



# KAMRUP COLLEGE

কামৰূপ মহাবিদ্যালয়

(Affiliated to Gauhati University)

SELF STUDY REPORT (SSR)

(3RD CYCLE)

2019-2024

## Criterion -2: Teaching Learning Process

### Key Indicator- 2.1: Student Enrolment and Profile

#### Metric Number-2.1.2: Seat Filled against Reservation Categories (SC,ST,OBC Etc)



Prepared by IQAC,

Kamrup College, Chamata

# POLICY DOCUMENTS FOR RESERVATION



**KAMRUP COLLEGE, CHAMATA-781306**  
**NALBARI (ASSAM)**

  
Principal  
Kamrup College, Chamata.  
 **Principal**  
Kamrup College, Chamata



  
Coordinator  
Internal Quality Assurance Cell  
Kamrup College, Chamata

Copy of communication issued by state govt. or Central Government indicating the reserved categories(SC,ST,OBC,Divyangjan,etc.) to be considered as per the state rule, Kamrup College

### Policy for Admission:

The college has been offering B.A., B.Sc., and P.G. programmes under KKHSOU in three subjects. The guidelines for admission into these programmes are laid down by the admission policy of the college which follows the rules and regulations of the affiliating university and the Directorate of Higher Education, Govt. of Assam. As the Arts Stream of the college has come under Provincialisation Act, 2005, Govt. of Assam, the admission procedure follows the norms and guidelines of Directorate of Higher Education, Govt. of Assam. Kamrup College has adopted the uniform policy of admission of the students into College in different streams of Govt. and Provincialised College of Assamas notified by DHE , Assam vide letter no. G(B)Misc.75/2014/4 dated kahilipara the 6-6-2014. Basic reservation policy for category wise reservation as per guideline issued by the Directorate of Higher Education, Govt. of Assam is as follows:

- i) Scheduled Caste (SC): 7%
- ii) Scheduled Tribes Plains(STP): 10%
- iii) Scheduled Tribes Hills(STH): 05%
- iv) Other Backward Classes including More Other Backward Classes:  
(OBC/MOBC) 15%.

A maximum of 5% of the Seats may be earmarked for outstanding Sports Persons/ NCC Cadets/Proficiency of Cultural Activities/ Wards of the employees and founders

  
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of the college. These seats are to be settled on the basis of merit list of students concerned in each category and the list is to be finalised by the approval of the Governing Body of the College.

v) Reservation Policy for Employment of Non-Teaching Staff:

The reservation Policy for Employment of Non-Teaching Staff strictly follows the guideline issued by the Office of the Directorate of Higher Education, Govt. of Assam where the Roster Register of the College is approved by the Director of Higher Education, Govt. of Assam.

The College follows the Roster Points of the Directorate of Higher Education, Govt. of Assam. The rosters in Cadre of Senior Assistant, Junior Assistant/ Library Assistant and Grade –IV/ Library Bearer is maintained in L. format of the Roster Register.

vi) Reservation Policy for Employment of Teaching Staff:

Employment Reservation Policy for Teaching Staff also strictly follows the guideline issued by the Office of the Directorate of Higher Education, Govt. of Assam where the Roaster Register of the College is approved by the Director of Higher Education, Govt. of Assam.

  
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The rosters in Cadre of Assistant Professor are approved by the Directorate of Higher Education, Govt. of Assam SC& ST (RVSP) Act. Appointment of temporary and full-time Teaching and Non-Teaching Staff is made on merit basis and as per the requirement to serve a specific purpose according to the need.

  
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GOVERNMENT OF ASSAM  
OFFICE OF THE DIRECTOR OF HIGHER EDUCATION, ASSAM  
KAHILIPARA:.....GUWAHATI-781 019  
\*\*\*\*\*

No.G(B) Misc. 75/2014/4

Dated Kahilipara, the 06-06-2014

From:- Sri P. Jidung, AKA, M.P.U.L.L.B.A.S.  
Director, Higher Education, Assam  
Kahilipara, Guwahati-19.

