soci	MA-2(5): Hist./Edu /Beng, MB-2(5): Pol.Sc. / Soci	MA-3(5): Hist./Edu /Beng, MB-3(5): Pol.Sc. / Soci				SMA(5) & SMB(5) (Hist/Edu/Beng OR Pol Sc/Socio)	
	MDC	MD-1(3)	MD-2(3)	MD-3(3)					
	AEC	AE-1(3): Eng/ Beng	AE-2(3): Eng/B eng	AE-3(3): Eng/B eng					
STREAM: SCIENCES	SEC	SE- 1(3)	SE- 2(3)	SE- 3(3)					
	VAC	VA-1(3)	VA-2(3)						
	INTER N SHIP		2 CREDITS		2 CREDITS		2 CREDITS		
	TOTAL CREDITS	27	29	24	22	20	22	20	20

HISTORY									
MAJOR DSC	DS-1(5)	DS-2(5)	DS-3(5)	DS-4(5) DS-5(5) DS-6(5), DS-7(5)	DS-8(5) DS-9(5) DS-10(5), DS-11(5)	DS-12(5) DS-13(5) DS-14(5), DS-15(5)	DS-16(5) DS-17(5)	DS-18(5) DS-19(5) DS-20(5), DS-21(5)	

STREAM: HUMANITIES	MINOR	MA-1 (5): Bengali / Socio./ Geo; MB-1 (5): Educa- tion/ Pol. Sc	. MA-2 (5): Bengali / Socio./ Geo; MB-2 (5): Educati- on/ Pol. Sc	MA-3 (5): Bengali / Socio./ Geo; MB-3 (5): Education/ Pol. Sc				SMA(5) & SMB (5): Bengali / Socio./Geo OR Education/ Pol. Sc	
	MDC	MD-1(3)	MD-2(3)	MD-3(3)					
	AEC	AE-1(3): Eng/ Beng	AE-2(3): Eng/ Beng	AE-3(3): Eng					
	SEC	SE- 1(3)	SE- 2(3)	SE- 3(3)					
	VA C	VA-1(3)	VA-2(3)						
	INTER N SHIP		2 CREDITS		2 CREDITS		2 CREDITS		
	TOTAL CREDITS	27	29	24	22	20	22	20	20
	EDUCATION								
	MAJOR DSC	DS-1(5)	DS-2(5)	DS-3(5)	DS-4(5) DS-5(5) DS-6(5), DS-7(5)	DS-8(5) DS-9(5) DS-10(5), DS-11(5)	DS-12(5) DS-13(5) DS-14(5), DS-15(5)	DS-16(5) DS-17(5)	DS-18(5) DS-19(5) DS-20(5), DS-21(5)

	MINOR	MA-1(5): Ben g. / Socio ; MB-1(5): Human Dev/ History/ Geo	MA-2(5): Ben g. / Soci o; MB-2(5): Huma n Dev/ History/ Geo	MA-3(5): Ben g. / Soci o; MB-3(5): Human Dev/ History/ Geo				SMA(5) & SMB (5): Beng. / Socio; OR Human Dev/ History/Geo	
	MDC	MD-1(3)	MD-2(3)	MD-3(3)					

	AEC	AE-1(3): Eng / Bng	AE-2(3): Eng / Bng	AE-3(3): Eng					
	SEC	SE- 1(3)	SE- 2(3)	SE- 3(3)					
	VA C	VA-1(3)	VA-2(3)						
	INTER N SHIP		2 CREDITS		2 CREDITS		2 CREDITS		
	TOTAL CREDITS	27	29	24	22	20	22	20	20

ST	COMPUTER APPLICATION								
	MAJOR DSC	DS-1(5)	DS- 2(5)	DS-3(5)	DS-4(5) DS-5(5) DS-6(5), DS-7(5)	DS-8(5) DS-9(5) DS-10(7), DS-11(5)	DS-12(5), DS-13(5), DS-14(5), DS-15(5)	DS-16(5) DS-17(5)	DS-18(5) DS-19(5) DS-20(5) DS-21(5)

