



UG Prospectus-2022-23

Sikkim Government College, Gyalshing

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THE COLLEGE EMBLEM

GYANA VIGYANA VIMUKTYE : *Gyana Vigyana Vimuktye* is the motto of the college. It is a Sanskrit axiom extracted from Upanishad. ‘Gyana’ means knowledge, ‘Vigyana’ is higher and purer form of knowledge and ‘Vimuktye’ is emancipation. So these three lofty words means that knowledge (Gyana) leads to awareness; higher and purer form of knowledge (Vigyana) leads to emancipation (Vimuktye) from ignorance. The sole aim of knowledge is freedom from all the causes of ignorance of pain and suffering not only of an individual, community and society but for all living creatures.

Gyana Vigyana Vimuktye the Emblem encompasses a blooming lotus and a radiant sun above it with the flaming sword on the top, placed at the background of a blue sky above and ocean below.

- The Lotus is a symbol of purity, where only wisdom is held.
- The sun signifies glory and brilliance and the sunshine is a symbol of the power of knowledge.
- The sword represents a celestial weapon that cuts confusion and illusion to invoke wisdom.
- Ocean is the symbol of institution and the blue colour of the sky symbolises a mystical borderland of wisdom, self-mastery and spiritual realization.

PROFILE

Sikkim Government College, Gyalshing was established on 28th of June 2011, as an institute designed to cater to the growing needs of higher education for the students of West District of Sikkim and other parts of the country in general. It was functioning in the Private building at Kyongsa, Gyalshing until permanent infrastructure was established at Aarigoan, 5km away from the District HQ, Gyalshing. It is a co-educational institute and is affiliated to Sikkim University. The college follows the Semester system and the medium of teaching is English. The college offers Honours courses in English, Economics, History, Political Science, Geography, Sociology, Physical Education, Education, Tourism, Nepali, Bhutia, Limboo, Lepcha. Masters program in Political Science was introduced in Academic Session 2020. B.Com was also introduced in the Academic Session 2021. A total of 57 Assistant Professors constitute the strength of the teaching faculty.

Principal

Mr. Kishor Kr. Rai

Vice – Principal

Mr. Bikash Sharma

Dean of Student Affairs

Mr. Thupten Palzang Bhutia

ADMISSION 2022- 23

ADMISSION IN UNDERGRADUATE COURSES:

Admission to programs in Sikkim Govt. College, Gyalshing, West Sikkim is carried out in two phases:

Phase 1: Application Process: The advertisement for registration of students for admission to UG courses in SGCG, along with other Government Colleges of Sikkim for the academic year 2022-23 will be published across various digital and non-digital platforms.

Candidates are directed to visit: www.sgcregistration.com

Instructions for online registration of students for admission etc. will be available at Website: www.rusasikkim.com

Note: Applicants are advised to provide their personal WhatsApp number and authentic email ID while filling forms.

Phase 2: Post selection procedure: Selected candidates go through verification and other admission formalities carried out by the Admission Committee. Candidate's admission is provisional until candidates submit all relevant documents and complete university registration in addition to other formalities (Date for Registration is notified by the University).

Contact details, Helpline number etc. for undergraduate admission will be available along with the advertisement.

ADMISSION COMMITTEE 2022-23

Chairperson: Mr. Kishor Kumar Rai, Principal.

Convenor: Mr. Thupten Palzang Bhutia, DSA.

Teaching Members:

Admission Coordinator: Mr. Bhim Bhadur Limboo

- Ms. Diki Lhamu Lepcha
- Dr. Bitu Subba
- Mr. Pem Dorjee Lepcha
- Mr. Sandeep Tamang
- Mr. Jigdol Tenzing Gyalpo Bhutia

Non-Teaching Members:

- Mr. Purna Sharma
- Mr. Bhim Raj Gurung

Note: All admitted candidates will be strictly bound by the Rules and Regulations of the College.

Decision of the Admission Committee will be final & binding.

COURSES OFFERED

| COURSES | SUBJECT | INTAKE CAPACITY (Per Subject) |
|----------------|---|-------------------------------|
| B.A (HONS.) | English, Economics, Geography, Political Science, History, Sociology, Physical Education, Education, Nepali, Limboo, Tourism & Travel Management. | 50 |
| | Bhutia, Lepcha | 30 |
| *B.Com (HONS.) | Commerce | 50 |
| **M.A | Political Science | 15 |

*B.Com Course has been introduced from Academic Session 2021-22.

** M.A Political Science has been introduced since Academic Session 2020-21.

- **Note: For UG Programmes, honours subjects once opted at the time of filling up of online admission form shall not be changed.**

UNIVERSITY REGISTRATION

Bonafide students of Sikkim University are provided with a one-time registration certificate for the programme of their study. The student shall fill up the prescribed form online and submit the same to the principal for registration. The registration dates are notified by the University and further circulated by the college on the notice board, and respective WhatsApp groups.

Failure to register and submit relevant documents on time shall automatically lead to the cancellation of admission.

For any issues related to registration, students should write to suregistration@cus.ac.in

WITHDRAWAL OF ADMISSION

Students wishing to withdraw mid-session must apply to the Principal/Dean of Students Affairs in writing. They should surrender all the documents issued by the College. Subsequently, their names will be permanently removed from the college academic rolls. Students admitted to the 1st semester, who desire to withdraw admission, should apply for withdrawal within 20 days from the date of their admission for consideration of partial or total refund of college fees.