To:- The Principal (all Govt./Provincialised Colleges of Assam)  
..... College/ Mahavidyalaya  
P.O.-..... District-.....

Sub:- Uniform Policy of Admission of Students into the Colleges in different Streams  
of Government and Provincialised Colleges of Assam.

Ref:- Govt. O.M. No.AHE.250/2014/1, dated 05-06-2014.

Sir,

With reference to the subject cited above, I have the honour to forward herewith the Govt. O.M. No.AHE.250/2014/1, dated 05-06-2014 in connection with uniform Policy of Admission of Students into the Colleges in different Streams of Government and Provincialised Colleges of Assam.

Therefore, you are requested to follow the instruction scrupulously by all concerned starting with the admission for the academic year 2014-15. Any deviation from the above mentioned O.M. will be viewed seriously and will invite disciplinary actions.

Yours faithfully

  
Director, Higher Education, Assam  
Kahilipara, Guwahati - 19.

Memo No.G(B) Misc. 75/2014/4-A  
Copy to :

Dated Kahilipara, the 06-06-2014

- 1) The Commissioner and Secretary to the Govt. of Assam, Education (Higher) Department, Dispur, Guwahati-6.
- 2) Guard file.

Director, Higher Education, Assam  
Kahilipara, Guwahati - 19.

  
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Unified Notes Page 1

*Registrar,  
Please arrange  
to send the policy  
message to all  
the colleges  
of Assam.*

*1/c  
most indr  
ps.  
6/6/14*

GOVERNMENT OF ASSAM  
HIGHER EDUCATION DEPARTMENT  
DISPUR : GUWAHATI - 6

No. AHE.250/2014  
Dated Dispur, the 5th June, 2014

**OFFICE MEMORANDUM**

Sub : Uniform Policy of Admission of Students into the Colleges in different Streams of Government and Provincialized Colleges of Assam.

The State Government has been actively considering the need for making Uniform Policy of admission of the students into the Degree Colleges in different streams of Government and Provincialized Colleges of Assam. Accordingly, following instructions / guidelines are issued for compliance by every college authority with immediate effect, i.e., from the current year 2014-15.

- i) Henceforth, the college authority should declare the numbers of seat to be offered for admission in each stream at the beginning of the Session.
- ii) Admission Notice is to be published in the local Daily Newspapers, both English and Assamese, or in Notice Board of the colleges indicating the category-wise total number of seats to be offered for admission.
- iii) } The admission should be on the basis of merit list prepared based on the marks obtained in the qualifying examination subject to Government Reservation Policy.

  
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- iv) A maximum 5% of the seats may be earmarked as per break up given below for outstanding Sports Persons / NCC Cadets / proficiency in cultural activities / wards of the employees of the colleges, etc.
- (a) 2% for Sports Persons of sports recognized by IOA/SAI and
  - (b) also have represented District/ State, etc.
  - (b) 1% for wards of employees of the college and
  - (c) 1% for NCC/Scouts/ Guides.
  - (ci) 1% for the students with achievements in cultural activities.
- These seats are to be settled on the basis of merit list of students concerned in each category. The detailed guidelines for filling up of these seats may be finalized by the Governing Bodies of the Colleges.
- v) There shall be no discretionary Quota of Seats to be filled up by the Principal or any other authority.
- vi) No seats will be offered for admission by the College Authorities against donations to the college fund.
- vii) The Principal of the College will notify the closure of admission in any academic year and publish category-wise the names of students with marks etc. who are admitted to the college in the Notice Board / College Website. A copy of the same will also be submitted to the Director, Higher Education for information.

The above instructions should be followed scrupulously by all concerned starting with the admission for the academic year 2014-15. Any deviation from the above will be viewed seriously and will invite disciplinary actions.

