

JANTIA EASTERN COLLEGE



PROSPECTUS 2022

(Under Graduate & Post Graduate)



East Jantia Hills District, Khliehriat
Meghalaya-793200
website: www.jecollege.org
Email id: je_college@yahoo.com
Contact. No: 9436115484

PROSPECTUS 2022

(Under Graduate & Post Graduate)



JAINTIA EASTERN COLLEGE, KHLIEHRIAT

(The People's College)

Affiliated: North Eastern Hill University

Recognized: Under Sections 2(F) and 12(B) of UGC Act.

Re-accredited: Grade 'B' by NAAC



PROSPECTUS - 2022

(UNDERGRADUATE & POST GRADUATE)

**EAST JAINTIA HILLS DISTRICT, KHLIEHRIAT
MEGHALAYA - 793200**

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Contact. No. 03655230003/9436115484

MOTTO
“EDUCATION FOR ALL”

VISION

*To provide quality and affordable
Education to all sections of the society.*

Objectives

- ✓ To impart higher and quality education in rural areas.
- ✓ To provide vocational trainings to the educated unemployed youths.
- ✓ To impart skills on Information Technology.
- ✓ To provide career guidance and counseling.
- ✓ To promote environmental awareness.
- ✓ To transform the young minds through moral and ethical education based on value system

Mission

The College is committed to serve the society by developing the young generation to face the challenges of this contemporary world and to remain socio-economically alert. Through knowledge-based education, students are sensitized to be competent in the employment opportunities also. Apart from creating an atmosphere to promote all round development of an individual, the college also equip them to become good citizens and to meet the social needs of our nation, not just a mere job seekers. Through various college-activities, an awareness regarding preservation and restoration of the environment is also in the roadmap of the college.

FACULTY MEMBERS

Principal: Dr. Phervision Nongtdu

ENGLISH DEPARTMENT

Smt. Affinda G. Lapasam
Shri. Firsterborn Dkhar (HoD)
Smt. Dianghun Shadap
Shri. Emidau P. Sohlsley
Miss. Pinky A. Lamare

KHASI DEPARTMENT (UG/PG)

Smt. Percia Phawa
Smt. Lancaster Nongtdu
Shri. Jamphrang Lyngdoh (HoD)
Shri. Deibormi Nongpoh
Shri. Rudawanshwa Supooh (PG)
Smt. Maximum Sohshang (PG)
Dr. Davidson Diengdoh (C)

HISTORY DEPARTMENT

Smt. R. Merika Nongtdu
Smt. P. Syrpailin Phawa
Shri. Spienglang Rymbai (HoD)
Miss. Hannah Bell Lapasam

POLITICAL SCIENCE DEPARTMENT

Smt. Jinalin Pyrnge
Shri. Nishwa Rymbai
Shri. Beket Siangshai (HoD)
Smt. Ridalabha Dkhar

ENVIRONMENTAL STUDIES/EDUCATION

Dr. P. Nongtdu
Miss: S. Nongtdu

ECONOMICS DEPARTMENT

Smt. Renuka Pde
Smt. F. Dalamki Lytan
Smt. Deogratia P. Bareh (HoD)
Smt. Dakaru Bareh

EDUCATION DEPARTMENT UG/PG

Smt. Eva Aibok Nongtraw
Dr (Mrs). Pyrkhatlang A Shadap
Smt. Theilinda Kyndait
Smt. Sophikitbok Dkhar (HoD)
Dr. Ferrando Lyngdoh Nonglait (PG)
Miss. Ibakordor Tiewsoh (PG)

SOCIOLOGY DEPARTMENT

Smt. Shida Siangshai (HoD)
Miss. Thywillbedone Bareh
Miss. Purify Swer
Miss Ri akor Dkhar

COMMERCE DEPARTMENT

Shri. Banpynskhembha Papang (HoD)
Shri. Besterwell Dkhar
Shri. Remember Nongtdu
Shri. Samdy Myrchiang
Smt. Sapna Suchiang
Shri. Niphri Rymbai (IT)

