



PUBLIC COLLEGE

DIMAPUR : NAGALAND
ESTD. - 1985



PROSPECTUS

BACHELOR OF ARTS & COMMERCE

Under Nagaland University
(Three Years and Four Years Undergraduate Programmes)

BOYS & GIRLS



PUBLIC COLLEGE

ARTS & COMMERCE ESTD. – 1985 BOYS & GIRLS

Burma Camp Road
Near Nagaland Fire Service Station/Railway Fly Over
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Affiliated to Nagaland University
Recognized by UGC u/s 2(f) & 12(B) of UGC Act, 1956
Accredited by NAAC (2nd Cycle)



PROSPECTUS

**BACHELOR OF COMMERCE (B.COM)
AND
BACHELOR OF ARTS (B.A)**

Under Nagaland University
Four Years Undergraduate Programme (FYUGP)

₹400

2026

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PART – A :GENERAL INFORMATION

1. INTRODUCTION

Public College (formerly Public College of Commerce) is a self-financing private college registered under the Societies Act 1860, which was established with the initiatives of few academicians of Dimapur in the year 1985 to impart commerce education to the students of Nagaland and neighbouring areas, as during that time except the Commerce Department of Dimapur College, no other colleges in Nagaland had commerce stream of study. Till 2022 the college was imparting only Commerce education. However, with the introduction of undergraduate Arts (B.A) in 2023 the nomenclature of the college was changed from “Public College of Commerce” to “Public College”. The College is located in the heart of the town on Burma Camp Road (near Railway Flyover), Dimapur, Nagaland connected by public transportation from all sides. The college was initially affiliated to North Eastern Hill University (Shillong) till 1990 and thereafter to Nagaland University in 1992. The college was recognized by University Grants Commission in the year 2009 under section 2(f) & 12(B) of the UGC Act, 1956. It has also been assessed and accredited twice by National Assessment and Accreditation Council (NAAC), a statutory body under UGC.

The college began its journey as a night college with only 5 students on its roll at the premises of Dimapur College. It was in 1988, when Dimapur College was shifted to its new campus, Public College of Commerce started its session as a full-fledged commerce college. Today the College has well experienced & devoted faculty members who are dedicated for the cause of good education with their valuable knowledge and experience. Since its inception, the College has maintained its excellence in academic records and discipline of the students. The College, in addition to providing B. Com and B.A (General and Honours courses), also provide computer education to students of 1st & 2nd year on different module basis semester wise as an initiative of skill development. Over the period, the college has endeavored to instill in its students a love for excellence, integrity, brotherhood and the preservation of the environment in an atmosphere conducive to the awareness of God.

2. OUR VISION

To be the premier educational institution, a student centric learning community, recognized for its quality teaching, guidance, moral building, skill up-gradation and training by using latest technology and innovative methodologies.

3. OUR MISSION

To promote excellence in the fields of arts & commerce education and other related fields in a conducive and rewarding environment for both students and faculty to light and uphold a zeal for quality education involving self-motivation, self-evaluation, accountability and reliability in the process of teacher-learner relationship by providing job-oriented courses in conjunction with the present industry demand.

4. COLLEGE MANAGEMENT

The College is governed by a Governing Body consisting of eleven members, headed by the Deputy Commissioner, Dimapur as Ex-Officio Chairperson and Addl. Deputy Commissioner (Hq) as Ex-Officio Vice Chairperson. The Governing Body looks after the overall administration of the college.

5. TEACHING AND NON-TEACHING STAFF

1.	Dr. A.K.Talukder	M.Com, MBA, Ph.D	Principal
2.	Mr. A.K. Singh	M.A (Eng)	Vice Principal
3.	Dr. R.Paul	M.Sc.(Stats), MBA(HRM), Ph.D, DCA	Academic Dean

DEPARTMENT OF COMMERCE

1.	Dr. A.K. Talukder	M.Com, MBA (HRM), Ph.D	
2.	Dr. R. Paul	M.Sc.(Stats), MBA(HRM), Ph.D, DCA	Asst. Prof. (Sr)
3.	Mrs. Supongsangla	M.Com	Asst. Prof. (Sr) & HoD
4.	Dr. N. Sutradhar	M.Com, NET, Ph.D	Asst. Prof. (Sr)
5.	Mr. Moaakam	M.Com, NET	Asst. Prof. (Sr)
6.	Mr. Swarup Acharjee	M.Com, NET	Asst. Prof.

DEPARTMENT OF ECONOMICS

1.	Dr. Pradip Chakraborty	M.A.(Eco), Ph.D	Asst. Prof. (Sr) & HoD
2.	Mr. K.N.Mhabemo Humtsoe	MA. (Eco), NET, B.Ed, DCA	Asst. Prof. (Sr)
3.	Ms. Monalisha Lama	MA. (Eco), NET	Asst. Prof.

DEPARTMENT OF ENGLISH

1.	Mr. A.K. Singh	M.A.(Eng)	Asst. Prof. (Sr.)
2.	Ms. Kivikali Wotsa	M.A.(Eng), NET	Asst. Prof.
3.	Ms. Sekholu Vero	M.A.(Eng), NET	Asst. Prof.

DEPARTMENT OF EDUCATION

- | | | | |
|----|------------------------|----------------------|-------------|
| 1. | Mr. Temjenjungba | M.A (Edn), NET, B.Ed | Asst. Prof. |
| 2. | Ms. Kitokali G Zhimomi | M.A (Edn), NET, B.Ed | Asst. Prof. |
| 3. | Ms. Akumsenla Ao | M.A (Edn), NET, B.Ed | Asst. Prof. |

DEPARTMENT OF POLITICAL SCIENCE

- | | | | |
|----|-----------------------|---------------------|-------------|
| 1. | Mr. Renjanbemo N Erui | M.A (Pol. Sci), NET | Asst. Prof. |
| 2. | Ms. Esther Lohe | M.A (Pol. Sci), NET | Asst. Prof. |
| 3. | Mr. Vishika V Zhimomi | M.A (Pol. Sci), NET | Asst. Prof. |

DEPARTMENT OF HISTORY

- | | | | |
|----|------------------------|-----------------|-------------|
| 1. | Ms. Longtijenla Imchen | M.A (Hist), NET | Asst. Prof. |
|----|------------------------|-----------------|-------------|

DEPARTMENT OF SOCIOLOGY

- | | | | |
|----|---------------|------------------|-------------|
| 1. | Ms. Hoikhonei | M.A (Socio), NET | Asst. Prof. |
|----|---------------|------------------|-------------|

LIBRARY

- | | | | |
|----|-----------------|--------------------------------|-----------------|
| 1. | Ms. Sneha Gogoi | M.LISc, M.Sc (Bot), PGDCA, NET | Asst. Librarian |
|----|-----------------|--------------------------------|-----------------|

COMPUTER SECTION

- | | | | |
|----|---------------------|-------------------------------------|--------------|
| 1. | Mr. Rajesh Kuswaha | M.Com, MCA, Cert. in Comp. Hardware | Center Head. |
| 2. | Mr. Rahul Choudhury | BCA | Instructor. |

ADMINISTRATIVE STAFF

Grade-II

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|----|---------------|------------|--------------------------------|
| 1. | Mr. Lanusunep | B.Com, DCA | Head Assistant-cum-Accountant. |
|----|---------------|------------|--------------------------------|

Grade-III

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|----|-------------------------|-------------|----------------------------|
| 1. | Mr. Kishore Purkayastha | | Sr. LDA-cum-Cashier |
| 2. | Mr. Subham Roy | B. Com, DCA | LDA-cum-Computer Assistant |

Grade-IV - MULTI-TASKING STAFF (MTS)

- | | | | |
|----|---------------------|---------------------------|----------------------|
| 1. | Mr. Ratan Ghosh Roy | 2. Mr. S. Nrithung Tungoe | 3. Mr. Romesh Soner |
| 4. | Mr. Tokheka Assumi | 5. Mrs. Merry Soner | 6. Mrs. Temjenpongla |



6. FACILITIES

- a. **Library with Inflibnet:** The college has well-equipped library with large number of text books, reference books, periodicals, magazines and both local and national news papers, which are made available for the benefit of students and faculty. The library has also internet/inflibnet facility for the students & faculty for online access to e-books, e- journals, and periodicals. Students are encouraged to make extensive use of the existing library facility in order to enrich their learning process.

