2022

PROSPECTUS

PUBLIC COLLEGE OF COMMERCE

DIMAPUR : NAGALAND

Estd. - 1985

Bachelor of Commerce
General and Honours
Under Nagaland University
(Choice Based Credit System)

Public College of Commerce
Burma Camp Road, Near Nagaland Fire Service Station/Railway Fly Over
Post Box No. 85, Dimapur – 797112, Nagaland.

PUBLIC COLLEGE OF COMMERCE

DIMAPUR : NAGALAND
Estd. - 1985

Ph.No. 03862-230131
E-mail : pccdimapur1985@gmail.com
Web site : www.pccdimapur.com

Permanently Affiliated to Nagaland University
Recognized by UGC u/s 2(f) & 12(B) of UGC Act, 1956
Accredited by NAAC (2nd Cycle)

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General and Honours
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Burma Camp Road, Near Nagaland Fire Service Station/Railway Fly Over
Post Box No. 85, Dimapur – 797112, Nagaland.

Rs. 300

2022

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Part –A :GENERAL INFORMATION

1. INTRODUCTION

Public College of Commerce was set up in 1985 by a few academicians of the region. It was in 1983, the idea of starting a separate commerce college nurtured in the minds of some of the faculty members of Dimapur College. A steering committee was thus formed with Shri L. Lhoutuo as Convenor and Shri G.C.Paira as President which put forward the proposal to the Education Department, Government of Nagaland for setting up of a new commerce college in Dimapur. With the efforts of Shri Kiremwati, the then Director of Education, Government of Nagaland the dream of a commerce college came into reality with the appointment of Shri H.R. Ghose Roy, a senior faculty member as the Principal-in-Charge.

The college began its journey as a night college with only 5 students on its roll at premises of Dimapur College. But in 1988-89, when Dimapur College was shifted to its new campus, Public College started its session as a full-fledged commerce college. The college was initially affiliated to North Eastern Hill University, Shillong in 1990 and then to Nagaland University in 1992. Since then the college has not looked back and now can boast as one of the best colleges in Nagaland imparting commerce education. Today it has well experienced & devoted faculty members who are dedicated for the cause of good education with their valuable knowledge and experience to over 600 students per session. Since its inception, the College has maintained its excellence in academic records and discipline of the students. The college has made commendable progress in all round development of the students. The college, in addition to providing B. Com General and Honours courses, also provide computer education to students of 1st & 2nd year degree classes on different module basis semester wise.

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. The college has been recognized by University Grants Commission u/s 2(f) & 12(B) of the UGC Act 1956. It has completed 2nd Cycle of assessment and accreditation by National Assessment and Accreditation Council in July, 2019.

2. OUR VISION

To be the premier commerce 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 different fields of commerce and wide aspects of other related fields of education 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. MANAGEMENT

The College is governed by a Governing Body consisting of eleven members, headed by 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. FACULTY, ADMINISTRATIVE, & TECHNICAL STAFF

1. Dr. A.K.Talukder, M.Com(Acc), MBA(HRM), DCA, Ph.D - Principal
2. Mr. D. Majumdar, M.Com(Acc) - Vice Principal

DEPARTMENT OF COMMERCE

1. Mr. D. Majumdar, M.Com(Acc) - Asst. Professor (Sr.)
2. Mr. D. Roy, M.Com(Acc) - Asst. Professor (Sr.) & HoD
3. Dr. R. Paul, M.Sc.(Stats) - MBA(HRM), Ph.D, DCA,DTP - Asst. Professor (Sr.)
4. Mrs. Supongsangla, M.Com (Mgt) - Asst. Professor (Sr.)
5. Dr. N. Sutradhar, M.Com(Acc), NET,Ph.D Asst. Professor
6. Mr. Moaakam, M.Com(Acc), NET Asst. Professor

DEPARTMENT OF ECONOMICS

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

DEPARTMENT OF ENGLISH

1. Mr. A.K. Singh, M.A.(Eng) - Asst. Professor (Sr.) & HoD
2. Ms. Kivikali Wotsa, M.A.(Eng), NET - Asst. Professor

COMPUTER SECTION

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

LIBRARY

1. Mr. R. Kuswaha - Library I/C
2. Mr. Amarendra Ghosh Roy, - Library Assistant.

NON-TEACHING STAFF

Grade-II

1. Mr. Ratikanta Jana, M.Com. - Sr. Accountant-cum-Head Assistant.

Grade-III

1. Mr. Kishore Purkayastha - Sr. LDA-cum-Cashier
2. Mr. Dilip Paul - Sr. LDA-cum-Computer Assistant.

Grade-IV

1. Mr. Ratan Ghosh Roy - Peon.
2. Mr. Romesh Soner - Watchman
3. Mr. TokhekaAssumi - Gardener-cum-Cleaner
4. Mrs. Temjenpongla - Attendant
5. Mrs. Merry Soner - Cleaner.