For a Migration Certificate, students should apply in the prescribed format to the University through the Principal of the College. The form may be collected from Sikkim University.

TRANSFER Inter-college transfer is generally not encouraged. However, in exceptional circumstances, applicants may write an application to the principal with sufficient justification for consideration of his/her case.

Inward Transfer: The subject combination he/she is pursuing must be one of the combinations offered in the college. If approved, the student must produce an Original Transfer and Character Certificate, Identity card etc. from the previous college. After that, he/she should report to Sikkim University and obtain a NOC. If the applicant is granted NOC by Sikkim University,

they will be enrolled in the college. However, it is the responsibility of the concerned student to ensure that the minimum attendance of 75 % is met.

Outward Transfer: An applicant should first obtain a written consent from the college he/she is willing to get transferred to. Then they must seek the permission of the Principal, SGC Gyalshing to leave the college. Once approved, they should get necessary clearance as directed by Dean's office. Their name would be struck off from the college rolls and relevant documents will be handed over to them. They must then write to Sikkim University to obtain the NOC to join the new college.

TEACHING FACULTY

Department of Bhutia

Mr. Thupten Palzang Bhutia (M.A)

Mr. Tshering Palden Bhutia (M.A)

Department of Commerce

Mr. Ajay Chettri (M.Com, UGC-NET)

Mr. Lochan Sharma (M.Com, UGC-NET)

Department of Economics

Dr. Kesang Wangmo Bhutia (MA, M.Phil B.ed, Ph.D)

Mr. Rajiv Jairu (M.A, UGC-NET)

Ms. Archana Tamang (M.A, M.Phil, UGC-NET)

Mr. Bijay Gurung (M.A, UGC-NET)

Ms. Rinzing Ongmu Bhutia (MA, SLET)

Department of Education

Dr. Shanker Luitel (MA, M.Ed, Ph.D)

Mrs. Arpana Silwal (B.Ed, M.A, TET)

Mr. Kishor Kr. Rai (M. A, M.Phil, SLET, UGC-NET)

Mrs. Salma Lamichaney (STET, CTET, B.Ed, M.A)

Mrs. Kabita Gurung (M.A, B.Ed, SLET)

Department of English

Mr. Bikash Sharma (M.A, UGC-NET)

Ms. Diki Lhamu Lepcha (B.Ed, M.A)

Dr. Kritika Nepal (Ph.D)

Ms. Diki Chomu Bhutia (MA, NET)

Department of Geography

Ms. Karma Choden Bhutia (M.A, SLET, UGC-NET)

Ms. Renuka Sharma (SLET, M.A)

Mr. Naresh Bhusal (M.A, UGC-NET)

Mr. Rajiv Rai (M.A, UGC-NET, SLET)

Department of History

Dr. Bikash Karki (M.A, M. Phil, B.Ed, STET, Ph.D)

Mrs. Aruna Chettri (B.Ed, M.A)

Ms. Mayalmit Lepcha (B.Ed, M.A)

Mrs. Renuka Khatiwada (M.A)

Ms. Sanphung Hangma Subba (MA, SLET)

Department of Lepcha

Mr. Dadup Tshering Lepcha (MECM, B.Ed)

Mr. Pema Loda Lepcha (M.A)

Mr. Pem Dorjee Lepcha (M.A)

Department of Limboo

Mr. B.M. Subba (M.A)

Mr. B.B. Subba (M.A)

Mr. Pahang Limboo (M.A, B.Ed, STET)

Department of Nepali

Dr. Dilli Ram Sharma (M.A, PhD)

Dr. Bibek Chettri (M.A, M.Phil, Ph.D)

Mr. Sandeep Tamang (M.A, UGC-NET/JRF)

Department of Physical Education

Mr. Enosh Tamang (B.PE, M.P.Ed)
Mrs. Manju Tamang (B.PE, M.P.Ed)
Mr. Anup Pradhan (MP.Ed ,NET)

Department of Political Science

Mr. Surendra Rai (B.Ed, M.A)
Mrs. Lucky T. Sherpa (B.Ed, TET, SLET, M.A, M.Phil)
Dr. Bitu Subba (M.A, M.Phil, PhD, UGC-NET JRF, SRF)
Dr. Susan Rai (M.A, Ph.D, UGC-NET JRF)
Mr. Ujjwal Subba (B.Ed, M.A, STET, UGC-NET)
Mr. Garga Man Rai (MA, M.Phil)
Mr. Mingma Ongchun Sherpa (M.A, M .Phil)

Department of Sociology

Mr. Pema Rinzing Bhutia (M.A, M.Phil, SLET, UGC-NET/JRF)
Mrs. Sedem Bhutia (B. Ed, TET, M.A, M.Phil, UGC-NET, SLET)
Mrs. Yashmin Bhandari (M.A)
Dr. Amit Manger (M.A, M.Phil, Ph.D, SLET, UGC-NET)
Ms. Pema Choki Bhutia (MA, NET,JRF)

Department of Tourism

Mr. Sangam Rai (MTM, UGC-NET)
Dr. Dawa Doma Sherpa (MTM, UGC-NET, Ph. D)
Mr. Amit Rai (MTA)

Department of EHS/EVS

Ms. Udenla Bhutia (B.Ed, M.A,SLET, UGC-NET)
Dr.Bikash Karki (M.A, M. Phil, B.Ed, STET, Ph.D)
Mr.Jigdol Tenzing Gyolpo Bhutia (M.Sc., UGC-NET, JRF)