The Library Cards are issued at the beginning of the course on production of College Identity Card and the caution money deposit receipt. Books are issued during the academic session only and students are required to return the same before issue of exam admit cards. For getting library card a student has to deposit caution money of Rs. 400. A passport size photograph has to be affixed on the library card. Each student is entitled to get three books at a time for 7 days only. Rs.2 per day per book shall be charged as late fine. In case of loss of the library card, a duplicate one may be issued on payment of Rs.50. In case the issued book is lost by the student, the cost of the book at the present market value shall be realized. The caution money is refundable only after the student has passed his/her final semester examination or has taken transfer certificate from the college.

- b. **Computer Lab:** The College has a computer lab with 36 computers with internet facility. Students of 1st to 4th semesters are taught different certificate courses on different modules.
- c. **IQAC:** The Internal Quality Assurance Cell of the college, constituted with the members from Governing Body, outside experts and college faculty, takes regular initiatives towards quality enhancement of the college and sends Annual Quality Assurance Report (AQAR) to National Assessment and Accreditation Council (NAAC). The Cell is working towards fulfilling the quality aspects for the 3rd cycle of assessment by NAAC.
- d. **Games & Sports:** The College organizes annual sports activities with active participation of both teachers and students in a number of games such as football volley ball, basket ball, cricket, athletics, and different indoor games. Keeping in view the importance of physical and mental well-being, the college encourages students with financial support to participate in various sports events organized by other institutions or bodies.

- e. **Literary Activities:** The College organizes various co-curricular activities during the academic session such as debate, quiz, extempore, essay, short story writing, poem writing, pencil sketch competitions, etc. both at intra-college and inter-college level, and also send its students to various institutions for their active participation in such programmes. As a routine, the college organizes Annual Inter-College Literary Fest every year, and the participants are awarded certificates and cash prizes to winners.
- f. **Skill Development:** The College periodically organizes various skill development programmes for both students and staff by hiring the services of outside agencies.
- g. **College Magazine:** The College publishes an annual magazine during every academic session, showcasing the creativity, talents, and interests of the students and staff.
- h. **College Journal:** The College publishes annually a refereed research journal, 'PCC Journal of Economics & Commerce' with ISSN 2229-6417, since 2009.
- i. **Seminars:** The College organizes national & state level seminars from time to time for the development of the students and faculty.
- j. **Career Counseling & Guidance:** Keeping in view the importance of career guidance and counseling for the well being of the students, a career counseling and guidance cell has been constituted with members from the faculty. The Cell, from time to time organizes workshops and symposium by hiring the services of resource persons with different backgrounds to highlight various career opportunities. The Cell also takes initiative to co-ordinate with organizations for placement of the students.
- k. **Personality Development:** The College hires the services of agencies for engaging personality development classes for the final year students on payment of reasonable fees.
- l. **Tutorial Programme:** In order to strengthen the learning process, tutorial classes are organized from time to time for slow learners or students requiring additional input to cope up with their course requirements.
- m. **Wall Magazine:** The College has wall magazine facility, where the students are encouraged to write topics of day to day importance.



- n. **National Service Scheme:** The National Service Scheme (NSS) is a youth and a students' programme that aims at arousing social consciousness of the youth with an overall objective of personality development of the students through community service. Students are encouraged to enroll with the NSS units of the college and participate in different programmes. The college is actively involved with various activities relating to social, environmental, and health issues. The NSS unit of the college has adopted 7th Mile Model Village, Chumukedima, Dimapur in 2019.
- o. **Red Ribbon Club:** Red Ribbon Club (RRC) of the college organizes blood donation camps and various awareness programmes on HIV/AIDS in line with National and State Programmes.
- p. **Grievance Redressal Mechanism:** The College has a Grievance Redressal Cell with members from faculty & students headed by a Teacher-in-Charge. A board containing Grievance Redressal Mechanism is displayed outside the Principal's Office for the information of all.
- q. **Swachh Bharat Abhiyan:** Cleanliness drives are undertaken time to time under the initiative of Swachh Bharat Committee of the college. As one of the best practices, last Friday of every month, cleanliness drive is undertaken by the students after the classes are over.
- r. **Fitness Activities:** In compliance with the directive of UGC and to give a fillip to the 'Fit India Campaign' and to ensure that the youth of India grow up into mentally and physically fit individuals, a 'Fitness Club' has been constituted in the College. The students and staff are encouraged/motivated to undertake physical activities everyday and /or periodically.
- s. **Parents-Teachers Association:** The Association, from time to time, invites parents/guardians of students and hold interacting sessions towards improving the performance & all round development of the students.
- t. **Alumni Association:** The Alumni Association has been formed with 13 members including 5 advisors, which meets periodically.
- u. **Students' Union:** The College has a students' union under the name Students' Union Public College (SUPC). Every year, after the commencement of odd semesters (July-August), elections are held to elect the office bearers of the union as well as class representatives of all classes. The tenure of the elected office bearers

are 1 academic year, i.e., July to June. The Student Union is entrusted with the task of organizing Freshers Social Function, College Sports Meet, etc. and the required funds are provided for the same. They are also encouraged to participate in various students' conferences and events.

- v. **Socio-Cultural Events:** The College organizes Freshers Social, Parting Social and other functions every year, wherein the students participate in different cultural items showcasing their creativity. The college also celebrates Cultural Day every year showcasing the cultural diversity and importance of preserving cultural identity.
- w. **Traditional Attire:** To encourage students to wear traditional dresses, they are being asked to attend college with their traditional attire on last Friday of every month. This is also considered as one of the best practices of the college.
- x. **Drinking Water:** The College provides drinking water on all the floors including water cooler and water purifiers on the ground floor.
- y. **Power Backup:** The College provides uninterrupted power supply with the support of Generator.
- z. **CCTV Surveillance:** The College keeps proper surveillance of all the class rooms, library, computer lab, office, corridors, etc.
- aa. **Announcement System:** The Principal communicates with all its members (students & faculty) over the announcement system.
- bb. **Mentorship:** In order to guide/mentor the students, class-wise mentorship responsibilities are being assigned to all the faculty members.
- cc. **Class-wise WhatsApp Groups:** Class-wise WhatsApp groups are created to make faster communication with the students and to provide notes by the subject teachers.

7. IMPORTANT COMMITTEES/CELLS/BOARDS/CLUBS

In addition to the Governing Body, at present the college has the following committees/cells/boards:

Construction Committee, Internal Quality Assurance Cell (IQAC), Admission-



sub-Committee, Exam Committee, College FYUGP Board, Internship Committee, Swayam Coordination Committee, NEP 2020 Coordination Committee, Library Development Committee, Seminar Committee, Research Committee, Editorial Board of PCC Journal of Economics & Commerce, Grievance Redressal Cell, Career Counseling & Guidance Cell, National Service Scheme Committee, Swachh Bharat Committee, Alumni Association, Magazine Committee, Literary Committee, Anti-Ragging Cell, Internal Committee on Sexual Harassment, Red Ribbon Club, Disciplinary-sub-Committee, Fitness Club, Parents-Teachers Association, Electoral Literacy Club, Media & Publicity Cell, Students' Union (SUPC).