6. FACILITIES

a. Library with Inflibnet Facility: The college has well-equipped library with large number of text 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, 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 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 `350. 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. `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 `30. 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 their 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 NAAC. The Cell is working towards fulfilling the quality aspects for the 3rd cycle of assessment by NAAC in 2024.

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 well-being, the college encourages students to participate in various games & 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, 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 "Expressions" during every academic session, showcasing the creativity, talents, and interests of the students and staff.

h. College Journal: Apart from the College Magazine, the college also publishes 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 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 back grounds 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 B. Com final year students on payment of reasonable fees.

l. Coaching Classes: Keeping in view of the intense competition in all fields of employment, the college conducts coaching classes for the final semester students with the help of resource person from within and without the college.

m. 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.

n. Wall Magazine: The College has wall magazine facility, where the students are encouraged to right topics of day to day importance.

o. 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.

p. 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.

q. 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.

r. 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.

s. 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.

t. Parents-Teachers Interactions: The Association, from time to time, invite parents/ guardians of students and hold interacting sessions towards improving the performance and all round development of the students.

u. Alumni Association: The Alumni Association has been formed with 13 members including 5 advisors, which meets periodically.

v. Students' Union: The College has a students' union under the name 'SUPCC'. Every year in the month of June, elections are held to elect the office bearers of the union as well as class representatives of all classes.

w. Freshers & Parting Social Functions: The College organizes a Freshers & Parting Social Functions every year, wherein the students in large number participate in different cultural items showcasing their creativity.

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 responsibility 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

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

Planning Board, Internal Quality Assurance Cell (IQAC), Admission-sub-Committee, Exam Committee, Library Development Committee, Seminar Committee, Research Committee, 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, Students' Union (SUPCC), Evangelical Union.

8. PROGRAMMES/COURSES OFFERED

The college offers B.Com General & Honours under Nagaland University, for both boys and girls. It also provides computer education to students of 1st and 2nd year on different module semester-wise.

OTHER INFORMATION

9. 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. The college provides materials for making dress along with other accessories. 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, ash colour trouser, neck tie with college badge, black belt, white socks and black shoes. College T-Shirt on every Wednesday. T-Shirt is not allowed during exam days.

Winter – Same as above and black colour sweater.

FOR GIRLS:

Summer – Light bluish green colour kurta and off- white salwar, white chunni with college badge. College T-Shirt on every Wednesday. T-Shirt is not allowed during exam days.

Winter – Same as above and black colour sweater/cardigan.

10. 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.

11. 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.

12. 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).

13. 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).

14. Anti Ragging Form: Students and Guardians are required to sign an anti-ragging form at the time of admission. (See Annexure – III enclosed).

15. 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.

b) Use of alcohol, banned drugs, tobacco, gutkhas, and any other type of additives 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.

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).

g) Any damage to the college property by a student will be recovered from the concerned student.

h) Any student remaining absent in the class for a period of 15 days or more without the prior approval of the Principal shall lead to striking off of name(s) from the college register.

i) Students need to posses the prescribed text books as recommended by Nagaland University. College doesn't provide text books to the students.

j) 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 inside the campus, if found they will be liable for expulsion.

k) Students (boys) with long hair are not allowed to attend classes.

16. Disclaimer: Terms and Conditions laid out in this Prospectus are liable to change from year to year.

NOTE: The College does not admit students who have passed from National Institute of Open Schooling.

Part-B: DEGREE COURSES (B.Com. General & Honours)

Choice Based Credit System (CBCS) GUIDELINES FOR UNDERGRADUATE COURSES (Honours and General Course) NAGALAND UNIVERSITY (2022) (Incorporating policies recommended by NEP 2020)

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 proposes to focus on courses which are interdisciplinary and multidisciplinary in nature and accordingly CBCS courses are being 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 choice based credit system not only offers opportunities and avenues to learn core subjects but also explore additional avenues of learning beyond the core subjects for holistic development of an individual.

The proposed CBCS 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 CBCS under Nagaland University.

OUTLINES OF CHOICE BASED CREDIT SYSTEM:

1. CORE COURSE:

These Courses are to be compulsorily studied as a core requirement for the programme. The contents of the Core Courses shall be as per the UGC Model Curriculum for the subject/ discipline concerned. The papers under this category are going to be taught uniformly across all the colleges under Nagaland University.