ADMINISTRATION & OFFICE STAFF

| | |
|----------------------------|-----------------------------------|
| Mr. Kishor Kr. Rai | Principal |
| Mr. Biswa B. Raj Gurung | Administrator cum Deputy Director |
| Mr. Ashap Sharma | Sr. A.O. cum DDO |
| Mrs. Basanti Bhujel | Librarian |
| Mr. Padam Bdr. Rai | Accounts Clerk |
| Mrs. Sonam Ongmu Bhutia | L.D.C |
| Mrs. Aila Rai | L.D.C |
| Mrs. Sukanta Gurung | L.D.C |
| Mr. Sonam Dorjee Bhutia | L.D.C |
| Mr. Lok Nath Sharma | Peon |
| Mr. Purna Pd Sharma | Lab Assistant |
| Mrs Dawdan Bhutia | Lab Assistant |
| Mr. Yadu Ram Sharma | Office Assistant |
| Mr. Duk Prasad Biswakarma | Office Assistant |
| Mr. Narayan Pd Sharma | Office Attendant |
| Mrs. Ambika Sharma | Office Attendant |
| Mr. Bhim Raj Gurung | Office Attendant |
| Mr. Navin limbo | Lab Attendant |
| Mrs. Bharatee Laxmi Dhakal | Data Entry Operator |
| Mr. Bal Krishna Sharma | Electrician |
| Mr. Biren Gurung | Driver |
| Mr. Aita Raj Subba | Driver |
| Mr. Sancha Man Subba | Driver |
| Mrs. Champa Sharma | Safaikarmachari |
| Mrs. Puspa Devi Sharma | Safaikarmachari |
| Mrs. Santa Kala Sharma | Safaikarmachari |
| Mrs. Anita Sharma | Maali |
| Mrs. Marry Limboo | Maali |
| Ms. Sani Hangma Subba | Maali |
| Mr. Milan Kr. Limboo | Chowkidar |



THE SEMESTER SYSTEM AND ITS IMPORTANCE

The semester system provides an opportunity for students for continuous learning and assessment which lead to a better understanding of the subject. It helps to improve the learning processes so that students get maximum benefit in terms of acquisition of relevant knowledge, skills and attitudes. It trains the students to excel and build up confidence. It also increases institutional attachment. There will be a continuous engagement between students and teachers which will result in more focused class interaction. This will inculcate regular study habits among students. Conducting examinations twice a year will mean that students' progress is more regularly evaluated. This would enable a more in-depth study and understanding of their concerned subjects.

ACADEMIC PERIOD/SCHEDULE

(Ref: University Academic Calendar)

Under Sikkim University, the college will have summer and winter breaks for the student and faculty members which will be as follows:

| <i>Semester</i> | <i>Period</i> | <i>No. of teaching Days</i> | <i>Exams</i> | <i>Results</i> |
|-----------------|--|-----------------------------|--|---------------------------|
| Odd | 15 th July -30 th November | 139 (approx.) | 1 st December - 16 th December | 30 th December |
| Even | 1 st Feb- 15 th June | 135(approx.) | 16 th June -30 th June | 10 th July |

Note: In case, if the re-opening day of any semester falls on Sunday or any other State Govt. or National Holidays the college shall re-open on the immediate next working day.

EVALUATION PATTERN

In the semester system, a student will be continuously evaluated through Sessional Test, Term-Paper/Field Study and End-Semester Examination. The students would be evaluated internally throughout. The following table highlights a detailed evaluation mechanism for a particular paper.

| Pattern of evaluation | Weightage (%) |
|--------------------------|---------------|
| Sessional Test I | 25 |
| Sessional Test II | 25 |
| End–Semester Examination | 50 |
| Total | 100 |

Note: It is compulsory for a student to attend first and second sessional test and at least 75% of the class lectures in each paper under all the opted subjects failing which you will not be allowed to sit for the End Term Examination in the respective paper.

GRADING SYSTEM

Sikkim University has introduced and implemented the grading system of evaluation at examination of all the students. Following this, students are given grades in lieu of percentage and division which will enhance the transparent nature of the examination.

The evaluation pattern for the grading system is as follows: -

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

PROMOTION CRITERIA

The minimum passing criteria shall be 30% of the total score in each paper/subject but 35% in aggregate. The minimum pass mark in a practical paper is 40% in internal as well as end term examination.

REGULATIONS ON CONDUCT OF EXAMINATION AS PER THE UNIVERSITY

- a) A student seeking permission to sit for the End-Term Examination must have sat for the first and second sessional test, paid the examination fees and attended at least 75% of the classes in a paper. However, the principal of a college or the Dean of Students Affairs, on satisfying himself with the genuineness of the case, may condone a shortage of attendance by 5% if duly recommended by the concerned HOD/IC of the department. A student who is still short of attendance will repeat the entire examination in the next relevant semester.
- b) There shall be a continuous evaluation of the progress of students throughout a semester in a manner approved by the Academic Council and an End-Term Examination at the end of each semester.
- c) A student may be allowed to repeat one or all papers in relevant semesters under the following circumstances:
 - i. If he fails in one or more papers,
 - ii. If he is disqualified to appear in the end-term examination for two or less than two papers due to shortage of attendance and
 - iii. If he seeks to improve his performance, provided that repeat examination of a particular paper is allowed only once and the result of such examination is not considered for any medal/prize/ranking etc.
- d) Students seeking to repeat a paper or more shall seek permission of the COE through the HOD/IC of the department or principal of a college at least one month before the date of examination and, if permitted, shall pay the fees prescribed by the university from time to time at least one week before the date of examination.
- e) The End-Semester theory examination will be of 2 hrs. duration. For practical papers, however, standard norms in respective disciplines may be followed.
- f) The examination routine for the End Semester will be prepared by the office of the COE.