8. PROGRAMMES/COURSES OFFERED

The college offers 3 years B.A and B.Com Major and Minor Courses and B.Com 4 Year Honours, and Honours with Research Courses under Nagaland University.

- **Subjects/papers offered in B. Com:** Major (Core) Courses, Minor Courses, Inter Disciplinary/Multi Disciplinary Courses, Ability Enhancement Courses, Skill Enhancement Courses, and Value Added Courses as per Nagaland University and NEP 2020 Guidelines.
- **Subjects/papers offered in B.A:** Major in Economics, English, Education, and Political Science; and Minor in History, and Sociology; and Ability Enhancement Courses, Skill Enhancement Courses, Inter Disciplinary/Multi Disciplinary Courses and Value Added Courses as per Nagaland University and NEP 2020 Guidelines. During the Academic Session 2027-28, the college will introduce Major in History and Sociology.
- As an initiative towards Skill Development, the college also provides computer education to students of 1st and 2nd year on different modules semester-wise.

9. OTHER INFORMATION

- a. **Uniform:** The College prescribes uniform for both boys and girls to bring uniformity in dress code. Uniform also helps in maintenance of discipline in the college. No students are allowed to attend classes without proper college uniform. The following dress code needs to be followed by every student:

FOR BOYS:

Summer - White half/full sleeve shirt with college badge, blue-black colour pant,

neck tie, black belt, blue-black socks and black shoes. College T-Shirt on every Wednesday.

Winter – Same as above and blue-black colour blazer.

FOR GIRLS:

Summer – White half/full sleeve shirt/kameej with college badge, blue-black colour pant or check skirt or salwar, neck tie or chunni, black belt, blue-black socks and black shoes. College T-Shirt on every Wednesday.

Winter – Same as above and blue-black colour blazer.

- * **Stitched uniform including pant or skirt or salwar, shirt or kameej, blazer, T-shirt, neck-tie, socks and badge shall be provided by the college on payment of a fixed amount.**
- * **Black shoes and black belt to be purchased by the student from the market.**
- b. Identity Card:** The College issues identity card to the students at the beginning of each session, which is valid for one academic session. In case of loss of identity card, duplicate card may be issued on application and payment of requisite fee by the student.
- c. Transfer Certificate:** Students desirous to take Transfer Certificate in the middle of a year shall have to submit an application along with the following: i) College Identity Card, ii) Clearance certificate from library, iii) Clearance certificate from college office for payment of fees for the session, etc.
- d. Admission Form:** A student is required to fill in the Admission Form in his/her own hand writing and submit to the Admission-Sub-Committee of the college, attaching all the required documents. (See Annexure-I enclosed).
- e. Declaration by the Applicant and Guardian:** The applicant and his guardian are required to sign a declaration form at the time of admission. (See Annexure-II enclosed).
- f. Anti Ragging Form:** Students and Guardians are required to sign an anti-ragging form at the time of admission. (See Annexure – III enclosed).



10. RULES & REGULATIONS:

Students enrolled in the college are expected to nurture a quest for excellence, a love for hard work, a spirit for service and always exhibit exemplary discipline and good conduct. Given below are some of the rules and regulations that students need to follow:

- a) Students must attend classes regularly and punctually with the prescribed college uniform on all working days. 80% attendance is a must to be eligible to appear any exam. A monthly attendance report of the students is prepared by every subject teacher and submitted to the Vice Principal for follow up action. Any student found remaining absent in the class continuously for a period of 15 days or more without the prior approval of the Principal shall be imposed fine of a reasonable amount; and if the absentee student do not rectify himself/herself, he/she shall have to take re-admission in the same class by paying the requisite admission fees. The parents/guardians of the defaulting students shall be called and interacted with by the Parents-Teachers Association, Vice Principal and Head of the Departments.
- b) Use of alcohol, banned drugs, tobacco, gutkhas, and any other type of addictives and use of gel on hair, is strictly prohibited within the college premises. Disciplinary action will be initiated against defaulters.
- c) No students union or association in any form shall be allowed to be formed or function without the prior approval of the college authority. The College authority does not recognize any union or association other than Students Union Public College (SUPC) in the college.
- d) The college authority reserves the right to impose fine, suspend or expel any student whose general conduct is considered to be prejudicial to the interest of the college.
- e) Insubordination to the college authority will be considered as a serious issue and appropriate disciplinary action shall be initiated.
- f) Ragging in any form is strictly prohibited by law. It is punishable under UGC Act (College & Universities Act). If any student found indulging in ragging of other student(s), action will be taken as per the provision of the law.
- g) Any damage to the college property by a student will be recovered from the concerned student.

- h) Students need to possess the prescribed text books as recommended by Nagaland University. College doesn't provide text books to the students.
 - i) Students are not allowed to use cell phones in the classrooms. If carried, the same must be switched off during the class hours. During examination students are not allowed to carry cell phones and smart watches inside the college campus, if found they will be liable for expulsion.
 - j) Male students with long hair and tattoo are not allowed to attend classes.
11. **Disclaimer:** Terms and Conditions laid out in this Prospectus are subject to change from year to year.

Part-B: FOUR YEARS UNDERGRADUATE COURSE STRUCTURE

a) Curriculum and Credit Framework Guidelines for Undergraduate Programmes under Nagaland University (Common to all the streams of study, i.e., Arts, Commerce & Science)

PREAMBLE

Education plays an enormously significant role in the building of a nation. There are quite a large number of educational institutions, engaged in imparting education in our country. However, the existing system of teaching and learning seems to have some limitations due to lack of required skill sets that are necessary for excellence in any job. Therefore, the present situation necessitates transformation and/or redesigning of system, not only by introducing innovations but by developing a “learner-centric” approach.

In order to allow academic flexibility to the students to study the subjects/courses of their choice and for their mobility to different institutions, Nagaland University proposed to focus on courses which are interdisciplinary and multidisciplinary in nature and accordingly **Curriculum and Credit Framework for Undergraduate Programmes** were introduced in the undergraduate programme. This will facilitate the students to opt for different inter-disciplinary, intra-disciplinary and skill-based courses depending upon their interests. **The undergraduate degree will be of either 3 or 4-year duration, with multiple exit options within this period, with appropriate certifications, e.g., a UG certificate after completing 1 year in a discipline or field including vocational and professional areas, or a UG diploma after 2 years of study, or a Bachelor's degree after a 3-year programme. The 4-year multidisciplinary**



Bachelor’s programme, however, shall be the preferred option since it allows the opportunity to experience the full range of holistic and multidisciplinary education in addition to a focus on the chosen major and minors as per the choices of the student.

The proposed guidelines incorporate the principles of the newly introduced National Education Policy (NEP)–2020 which lays emphasis on imparting holistic and multidisciplinary education to learners. NEP–2020 states that such “education would be aimed at developing all capacities of human beings – intellectual, aesthetic, social, physical, emotional, and moral in an integrated manner” (NEP, 2020), and this is an important consideration of the proposed guidelines for implementation of **Curriculum and Credit Framework for Undergraduate Programmes** under Nagaland University. Any related matters not covered under this guideline are automatically governed by UGC guidelines on **Curriculum and Credit Framework for Undergraduate programmes**.