2. ELECTIVE COURSE:

Generally a course which can be chosen from a pool of courses and which may be

very specific or specialized or advanced or supportive to the discipline/ subject of study or which provides an extended scope or which enables an exposure to some other discipline/ subject/domain or nurtures the candidate's proficiency/skill is called an Elective Course. There are two types of Elective courses under CBCS. These courses may be intra- departmental, i.e. Discipline Specific Elective (DSE) as well as inter-departmental, i.e., Generic Elective (GE). For the students of the same discipline/ subjects, these elective courses shall be intra-disciplinary and shall be called DSE Courses. If the students of other discipline/ subjects (within the Programme) opt these electives shall be considered as inter- disciplinary and shall be called GE courses

DISCIPLINE SPECIFIC ELECTIVE (DSE) COURSE:
Elective courses offered under the main discipline/subject of study are referred to as Discipline Specific Elective. If desired, students can complete similar courses (following proper university guidelines) under SWAYAM platform and transfer the credit. Credit transfer under this category cannot be more than 50 % of the total no courses under DSE.

GENERIC ELECTIVE (GE) COURSE:
An elective course chosen from an unrelated discipline/subject, with an intention to seek exposure beyond discipline/s of choice is called a Generic Elective. The purpose of this category of papers is to offer the students the option to explore disciplines of interest beyond the choices they make in Core and Discipline Specific Elective papers. A core course offered in a discipline/subject may be treated as an elective by other discipline/subject and vice versa and such electives may also be referred to as Generic Elective.

Students are advised to choose Generic Elective papers from other subjects in such a way that the knowledge gained from the generic elective papers enriches the study of the Core Honours course of the student.

P.S.: A core course offered in a discipline/subject may be treated as an elective by other discipline/subject and vice versa and such electives may also be referred to as Generic Elective.

ABILITY ENHANCEMENT COURSES (AEC):
The Ability Enhancement (AE) Courses are of two kinds: Ability Enhancement Compulsory Courses (AECC) and Skill Enhancement Courses (SEC). "AECC" courses are the courses based upon the content that leads to Knowledge enhancement; i. Environmental Science and ii. English//MIL Communication. These are mandatory for all disciplines. SEC courses are value-based and/or skill-based and are aimed at providing hands-on-training, competencies, skills, etc.

ABILITY ENHANCEMENT COMPULSORY COURSES (AECC):
Environmental Science, English Communication/MIL Communication.

SKILL ENHANCEMENT COURSES (SEC):

University made a common pool of courses from the list of Skill Enhancement Courses proposed by the respective BUGS (the list is suggestive in nature. Colleges can select their own courses from this list which will be possible to be taught in their respective colleges depending on the exiting departments/manpower.

If any college desires, Skill Enhancement Courses (SEC) may be chosen from the common pool of courses. or otherwise SEC courses may be offered from the courses proposed by respective BUGS in different subjects

COMMON POOL OF SKILL ENHANCEMENT COURSES

Name of Course	Total Credit	Proposed by BUGS
Aquarium Fish Keeping	2	Zoology
Apiculture	2	Zoology
Renewable Energy and Energy harvesting	2	Physics
Weather Forecasting	2	Physics
Operating Systems: Linux	2	Mathematics
Computer Graphics	2	Mathematics
Html Programming	2	Computer Science
Android Programming	2	Computer Science
Intellectual Property Rights	2	Chemistry
Herbal Technology	2	Botany
Nursery and Gardening	2	Botany
E-Commerce	2	Commerce
Entrepreneurship	2	Commerce
Creative Writing	2	Tenyidie
Reading, Writing and Reasoning for Sociology	2	Sociology
Techniques of Ethnographic Film Making	2	Sociology
Emotional Intelligence	2	Psychology
Stress Management	2	Psychology
Effective Decision Making	2	Psychology
Peace & Conflict Resolution	2	Political Science
Public Opinion & Survey Research	2	Political Science
Critical Thinking and Decision Making	2	Philosophy
Art and Film Appreciation	2	Philosophy
Environmental Ethics	2	Philosophy
Understanding Concepts in Communicative English	2	Linguistics

Archives and Museums	**2**	**History**
Understanding Heritage	**2**	**History**
Popular Literature	**2**	**English**
Remote Sensing	**2**	**Geography**
Geographical Information System	**2**	**Geography**
Entrepreneurship Development	**2**	**Economics**
ADVANCE EXCEL	**2**	**Economics**
Communication Skills	**2**	
Leadership	**2**	
Soft Skill	**2**	
NCC	**2**	
NSS	**2**	

PROJECT WORK/DISSERTATION

Project work/Dissertation is considered as a special course involving application of knowledge in solving / analyzing /exploring a real life situation / difficult problem. An optional Project/ Dissertation work would be of 6 credits may be given in place of a discipline specific elective (DSE) paper in the sixth Semester.