TENTATIVE ACADEMIC CALENDAR 2022-23

Month	Dates	Days	Event	Holiday
January	25 th	Tue	College Re – opened	-
	26 th	Wed	Republic Day	-
February	3 rd – 21 st	Thurs	Odds Semester Examinations (16 Days)	-
	22 nd	Tue	Break after semester Examination	-
	23 rd -28 th	Wed	Commencement of Even Semester classes	-
March	1 st - 31 st	Tue	Even Semester classes	
	7 th	Mon	Workshop on NEP 2020	1
	18 th	Fri	Holi	1
April	1 st – 30 th	Fri	Even Semester classes	
	14 th	Thurs	Birth Anniversary Ambedkar	1
	15 th - 16 th	Fri	Good Friday	1
May	2 nd – 31 st	Mon	Even Semester classes	
	3 rd	Tue	Id-UI Fitre	1
	16 th	Mon	Buddha Purnima	1
June	1 st - 30 th	Wed	Even Semester classes	-
	15 th	Wed	Induction Ceremony-Cum-Orientation Courses	-
	16 th	Thurs	Commencement of Odd Semester Classes	-
	22 nd	Wed	Rev.Thomas Jones Day	1
	25 th	Sat	Parent Teacher Meeting	-
July	1 st – 30 th	Fri	Odds Semester classes	-
	14 th	Thurs	Beh Deinkhlam, Jowai	1
	22 nd	Fri	Beh Deinkhlam, Tuber	1
	28 th	Thurs	Voter Education & Awareness Campaign	-
August	1 st – 31 st	Mon	Odds Semester class	-
	15 th	Sat	Independence Day	1
September	1 st - 30 th	Thurs	Odds Semester class	-
October	1 st -31 st	Sat	Odds Semester class	-
	1 st – 5 th	Sat	Puja Holiday	3
	24 th	Mon	Deepavali Puja	1
November	1 st – 20 th	Tue	Odds Semester class	-
	8 th	Tue	Guru Nanak	1
	23 rd	Wed	Seng kutsnem	1
	24 th – 30 th	Thurs	Odds Semester Examinations starts	-
December	1 st - 23 rd	Tue	Odds Semester Examinations starts	-
	12 th	Sat	Pa Togan N Sangma	1
	18 th	Wed	Death Anniversary of U Soso Tham	1
	23 rd	Mon	Winter Vacation begins	
Jan 2023	24 th	Tue	Re-Opening of College	34
Feb -2023	1 st	Wed	Commencement of Even semester Classes	-
			Total Holiday	

NB. Holiday falls on Sunday is not included. Date for regular tests and monthly tests, pre-promotion test, etc. will be notified by the respective HoDs.

PRINCIPAL'S DESK



I am privileged to extend to you a cordial and loving welcome into the portals of Jaintia Eastern College to UG/PG Arts and Commerce for the Academic Year 2022-2023. The College provides a conducive learning environment in Higher Education, especially for young men and women who seek education away from home. The College enjoys an unparalleled reputation, and our beneficiaries choose to send their wards in this institute for well-adjusted education which also emphasizes character building.

Conveniently, the College located at Khliehriat, the district headquarters of East Jaintia Hills along the National Highway No. 6 and it is easily accessible. The College is managed and run by the Society for Higher Education, founded in 1992. It will be completed three decades of existence in August 2022, and in this span of time has incrementally striven to provide quality education, blending knowledge with employability. Grooming future for men and women leaders as well as instilling environmentally friendly ethos in its students is what Jaintia Eastern College prides itself on.

As one enters the gates of Jaintia Eastern College, one is greeted by a lush green ambience. The spacious campus instantly relaxes and rejuvenates a visitor as well as a learner and the faculty. The College boasts of ICT classrooms, Wi-Fi, Broadband connectivity and well furnishes separate toilets for students and faculty.

The college not only ensures academic development of the students but also provides them with opportunities to prove themselves by means of extracurricular activities through NSS, NCC, EBSB, Games & Sports activities. Moreover, National and Regional seminars/workshops are also conducted and participated as a part of the college's academic activities.

Our teaching faculty are young and highly qualified and distinguished in their domain. They are our intellectual assets and walk the extra mile beyond the four walls of the classroom to keep students well informed and provides various academic amenities and ensuring student mentoring to meet academic interests. As a reputed educational institution, the management, faculty, students, administrative and support staff and our esteemed parents function as a united family with a common goal for academic excellence along with integrated and inclusive development of the students.

Our vision emphasizes the holistic development of youths through education amidst a challenging, changing, and developing society and our mission is to educate youths for an altruistic leadership by integrating academic excellence and human ethics. We look forward to your contribution as students of the College along with continued support and guidance of all our stakeholders to take this institution to heights of relevance and glory in building character and careers. Together we move ahead for the enhancement of College and for the betterment of our state.

Once again, a loving welcome and God Bless You.

Dr. Phervision Nongtdu
Principal

COLLEGE PROFILE

Jaintia Eastern College, Khliehriat being the premier seat of learning in the Eastern part of Meghalaya is permanently affiliated to North Eastern Hill University (NEHU), Shillong and recognized under sections 2(f) and 12(B) of UGC Act 1956. The College is funded by the Government under the 'People's College Scheme' and Reaccredited Grade 'B' by NAAC in 2021. To enhance the teaching learning process and monitoring the quality education delivered in the college, Internal Quality Assurance Cell (IQAC) was established in 2014 under the coordinatorship of senior Assistant Professor.

At a meeting held on 16th June, 1992 at Moowakhu, Dkhiah that was chaired by Late Rev Tiplang Dkhar, the then President of Society For Higher Education, the feasibility of a college in Arts at Khliehriat was discussed. A resolution was taken in the meeting to establish 'Jaintia Eastern College' which was attended by Late Rev S.W. Lyngdoh, the then Secretary of Society for Higher Education, parents, well-wishers and prominent citizen of erstwhile Khliehriat Civil Sub-Division and many others.

