

BELTOLA COLLEGE

NAAC ACCREDITED WITH B+



PROSPECTUS SESSION-2025-2026

BELTOLA COLLEGE

(Provincialised)

Under 2(f) & 12(B) of UGC Act, 1956 Permanently
Affiliated College under Gauhati University

Address : Bongaon, P.O.- Beltola, Guwahati- 781028,

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GLIMPSES OF COLLEGE CAMPUS



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MOTTO, VISION AND MISSION

MOTTO:

- "Tamaso Maa Jyotirgamaya" is the motto of Beltola College which means attaining enlightenment through knowledge

VISION:

- To create Quality Human Resource through Higher Education for Strengthening the Spirit of building a Prosperous and Progressive Nation.

MISSION:

- To encourage the Youth proper Attitude, Values and Analytical Power for building the best of the Nation.

PROFILE OF THE INSTITUTION

Established on November 18, 1983, and affiliated to Gauhati University, Beltola College is an co-educational institution of higher education situated in the southern end of the city. Utmost care is taken to adhere to rules and regulations, personality building and facilitating sports and cultural activities to the students. Being not a first choice of top rung students with many other premier institutions in the heart of the city, charisma of the institution lies in remoulding and pushing up weaker students with one-to-one communication in their academic pursuits and churning them out with better results. The college also runs quite a few certificate courses and professional courses on computer skills. The entire teaching staff non-teaching staff, governing body members and students over the years work in tandem for overall development. This sincere and consorted effort have been reflected in the outcome of the first cycle of inspection by the National Assessment and Accreditation Council of India (NAAC), UGC in awarding of B+ grade with overall good remark.

COURSES OFFERED

The College offers Bachelor of Arts (B.A.) Degree Course (Major & General Subjects) in regular mode under Gauhati University. As per Gauhati University Notification from the session 2023-24 the BA Courses is under the FYUGP (Four- Year Undergraduate Programme).

The eight Departments of the College has undertaken the following certificate courses:

- PUBLIC ADMINISTRATION
- MORAL THINKING, VALUES & ETHICS
- FRENCH LANGUAGE
- HOW TO FACE AN INTERVIEW
- PREPERATION OF SPEECH
- TOURISIM

The willing students may be admitted through registration after meeting the Coordinator of the respective course in the respective Department.

ADMISSION PROCEDURE AND FEE STRUCTURE

The admission process is divided into two steps:

- Step 1: Students are required to register and complete their profiles starting from 11th April 2025, 04:00PM onwards.
- Step 2: After Class 12th results are declared, students will select their preferred institutions and programs.

(Step 1 will remain open even after commencement of Step 2)

Mandatory Document Upload:

Students should ensure that government-issued documents required for admission, are ready at hand for uploading in the portal. Those who have the necessary documents ready can complete their profiles early.

FEES STRUCTURE:

- No Registration Fees: Accessing prospectus on the portal or websites will not require any additional fees. There is no registration fee for admission via the Samarth portal or institutional websites.
- Students will only pay the prescribed admission fees, as per the uniform fee structure approved by the Government of Assam, for regular courses and shall pay actual fee amount for the self-financed courses as applicable.
- Students eligible for Fee waiver will apply accordingly.
- Institutions are strictly prohibited from operating separate admission portals or imposing additional charges.
- Dates of admission will be notified in due course of time in the SAMARTH portal/website of Higher Educational Institutions.

Information for Students:

□ No Registration Fees: Accessing prospectus on the portal or websites will not require any additional fees.

There is no registration fee for admission via the Samarth portal or institutional websites.

□ Students will only pay the prescribed admission fees, as per the uniform fee structure approved by the Government of Assam, for regular courses and shall pay actual fee amount for the self-financed courses as applicable.

□ Students eligible for Fee waiver will apply accordingly.

□ Institutions are strictly prohibited from operating separate admission portals or imposing additional charges.

□ Dates of admission will be notified in due course of time in the SAMARTH portal and website of the college

□ For any assistance these are the helpline nos: **9864491624** & **8638731341**.

GENERAL INFORMATION TO STUDENTS:



RULES & REGULATIONS:

- The college gives top priority to discipline, all students are bound to follow the rules and regulations set by the authority.
- The students who do not attend at least 75% of the total classes will not be allowed to appear in sessional examination and final examination.
- The students are not allowed in the class room without college uniform.
- Under disciplinary action, the principal is empowered to suspend or even expel a student from the college in the interest of the institution .
- All students must bring identity card in the college campus.
- Any notice desired to be posted or circulated by the students any where in the college premises will need the prior approval of the authority.
- It is the duty of the students to check the notice board every day.
- It is the duty of the students to keep the classroom and college campus clean.

RULES & REGULATIONS:

- The students should not loiter around the corridor or speak loudly in front of class rooms library and office.
- Writings or posterings in the college building is strictly prohibited.
- The students are not allowed to use mobile phones in the class room and examination hall.
- The students can not use any device to listen to music.
- Parking facility is available for the students on the basis of first come first in the college campus.
- Ragging, consuming alcohol and all kinds of tobacco are strictly prohibited in the college campus.
- The students are advised to switch off lights and fans when they leave the class room.
- Sexual misconduct of any kind is strictly punishable.
- The students are not allowed to organise any kind of meeting, function, picnic etc. without taking prior permission from the authority.
- The students cannot damage any kind of college property.
- No students can possess any kind of arms.
- All students must treat all members of the college community with respect and courtesy.
- The students must switch off the mobile phone in the class room.
- In case of change in address, the students must intimate in writing with signature of parents/guardians to the college office.