1. DEFINITIONS, ELIGIBILITY, AND DURATION OF THE PROGRAMME

1.1 Semester/Credits

A semester comprises of 90 working days and an academic year is divided into two semesters

- The workload relating to a course is measured in terms of credit hours. A credit is a unit by which the coursework is measured. It determines the number of hours of instruction required per week over the duration of a semester (minimum 15 weeks).
- Each course may have only a lecture component or a lecture and tutorial component or a lecture and practicum component or a lecture, tutorial, and practicum component, or only practicum component. For example, a three-credit lecture course in a semester means three one-hour lectures per week with each one-hour lecture counted as one credit. In a semester of 15 weeks duration, a three-credit lecture course is equivalent to 45 hours of teaching.
- One credit for tutorial work means one hour of engagement per week. In a semester of 15 weeks duration, a one-credit tutorial in a course is equivalent to 15 hours of engagement.
- A one-credit course in practicum or lab work, community engagement and

services, and fieldwork in a semester mean two-hour engagement per week. In a semester of 15 weeks duration, a one-credit practicum in a course is equivalent to 30 hours of engagement.

- A one-credit of Seminar or Internship or Studio activities or Field practice/projects or Community engagement and service means two-hour engagements per week. Accordingly, in a semester of 15 weeks duration, one credit in these courses is equivalent to 30 hours of engagement.
- A course can have a combination of lecture credits, tutorial credits, and practicum credits. For example, a 4-credit course with three credits assigned for lectures and one credit for practicum shall have three 1-hour lectures per week and one 2-hour duration field-based learning/project or lab work, or workshop activities per week. In a semester of 15 weeks duration, a 4-credit course is equivalent to 45 hours of lectures and 30 hours of practicum. Similarly, a 4-credit course with 3-credits assigned for lectures and one credit for tutorial shall have three 1-hour lectures per week and one 1-hour tutorial per week. In a semester of 15 weeks duration, a four-credit course is equivalent to 45 hours of lectures and 15 hours of tutorials.
- The following types of courses/activities constitute the programmes of study. Each of them will require a specific number of hours of teaching/guidance and laboratory/studio/workshop activities, field-based learning/projects, internships, and community engagement and service

LECTURE COURSES

Courses involving lectures relating to a field or discipline by an expert or qualified personnel in a field of learning, work/vocation, or professional practice.

TUTORIAL COURSES

Courses involving problem-solving and discussions relating to a field or discipline under the guidance of qualified personnel in a field of learning, work/vocation, or professional practice.

PRACTICUM OR LABORATORY WORK

A course requiring students to participate in a project or practical or lab activity that applies previously learned/studied principles/theory related to the chosen field of learning, work/vocation, or professional practice under the supervision of an expert or qualified individual in the field of learning, work/vocation or professional practice.



SEMINAR

A course requiring students to participate in structured discussion/conversation or debate focused on assigned tasks/readings, current or historical events, or shared experiences guided or led by an expert or qualified personnel in a field of learning, work/vocation, or professional practice.

INTERNSHIP

A course requiring students to participate in a professional activity or work experience, or cooperative education activity with an entity external to the education institution, normally under the supervision of an expert of the given external entity. A key aspect of the internship is induction into actual work situations. Internships involve working with local industry, government or private organizations, business organizations, artists, crafts persons, and similar entities to provide opportunities for students to actively engage in on-site experiential learning.

STUDIO ACTIVITIES

Studio activities involve the engagement of students in creative or artistic activities. Every student is engaged in performing a creative activity to obtain a specific outcome. Studio-based activities involve visual- or aesthetic-focused experiential work.

FIELD PRACTICE/PROJECTS

Courses requiring students to participate in field-based learning/projects generally under the supervision of an expert of the given external entity.

COMMUNITY ENGAGEMENT AND SERVICE

Courses requiring students to participate in field-based learning/projects generally under the supervision of an expert of the given external entity. The curricular component of 'community engagement and service' will involve activities that would expose students to the socio-economic issues in society so that the theoretical learning's can be supplemented by actual life experiences to generate solutions to real-life problems

1.2 Major and Minor Disciplines

Major discipline is the discipline or subject of main focus and the degree will be awarded in that discipline. Students should secure the prescribed number of credits (about 50% of total credits) through core courses in the major discipline.

Minor discipline helps a student to gain a broader understanding beyond the major discipline. For example, if a student pursuing an Economics major obtains a minimum of 12 credits from a bunch of courses in Statistics, then the student will be awarded B.A. degree in Economics with a Minor in Statistics

Note: 50% of the total credits from minors may be secured in the relevant subject/

discipline and another 50% of the total credits can be earned from any discipline as per students' choice.

Students are advised to choose Minor discipline from other relevant subjects in such a way that the knowledge gained from the Minor papers enriches the study of the Core Major course of the student

Note: A core course offered in a Major discipline/subject may be treated as a Minor core course by other discipline/subject and vice versa.

1.3 Awarding UG Certificate, UG Diploma, and Degrees

UG Certificate: Students who opt to exit after completion of the first year and have secured 40 credits will be awarded a UG certificate if, in addition, they complete one vocational course of 4 credits during the summer vacation of the first year. These students are allowed to re-enter the degree programme within three years and complete the degree programme within the stipulated maximum period of seven years.

UG Diploma: Students who opt to exit after completion of the second year and have secured 80 credits will be awarded the UG diploma if, in addition, they complete one vocational course of 4 credits during the summer vacation of the second year. These students are allowed to re-enter within a period of three years and complete the degree programme within the maximum period of seven years

3-Year UG Degree: Students who wish to undergo a 3-year UG programme will be awarded UG Degree in the Major discipline after successful completion of three years, securing 120 credits and satisfying the minimum credit requirement as given in Table 1.

4-Year UG Degree (Honours): A four-year UG Honours degree in the major discipline will be awarded to those who complete a four- year degree programme with 160 credits and have satisfied the credit requirements as given in Table 1.

4-Year UG Degree (Honours with Research): Students who secure 75% marks and above in the first six semesters and wish to undertake research at the undergraduate level can choose a research stream in the fourth year. They should do a research project or dissertation under the guidance of a faculty member of the College. The research project/dissertation will be in the major discipline. The students, who secure 160 credits, including 12 credits from a research project/dissertation, are awarded UG Degree (Honours with Research).

Note: Honours students not undertaking research project will do 3 theory courses for 12 credits in lieu of a research project / Dissertation.



UG Degree Programmes with Single Major

A student has to secure a minimum of 50% credits from the major discipline for the 3-year/4-year UG degree to be awarded a single major. For example, in a 3-year UG programme, if the total number of credits to be earned is 120, a student of Physics with a minimum of 60 credits will be awarded a B.Sc. in Physics with a single major. Similarly, in a 4-year UG programme, if the total number of credits to be earned is 160, a student of Physics with a minimum of 80 credits will be awarded a B.Sc. (Hons./Hon. With Research) in Physics in a 4-year UG programme with single major.

UG Degree Programmes with Double Major

A student has to secure a minimum of 40% credits from the second major discipline for the 3-year/4-year UG degree to be awarded a double major. For example, in a 3-year UG programme, if the total number of credits to be earned is 120, a student of Physics with a minimum of 48 credits will be awarded a B.Sc. in Physics with a double major. Similarly, in a 4-year UG programme, if the total number of credits to be earned is 160, a student of Physics with a minimum of 64 credits will be awarded a B.Sc. (Hons./Hon. With Research) in Physics in a 4-year UG programme with double major.

Inter Disciplinary UG Programmes

The credits for core courses shall be distributed among the constituent disciplines/ subjects so as to get core competence in the interdisciplinary programme. For example, a degree in Econometrics requires courses in economics, statistics, and mathematics. The total credits to core courses shall be distributed so that the student gets full competence in Econometrics upon completion of the programme. The degree for such students will be awarded as B.Sc. in Econometrics for a 3-year UG programme or B.Sc. (Honours) / B.Sc. (Honours with Research) in Econometrics for a 4-year UG programme.