- g) The Controller of Examination shall notify the End-Semester Examination routine at least one week before the actual date of the examination.

THE SCHEME OF SUBJECT COMBINATION

1. Compulsory Subject: Course

| | | |
|--------------------------|-----------------------|-----------------|
| B.A./B.A (Tourism Hons.) | Compulsory English | Fourth Semester |
| B.A. | Environmental science | Fifth Semester |
| B.A (Tourism Hons.) | Eastern Himalayas | Fifth Semester |
| B.A. | Eastern Himalayas | Sixth Semester |
| B.A (Tourism Hons.) | Environmental Science | Sixth Semester |

2. Optional Subjects:

Elective Subjects for B.A (Hons.) have been divided into four groups as shown below: A Student after being selected in a particular honours subject shall choose the remaining two elective subjects from other groups (not containing his/her Hons. subject) taking at most one subject from a group, **subject to availability.**

Illustration: If a student is selected for Economics honours (group C), then he/she may choose two elective papers from either groups A, B or D (but not C). However, he/she cannot choose both the elective papers from the same group.

| Sl. No. | Group A | Group B | Group C | Group D |
|---------|---------------------|---------|---------|---------|
| 1 | Eng/Nep/Bhu/Lep/Lim | Geog | Edu | Pol.Sc |
| 2 | Eng/Nep/Bhu/Lep/Lim | Geog | Edu | Soc |
| 3 | Eng/Nep/Bhu/Lep/Lim | Geog | Eco | Pol.Sc |
| 4 | Eng/Nep/Bhu/Lep/Lim | Geog | Eco | Soc |
| 5 | Eng/Nep/Bhu/Lep/Lim | His | Edu | Pol.Sc |
| 6 | Eng/Nep/Bhu/Lep/Lim | His | Edu | Soc |
| 7 | Eng/Nep/Bhu/Lep/Lim | His | Eco | Pol.Sc |
| 8 | Eng/Nep/Bhu/Lep/Lim | His | Eco | Soc |
| 9 | Eng/Nep/Bhu/Lep/Lim | Ph.E | Edu | Pol.Sc |
| 10 | Eng/Nep/Bhu/Lep/Lim | Ph.E | Edu | Soc |
| 11 | Eng/Nep/Bhu/Lep/Lim | Ph.E | Eco | Pol.Sc |
| 12 | Eng/Nep/Bhu/Lep/Lim | Ph.E | Eco | Soc |
| 13 | Eng/Nep/Bhu/Lep/Lim | Tourism | Edu | Pol.Sc |
| 14 | Eng/Nep/Bhu/Lep/Lim | Tourism | Eco | Pol.Sc |
| 15 | Eng/Nep/Bhu/Lep/Lim | Tourism | Edu | Soc |
| 16 | Eng/Nep/Bhu/Lep/Lim | Tourism | Eco | Soc |

B.A Honours Courses will comprise of six semesters of regular study. A semester will be of 6months duration followed by a University Examination at the end of each semester. After successful completion of the first semester, students are promoted to the second semester and subsequently to the third, fourth, fifth and sixth semester and they need to take admission accordingly. A student undergoing B.A. Course will have to study two optional subjects along with his/her Honours subject and three compulsory subjects in the course of Six Semesters (Three Years) for a total of 1800 Marks.

| 1st Semester (Monsoon) | 2nd Semester (Spring) | 3rd Semester (Monsoon) |
|--|---|--|
| Optional I, paper-I Optional II, paper-I Optional III, paper-I | Optional I, paper-II Optional II, paper-II Optional III, paper-II | Optional I, paper-III Optional II, paper-III Optional III, paper-III |

| 4th Semester (Spring) | 5th Semester (Monsoon) | 6th Semester (Spring) |
|---|--|---|
| Compulsory English Honours(IV) Honours(V) | EVS Honours(VI) Honours(VII) | EHS Honours(VIII) Honours(IX) |

A Student undergoing B.A Tourism (Honours) Course will have to study two optional subjects along with Tourism Subject and three compulsory subjects in the course of six semesters (Three Years) for a total of 1800 marks

| 1st Semester (Monsoon) | 2nd Semester (Spring) | 3rd Semester (Monsoon) |
|---|--|---|
| Optional I, paper-I Optional II, paper-I Tourism, paper-I | Optional I, paper-II Optional II, paper-II Tourism, paper-II | Optional I, paper-III Optional II, paper-III Tourism, paper-III |

| 4th Semester (Spring) | 5th Semester (Monsoon) | 6th Semester (Spring) |
|---|--|---|
| Compulsory English Tourism, Paper (IV) Tourism, Paper (V) | Eastern Himalayas Tourism, Paper (VI) Tourism, Paper (VII) | Environmental Science Tourism, Paper (VIII) Tourism, Paper (IX) |



1: Disaster Management Training Programme

RE-REGISTRATION

After declaration of results of every semester, each student must re-register for the subsequent semester.