ABILITY ENHANCEMENT COMPULSARY COURSES

AECC i.e. English/MIL Communication will be offered in 1st Semester and Environmental Science will be offered in 2nd semester. Both the courses will be of 2 credits each and common for all the programme.

GENERIC ELECTIVE

GE papers for Honours courses of a particular subject may be same (both the title and course contents) as Discipline Specific Core papers of that particular subject for General courses as follows:

Honours	**General**
GE-1	DSC 1A
GE-2	DSC 1B
GE-3	DSC 1C
GE-4	DSC 1D

For experimental subjects, both theory and practical course contents may be same

TOTAL CREDIT

The Total Credit for Honours Course is 140 and for General Course is 120. A student can opt for more number of Elective and AE Elective papers than proposed in the present curriculum.

The additional credit earned by a student beyond 140/120 either from NU courses or from other sources will not be counted in the overall merit of the student but may be reflected in the Transcript

TRANSFER OF CREDIT

A student can transfer the credit she/he earns from other sources like SWAYAM etc. The Credit transfer is possible for Elective Courses like Discipline Specific Electives only. Rationalization of credit will be done for transfer of credit (for transfer of credit under DSE, a student must complete a courses under SWAYAM platform of minimum 4 credit and above). A total of maximum 50% of the papers under Discipline Specific Elective courses for which credit transfer is allowed.

- A student needs to fill the form provided by the University/College for taking a course from outside the Nagaland University course curricula.

- The respective college authority will verify the course content and inform the COE office.

- The college needs 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

VALUE BASED COURSES

University has proposed some value based courses under common pool of Skill Enhancement Courses. If any student so desires, she/he can opt any value based course/courses from the list. These proposed courses are suggestive in nature. If any college desires, some more value based courses may be proposed for necessary approval.

PROJECT TRAINING

A student may be allowed to undertake project work/training (of minimum 2 months) during winter vacation/summer vacation in other institute/Industry and that work may be accepted as U.G. dissertation project under Nagaland University and accordingly evaluated. For this the student has to take prior permission from the authority concerned

THE COURSES STRUCTURE FOR CBCS IN B.COM HONOURS

	Core Courses (14)	Ability Enhancement compulsory Course (AECC) (2)	Skill Enhancement Course (SEC) (2)	Discipline Specific Elective (DSE) (4)	Generic Elective (GE) (4)
I	C 1	English/MIL/Hindi Communication			GE-1
	C 2				
II	C 3	Environmental Science			GE-2
	C 4				
III	C 5		SEC-1		GE-3
	C 6				
	C 7				
IV	C 8		SEC-2		GE-4
	C 9				
	C 10				
V	C 11			DSE-1	
	C 12			DSE-2	
VI	C 13			DSE-3	
	C 14			DSE-4	

Optional Dissertation or project work in place of one Discipline Specific Electivepaper (6 credits) in 6th Semester

THE TOTAL CREDIT FOR B.COM HONOURS

Type of Papers	Total no of papers	Credit/paper	Total Credit
Core	14	6	84
AECC	2	2	4
SEC	2	2	4
DSE	4	6	24
GE	4	6	24
	26		**140**

Whenever any paper of 6 credits involves experiment, the 6 credit is divided into 4+2(theory + Practical)

The course structure for CBCS in B.Com (General)

	Core Courses (12)	Ability Enhancement compulsory Course (AECC)(2)	Skill Enhancement Course (SEC) (4)	Discipline Specific Elective (DSE) (4)	Generic Elective GE (2)
I	English-1	English/MIL/Hindi Communication			
	DSC-1A				
	DSC-2A				
II	MIL-1	Environmental Science			
	DSC-1B				
	DSC-2B				
III	English-II		SEC-1		
	DSC-1C				
	DSC-2C				
IV	MIL-II		SEC-2		
	DSC-1D				
	DSC-2D				
V			SEC-3	DSE-1A	GE-1
				DSE-2A	
VI			SEC-4	DSE-1B	GE-2
				DSE-2B	

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

THE TOTAL CREDIT FOR B.COM (GENERAL)

Type of Papers	Total no of papers	Credit	Total Credit
Core	12	6	72
AECC	2	2	4
SEC	4	2	8
DSE	4	6	24
GE	2	6	12
	26		**120**

Note: Subject combination of 04 Courses from each of 02 disciplines may be as per existingcriteria.

DISSERTATION/PROJECT WORK

1. A dissertation/project work is an optional course a student can undertake in the sixth semester in place of one DSE paper.