Multi Disciplinary UG Programmes

In the case of students pursuing a multidisciplinary programme of study, the credits to core courses will be distributed among the broad disciplines such as Life sciences, Physical Sciences, Mathematical and Computer Sciences, Data Analysis, Social Sciences, Humanities, etc., For example, a student who opts for a UG program in Life sciences will have the total credits to core courses distributed across Botany, Zoology and Human biology disciplines. The degree will be awarded as B.Sc. in Life Sciences for a 3-year programme and B.Sc. (Honours) in Life Sciences or B.Sc. (Honours with Research) for a 4-year programme without or with a research component respectively.

ELIGIBILITY FOR THE UG PROGRAMMES

Senior Secondary School Leaving Certificate or Higher Secondary (12th Grade) Certificate obtained after successful completion of Grade 12 or equivalent stage of education corresponding to Level-4.

2. Structure of the Undergraduate Programme

The UG programme will consist of the following categories of courses and the minimum credit requirements for 3-year UG and 4-year UG (Honours) or UG (Honours with Research) programmes are given below:

Table 1: Minimum Credit requirements to award degree under each category

Sl. No	Broad Category of Course	Minimum Credit Requirement	
		3 Year UG	4 Year UG
01	Major (Core)	60	80
02	Minor Stream	24	32
03	Multi Disciplinary	09	09
04	Ability Enhancement Courses (AEC)	08	08
05	Skill Enhancement Courses (SEC)	09	09
06	Value Added Courses (Common for all UG)	06 – 08	06 – 08
07	Summer Internship	02 – 04	02 – 04
08	Research Project / Dissertation	-	12
	Total	120	160

2.1 Course Structure for Curriculum and Credit Framework for Undergraduate Programmes

Table 2: Semester wise Course and Credit Distribution of Undergraduate Programme

Semester	Course Categories	Credit
I	2 Major Courses (4+4)	8
	1 Minor Course	4
	1 Multidisciplinary Course	3
	1 Ability Enhancement Course	2
	1 Skill Enhancement Course	3
	Total	20

II	2 Major Courses (4+4)	8
	1 Minor Course	4
	1 Multidisciplinary Course	3
	1 Ability Enhancement Course	2
	1 Value-added Course	3
Total		20
<i>Students exiting the programme after securing 40 credits will be awarded UG Certificate in the relevant Discipline /Subject provided they secure 4 credits in work based vocational courses offered during summer term or internship / Apprenticeship</i>		
III	2 Major Courses (4+4)	8
	1 Minor Course	4
	1 Multidisciplinary Course	3
	1 Ability Enhancement Course	2
	1 Skill Enhancement Course	3
Total		20
IV	2 Major Courses (4+4)	8
	1 Minor Course	4
	1 Ability Enhancement Course	2
	1 Skill Enhancement Course	3
	1 Value-added Course	3
Total		20
<i>Students exiting the programme after securing 80 credits will be awarded UG Diploma in the relevant Discipline /Subject provided they secure additional 4 credit in skill based vocational courses offered during first year or second year summer term</i>		
V	3 Major Courses (4+4+4)	12
	1 Minor Course (4)	4
	1 Internship	2
	1 Value added Course	2
Total		20
VI	4 Major Courses (4+4+4+4)	16
	1 Minor Course (4)	4
Total		20
<i>Students who want to undertake 3-year UG programme will be awarded UG Degree in the relevant Discipline /Subject upon securing 120 credits</i>		

VII	3 Major Courses (4+4+4)	12
	1 Research Methodology (4)	4
	1 Minor Course (4)	4
Total		20
VIII	1 Major (4)	4
	1 Minor (4)	4
	Research Project	12
Total		20
<i>Honours students not undertaking research project will do 3 theory courses for 12 credits in lieu of a research project / Dissertation.</i>		

2.2 Nature of the Degree/Nature of Study

Credit Requirement / Selection of Courses	Name of the Degree / Nature of Study
60 Credit in A	Major in A
80 Credit in A	Honours in A
80 Credit in A with 12 credit in Research Project in A	Honours with Research in A
12 Credit in B (minimum)	Minor in B
48 Credit in B (student doing Major in A)	Double Major in A and B
Minor in A, B and C without Major (fulfilling 120 Credit in three years)	B.Sc. in Minor A, B and C B.A. in Minor A, B, & C

3. Skill Enhancement Courses (SEC)

University proposes the common pool of Skill Enhancement Courses and respective Colleges can select the SEC courses from the given list.

4. Interdisciplinary/ Multidisciplinary Papers

University proposes some common pool of Multidisciplinary paper

5. Value Based Courses

University proposes some value-based courses as part of FYUGP programme.

6. Transfer of Credit

A student can transfer the credit she/he earns from other sources like SWAYAM etc. Rationalization of credit will be done for transfer of credit. A total of maximum 40% of the total credit of the programme are allowed to be transferred.

- A student needs to fill the form provided by the University/College for taking a course from outside the Nagaland University course curriculum.
- The respective college authority will verify the course content and inform the COE office
- The college need to send the filled form to the university exam section for information of the examination section
- Due to some unavoidable circumstances if a student is not in a position to take the course, she/he can cancel the course and appear the regular course in the same semester, provided other criteria are fulfilled

7. Internship Evaluation

A course requiring students to participate in a professional activity or work experience, or cooperative education activity with an entity external to the education institution, normally under the supervision of an expert of the given external entity. A key aspect of the internship is induction into actual work situations. Internships involve working with local industry, government or private organizations, business organizations, artists, crafts persons, and similar entities to provide opportunities for students to actively engage in on-site experiential learning. In addition, the internship may also include studio activities, field practice/projects, community engagement and service.

Respective colleges may plan the internship programme and the evaluation of internship may be done internally based on following points

Activity	Marks Allotted	Marks to be given by
Continuous Evaluation/students regularity	20 marks	Mentor
Timely completion of work	10 marks	Mentor
Presentation of the report	20 marks	Committee
Content of the report	30 marks	Committee
Viva-Voce	20 marks	Committee

8. Dissertation/Research Project

- A dissertation/project work may be started from seventh semester itself
- A student needs to undertake the dissertation under the supervision of a teacher of the same department of the college.
- The Dissertation can be Experimental, Theoretical or both
- A teacher can supervise more than one student/one group of students depending on the no of students/no of teachers present in the department.
- After completion of the dissertation, the report may be submitted to the department

for evaluation. The Evaluation may be done internally by a committee constituted by the department under the chairmanship of Head of the Department. If any college wants, they can invite one external examiner from the neighboring colleges/ Institute

- The Full marks for the Project is 100 (12 credit) and pass marks is 40. The Project evaluation may be made out of 100 marks in the end semester examination. No midterm evaluation is required

The evaluation will be made based on following points

Activity	Marks Allotted	Marks to be given by
Continuous Evaluation/students regularity	20 marks	Supervisor
Timely completion of work	10 marks	Supervisor
Presentation of the report	20 marks	Committee
Content of the report	30 marks	Committee
Viva-Voce	20 marks	Committee

The report shall be prepared as per format given

Title Page
Table of Contents
Bonafide Certificate with signature of the Supervisor and Head of the Department
Declaration by the student
Chapters
Chapter 1 : Introduction
Chapter II : Review of Literature
Chapter III : Materials and methods
Chapter IV : Results and Discussion
Chapter V : Conclusion
Chapter VI : References/Bibliography
Acknowledgements



Sample copy of Bonafide Certificate
Name of the College
Address and Pin Code

Department of

CERTIFICATE

This is to certify that the Dissertation/Project work entitled.....
carried out by, Registration no....., Roll no,
Year....., for partial fulfillment for the award of B.Sc./B.A/B.Com (Hons with
Research) degree of Nagaland University.