Students are required to submit a copy of their marksheet along with their identity card on the notified dates to the office of Dean for re-registration.

Identity cards of students are also renewed during this exercise.

Failure to re-register shall lead to removal of names from the College rolls as the College administration assumes that the student has discontinued his/her studies. Names of such students may not be reflected in any official correspondences.



2: Sanitization Programme

TOTAL NUMBER OF PAPERS TO BE STUDIED AND THEIR CREDIT

| Subject | Total Number of Papers | Total Marks | Total Number of Credits |
|------------------------------------|------------------------|-------------|-------------------------|
| Compulsory English | 1 | 100 | 6 |
| Environmental Studies (EVS) | 1 | 100 | 6 |
| Eastern Himalayas (EHS) | 1 | 100 | 6 |
| Optional I | 3 | 300 | 18 |
| Optional II | 3 | 300 | 18 |
| Honours Paper(I to IX) | 9 | 900 | 54 |
| Total | 18 | 1800 | 108 |

When a student completes the programme after three years of regular attendance in the college earning specific number of credits and the required minimum grades, she/he will be declared to have the B.A(Honours)degree as the case may be.

ACADEMIC VACATION FOR STUDENTS AND TEACHERS

| Vacation | Duration | No. of Days |
|--------------|---|-------------|
| Summer Break | 1 st July to 14 th July | 14 days |
| Winter Break | 17 th December to 31 st January | 46 days |

EXAMINATION SCHEDULE

| Sl. No. | Academic Activity | Even Semester | Odd Semester |
|---------|---------------------------------|--|---|
| 1 | Commencement first Semester | 01 Feb | 15 July |
| 2 | First Sessional Test | 1 st week of March | 3 rd week of August |
| 3 | Second Sessional Test | 1 st week of April | 3 rd week of September |
| 4 | End of Classes | 15 th June | 30 th November |
| 5 | Filling of Examination Form | 1 st June | 15 th November |
| 6 | End Semester Examination Begins | 16 th June to 30 th June | 1 st December to 16 th December |
| 7 | Central Evaluation Begins | 26 th June | 10 th December |
| 8 | Semester Break/Winter Vacation | 1 st July to 14 th July | 17 th December to 31 st January |
| 9 | Publication of Result | 10 th July | 30 th December |

College Activities - Yoga

FEE STRUCTURE

Vide notification no: 58/DIR (HE)/HRDD Dated:20/05/2015, the State Government has waived all fees including examination fees from the academic session 2014-15 for the students having Sikkim Subject or Certificate of Identification.

Students who possess “Sikkim Subject Certificate (SSC)” or “Certificate of Identification (COI)” or “Students possessing Residential Certificate (RC) with BPL card” are exempted from paying college fees. **All others, who do not belong to the above-mentioned categories shall pay the following fees.**

At the time of admission (For first Semester) :

Rs. 1271/- for students of B.A (Without practical)/ B.Com.

Rs. 1371/- for students of B.A (Geography Hons).

(i) Subsequent Semester Continuation Fees (To be paid before commencement of each semester):

Rs. 321/- For students of B.A.

Rs. 421/- For students of B.Com

In addition to above:

Rs. 500/- per month Tuition Fees to be paid by students from outside India (Foreign Nationals)

Fees can be paid online. The details are as follows:

Account Holder: Principal, Sikkim Govt. College, Gyalshing.

Account Number: 3578704361

IFSC code: CBIN0282256

Bank Name: Central Bank of India Branch: Geyzing.

Students must retain the fee receipt and transaction ID and produce when notified.

UNIVERSITY EXAMINATION FEES

Examination fees are to be paid in each semester before filling up the forms to appear in the End Term Examination. Students having Sikkim Subject or Certificate of Identification are exempted from payment. However, students who do not have the above-mentioned documents are required to pay as follows:

| Payable to College | | | | Payable to the University through the College. | Total |
|--------------------|--------------------------------|------------|---------------|--|-------|
| Sl. No. | Course | Centre Fee | Practical Fee | | |
| 1 | B.A. (Hons.) | Rs.400/- | Nil | Rs.150/- | 550 |
| 2 | B.A. Geography(Hons.) | Rs.400/- | Rs.250/- | Rs.150/- | 800 |
| 3 | B.A.Tourism (Hons.) | Rs.400/- | Rs.100/- | Rs.150/- | 650 |
| 4 | B.A.Physical Education (Hons.) | Rs.400/- | Rs.100/- | Rs.150/- | 650 |

UNIVERSITY REGISTRATION

The fee includes Tuition Fees, Admission Fees, Library Fees, Laboratory Caution Deposits and University Registration Fees.

1. The Fee covers one semester.
2. Students must renew their Admission, Identity card and Library card after paying the fees within 7 days of their promotion to the next semester. Students should apply for the renewal of University Registration in every semester by filling up of Semester Programme Card designed by the University failing which their admission to the relevant semester will not be confirmed.

RULES AND REGULATION.