	MINOR	MA-1(5): Food & Nutrition/Ed/Socio; MB-1(5): Geography/Microbiology/Human Dev	MA-2(5): Food & Nutrition/Ed/Socio; MB-2(5): Geography/Microbiology/Human Dev	MA-3(5): Food & Nutrition/Ed/Socio; MB-3(5): Geography/Microbiology/Human Dev				SMA (5) & SMB (5): Food & Nutrition/Ed/Socio OR Geography/Microbiology/Human Dev	
	MDC	MD-1(3)	MD-2(3)	MD-3(3)					
	AEC	AE-1(3): Eng / Bng	AE-2(3): Eng / Bng	AE-3(3): Eng					
	SEC	SE- 1(3)	SE- 2(3)	SE- 3(3)					
	VAC	VA-1(3)	VA-2(3)						

STREAM:	INTER N SHIP		2 CREDITS		2 CREDITS		2 CREDITS		
	TOTAL CREDITS	27	29	24	22	20	22	20	20
	FOOD & NUTRITION								
	MAJOR DSC	DS-1(5)	DS- 2(5)	DS-3(5)	DS-4(5) DS-5(5) DS-6(5), DS-7(5)	DS-8(5) DS-9(5) DS-10(5), DS-11(5)	DS-12(5), DS-13(5), DS-14(5), DS-15(5)	DS-16(5) DS-17(5)	DS-18(5) DS-19(5) DS-20(5) DS-21(5)

MINOR	MA-1(5): Comp Ap / Hum an D ev /Phy siolo gy; MB-1(5): Chemi s try	MA-2(5): : Comp Ap / Hu man D ev /Phy siolo gy; MB-2(5): Chemi stry	MA-3(5): Comp Ap / Hu man D ev /Phy siolo gy; MB-3(5): Chemi s try				SMA (5) & SMB(5): Comp Ap / Huma n D ev/P hysiolo gy OR Chemi stry	
MDC	MD-1(3)	MD-2(3)	MD-3(3)					
AEC	AE-1(3): Eng / Bng	AE-2(3): Eng / Bng	AE-3(3): Eng					
SEC	SE- 1(3)	SE- 2(3)	SE- 3(3)					
VAC	VA-1(3)	VA-2(3)						
INTER N SHIP		2 CREDITS		2 CREDITS		2 CREDITS		
TOTAL CREDITS	27	29	24	22	20	22	20	20
GEOGRAPHY								

	MAJOR DSC	DS-1(5)	DS-2(5)	DS-3(5)	DS-4(5) DS-5(5) DS-6(5), DS-7(5)	DS-8(5) DS-9(5) DS-10(5), DS-11(5)	DS-12(5), DS-13(5), DS-14(5), DS-15(5)	DS-16(5) DS-17(5)	DS-18(5) DS-19(5) DS-20(5) DS-21(5)
	MINOR	MA-1(5): Hist ory/ Hum an Dev; MB-1(5): Pol.Sc. /Educati on/Socio	MA-2(5): Hist ory/ Hu man Dev; MB-2(5): Pol.Sc. /Educa ti on/Socio	MA-3(5): Hist ory/ Hu man Dev; MB-3(5): Pol.Sc. /Educati on/Socio				SMA(5) & SMB(5) : Histor y/Hum an Dev; OR Pol.Sc. /Educati on/Socio	
	MDC	MD-1(3)	MD-2(3)	MD-2(3)					
	AEC	AE-1(3): Eng / Bng	AE-2(3): Eng / Bng	AE-3(3): Eng					
	SEC	SE- 1(3)	SE- 2(3)	SE- 3(3)					
	VAC	VA-1(3)	VA-2(3)						
	INTER N SHIP		2 CREDITS		2 CREDITS		2 CREDITS		
	TOTAL CREDITS	27	29	24	22	20	22	20	20
MICROBIOLOGY									
	MAJOR DSC	DS-1(5)	DS-2(5)	DS-3(5)	DS-4(5) DS-5(5) DS-6(5), DS-7(5)	DS-8(5) DS-9(5) DS-10(5), DS-11(5)	DS-12(5), DS-13(5), DS-14(5), DS-15(5)	DS-16(5) DS-17(5)	DS-18(5) DS-19(5) DS-20(5) DS-21(5)