2. A student needs to undertake the dissertation under the supervision of a teacher of the same department of the college.

3. The Dissertation can be Experimental, Theoretical or both

4. 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.

5. 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 invites one external examiner from the neighboring colleges/Institute

6. The Full marks for the Project is 100 (6 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

7. The evaluation will be made based on following points

Activity	**Marks allotted**	**Marks to be given by**
Continuous Evaluation/students regularity	20	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

8. 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/general) 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 :

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1. COURSE STRUCTURE

The detail of course structure is as follows:

CBCS B. COM GENERAL COURSE STRUCTURE
(Courses effective from Academic Year 2022-23)
INTRODUCTION

The course structure of three years B.Com (General) syllabi have been revised as per the latest UGC guidelines and in tune with the Nagaland University CBCS frame work of Undergraduate Programme under NEP 2020. Accordingly, the new course structure, there are five components viz., Ability Enhancement Compulsory Course (AECC), Skill Enhancement Elective Course (SEC), Discipline Specific Core Course (DSC), Discipline Specific Elective (DSE), and Generic Elective (GE). There are 2 papers in AECC and four papers in SEC with two credits per paper. In Core Courses there are 8 papers with six credits each. Similarly, DSE comprises of 4 papers each and GE comprises of 2 papers with six credit each. Thus, in total there are 24 papers of 120 credits. The Generic Elective Papers are the choice based courses for the students of other stream/disciplines. A student will have to choose two papers each from Group A and Group B of DSE in fifth and sixth semester respectively as indicated below.

Group- A DSE-**1A -any one of the following(a/b/c/d)**	Group- B DSE-**1B-any one of the following(a/b/c/d)**
a) Management Accounting b) Business Economics c) Principles of Marketing d) Human Resource Management	a) Auditing and CorporateGovernance b) Indian Economy c) Indian Financial System d) Advertising
DSE-**2A Anyone Of The Following (e/)f/g/h)**	DSE-**2B anyone of the following (e/)f/g/h)**
e) Fundamentals of Financial Management f) Fundamentals of Insurance g) Banking Theories and Practices h) Public Administration and Business	e)Goods & Services Tax (GST) And CustomsLaw f) Industrial Relations & Labour Laws g) International Business h) Good Governance

The three years B.Com (General) program will spread over six semesters. The students failing in any paper(s) in a semester may appear in that paper(s) as a repeater only when the exam for that paper(s) is held next. Similarly, a student opting for improvement in a paper(s) for a particular semester can appear for the exam of that paper only when the examination of that paper(s) takes place. However both these category of students should complete the B.Com program within the maximum period of 10 semesters i.e., 5 academic years.

The papers are of 100 marks each. The examination pattern for the papers comprise of internal assessment and external examination. The internal assessment will be of 30% of the full marks of the paper and remaining 70% for external examination. Detail guidelines relating to the conduct of both internal and external examination for the B.Com (General.) program will be notified by the University Authority from time to time.

CBCS B.COM GENERAL COURSE STRUCTURE
Distribution of Courses

1	LANGUAGE	4 papers of 6 credit hrs each (totalcredit hrs 4x6)	24
2	DISCIPLINE SECIFIC COURSE(DSC)	8 Papers of 6 Credit Hrs. each (Total Credit Hrs.8X6) (5 Lectures and 1 Practical/Tutorial)	48
3	**Ability EnhancementCompulsory AECC**	2 Papers of 2 Credit Hrs. each (Total Credit Hrs.2X2)	04
4	**Skill Enhancement ElectiveCourse SEC**	4 Papers of 2 Credit Hrs. each (Total Credit Hrs.4X2)	08
5	**Discipline Specific Elective (DSE)**	4 Papers of 6 Credit Hrs. each (Total Credit Hrs.4X6) (5 Lectures and 1 Practical/Tutorial)	24
6	**Generic Elective (GE)**	2 Papers of 6 Credit Hrs. each (Total Credit Hrs.2X6) (5 Lectures and 1 Practical/Tutorial)	12
	Total Credit Hours		**120**

CBCS B.COM GENERAL COURSE STRUCTURE												
Sem I	Credits	Sem II	Credits	Sem III	Credits	Sem IV	Credits	Sem V	Credits	Sem VI	Credits	Total
English-I	6	MIL-I	6	English-II	6	MIL-II	6	DSE-1A	6	DSE-1B	6	
DSC-1	6	DSC-3	6	DSC-5	6	DSC-7	6	DSE-2A	6	DSE-2B	6	
DSC-2	6	DSC-4	6	DSC-6	6	DSC-8	6	SEC-3	2	SEC-4	2	
AECC	2	AECC	2	SEC-1	2	SEC-2	2	GE-1	6	GE-2	6	
Total	**20**		**20**		**20**		**20**		**20**		**20**	**120**