1. Every student must strictly observe and follow all the rules, regulation and traditions of the College
2. All students must conduct themselves befitting their status as student of the college both within and outside the campus. Students should carry out all the orders of the Principal and the member of staff. They shall be answerable to the Principal for their behavior in general and their conduct in the premises in particular.
3. Insubordination or misconduct of any kind, indecent gestures or remarks, offensive graffiti or pestering will be viewed as a serious breach of discipline. Such cases will be dealt with severely and the defaulter will be expelled from the institution without any notice.
4. Smoking, gambling, use of alcohol/drugs by the students is prohibited at all times. Such cases, regardless of circumstances, will result in immediate expulsion without any further appeal for readmission.
5. Students are expected to acquaint themselves regularly with the information displayed on the College notice board.
6. No fund collection for any purpose whatsoever shall be allowed in the college without the explicit permission of the Principal.
7. Students are not allowed to hold any meetings or rallies, invite guests or arrange for any person to address any gathering in the camps, without prior permission of the Principal.
8. Students are to abstain themselves from posting anything on Social Networking Sites which may result in defaming the institution. Such act shall invite stringent disciplinary action.
9. Invitation to media without the prior permission from the concerned authority and without the prior information to the Head of the Institutions will also lead to strict disciplinary action.
10. Students must carry their Identity Card with them at all times as they may be asked to produce the same at any time.
11. Any person, people or students other than the authorized official/staff, if found mishandling the college gate and property will be automatically subjected to law and the Police.
12. Students are prohibited to take part in ragging, political activity or any activity which is detrimental to the dignity of the college. Any student found violating the rules and bringing disrepute to the institute will be expelled from the college.
13. It is compulsory for the students to attend functions/activities organized by the college on various occasion, in proper college uniform, whether the function falls on a working day or on holidays unless notified otherwise. Absence from such functions without valid reasons will invite disciplinary action.
14. Use of cell phones is strictly prohibited in classrooms. Use of cell phones would entail confiscation of the handset. It would be returned only:
 - a) at the end of the course or,
 - b) after the settlement with Principal, Discipline Committee along with defaulter's Parents.
15. Without prejudice to the generality of power to enforce discipline under the ordinances, the following shall mount to acts of gross indiscipline:

- Coming to college without proper college uniform.
- Coming to college with indecent hair style or long hairs (for boys).
- Ragging in any form in the premises of the college.
- Physical assault or threat to use physical force against any member of the teaching, non-teaching staff and students of the college.
- Carrying or threats to use any weapon with an intention to cause injury to any student/staff/visitor of the college.
- Any violation of the provisions of the Civil Rights Protection Act, 1976, violation of the status, dignity and honor of any student.
- Any practice, whether verbal or otherwise, derogatory to women.
- Any attempt of bribery or corruption in any manner.
- Willful destruction of the college property.
- Creating ill will or intolerance on religious or communal grounds.

Any of the above-listed offence attracts mandatory punching of the Identity Card by the Discipline Committee. If the number of punches reaches 3(three) then he/she shall be suspended from attending the classes for three weeks.

16. At the time of admission, every student is required to sign a declaration that he/she submits himself/herself to the disciplinary jurisdiction of the Discipline Committee and other authorities of the college who may be vested with the authority to exercise discipline under rules and regulations that have been framed by the College.

LIBRARY AND OTHER ASSOCIATIVES OF THE COLLEGE

1. Maintain silence in the library room and Switch off the Mobile Phone.
2. Without the Library Membership card students are not allowed to enter in the Library.
3. Tearing and Tempering on Library Books is strictly prohibited.
4. Books cannot be issued without library card.
5. Two books can be issued to the students for the period of one week and three books for Staff for 30 days.
6. If books are not returned on due date, Rs. 10/- will be charged for each book per day, for both students and staff.
7. If Library book is lost one has to pay either two times the actual price of the book or may bring the same book for the Library.
8. If Library card is lost, new card can be issued at the cost of Rs. 50.
9. After the end of every semester students have to renew their Library card.

STUDENTS SLIP CUM IDENTITY CARD

All the College students will be issued Student Slip cum Identity Card. This Card is to be carried by the student every day and shall produce it, as and when required by the College Administration, Management, Academician and the College Discipline Committee. Students shall renew this card every time he/she is promoted to the next semester by producing relevant admission fee slip to the college library.

UNIVERSITY REGISTRATION CARD

Sikkim University will issue University Registration card to all students who apply for University Registration through submission of prescribed filled inform and on completion of other necessary formalities. Students shall renew this Registration Card every time he/she is promoted to the next Semester, by filling up the relevant Semester Programme Card.

- *Students are advised to maintain attendance diary.*

COLLEGE UNIFORM

Students shall come to the college in proper college uniform. It is mandatory in all official affairs of the college (academic and administration). Student coming to the college without uniform will be subjected to strict disciplinary action.

| | | | |
|-----------------|----------|---|-----------------------------------|
| Uniform Colour: | Coat | = | Turkish blue |
| | Cardigan | = | Light grey with dirty green strip |
| | Pants | = | Turkish blue |
| | Shoes | = | Black |
| | Shirt | = | Off white |
| | Shocks | = | Black |

Note: It is mandatory that the Girl students are required to wear pants. Tunic is not allowed.

EXTRA CURRICULAR ACTIVITIES

NATIONAL SERVICES SCHEME (NSS)

The college unit of the NSS is sponsored by the Ministry of Human Resource Development, Government of India. Students interested in constructive social activities are encouraged to join this unit.



NSS

STUDENTS

RED RIBBON CLUB

The College has introduced 'Red Ribbon Club (RRC)' as a part of extra-curricular activity. This will enhance social attachment in students which is also an important part of education. This type

of activity will give opportunity to the students to serve all humanity. Programmes will be organized on timely basis.