	MINOR	MA-1(5): Chemistry; MB-1(5): Physio. /Food & Nutrition	MA-2(5): Chemistry; MB-2(5): Physio. /Food & Nutrition	MA-3(5): Chemistry; MB-3(5): Physio. /Food & Nutrition				SMA (5) & SMB (5): Chemistry; OR Physio. /Food & Nutrition	
STREAM: SCIENCE	MDC	MD-1(3)	MD-2(3)	MD-3(3)					
	AEC	AE-1(3): Eng / Bng	AE-2(3): Eng / Bng	AE-3(3): Eng					
	SEC	SE- 1(3)	SE- 2(3)	SE- 3(3)					
	VAC	VA-1(3)	VA-2(3)						
	INTER N SHIP		2 CREDITS		2 CREDITS		2 CREDITS		
	TOTAL CREDITS	27	29	24	22	20	22	20	20

(ii) GENERAL

B.A. GENERAL	STRUCTURE OF THE 3-YEAR B.A. IN MULTIDISCIPLINARY PROGRAM						
		SEM-I	SEM-II	SEM-III	SEM-IV	SEM-V	SEM-VI
	CORE COURSE (A)	MA-1(5): HISTORY/ BENGALI/ HUMAN DEV	MA-2(5): HISTORY/ BENGALI/H UMAN DEV	MA-3(5): HISTORY/ BENGALI/H UMAN DEV	MA-4(5): HISTORY/ BENGALI/H UMAN DEV	MA-5(5): HISTORY/ BENGALI/H UMAN DEV	MA-6(5): HISTORY/ BENGALI/H UMAN DEV
	CORE COURSE (B)	MB-1(5): POL.SC./ SOCIO./ GEOGR	MB-2(5): POL.SC./ SOCIO./ GEOGR	MB-3(5): POL.SC./ SOCIO./ GEOGR	MB-4(5): POL.SC./ SOCIO./ GEOGR	MB-5(5): POL.SC./ SOCIO./ GEOGR	MB-6(5): POL.SC./ SOCIO./ GEOGR
	CORE COURSE (C)	MC-1(5): EDUCATIO N/ENGLIS H	MC-2(5): EDUCATIO N/ENGLISH	MC-3(5): EDUCATIO N/ENGLISH	MC-4(5): EDUCATIO N/ENGLISH	MC-5(5): EDUCATIO N/ENGLISH	MC-6(5): EDUCATIO N/ENGLISH
	MD				MD-1(3)	MD-2(3)	MD-3(3)
	AEC	AE-1(3): Eng/Bng	AE-2(3): Eng/Bng	AE-3(3): Eng			
	SEC			SE-1(3)	SE-2(3)	SE-3(3)	SE-4(3)
	VA C	VA-1(3)	VA-2(3)				
	INTERN SHIP			2 CREDITS			
	TOTAL CREDITS	21	21	23	21	21	21