Sd/-  
(H.K.Sharma)

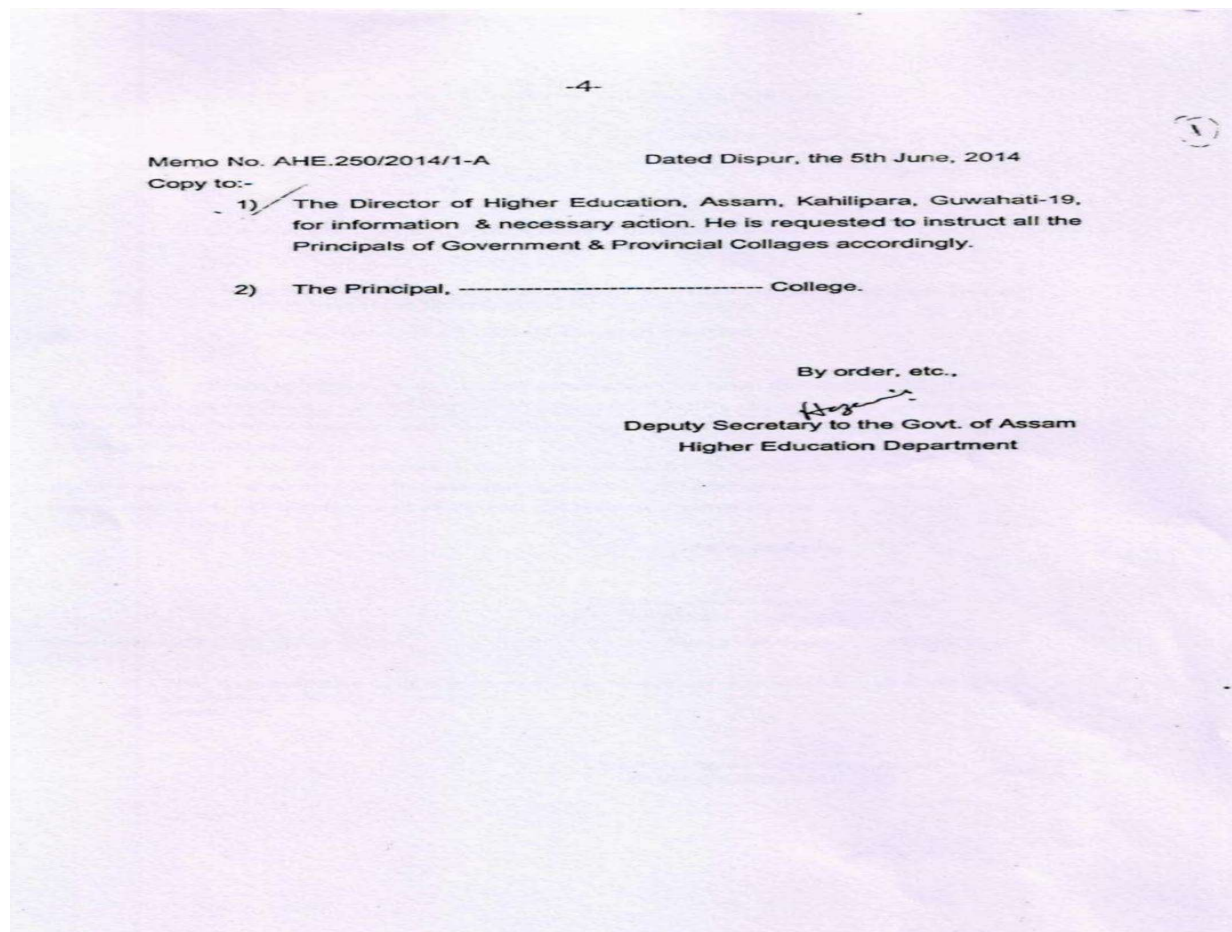
Commissioner & Secy. to the Government of Assam  
Higher Education Department

  
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Principal  
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Internal Quality Assurance Cell  
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*[Signature]*  
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Kamrup College, Chamata.  
Principal  
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*[Signature]*  
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OFFICE OF THE DIRECTOR OF PUBLIC INSTRUCTION : ASSAM : KAHILIPARA : GAUHATI-19

NO. EX/Misc/2/81/9                      Dtd. Kahilipara, the 11th Oct/1984

From : Dr. G. N. Talukdar, M.Sc., D.Phil.  
Dy. Director of Public Instruction,  
Assam, Kahilipara, Gauhati-19