ECO TOURISM CLUB

The College has introduced the “Eco Tourism Club” in the year 2015. It will help to promote, monitor and operate the environmental activities of the college through the involvement of the whole college for the projection of clean environment. The entire College Community need to fully understand the true importance and value of the club and the Programmes they undertake.

The College Eco Tourism Club should be seen as the driving force behind all environmental and sustainable activities at the College by organizing, publicizing, promoting, monitoring all environmental/sustainability events, activities and Programmes. The students should be the driving force behind the Eco Tourism Club.



NCC Cadets



NATIONAL CADET CORPS

The College has also introduced National Cadet Corps (NCC) from April 2018. Interested students can contact Mrs. Karma C. Bhutia, Assistant Professor, Dept. of Geography, SGC Gyalshing or Mr. Jigdol Tenzing Gyalpo Bhutia, Assistant Professor, Dept. of EVS/EHS, Gyalshing.

INTELLECTUAL PROPERTY RIGHTS

Intellectual Property Rights Cell was established on 4th April, 2012 and has been working since then. The Cell has been working under the supervision of the Patient Information Centre (PIC), Sikkim State Council of Science and Technology, Government of Sikkim. The main aim of the Cell is to create awareness among the people regarding IPR, provide information on Patent Rights and help in the process of registration if desired. It is one of the basic rights like all other property rights which is unknown to many and which has been violated.



College Fest 2022

GAMES AND SPORTS

Games and sports are the inevitable parts of a student's life. Realizing this, the college pays utmost need to this sector in many ways. The department of physical education of the college looks after the activities in this arena. Besides organizing the Annual Sport Meet, the college also organizes various sporting activities from time to time. The sole aim of all these are to cultivate the trend of competition, physical proficiency and brotherhood amongst the student and to give them a chance to mingle with the universal platform. Eminent students of this field are also felicitated. The college conduct outdoor game like Football, Volley Ball and Badminton.



College Fest 2022

LITERARY AND CULTURAL ACTIVITIES

Literary and cultural activities are also promoted and encouraged by the college. Programmes like debate, quiz, extempore speech, elocution, essay writing, and seminars are held from time to time in the college. Cultural programmes like dance, songs and skits are also organized to feature in various occasions. The college hall is best used in these programmes. The college also publishes its annual magazine 'Golsimal'. Ample opportunities are given to the students for an espousal of their talents.



SCHOLARSHIP SCHEMES

The college offers scholarship to the needy authenticated students as permissible under the norms of the state and the central government. This includes the scholarship given to the students of SC, ST, OBC and BPL categories. For this, the concerned students are directed to keep in touch with the Dean of Students' Affairs of the College and the Social Justice and Welfare Department, Govt. of Sikkim, Tikjuk, West Sikkim.

GENDER SENSITISATION UNIT/INTERNAL COMPLAINTS CELL

Gender Sensitisation Unit (GSU) at college level has been constituted from May 2011 under the Sikkim University Policy against Sexual Harassment and in accordance with the guidelines laid down by the Hon'ble Supreme Court of India, in its ruling under the Writ Petition Criminal, Visakha and other versus the state of Rajasthan and other (JT1997(7) SC384) on the prevention and deterrence of sexual harassment at work and study. The students who face any problem of this kind will always be looked after and safeguarded by the Gender Sensitization Unit and the Internal Compliance Cell of the College.

ANTI-RAGGING COMMITTEE & ANTI-RAGGING SQUAD

In accordance to the direction of the Supreme Court of India and UGC Regulations vide Letter No. F.1-16/2009(CPP-II) dated 21st October, 2009 and paragraph 7.1.1 of Sikkim University Anti-Ragging Rules, 2009 the College has constituted Anti-Ragging Committee and Anti-ragging Squads with the basic objectives to co-ordinate, monitor and regulate Anti-Ragging activities in College (Hostels, Library and Canteens).

The concerned District Magistrate is the ex-officio Chairman of the Anti-Ragging Committee and the Dean of Students' Affairs is the ex-officio Chairman of Anti-Ragging Squad. The aggrieved students can lodge a complaint in the office of the Principal/Dean of Student' Affairs/Head of the Department of the concerned subject.

Following the UGC Regulations on Curbing the Menace of Ragging in Higher Educational Institution, 2009, the college has made it mandatory for the students as well as the Parent/Guardian to submit an Undertaking at the time of admission.(refer to Annexure I & II for the specimen undertaking form).

1. Applicants may fill online AntiRagging Affidavit Form by looking in <https://www.antiragging.in>

OR

2. You can download the form from the link below, fill up the forms available and get it duly notarised by Notary officer/ oath commissioner.

https://www.nitmz.ac.in/uploaded_files/affidevit_by_students_for_anti_ragging.pdf

Anti Ragging Helpline Toll Free No. **1800-180-5522**.

CORRESPONDENCE

1. Correspondence regarding students must include Name, Class, Roll Number and Mobile number (if any) of the student concerned.
2. Requests for character certificates and similar recommendation must be made in writing to the Principal with full College Bio-Data of the concerned student and submitted in advance.
3. Student should contact the Principal/Vice-Principal for University related queries and clarifications. Similarly, they should contact the Dean of Students Affairs for other internal matters.