B.Sc. GENERAL	STRUCTURE OF THE 3-YEAR B.Sc. IN MULTIDISCIPLINARY PROGRAM						
		SEM-I	SEM-II	SEM-III	SEM-IV	SEM-V	SEM-VI
	CORE COURSE (A)	MA-1(5): Computer Application/ Physiology	MA-2(5): Computer Application/ Physiology	MA-3(5): Computer Application/ Physiology	MA-4(5): Computer Application/ Physiology	MA-5(5): Computer Application/ Physiology	MA-6(5): Computer Application/ Physiology
	CORE COURSE (B)	MB-1(5): Geography/ Microbiology	MB-2(5): Geography/ Microbiology	MB-3(5): Geography/ Microbiology	MB-4(5): Geography/ Microbiology	MB-5(5): Geography/ Microbiology	MB-6(5): Geography/ Microbiology
	CORE COURSE (C)	MC-1(5): Food and Nutrition/ Chemistry	MC-2(5): Food and Nutrition/ Chemistry	MC-3(5): Food and Nutrition/ Chemistry	MC-4(5): Food and Nutrition/ Chemistry	MC-5(5): Food and Nutrition/ Chemistry	MC-6(5): Food and Nutrition/ Chemistry
	MC				MD-1(3)	MD-2(3)	MD-3(3)
	AE C	AE-1(3): Eng/Bng	AE-2(3): Eng/Bng	AE-3(3): Eng			
	SEC			SE-1(3)	SE-2(3)	SE-3(3)	SE-4(3)
	VAC	VA-1(3)	VA-2(3)				
	INTERNSHIP			2 CREDITS			
	TOTAL CREDITS	21	21	23	21	21	21

ADVISORY BOARD

Prof. (Dr.) Arup Chattopadhyay, M.A., Ph.D.

Prof. (Dr.) Shuvendu Mazumdar, M.B.A., Ph.D.

Prof. (Dr.) Satyajyoti Das, M.A., Ph.D.

Prof. (Dr.) Mrityunjoy Chatterjee, M.A., Ph.D.

List of Teaching Faculty

Dr. Manjari Bhattacharya, M.A., Ph.D.

Principal

Dr. Saurya Bhattacharyya, M.Sc., Ph.D.

Vice-Principal

DEPARTMENT OF FOOD AND NUTRITION

1. Smt. Nivedita Bhattacharjee, M. Sc., M. Phil.
2. Dr. Saurya Bhattacharyya, M. Sc., Ph. D. (Co-ord. of PG Studies)
3. Smt. Somdutta Banerjee, M. Sc., B. Ed.
4. Smt. Susmita Das, M. Sc.
5. Smt. Ankita Basu, M. Sc, B. Ed.

DEPARTMENT OF MICROBIOLOGY

1. Smt. Mou Saha, M. Sc., B. Ed.
2. Smt. Arpita Ghosh, M. Sc.
3. Smt. Saheli Parvin, M. Sc.

DEPARTMENT OF COMPUTER APPLICATION

- Smt. Nabanita Roy, M. Sc., B. Ed.
Smt. Sumana Das, M. Sc., B. Ed.

DEPARTMENT OF GEOGRAPHY

- Smt. Sumita Manna, M. Sc., M. Ed.

DEPARTMENT OF EDUCATION

1. Dr. Manjari Bhattacharya, M. A., Ph. D. (Principal)
2. Smt. Sonia Mamataj, M. A., B. Ed.
3. Smt. Madhumita Chatterjee, M. A., M. Ed.

DEPARTMENT OF HISTORY

1. Smt. Tusu Mitra Shaw, M. A., B. Ed.
2. Smt. Laboni Das, M. A., M. Phil.
3. Smt. Shampa Mahalder, M. A., M. Ed.

DEPARTMENT OF BENGALI

1. Dr. Saoni Dutta, M. A., Ph. D.
2. Smt. Debasree Das, M. A., M. Phil., B. Ed.
3. Smt. Rita Mukherjee Dutta, M. A., M. Ed.

DEPARTMENT OF ENGLISH

1. Smt. Swagata Pandit, M. A., B. Ed.
2. Smt. Ishita Banerjee, M. A., M. Phil., B. Ed.
3. Smt. Shuvani Sengupta, M. A.
4. Dr. Anupama Gangopadhyay M. A., M. Ed., Ph. D.