CBCS B.Com General Course Structure With Title of Paper				
SEMESTER- I				
CourseCode	**Paper**	**Course Type**	**Credits**	**Total**
BC-1.1	English -1	**Language-1**	6	**20**
BC-1.2	Financial Accounting	**Core Course C-1**	6	
BC-1.3	Business Law	**Core Course C-2**	6	
BC-1.4	Business Communication	**Ability-Enhancement Compulsory Course (AECC)-1**	2	
SEMESTER – II				
CourseCode	**Paper**		**Credits**	**20**
BC-2.1	MIL-1	**Language-2**	6	
BC-2.2	Corporate Accounting	**Core Course C-3**	6	
BC-2.3	Corporate Law	**Core Course C-4**	6	
BC-2.4	Environmental Studies	**Ability-Enhancement Compulsory Course (AECC)-2**	2	
SEMESTER – III				
CourseCode	**Paper**		**Credits**	**20**
BC-3.1	English -II	**Language-3**	6	
BC-3.2	Income Tax Law andPractice	**Core Course C-5**	6	
BC-3.3	Business Organization & Management	**Core Course C- 6**	6	
BC-3.4	E-Commerce	**Skill-Enhancement Elective Course (SEC)-1**	2	
SEMESTER IV				
CourseCode	**Paper**		**Credits**	**20**
BC-4.1	MIL-2	**Language-4**	6	
BC-4.2	Cost Accounting	**Core Course C- 7**	6	
BC-4.3	Business Mathematics & Statistics	**Core Course C- 8**	6	
BC-4.4	Entrepreneurship	**Skill-Enhancement Elective Course (SEC)-2**	2	
SEMESTER V				
CourseCode	**Paper**		**Credits**	**20**
BC-5.1	DSE-1A (any one of the following)			
	a) ManagementAccounting	**Discipline Specific Elective (DSE)-1A**	6	
	b) Business Economics			
	c) Principles of Marketing d) Human ResourceManagement			
BC-5.2	DSE -2A (any one of the following)			
	e) Fundamentals of Financial Management f) Fundamentals ofInsurance g) Banking Theories and Practices h) Public Administrationand Business	**Discipline Specific Elective (DSE)-2A**	6	
BC-5.3	New Venture Planning	**Skill-Enhancement Elective Course (SEC)-3**	2	
BC-5.4	Accounting for Everyone	**Generic Elective (GE)-1**	6	

SEMESTER VI				
CourseCode	**Paper**		**Credits**	
BC-6.1	DSE- 1B (any one of the following)			**20**
	a) Auditing and Corporate Governance b) Indian Economy	**Discipline Specific Elective (DSE)-1B**	6	
	c) Indian Financial System d) Advertising			
BC-6.2	DSE- 2B (any one of the following)			
	e) Goods & Services Tax (GST) and Customs Law f) Industrial Relations & Labour Laws g) International Business	**Discipline Specific Elective (DSE)-2B**	6	
	h) Good Governance			
BC-6.3	Personal Selling and Salesmanship	**Skill-Enhancement Elective Course (SEC)-4**	2	
BC-6.4	Basics of Management	**Generic Elective (GE)-2**	6	
		Total	**120**	

CBCS B. COM HONOURS COURSE STRUCTURE
(Courses effective from Academic Year 2022-23)

INTRODUCTION

The course structure of three years B.Com (Hons.) syllabi have been revised as per the latest UGC guidelines and in tune with the Nagaland University CBCS frame work of Undergraduate Programme under NEP 2020. Accordingly, in the new course structure, there are five components viz., Ability Enhancement Compulsory Course (AECC), Skill Enhancement Elective Course (SEC), Core Course, Discipline Specific Elective (DSE), and Generic Elective (GE). There are 2 papers each in AECC and SEC of two credits per paper. In Core Courses there are 14 papers with six credits each. Similarly, DSE and GE comprises of 4 papers each with six credits for each paper. Thus, in total there are 26 papers of 140 credits. Generic Elective Papers are the choice based courses for the students of other stream/ Disciplines. A student will have to choose two papers each from Group A and Group B of DSE in fifth and sixth semester respectively as indicated below.