Name and Signature of the Supervisor
Date

Name and signature of the HOD
Date with Seal

DECLARATION

I hereby declare that Dissertation/Project work entitled..... presented in
this report has been carried by me under the supervision of,
Department of....., College.

Further, I declare that neither the whole nor a part of the report has previously been
submitted to any university for any examination.

(Signature of the student)

Name of the Student

6th Semester, B.Sc/B.Com (Hons/General)

Registration No :

Year :

Roll No :

Date :

Place :

COURSE STRUCTURE
CURRICULUM AND CREDIT FRAMEWORK FOR UNDERGRADUATE PROGRAMMES

Sem	Discipline Specific Courses - Core	Minor	Inter Disciplinary Courses	Ability Enhancement Course (Languages)	Skill Enhancement Course/ Internship/ Dissertation	Common Value Added Courses	Total Credit
I	C1: 4 C2: 4	Min1: 4	Environmental Science/CP (3 Credit)	ENG-1 (2 credit)	SEC :3 Credit (Common pool)		20
II	C3: 4 C4: 4	Min2: 4	Common Pool / Swayam (3 Credit)	MIL-1/Hin-di-1/ Alt Eng-1 (2 credit)		Soft Skill/NCC/ CP (3Credit)	20
Students exiting the programme after securing 40 credits will be awarded UG Certificate in the relevant Discipline /Subject provided they secure 4 credits in work based vocational courses offered during summer term or internship / Apprenticeship							
III	C5: 4 C6: 4	Min3: 4	Understanding Heritage /Common Pool/ Swayam (3 Credit)	ENG-2 (2 credit)	SEC: 3Credit (common pool)		20
IV	C7: 4 C8: 4	Min4: 4		MIL-2/Hin-di-2/Alt Eng-2 (2 credit)	SEC :3Credit (Common Pool)	Common Pool /NSS (3 credit)	20
Students exiting the programme after securing 80 credits will be awarded UG Diploma in the relevant Discipline / Subject provided they secure additional 4 credit in skill based vocational courses offered during first year or second year summer term							

V	C 9 : 4 C10: 4 C11 : 4	Min5: 4			Internship: 2	Work Ethics/CP (2 Credit)	20
VI	C12: 4 C13: 4 C14: 4 C-15: 4	Min 6: 4					20
To- tal	60 Credit	24 Credit	9 Credit	8 Credit	11 Credit	8 credit	120
Students who want to undertake 3-year UG programme will be awarded UG Degree in the relevant Discipline / Subject upon securing 120 credits							
VII	C-16: 4 C-17: 4 C-18: 4 C-19 :4 (Res. Meth.)	Min 7: 4			Research Dissertation will start		20
VIII	C-20: 4	Min8:4			Research Project/Disser- tation (12 Credits) or C-21, C-22, C-23		20

**COURSE STRUCTURE CURRICULUM AND CREDIT FRAMEWORK
FOR UNDERGRADUATE MULTIDISCIPLINARY PROGRAMMES**

Sem	Discipline Specific Courses-Core	Inter Disciplinary Courses	Ability Enhancement Course (Languages)	Skill Enhancement Course / Internship / Dissertation	Common Value Added Courses	Total Credit
I	Core A, B &C: 4 x 3 =12 Credit	Environmental Science/CP (3 Credit)	ENG-1 (2 credit)	SEC :3 Credit (Common pool)		20
II	Core A, B &C : 4 x 3 =12 Credit	Common Pool / Swayam (3 Credit)	MIL-1/Hindi-1/ Alt Eng-1 (2 credit)		Soft Skill/NCC/ CP (3Credit)	20
Students exiting the programme after securing 40 credits will be awarded UG Certificate in the relevant Discipline /Subject provided they secure 4 credits in work based vocational courses offered during summer term or internship / Apprenticeship						
III	Core A, B &C: 4 x 3 =12 Credit	Understanding Heritage /Common Pool/ Swayam (3 Credit)	ENG-2 (2 credit)	SEC: 3Credit (common pool)		20
IV	Core A, B &C: 4 x 3 =12 Credit		MIL-2/Hindi-2/ Alt Eng-2 (2 credit)	SEC :3Credit (Common Pool)	Common Pool /NSS (3 credit)	20

Students exiting the programme after securing 80 credits will be awarded UG Diploma in the relevant Discipline / Subject provided they secure additional 4 credit in skill based vocational courses offered during first year or second year summer term					
V	Core A, B & C: 4 x 3 = 12 Credit Core A: 4 x 1 = 4 Credit		Internship: 2	Work Ethics/CP (2 Credit)	20
VI	Core A, B, & C: 4x3 = 12 Credit Core B & C: 4x2 = 8 Credit				20
Total	84 Credit	9 Credit	11 Credit	8 credit	120
Students who want to undertake 3-year UG programme will be awarded UG Degree in the relevant Discipline / Subject upon securing 120 credits					
VII	Core: A,B & C : 4x3 = 12 Credits Core A			Research Dissertation will start	20
VIII	Core B & C 4x2 = 8 Credits Core A, B & C papers in place of Dissertation			Research Project/ Dissertation (12 Credits) or C-21, C-22, C-23	20

MULTIDISCIPLINARY PROGRAMME (Without Major)
(BA, B.Sc. with Minor in A, B, and C)

PROGRAMME NAME	SUBJECT COMBINATION POSSIBLE	CORE COURSE NO
B.Sc. in Minor A, B and C	Botany, Zoology, Biotechnology, Chemistry, Physics, Mathematics, Computer Science, Geology, Geography etc. (All Science subjects)	C1 in First Semester/C3 in Third Semester/ C5 in third Semester/ C-7 in fourth Semester/ C-9 in fifth Semester/C-12 in Sixth Semester/ C-16 in Seven Semester/ C20 in Eight Semester
B.A in Minor A, B and C	Political Science, Sociology, Economics, Philosophy, History, English, Tenyidie, Ao, Hindi, Linguistics, Education, Psychology, Linguistics etc. (All Arts Subject)	Same as above

b) Guidelines for Examination and Assessment for Four Year Undergraduate Programme under Nagaland University

EXAMINATION AND ASSESSMENT

1. **Evaluation** will have both components of continuous internal assessment and end-semester examinations carrying weightage of 25% and 75% respectively. Each course of 4 credits and above shall be evaluated for 100 marks with 25 marks for internal assessment and 75 marks for end-semester examinations. **Courses of 2/3 credits** will be evaluated for 50 marks with 12.5 marks for internal assessment and 37.5 marks for end- semester examinations.

Practical courses will be for 50 marks only. Pass marks will be 40%. Students will be required to obtain 40% marks in internal assessment and end-semester examinations separately to pass the subject.

2. Continuous Internal Assessment:

- i. The outline for continuous assessment activities shall be proposed by the teacher(s) concerned before the commencement of the semester. Some suggested parameters of continuous assessment are class test, seminar, quiz, home assignment, project, etc. and many other methods. However, there shall be series of tests at regular intervals for each course (paper) incorporating various parameters as given above
- ii. In the continuous internal assessment under the suggested parameters, there will be 3 class tests and the average of the best 2 tests performances will be taken as the final score



- iii. All continuous internal assessment activities are to be regulated and conducted by the respective colleges under the supervision of the Principal/HoD of the concerned department.

3. Duration of Semester System and Academic Year

Maximum duration for Undergraduate Programme shall be 7 years as per FYUGP Guidelines. The duration of every semester is six (6) months during which Admission, Course Work, Conduct of Examinations and Declaration of Results shall be completed including Semester Break. Every College shall offer uniform pattern of Credit Loads and follow a uniform Academic Calendar in each Semester. Academic Calendar shall be prepared by the University.