DEPARTMENT OF CHEMISTRY

1. Smt. Sarmistha Bera, M. Sc.
2. Sri Asis Das, M. Sc.

DEPARTMENT OF HUMAN DEVELOPMENT

Dr. Ankita Parui, M.A., Ph.D.

DEPARTMENT OF PHYSIOLOGY

Dr. Adipa Saha, M.Sc., Ph.D.

DEPARTMENT OF SOCIOLOGY

Smt. Sumita Roy, M. A.

DEPARTMENT OF POLITICAL SCIENCE

Smt. Joyeeta Chatterjee, M. A.

List of Non-Teaching Faculty

LIBRARY

1. Smt. Riya Biswas, M.L.I.Sc. (Librarian)
2. Smt. Soma Mukherjee, M. A., Dip. Lib. (Library Assistant)

OFFICE

1. Sri Sujit Dutta., B. Com. (Head Clerk-cum-Cashier)
2. Sri Abhijit Kumar Pal, B. Com. (Clerk)
3. Smt. Mampi Dasgupta, B. Com. (Computer Assistant)
4. Sri Avi Majumder, M. A. (Office Asst.)

LABORATORY ASSISTANTS

1. Smt. Sumona Dutta Paul, B. Sc.
2. Smt. Ferdausi Khatun, M. Sc.
3. Smt. Ria Halder, M. Sc.

List of Peons

1. Smt. Manibala Mondal (Lab Attendant)

2. Smt. Anjana Das (Lab Attendant)
3. Smt. Rabiya Bibi (Lab Attendant)
4. Smt. Suparna Baidya
5. Smt. Sona Saha

Facilities & Amenities

1. Well-equipped laboratories
2. Digital Library & Reading Room
3. Anti-ragging Cell
4. Grievance redressal Cell
5. Placement Cell
6. N-LIST membership
7. Digital Class-room
8. NSS activities
9. Internship
10. Use of renewable energy resources

ADMISSION OF STUDENTS

The College will admit only girl students without any distinction of caste or creed in different courses. Admission in different classes is made on the basis of norms and principles determined by the Admission sub-committee of the College following the relevant rules and regulations of the University.

Applications for admission are to be made to the Principal of the College in prescribed form with results of the Higher Secondary or equivalent (10+2) Examination with 5 recognized subjects including English and Vernacular and there should not be more than two language subjects.

Application form along with the prospectus will be available on working days between 11 a.m. to 3 p.m. on production of original mark-sheet of the said examination. Each application for admission must be accompanied by the following documents:

- (a) Self-attested copy of the mark-sheet of previous qualifying examination.
- (b) Self-attested copy of the admit card of Madhyamik or equivalent examination as age-proof.
- (c) Self-attested copy of SC/ST certificate issued by the Government of West Bengal.
- (d) Two passport size photographs

Original documents are to be produced at the time of admission. No change in combination of subjects will be allowed after admission.

Admission to the College will be strictly in order of merit.

N.B.: No admission will be allowed after the last date fixed by the University.

ELIGIBILITY FOR ADMISSION IN HONOURS COURSES

A candidate taking up Honours Course in a subject must obtain:

(i) a minimum of 50% marks in aggregate and 45% marks in the subject or related subject at the previous qualifying examination

Or

(ii) 55% marks in the subject or related subject at the previous qualifying examination

Or

(iii) 50% marks in aggregate when the candidate has not studied the subject in his/her previous qualifying examination provided all other clauses are satisfied.

However, candidates belonging to the Scheduled Castes or Scheduled Tribe community taking up Honours Course of study must have obtained a minimum of 40% marks in the aggregate or 40% marks in the subject or related subjects at the previous qualifying examinations, as the case may be.

ENGLISH (HONS.), BENGALI (HONS.), GEOGRAPHY (HONS.) and HISTORY (HONS.) : The candidate must pass 10+2 examination with marks prescribed by the University.