To

The 1. Principals Govt. & Non-Govt. Colleges (all) Assam.  
2. Inspectors of schools (all)  
3. Jt. D.P.I. (H) Hojlong.  
4. Govt. Sanskrit College, Gauhati.  
5. Principal Law Colleges all  
6. Principal Govt. & Non-Govt. B.T. Colleges (all)

Sub: Reservation of seats for candidates belonging to scheduled Caste/  
Scheduled Tribes (Plains)/Scheduled Tribes (Hills) and other Backward  
Classes (including MPre other Backward Classes) in the Technical  
Institutions etc.

Sir,

I am directed to forward herewith a copy of Govt. of Assam, Edn. Deptt.  
letter No. EHM.88/84/2 dt. 20th Aug '84 along with its enclosures No. ABP.131/84/18 dt. -  
20th June '84 and to say that the Govt. desire to follow the instruction strictly  
laid down there of.

This may please be treated as most urgent.

Yours faithfully,

Dy. Director of Public Instruction,  
Assam, Kahilipara, Gauhati-19  
Dtd. Kahilipara, the 11th Oct/1984

Memo No. EX/Misc/2/81/9 - A  
Copy forwarded to :-

1. The Secretary to the Govt. of Assam, Edn. Deptt. with reference  
to his letter No. EHM/88/84/2 dt. 20/8/84 for information.

Dy. Director of Public Instruction,  
Assam, Kahilipara, Gauhati-19

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Copy of the Govt. of Assam(Personnel-B) Deptt. letter No.ABP.131/84/18 dt. 20th June '84, from Chief Secretary to the Govt. of Assam, to (1)All Commissioners and Secretaries to the Govt of Assam (2)All Special Secretaries to the Govt. of Assam, (3) All Secretaries to the Govt. of Assam.

Sub: Reservation of seats for candidates belonging to scheduled Castes/Scheduled Tribes (Plains)/Scheduled Tribes (Hills) and other Backward Classes (including More Other Backward Classes) in Technical Institutions etc.

I am directed to say that it has been decided by the Government that there shall be reservation of seats for candidates belonging to Scheduled Castes, Scheduled Tribes and Other Backward Classes (including More Other Backward Classes) in Technical, Medical etc. Institutions under Education, Agriculture, Veterinary, Health & Family Welfare, Labour & Employment etc. Departments at the same percentage at which vacancies are reserved for them in appointments to public services. It is also hereby made clear that the reservation is in addition to the seats secured by members of these communities on the basis of merit. This may please be noted.

You are aware that under the Assam Scheduled Castes and Scheduled Tribes (Reservation of Vacancies in Services and Posts) Act, 1978 and under the personnel Department O.M. NO. ABP-338/83/14 dated 4-1-1984, the reservation in favour of Scheduled Castes and Scheduled Tribes and other Backward Classes is as follows:-

|                                                                           |       |
|---------------------------------------------------------------------------|-------|
| Members of Scheduled Caste                                                | .. 7% |
| Members of Scheduled Tribes (Plains)                                      | ..10% |
| Members of Scheduled Tribes (Hills)                                       | ..5%  |
| Members of Other Backward Classes (including More Other Backward Classes) | ..15% |

It is requested that necessary modification of rules, orders, etc., governing allotment of seats for admission to technical, medical etc. institutions may be made accordingly to be effective from the 1984 session of these institutions. Attention of the Departments of Education, Health & Family Welfare, Agriculture, Veterinary, Labour & Employment in particular are drawn in this regard.

The above instructions should be scrupulously followed.

Receipt of this letter may kindly be acknowledged.

Yours faithfully,  
Sd/- A.K. Palit  
Chief Secretary to the Govt. of Assam  
Dispur.  
Dated Dispur, the 20th June/84.

Memo NO.ABP-131/84/18-a  
Copy to:-

All Heads of the Departments .

By order etc.,  
Sd/- A.K. Palit  
Chief Secretary to the Govt. of Assam  
Dispur.

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 Principal  
Kamrup College, Chamata



  
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