**Consumption of tobacco either in chewable or smoking form is strictly prohibited in the campus.*

IMPORTANT DAY TO REMEMBER

Sikkim Govt. College Gyalshing Foundation Day

28th June 2011

DOCUMENTS TO BE SUBMITTED ALONG WITH THE APPLICATION FORM AT THE TIME OF ADMISSION (in college)

1. Photocopies of:
 - a. Class XII Marksheet and Certificate (two copies)
 - b. Class X Marksheet and Certificate (two copies)
 - c. Class XII Admit Card (Private Candidate)
 - d. Sikkim Subject/Domicile/Residential Certificate
 - e. SC/ ST/OBC/MBC Certificate.
2. In original
 - a. Migration Certificate.
 - b. Transfer Certificate
 - c. Character Certificate.
3. Anti-Ragging Undertaking Form by the Student & Parent/ Guardian (Please refer page no. 24-25 on Anti Ragging Section).
4. Discipline Form.
5. Three (3) Nos. of recent Passport size Photographs.

N.B.

Original of all photocopies has to be produced at the time of admission.

ANNEXURE I

UNDERTAKING BY THE STUDENT

I, (Full name of the Student), S/O, D/O Mr. / Mrs. having been admitted to Sikkim Government College, Gyalshing, West Sikkim in B.A Honours, have received or downloaded a copy of the UGC Regulations on Curbing the Menace of Ragging in Higher Educational Institutions, 2009 (herein after called the "Regulations") carefully read and fully understood the provisions contained in the said Regulations.

1. I have, in particular perused clause 3 of the Regulations and am aware as to what constitutes ragging.
2. I have also, in particular perused clause 7 and clause 9.1 of the Regulations and am fully aware of the penal and administrative action that is liable to be taken against me in case I am found guilty of or abetting ragging, actively or passively, or being part of a conspiracy to promote ragging.
3. I hereby solemnly aver and undertake that:
 - (a) I will not indulge in any behavior or act that may be constituted as ragging under clause 3 of the Regulations.
 - (b) I will not participate in or abet or propagate through any act of commission or omission that may be constituted as ragging under clause 3 of the Regulations.
4. I hereby affirm that, if found guilty of ragging, I am liable for punishment according to clause 9.1 of the Regulations, without prejudice to any other criminal action that may be taken against me under any penal law or any law for the time being in force.
5. I hereby declare that I have not been expelled or debarred from admission in any institution in the country on account of being found guilty of abetting or being part of a conspiracy to promote, ragging and further affirm that, in case the declaration is found to be untrue, I am aware that my admission is liable to be cancelled.
6. Along with the above-mentioned points, I do hereby declare that:
 - (a) I will obey the code of conduct of the institute and do not indulge in any kind of in-disciplined activity while in and off the institution campus.
 - (b) I will be solely responsible for any kind of accident mishap caused on account of the above-mentioned clause (6.a).

Declared this onday of, 2020.

VERIFICATION

Verified that the contents of this affidavit are true to the best of my knowledge and no part of the affidavit is false and nothing has been concealed or misstated therein.

Verified at (Place) on this.....(Day) of (Month), 2020.

Signature of Deponent

Solemnly affirmed and signed in my presence on this the(Day) of (Month), 2020, after reading the contents of this affidavit.

OATH COMMISSIONER

ANNEXURE II

UNDERTAKING BY THE PARENT/GUARDIAN

I, (Full name of the Parent/Guardian), Father/Mother/Guardian of(Student's Name) having been admitted to Sikkim Government College, Gyalshing have received or downloaded a copy of the UGC Regulations on Curbing the Menace of Ragging in Higher Educational Institutions, 2009 (herein after called the "Regulations") carefully read and fully understood the provisions contained in the said Regulations.

1. I have, in particular perused clause 3 of the Regulations and am aware as to what constitutes ragging.
2. I have also, in particular perused clause 7 and clause 9.1 of the Regulations and am fully aware of the penal and administrative action that is liable to be taken against me in case I am found guilty of or abetting ragging, actively or passively, or being part of a conspiracy to promote ragging.
3. I hereby solemnly aver and undertake that:
 - (a) My ward will not indulge in any behavior or act that may be constituted as ragging under clause 3 of the Regulations.
 - (b) I will not participate in or abet or propagate through any act of commission or omission that may be constituted as ragging under clause 3 of the Regulations.
4. I hereby affirm that, if found guilty of ragging, my ward is liable for punishment according to clause 9.1 of the Regulations, without prejudice to any other criminal action that may be taken against me under any penal law or any law for the time being in force.
5. I hereby declare that my ward has not been expelled or debarred from admission in any institution in the country on account of being found guilty of abetting or being part of a conspiracy to promote, ragging and further affirm that, in case the declaration is found to be untrue, I am aware that my admission is liable to be cancelled.
6. Along with the above-mentioned points, I do hereby declare that:
 - (c) My ward will obey the code of conduct of the institute and do not indulge in any kind of in-disciplined activity while in and off the institution campus.
 - (d) My ward will be solely responsible for any kind of accident mishap caused on account of the above-mentioned clause (6.a).

Declared this onday of, 2020.

VERIFICATION

Verified that the contents of this affidavit are true to the best of my knowledge and no part of the affidavit is false and nothing has been concealed or misstated therein.

Verified at (Place) on this.....(Day) of (Month), 2022.

Signature of Deponent

Solemnly affirmed and signed in my presence on this the(Day) of (Month), 2022, after reading the contents of this affidavit.

OATH COMMISSIONER

Note: it is mandatory to submit this affidavit in the above format, if you desire to register for the forthcoming academic session.