FOOD & NUTRITION (HONS.): The candidate must pass Chemistry at the previous qualifying examination with marks prescribed by the University and have to take up Chemistry as one of the elective subjects.

MICROBIOLOGY (HONS.): The candidate must pass Chemistry and Biology/Bio-Technology at the previous qualifying examination with marks prescribed by the University and have to take up Chemistry as one of the elective subjects.

EDUCATION (HONS.): The candidate must pass 10+2 examinations with marks prescribed by the University. The subjects Psychology/Philosophy/Mathematics/ Sociology/ Economics/Political Science/History are to be treated as related subjects.

RESERVATION OF SEATS

As per Government orders, of the total seats 22% are reserved for Scheduled Caste and 6% for Scheduled Tribe students. These seats will, however, be treated as open to others, if suitable candidates are not available.

TRANSFER

One month's notice is required for seeking transfer. Students seeking transfer in the midst of a session are liable to pay all annual charges (including annual session charges) in full in addition to the transfer fee of Rs.200.00. *Application for transfer certificate must be signed by both the guardian and the student.*

CHANGE OF ADDRESS

Students must promptly intimate in writing to the Principal any change of address and contact number during their period of study in the College.

The College does not take any responsibilities for delivery of letters etc., to students through the College address.

College Uniform: Every student must wear red-bordered saffron sari and red blouse/ Salwar suit (as per uniform code) with white colour Cates shoes.

FEE STRUCTURE

Total Fees along with the Caution Money* deposit (one time) for the Under Graduate Courses are to be paid at the time of admission. The caution money is refundable subject to cancellation of admission or completion of the particular course and should be applied for refund within 3 months of discontinuation.

***Details of caution money**

B.Sc. Hons.	Rs.500/-
B.A. Hons.	Rs.200/-
B.A./B.Sc. Gen.	Rs.200/-

SPECIAL FEATURES

We follow Life and Teachings of Sri Sri Ramakrishna, Sri Sri Holy Mother Sarada Devi and Swami Vivekananda. Participation in birthday celebrations is compulsory for students and staffs. Internal assessment – study of Life and Teaching of Sri Sri Holy Mother Sarada Devi is compulsory which will bear some marks.

"I am the mother of the virtuous as well as the wicked"

4 YEARS HONS. WITH MAJOR COURSE:

<u>1ST</u> SEMESTER	Food & Nut(H)	B.Sc. Comp. Appl.(H)/ Microbio(H)/ Geography(H)	Beng(H)/ Eng(H)/ Hist(H)/ Educ(H)
Admission Fee	Rs.7600.00	8100.00	4100.00
<u>2nd</u> Semester	Food & Nut(H)	B.Sc. Comp. Appl.(H)/ Microbio(H)/ Geography(H)	Beng(H)/ Eng(H)/ Hist(H)/ Educ(H)
Enrolment Fees	7100.00	7600.00	3900.00
<u>3rd</u> Semester	Food & Nut(H)	B.Sc. Comp. Appl.(H)/ Microbio(H)/ Geography(H)	Beng(H)/ Eng(H)/ Hist(H)/ Educ(H)
Enrolment Fees	7600.00	8100.00	4100.00
4th SEMESTER	Food & Nut(H)	B.Sc. Comp. Appl.(H)/ Microbio(H)/ Geography(H)	Beng(H)/ Eng(H)/ Hist(H)/ Educ(H)
Enrolment Fees	7600.00	8100.00	4100.00
<u>5th</u> Semester	Food & Nut(H)	B.Sc. Comp. Appl.(H)/ Microbio(H)/ Geography(H)	Beng(H)/ Eng(H)/ Hist(H)/ Educ(H)
Enrolment Fees	7600.00	8100.00	4100.00
<u>6th</u> Semester	Food & Nut(H)	B.Sc. Comp. Appl.(H)/ Microbio(H)/ Geography(H)	Beng(H)/ Eng(H)/ Hist(H)/ Educ(H)
Enrolment Fees	7600.00	8100.00	4100.00
<u>7th</u> Semester	Food & Nut(H)	B.Sc. Comp. Appl.(H)/ Microbio(H)/ Geography(H)	Beng(H)/ Eng(H)/ Hist(H)/ Educ(H)