Group- A 1A -Any one of the following(a/b/c/d)	Group- B 3B-Any one of the following(a/b/c/d)
a. Management Accounting b. Indian Financial System c. Principals of Marketing d. Public Administration and Business	a. Fundamentals of Investment b. Advertising and personal selling c. Financial Services d. International Business
2A- Anyone Of The Following (E/)F/G/H)	**4B-Any one of the following(e/f/g/h)**
e) Fundamentals of Insurance f) Secretarial Practice and Office Management g) Banking Theories and Practices h) Computerised Accounting System	e) Industrial Relations and Labour Laws f) Project Planning and Management g) Business Research Methods and ProjectWork h. Good Governance

The three years B.Com (Hons.) program will spread over six semesters. The students failing in any paper(s) in a semester may appear in that paper(s) as a repeater only when the exam for that paper(s) is held next. Similarly, a student opting for improvement in a paper(s) for a particular semester can appear for the exam of that paper only when the examination of that paper(s) takes place. However both these category of students should complete the B.Com program within the maximum period of 10 semesters i.e., 5 academic years.

The papers are of 100 marks each. The examination pattern for the papers comprise of internal assessment and external examination. The internal assessment will be of 30% of the full marks of the paper and remaining 70% for external examination. Detail guidelines relating to the conduct of both internal and external examination for the B.Com (Hons.) program will be notified by the University Authority from time to time.

CBCS B. Com Honours Course Structure
Distribution of Courses

1.	**Ability Enhancement CompulsoryCourse (AECC)**	2 Papers of 2 Credit each (Total Credit 2X2)	4
2.	**Skill Enhancement ElectiveCourse (SEC)**	2 Papers of 2 Credit each (Total Credit 2X2)	4
3	**CORE COURSE**	14 Papers of 6 Credit each (Total Credit 14X6)(5 Lectures and 1 Practical/Tutorial)	84
4	**Discipline Specific Elective (DSE)**	4 Papers of 6 Credit each (Total Credit 4X6)	24
5	**Generic Elective (GE)**	4 Papers of 6 Credit each (Total Credit 4X6)(5 Lectures and 1 Practical/Tutorial)	24
	Total Credit		140

CBCS B.COM HONOURS COURSE STRUCTURE												
Sem I	Credits	Sem II	Credits	Sem III	Credits	Sem IV	Credits	Sem V	Credits	Sem VI	Credits	Total
Core-1	6	Core-3	6	Core-5	6	Core-8	6	Core-11	6	Core-13	6	
Core-2	6	Core-4	6	Core-6	6	Core-9	6	Core-12	6	Core-14	6	
AEC-1	2	AECC-2	2	Core-7	6	Core-10	6	DSE-1	6	DSE-3	6	
GE-1	6	GE-2	6	GE-3	6	GE-4	6	DSE-2	6	DSE-4	6	
				SEC-1	**2**	SEC-2	2					
Total	**20**		**20**		**26**		**26**		**24**		**24**	**140**

CBCS B.Com Honours Course structure with Title of paper				
SEMESTER- I				
Course Code	**Paper**	**Course Type**	**Credits**	**Total**
BCH-1.1	Financial Accounting	**Core Course -1**	6	**20**
BCH-1.2	Business Law	**Core Course -2**	6	
BCH-1.3	Business Communication	**Ability-Enhancement Compulsory Course (AECC)-1**	2	
BCH-1.4	Financial Literacy	**Generic Elective (GE)-1**	6	
SEMESTER – II				
Course Code	**Paper**		**Credits**	**20**
BCH-2.1	Corporate Accounting	**Core Course -3**	6	
BCH-2.2	Corporate Law	**Core Course -4**	6	
BCH-2.3	Environmental Studies	**Ability-Enhancement Compulsory Course (AECC)-2**	2	
BCH-2.4	Personal Finance and Planning	**Generic Elective (GE)-2**	6	
SEMESTER – III				
Course Code	**Paper**		**Credits**	**26**
BCH-3.1	Business Economics	**Core Course -5**	6	
BCH-3.2	Income Tax Law and Practice	**Core Course -6**	6	
BCH-3.3	Business Statistics	**Core Course – 7**	6	
BCH-3.4	Investing in Stock Market	**Generic Elective (GE)-3**	6	
BCH-3.5	E-Commerce	**Skill-Enhancement Elective**	2	
		Course (SEC)-1		
SEMESTER IV				
Course Code	**Paper**		**Credits**	**26**
BCH-4.1	Cost Accounting	**Core Course – 8**	6	
BCH-4.2	Business Mathematics	**Core Course – 9**	6	
BCH-4.3	Computer Applications in Business	**Core Course – 10**	6	
BCH-4.4	Risk Management	**Generic Elective (GE)-4**	6	
BCH-4.5	Entrepreneurship	**Skill-Enhancement Elective Course (SEC)-2**	2	
SEMESTER V				
Course Code	**Paper**		**Credits**	**24**
BCH-5.1	Human Resource Management	**Core Course – 11**	**6**	
BCH-5.2	Fundamentals of Financial Management	**Core Course – 12**	**6**	
BCH-5.3	DSE-1A (any one of thefollowing Group A-(a/ b/ c/ d) a. Management Accounting b. Indian Financial System c. Principals of Marketing d. Public Administration and Business	**Discipline Specific Elective (DSE)-1A**	**6**	
BCH-5.4	DSE -2A (any one of thefollowing) Group A-(e/ f/ g/ h) e. Fundamentals of Insurance f. Secretarial Practice and Office Management g. Banking Theories and Practices h. Computerised Accounting System	**Discipline Specific Elective (DSE)-2A**	6	