GENERAL INFORMATION

- **CLASS attendance :** The regular students must attend 75% of the total classes, otherwise they will be treated as dis-collegiate and is not allowed to appear in the final examination as per rules of Gauhati University.
- After admission, each student is placed under the personal supervision and guidance of Head of the Department for each subject who maintains a detailed record of the students class attendances, progress and also keep on eye on their general conduct inside the College.
- **Identity Card :** An identity card is issued to every student and it is to be carried by him/her during college hours. Students are not allowed to enter the college campus without the identity card.
- **College Uniform:**
 - Boys- For Boys black formal pant & sky blue shirt with Stripes.
 - Girls- For Girls white salwar (patiwala) and sky blue kamiz with stripes along with white dupatta.
 - During winter, black sweater for both boys and girls.



TEACHING STAFF:

Department of ASSAMESE

- Dr. Mrigendra Nath Sarma,
- Bharati Devi
- Dr Bhaskar Patgirii

Department Of ECONOMICS

- Eli Kumari Das
- Sadhana Kalita
- Himangshu Das

Department Of EDUCATION:

- Jashmin Bahar
- Mofida Begum
- Dhrijumoni Das

Department of HINDI

- Dibyajyoti Deka
- Ramesh Kumar Rai

Department of ENGLISH

- Pankaj Kumar Kalita
- Kamaruj Jaman
- Priyanka Basumatary

Department of HISTORY

- Himadree Kumar Sarma
- Rashmirekha Hazarika

Department of PHILOSOPHY

- Bornali Mohan
- Rumi Barman

Department of POLITICAL SCIENCE

- Dr. Lina Deka
- Arup Kalita

LIBRARY



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The Central Library of Beltola College was started in 1983 during the establishment of the College. The students of our college have membership facilities in the Central Library. In order to move forward with the challenges of new procedures, some technology has been deployed. The Central Library has more than 9000 books, magazines, journals, newspapers and E-collection etc. Besides the Central Library, the eight Departments have more than 2500 books in their departmental libraries. The library also uses **SOUL 2.0** Software in library management and it also provides e-resources to the users with the help of **N-LIST – INFLIBNET Centre**.

LIBRARY STAFF:

- ANJANA PATHAK (LIBRARY ASSISTANT)
- SAHIDUL ISLAM (LIBRARY BEARER)

Working Hours of the Library

- The Library is open for six days a week from Monday to Saturday.
- It remains closed on all Sundays, Government holidays and Guwahati University.
- The service of Library is from 9.30 a.m. to 4:00 p.m.
- No Issue/Return of books on Saturday. On Saturday, the Library is used for only reading purpose.

IQAC:



Internal Quality Assurance Cell (IQAC): Internal Quality Assurance Cell (IQAC) of the institution was formed on April 7, 2015, as an integral part of the institution, essential for promoting quality culture and continuous improvement. The IQAC of Beltola College endeavours to develop a system for continuous, consistent, and catalytic action to improve the academic and administrative performance of the institution; to promote measures for international functioning towards quality enhancement through internalisation of quality culture and institutionalization of best practices; to integrate modern methods of teaching, learning and evaluation; to promote collaboration and networking with other educational institutions as well as industries for knowledge sharing. The Cell continually tries to create a learner-centric environment in the institution.

ACADEMIC AND ADMINISTRATIVE WINGS:

To ensure the smooth functioning of any educational institution, a well-structured framework comprising both academic and administrative wings is essential. Each wing has distinct roles, yet they work in close coordination to achieve institutional goals. Here's an overview of the major academic and administrative wings typically found in such institutions:

CELL:

1. RESEARCH CELL
2. CAREER COUNSELLING CELL
3. PLACEMENT CELL
4. ENTREPREUNERSHIP CELL
5. INNOVATIVE AND TALENT HUNT CELL
6. COMMUNITY DEVELOPMENT CELL
7. ANTI RAGGING CELL
8. ENVIRONMENT AWARENESS CELL
9. WOMEN CELL
10. ACADEMIC DEVELOPMENT CELL
11. DISASTER MANAGEMENT CELL
12. COUNSELLING CELL
13. ANTI TOBACCO CELL

COMMITTEE:

1. Internal Complaint Committee
2. Canteen Committee
3. Audit Committee
4. Purchasing Committee

CLUB:

1. Cine Club
2. Laughing Club
3. Eco Club
4. Literary Club
 - A. Debating Club
 - B. Recitation Club
 - C. Story Telling And Story Writing Club
5. Cultural Club

STUDENTS FACILITIES

For the well-being of the students, the authority of the institution offers some facilities including -

- Smart Class Rooms and Lecture Halls
- Library with study areas and with computers
- Laboratory for the Department of Education
- Mental health counseling services
- Outdoor & indoor sports facilities
- Free internet access
- Drinking water facility
- Common Rooms and Lounges both for boys and girls.
- Field study and excursion
- Vending machine facility for girls
- Facilities for physically challenged students

OFFICE OF THE PRINCIPAL

PRINCIPAL

Dr Ajit Borkotoky
MSc (DOUBLE), PhD

OFFICE STAFF OF THE COLLEGE:

- Sailen Medhi (Junior Assistant)
- Sampurna Sharma (Junior Assistant)
- Amar Das (Junior Assistant)
- Anil Baishya (Grade IV)
- Pradip Deka (Grade IV)
- Narayan Patar (Grade IV)
- Meera Sarkarmurmu (Grade IV)
- Bhagirath Kalita (Security guard)