Enrolment Fees	7600.00	8100.00	4100.00
<u>8th Semester</u>	Food & Nut(H)	B.Sc. Comp. Appl.(H)/ Microbio(H)/ Geography(H)	Beng(H)/ Eng(H)/ Hist(H)/ Educ(H)
Enrolment Fees	7600.00	8100.00	4100.00

N.B: Expenses towards excursions, visits of hospitals & dairy farms and field work etc. are to be borne by the students.

3-YEAR MULTIDISCIPLINARY COURSES:

<u>1ST SEMESTER</u>	Science (General)	Humanities (General)
Admission Fees	3800.00	2700.00
<u>2nd SEMESTER</u>	Science (General)	Humanities (General)
Enrolment Fees	3800.00	2700.00
<u>3rd SEMESTER</u>	Science (General)	Humanities (General)
Enrolment Fees	3800.00	2700.00
<u>4th SEMESTER</u>	Science (General)	Humanities (General)
Enrolment Fees	3800.00	2700.00
<u>5th SEMESTER</u>	Science (General)	Humanities (General)
Enrolment Fees	4000.00	2900.00
<u>6th SEMESTER</u>	Science (General)	Humanities (General)
Enrolment Fees	3800.00	2700.00

SPECIAL FEES

For loss of Fee book/Identity card/Library card – Rs. 50 will be charged for a duplicate one.

The College Authority reserves the right to revise all or part of any fees, if required.

CLASS ATTENDANCE

Under the University regulations a student must attend at least 75% of total number of lectures delivered in each subject to be eligible to appear at the University Examination as a regular candidate. A student who fails to attend 75% of the total number of lectures delivered in one or more subjects may be allowed to appear at the examination at the discretion of the University authority, provided the minimum attendance does not fall short of 60% of the total number of lectures delivered.

DISCIPLINE

Every student must abide by the rules and discipline of the College. Attention of the students is drawn to maintain College discipline, such as:

- (a) Refraining from damaging College property or sticking posters on the College walls,
- (b) Impersonation at roll call,
- (c) Loitering in the corridors,
- (d) Sitting on staircase,
- (e) Leaving College premises during off periods without the permission of Principal,
- (f) Breach of rules regarding attendance, the use of the Common Room and Library books.
- (g) Change of attire/uniform within the college premises.

Students may be punished for breach of rules. Further, they may be suspended or even expelled for gross misconduct and serious offence.

SEMINARS AND EXTENSION LECTURES

Arrangements will be made for seminars and extension lectures in different subjects by eminent persons.

LIBRARY

The College has a well-equipped library with a spacious reading room attached to it. Each student will be provided with three library cards, one for reading purpose and two for lending. The College Library

remains open from 11 a.m. to 4.30 p.m. on full working days. Students may borrow books from the library for use in the Reading Room during leisure hours; but they must not take these books out of the Library and must return them on the same day before leaving the library, failing which they will be fined Rs. 10/- per day. Books issued for home study must be returned within 15 days. Students failing to do so are liable to be fined Rs. 2/- for each day's delay and no book will be issued to them again without the permission of the Principal. One copy of book at a time may be borrowed by the students of general course. Honours students, however, are permitted to borrow two copies of book at a time. Reference books will be issued to them to study in the library reading room. If any book is lost or damaged while in possession of the borrower, it will have to be replaced at her own cost.

Library Cards are not transferable. A fee of Rs. 25/- will be charged for a duplicate card if the original card is lost.