SEMESTER VI				
Course Code	**Paper**		**Credits**	
BCH-6.1	Auditing and Corporate Governance	**Core Course - 13**	**6**	
BCH-6.2	Goods & Services Tax (GST) and customs Law	**Core Course - 14**	**6**	
BCH-6.3	DSE- 3B (any one of thefollowing) Group B-(a/ b/ c/ d) a. Fundamentals of Investment b. Advertising and personalselling c. Financial Services d. International Business	**Discipline Specific Elective (DSE)-3B**	6	**24**
BCH-6.4	DSE- 4B (any one of the following) Group B-(e/ f/ g/ h) e. Industrial Relations and Labour Laws f. Project Planning and Management g. Business Research Methodsand Project Work h. Good Governance	**Discipline Specific Elective (DSE)-4B**	6	
			Total	**140**

2. ELIGIBILITY, SELECTION, ADMISSION, FEES, INTERNAL ASSESSMENT, ATTENDANCE, ETC.

a) ELIGIBILITY: A student, who has duly cleared class-XII examination of NBSE or any other Board, and has appeared Common University Entrance Test (CUET-UG) is eligible for admission to B.Com 1st Semester. However, a student desiring to opt for honours course must secure a minimum of 45% marks in Higher Secondary or equivalents examination.

b) 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.

c) DOCUMENTS FOR ADMISSION: The following documents are to be submitted along with the Admission Form of 1st semester:
a) CUET Score Card
b) Photo copies of Class X & XII Admit Card
b) Photo copy of Class XII Mark Sheet.
c) Photo copy of Class XII Pass Certificate.
d) Original copy of Transfer Certificate from the school last attended.
e) Original Copy of Migration Certificate (for students who have passed Class XII examination from Boards other than NBSE).
f) Four copies of recent passport size photograph of the student.
g) Original Registration Card of the Board under which the student has studied.
h) Duly filled in Applicant's and Guardian's Declaration Form (Annexure - II).
i) 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 of B. Com General Students

Semester	1st Installment		2nd Installment	
	Boys	Girls	Boys	Girls
1st Semester	6110.00	5910.00	5050.00	5050.00
2nd Semester	5510.00	5510.00	4500.00	4500.00
3rd Semester	6060.00	6060.00	4350.00	4350.00
4th Semester	5510.00	5510.00	4500.00	4500.00
5th Semester	4860.00	4860.00	4050.00	4050.00
6th Semester	4510.00	4510.00	4000.00	4000.00

Note: The above fees is exclusive of Exam Fees & Mark Sheet Fees

Fee Structure of B. Com Honours Students

Semester	1st Installment		2nd Installment	
	Boys	Girls	Boys	Girls
1st Semester	6210.00	6010.00	5550.00	5550.00
2nd Semester	5610.00	5610.00	5000.00	5000.00
3rd Semester	6160.00	6160.00	4850.00	4850.00
4th Semester	5610.00	5610.00	5000.00	5000.00
5th Semester	4960.00	4960.00	4550.00	4550.00
6th Semester	4610.00	4610.00	4500.00	4500.00

Note: The above fees is exclusive of Exam Fees & Mark Sheet Fees

e) INTERNAL ASSESSMENT: For Internal Assessment of 30 marks, the following criteria are adopted in each semester :

i) Assignment – one/two home assignment – 10 marks
ii) Internal Exam/ Test – one/two internal exam - 10 marks
iii) Participation - active participation in routine class instructional deliveries (5 marks) and Seminars, quizzes, peer teaching, etc. (5 marks) – 10 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 45% (13.5) of the total 30 marks in the Internal Assessment.
f) ATTENDANCE: To be eligible to appear semester end examination, a student must attend a minimum of 80% of classes engaged in a semester

PUBLIC COLLEGE OF COMMERCE

PCC

DIGNITY & PROSPERITY

Estd. 1985

DIMAPUR : NAGALAND