4. Credit Value and Contact Hour System

- i. For the maintenance of a standard teaching-learning system, Credit Value and Contact Hours shall be followed for assessment of the level of learners.
- ii. **The minimum Credits to be obtained for Major, Minor and Honours shall be as per Nagaland University FYUGP Guidelines.**
- iii. A **Contact Hour (CH)** is in correspondence to the **Credit Value**; for example, a paper having **6 Credits** shall have a minimum of **6 Contact Hours** in a week and a paper having **2 Credits** shall have a minimum of **2 Contact Hours** in a week. For Practical classes, every **Two Hours** shall make **1 (one) Contact hour**.
- iv. One Contact Hour shall normally be of **60minutes** duration.

Explanation: (i) The concept of Credit Value and the Contact Hours has a bearing on the Number of classes taken for a course per week. (ii) A Semester shall have a minimum of 90 working days, excluding days taken for the conduct of Examinations and Evaluation.

5. Question Patterns and Duration for Examinations

Duration of theory examination for papers having 4 credits and more shall be 3 hours and 2/3 credit papers shall be 2 hours. However, the duration of those practical which may require more time (beyond 3 hours) may be decided by the BUGS/BOS/ Departments as per the peculiarities of the paper.

The question paper shall be set covering all units/sections.

6. Major papers:

- i. **Major** papers shall have descriptive type questions only covering all units. Questions shall be set giving internal choices from each unit. In papers having more than 5 units, there shall be at least one question from each unit with internal choices within the unit. Papers having less than 5 units, there shall be at least one question from each unit with internal choices and the remaining questions shall be set covering all the units with internal choices.

- ii. Students will have to answer five questions of 15 marks each (at least one from each unit). In each unit there shall be internal choice from where the students shall have to answer at least one question.
7. **Minor, Multidisciplinary, AEC, SEC and Value-Added Papers:**
 These papers shall have both objective and descriptive type questions covering all units from the approved course/paper. The question patterns are given in Tables 1 & 2.

**TABLE 1: QUESTION PATTERN FOR MINOR THEORY PAPERS.
 FOUR (4) and ABOVE CREDIT PAPERS:**

Section	Total No. of Questions	No. of questions to be answered	Marks for each Question	Total Marks
A. Objective Type				
1. Multiple Choice	15 (at least two questions from each unit)	15	1	15
2. Short Answer	7-10 (minimum 1 question from each unit)	5 (one each from different units)	2	10
B. Descriptive	10 (at least one Question from each unit)	5 (one from each unit)	10	50
			Total	75

**TABLE 2: QUESTION PATTERN FOR MULTIDISCIPLINARY,
 AEC, SEC, VALUE ADDED PAPERS
 TWO (2)/ THREE(3) CREDIT PAPERS:**

Section	Total No. of Questions	No. of questions to be answered	Marks for each Question	Total Marks
A. Objective Type				
1. Multiple Choice	15 (at least two Questions from each unit)	15	0.5	7.5
2. Short Answer	7-10 (minimum 1 Question from each unit)	5 (one each from	1	5
B. Descriptive				
	10 (at least one question from each unit)	5 (one from each unit)	5	25
			TOTAL	37.5

8. Evaluation of Project Paper:

In Project Papers, the marks (out of total 100 marks) shall be awarded by the College and submitted along with Internal Assessment Marks. Project Report in the bound form may be insisted for evaluation.

9. Re-Evaluation/Re-Scrutiny

- i. A candidate may, within 15 days of declaration of results, apply for Re- evaluation of not more than 2 (two) papers by paying the prescribed Fee as applicable from time to time. Re- evaluation is allowed only for the Even Semester examinations conducted by the University.
- ii. Re-evaluation shall be permissible to candidates who secure marks not less than 20% and not more than 60%.
- iii. The provision for Re-evaluation shall not be applicable to Practical Examination Papers.
- iv. All requests for Re-evaluation shall be accompanied by: (i) University Challan/ Online payment receipt in favour of Nagaland University for the amount prescribed. (ii) The Original Mark-Sheet issued by the University.
- v. The application shall be screened by the Controller of Examinations/Examinations Section and shall be sent to an Examiner other than the one who have examined the script earlier.
- vi. If the marks awarded by the second examiner (re-evaluator) is more than that of the first examiner, the same shall be taken as the marks obtained on revaluation.
- vii. If the marks awarded by the second examiner (re-evaluator) is less than that of the first examiner, the award of the first examiner shall stand.
- viii. No retrospective benefits such as award of Gold Medal, Scholarship, Fellowship, Admission, Promotion, etc. shall be accrued to Candidates as a result of re-evaluation.
- ix. Result of re-evaluation paper(s) and other relevant documents shall be sent to the Principal of the College from the office of the Controller of Examination. Marks-sheet shall not be issued to student(s) directly from the University Office.

- x. Application for Re-evaluation must be submitted in a prescribed format duly forwarded by the Principal of the college.

10. Criteria for Semester Progression and Award of Degree

- i. To pass in each course, a candidate must secure a minimum of 40% marks in end semester examination. A candidate must secure a minimum of 40% marks in internal assessment as well. Grading shall be based on marks obtained in both components i.e. internal assessment and end semester examination.
- ii. In any case, a student shall not be allowed for re-evaluation or improvement in a course for internal assessment component.
- iii. Advancement to the next Semester shall be permitted with a maximum of **Three** Backlog Papers (As amended and notified by N.U vide Notification No. NU/ EXAMS/UG/C/1-13/2017/- 1610, dated 8th December, 2025) from the preceding Semester.
 - a. Admission to **7th Semester**, for those students desirous to pursue 4 years Bachelor's Degree, shall be as per Clause 1.3 of NU FYUGP Guidelines.
 - b. Backlog paper(s) of **4th** Semester needs to be cleared during the **6th** Semester.
 - c. Backlog paper(s) of 5th and 6th Semesters need to be cleared during subsequent examinations for these semesters within 7 years.
- iv. Candidates failing in any subject will be required to appear only in the failed papers in the subsequent Repeat examination.
- v. A student failing in the internal assessment examination shall not be allowed to appear in the end-semester examination in the failed subject. If the student fails in more than two papers in the internal assessment examination, shall not be allowed to appear for the end-semester examination.
- vi. Change of Minor to Major shall be as per Nagaland University FYUGP Guidelines

11. Attendance

A candidate shall be eligible to appear in the end-semester examination only if he/she attains a minimum of 80% attendance as per the University ordinance. For valid reasons, 5% relaxation of Attendance may be considered by the respective college authority

12. Grading

Each course (paper) shall be graded on the basis of marks obtained (out of 100 or 50) during every semester.

13. Letter Grades and Grade Points:

There shall be absolute grading where marks obtained by a student in a course is converted into Grade on a 10-point scale as given in Table

Table3: Marks to Grade Conversion

Marks (%)	Letter Grade		Grade Point
90to100	O	Outstanding	<i>For papers having 100 marks the GP shall be marks obtained divided by10.</i>
80to89.99	A+	Excellent	
70to79.99	A	Very Good	
60to69.99	B+	Good	<i>For papers having 50 marks the GP shall be marks obtained divided by 5.</i>
50to59.99	B	Average	
40to49.99	C	Passed	
Less than40	F	Failed	

14. Computation of SGPA and CGPA:

The following procedure shall be adopted for the calculation of SGPA and CGPA.