COLLEGE MAGAZINE

The college will publish cultural magazine yearly on a regular basis under the guidance of eminent teachers and in collaboration with the students having aptitude in literature. Interested students actively participate in publication of the magazine.

COMMON ROOM

The College has spacious common room for the students. A number of Journals, Magazines and Newspapers are subscribed for the common room. Arrangement for indoor games like Carom, Chess has been made.

CULTURAL EVENTS

1. The cultural programme is arranged by our college to celebrate the '*Basanta Uthsab*' in the college premises. The students and teachers celebrate the colourful event by performing songs, dances, recitations etc. and make the event joyful.
2. **International Women's Day** ("Banhisikha") is celebrated at the College premises.
3. The main purpose of celebrating **International mother language day**

in the College is to promote the awareness of language and a cultural diversity all across the world. On that day, our college organizes a small cultural programme. All teachers offer flowers to show tribute to the martyrs who sacrificed their lives to establish mother language. All the teachers and students usually take part in different events like group dance, solo performance, speech etc.

4. The ***College Picnic*** is usually held once in one academic year and the picnic in the last year.
5. Sarada Ma Girls' College proudly unveils its Magazine Special Edition for Durga puja, **Alokborna**, during the grand celebration of Sharod Bandana. The magazine centers on the theme "Sarada Ma: The Representation of Women's Strength as a Form of Ma Durga," beautifully captured the essence of feminine power and resilience. In the last year, the publication ceremony was graced by esteemed dignitaries including Chief Guest Prof. Mahua Das, Honourable Secretary Maharaj Swami Nityarupananda and Dr. Arup Kumar Chattopadhyay, President of the Governing Body among others.
6. On 5th September of every year, Sarada Ma Girls' College celebrates **Teacher's Day** with great enthusiasm. The event is organised by students to honour their teachers for their dedication and guidance. The event concludes with a speech by the principal.

Research Activities

Seminars, Workshops and Symposis are organized regularly by different academic departments of the College with the active participation of teachers, students and external experts. Faculty members regularly publish books and research articles in journals of repute. Further to enhance the knowledge base, faculty members also attend conferences and seminars organized by different institutions of higher learning.

National Service Scheme (NSS)

Our college got permission to join the NSS unit in 2021. After that, the NSS unit of the College starts functioning actively. For instance, we celebrate and submitted virtual poster and video on “Awareness program on Covid 19” to the Project Coordinator, NSS unit, West Bengal State University. We also virtually participated in “World Environment Day”. Organized a Webinar on “International Day of Yoga” with eminent speakers Dr. Pranam Dhar (Project Coordinator, NSS Unit, West Bengal State University) and Mrs. Saraswati Chakraborty (Yoga Therapist) on 23rd June, 2021. This year, NSS unit of Sarada Ma Girls' College organized a social outreach program on **28/01/2025**. The students distributed clothes and food among the laborers and their families of a brickfield at Barasat. The young children were also given food and clothes. The phrase "Not me, but you" was aptly reflected in this event, as the students realized the importance of prioritizing others' needs.

Important Information

- i) Needy and meritorious students are encouraged for student's freeship.
- ii) Remedial coaching is provided in blended mode by the College at free of cost for the weaker students.
- iii) Students can submit their feed-back forms and anonymously put on record their suggestions in the Register for the better functioning of the College or they may send their suggestions/complaints by email – secretaryrkvm@gmail.com.
- iv) All time students' help-desk remains open during the working hours to extend assistance to students.
- v) Dress Code of the College must be followed by all the students failing which the studentship will be cancelled.
- vi) In any academic department or subject the number of valid new admissions should be at least ten for proper functioning. If in an extreme situation this minimum number is not fulfilled, the related

subject will not be offered for that particular session only and the collected amount of admission fees will be refunded to the students concerned.

"All teachers are one. The same power of God works through them all"