- i. The Semester Grade Point Average (SGPA) is the ratio of sum of the product of the number of credits and the grade value scored by a student in all the courses opted by a student and the sum of the number of credits of all the courses undergone by a student, i.e.

$$SGPA(S_j) = \frac{\sum(C_{ij} \times G_{ij})}{\sum C_{ij}}$$

where,

S_j = SGPA of the j th semester,

C_{ij} = number of credits of the i th course of the j th semester,

G_{ij} = grade point obtained by the student in the i th course of the j th semester

- ii. **The Cumulative Grade Point Average (CGPA)** shall be calculated in the same manner taking into account of all the courses undergone by a student over all the semesters of a programme, i.e.

$$\text{CGPA} = \frac{\sum(C_j \times S_j)}{\sum C_j}$$

Where,

C_j = credits earned in semester j , S_j = SGPA in semester j ,

$\sum C_j$ = Total credits earned in the programme

- iii. The SGPA and CGPA shall be rounded off to 2 decimal points and reported in the transcript
- iv. Following formula shall be used for conversion of CGPA or SGPA to % of marks:
 $\% \text{Marks} = [\text{CGPA} \times 10]$

15. Grade Improvement in FYUGP:

- i. Candidate who has passed B.A., B.Sc., B.Com, BBA and BCA degree examination, may be permitted to re-appear in an examination for grade improvement in theory course(s) only if SGPA is lower than A+.
- ii. Candidate is allowed to give Improvement for a maximum of 2 theory Papers/ Courses only.
- iii. If a candidate secures lesser marks in the Improvement Examinations, the original marks shall be retained.
- iv. A candidate is eligible for improvement only after passing the Final Semester (i.e. either VI Semester or VIII Semester). However, a candidate is not allowed to take improvement beyond 7 years, counting from the time of enrolment.
- v. A candidate desiring to apply for Improvement shall apply through the concerned College/Examination Centre by Payment of requisite fee and the College shall forward to Examinations Section.
- vi. A candidate who applies for Improvement shall surrender Original Marks-Sheet already issued to him/her.
- vii. A candidate appearing for Improvement shall not be entitled to get any Prize/ Rank/ Medal/ Scholarship award.



16. Ranking:

- i. Programme/Subjects where the Topper/Gold Medal shall be awarded will be notified by the University at a later stage.
- ii. To qualify for ranking, the candidate should have cleared all semester exams on first attempt without backlog.
- iii. The CGPA (two decimal points) shall be the basis of topper. If two or more candidates secure the same CGPA, the candidate having higher SGPA in Final semester will be given higher rank. If the rank is still not resolved, the SGPA of next below semester may be taken into consideration.
- iv. Ranking shall be made only from candidates who secure overall CGPA 6.00 and above.
- v. Students other than the Regular batch will not be considered for ranking.

17. Examination Calendar

- Examination of 1st/3rd/5th/7th Semester (Odd Semesters) : October–November
- Examination of 2nd/4th/6th/8th Semester (Even Semesters) : April– May

18. Admission/Eligibility

Students who have passed the 10+2 Examination or any other equivalent examination from any recognized University/ Board shall be eligible to seek admission to the first semester.

19. Others

- i. Each Principal of the College/Institution will function as Centre Superintendent upon declaration of the College/Institution as an Examination Centre unless University decides otherwise.
- ii. Each college shall have a Moderation Board/Committee to moderate the marks awarded to a candidate through continuous Internal Assessments and Practical Examinations. The marks awarded in each semester (Continuous Internal Assessment and Practical Examinations) shall be forwarded to the office of the Controller of Examinations (latest before 7 days from the last date of the semester examination /7 days before the start of the semester examination).

20. Transitory Provisions

Not with standing anything contained in these Guidelines, the Vice-Chancellor shall have the power to provide by order that these guidelines shall be applied to any programme with such necessary modification.

21. Doubts and Disputes:

If any doubt or disputes arises as to the interpretation, intention or application of any of the provisions of these guidelines or any matter not covered by these guidelines, the decision of the Academic Council of Nagaland University shall be final and binding.

PART – C: ELIGIBILITY, SELECTION, ADMISSION, FEES, INTERNAL ASSESSMENT.

1. **Eligibility:** A student, who has duly cleared class-XII Examination of NBSE or any other recognized Board and has appeared CUET Examination, is eligible for admission to B.A and B.Com 1st Semester.
2. **Selection:** The Admission-Sub-Committee will examine the authenticity of the documents of students who have applied for admission and will give admission on first come first serve basis.
3. **Documents for Admission:** The following documents are to be submitted along with the Admission Form of 1st semester: (all original documents are to be produced before the Admission-sub-Committee for verification)
 - a) Photocopies of Class X & XII Admit Card
 - b) Photocopy of Class XII Mark Sheet.
 - c) Photocopy of Class XII Pass Certificate.
 - d) Photocopy of CUET Score Card.
 - e) Original copy of Transfer Certificate from the school last attended.
 - f) Original Copy of Migration Certificate (for students who have passed Class XII Examination from Boards other than NBSE).
 - g) Four copies of recent passport size photograph of the student.
 - h) Original Registration Card of the Board under which the student has studied (Class XI).
 - i) Duly filled in Applicant's and Guardian's Declaration Form (Annexure - II).
 - j) Duly filled in Anti-Ragging Form (Annexure - III)

Admission to semesters other than 1st semester, for students of this college, will be given on the basis of Admit Cards & Mark Sheets of the last semester appeared.



Note: Annexure – I (Admission Form), Annexure – II (Declaration-cum-Undertaking Form for Students & Parents/guardians), Annexure – III (Undertaking Form for Anti Ragging) are enclosed with prospectus.

Fee Structure

Semester	1st Installment	2nd Installment
1st Semester	₹8200.00	₹7500.00
2nd Semester	₹7350.00	₹7500.00
3rd Semester	₹8050.00	₹7500.00
4th Semester	₹7350.00	₹7500.00
5th Semester	₹8050.00	₹6000.00
6th Semester	₹7350.00	₹6000.00
7th Semester	₹7950.00	₹6000.00
8th Semester	₹7400.00	₹6000.00

Note:

- i. **Stitched uniform charges ₹4200.00 (including Pant/Skirt/Salwar, Shirt/ Kameej, Blazer, T-Shirt, Neck-Tie/Chunni, Socks and Badge).**
 - ii. **The above fee is exclusive of Exam Fees, Mark Sheet Fees and Pass Certificate Fees.**
 - iii. **2nd Installment of fees to be paid within 30th September (odd semester) and within 31st March (even semester). If payments are not made in time, a late fine of ` 500.00 will be imposed.**
- 4. Internal Assessment Criteria Adopted by the College :** For Internal Assessment (of 25 marks for papers of 100 marks and 12.5 marks for papers of 50 marks), the outline of activities shall be proposed by the teacher(s) concerned before the commencement of the semester. The parameters of continuous assessment that may be adopted are internal exam, class test, seminar, quiz, home assignment, and/or other methods. However, there shall be series of tests at regular intervals for each course (paper) incorporating various parameters as given above.

Sl. No	Activity	Core & Minor Papers	IDC/AEC/SEC/VAC Papers
		25 Marks	12.5 Marks
1.	<i>Assignment – one/two home assignment</i>	10 marks	5 marks
2.	<i>Internal Exam – two/three</i>	10 marks	5 marks
3.	<i>Quiz/Seminar/Peer Teaching/Others</i>	5 marks	2.5 marks

However, depending on the availability of time and circumstances, the internal assessment criteria may be changed, keeping the same within the prescribed criteria/guidelines of the Nagaland University. A student, to be eligible to appear for the Semester End Examination, must secure a minimum of 40% (10 marks out of 25 and 5 marks out of 12.5) in the Internal Assessment. In the continuous internal assessment under the suggested parameters, there will be 2 or 3 internal exams and the average marks will be taken. All continuous internal assessment activities will be regulated and conducted under the supervision of the Principal/Vice Principal/Academic Dean/HoD of Department.









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