The college started on 1st August 1992 functioning from rented building at Dkhiah village and community hall, Khliehriat West under the principalship of Dr. Phervision Nongtdu, M.Sc, MA, Ph.D. It was formally inaugurated on the 23rd October 1992 by Shri. O.L. Nongtdu, the then Home Minister Govt. of Meghalaya.

Initially the college was started with Pre-University Arts under North Eastern Hill University, Shillong and later it was upgraded to Degree course in Arts and Commerce in 1993 and 2011 respectively. In 1996 the college was shifted to the present campus comprises with UG in Arts and Commerce and PG courses in MA in Khasi and Education.

PROGRAMME OFFERED

1. UNDERGRADUATE PROGRAMME

The college offers undergraduate programme in Bachelor of Arts and Commerce and each programme shall be of six semester's duration -

- i) Bachelor of Arts (B.A)
- ii) Bachelor of Commerce (B.Com).

i). B.A. DEGREE PROGRAMMES:

Students shall be allowed to opt for the Honours Course in a subject and two corresponding subjects from Elective Group (Table 1).

Table No. 1 Eligibility for subject combination Bachelor of Arts

Bachelor of Arts	Choose any two Elective subjects from the Group			
English	History [],	Sociology [],	Education []	
Khasi	History [],	Sociology [],	Education [],	Political Science []
Education	History [],	Sociology [],	Khasi Elective []	Political Science []
History	Economics [],	Sociology [],	Education []	Political Science []
Political Science	History [],	Economics [],	Education []	
Economics	History [],	Sociology [],	Political Science []	
Sociology	History [],	Education [],	Khasi Elective []	

Compulsory papers: English (General), Khasi (MIL)/Alt English, Environmental Studies

Table No. 2: Distribution of Papers and Marks (B.A Honours)

Subject/Paper	Sem –I	Sem-II	Sem-III	Sem-IV	Sem-V	Sem-VI	Total
English	-	-	-	100	100	-	200
Environmental Studies	-	-	-	-	-	100	100
MIL (Khasi)/Alt.English	-	-	-	100	-	-	100
Elective 1	100	100	100	-			300
Elective 2	100	100	100	-			300
Elective (Hons)	100	100	100	100	200	200	800
Total Marks	300	300	300	300	300	300	1800

ii). B. COM DEGREE PROGRAMMES (SIX SEMESTERS):

Student shall opt core subjects in Table No.3 and one either from group A or D (Table No. 4) in the Third Semester and they would continue with the same group for the rest of the Semesters.

Compulsory papers: English (CE), Khasi (MIL)/Alt English, Environmental Studies

Table No. 3: Core subjects and distribution of marks

Paper	First Semester	Marks	Paper	Second Semester	Marks
BC 101	Business Environment	100	BC 201	Business Economics	100
BC 102	Principle & Practice of Management	100	BC 203	Information Technology in Business	100
BC 103	Financial Accounting	100	BC 204	Indian Financial System	100
Total		300			300
Paper	Third Semester	Marks	Paper	Fourth Semester	Marks
BC 301	Business Statistics	100	BC 401	MIL (Khasi)/Alt. Eng	100
BC 302	Business Law	100	BC 402	Financial Management	100
BC 303/304	Optional A or D	100	BC 403/ 406	Optional A or D	100
Total		300			300
Paper	Fifth Semester	Marks	Paper	Sixth Semester	Marks
BC 501	English (CE)	100	BC 601	Environmental Studies	100
BC 502	Cost Accounting	100	BC 602	Entrepreneurship Development	100
BC 503/506	Optional A or D	100	BC 603/606	Optional A or D	100
Total		300			300
Grand Total					1800

NB: The papers mentioned in bold letter

s are Honours papers.

Table No. 4: Honours subjects/papers

Group A	Accounting & Finance Group	Group D	Marketing Group
BC 303	Corporate Accounting	BC 304	Marketing Management
BC 403	Auditing	BC 406	Sale & Advertisement Management
BC 503	Financial Services	BC 506	Rural & Agricultural Marketing
BC 603	Direct Tax Laws & Practice	BC 606	Services Marketing

SALIENT FEATURE OF THE UNDERGRADUATE HONOURS DEGREE PROGRAMMES IN THE SEMESTER SYSTEM

Admission Criteria

- i. Students who have pass +2 in their respective stream or an equivalent examination from a recognized Board in India and abroad which is considered as equivalent by the university shall be eligible for admission into the First Semester of Honours Degree Course.

Duration of the Honours Degree level Examination

- i. Duration of the Degree Course will comprise of 6 (Six) Semesters spread over 3 (Three) academic years.
- ii. Semester means a half – yearly programme or term of studies.
- iii. 1st (First), 3rd (Third), 5th (Fifth) will be Odd Semester.
- iv. 2nd (Second), 4th (Fourth), 6th (Sixth) will be Even Semester.

Conduct of Examination

- i. The University shall conduct examination at the end of each Semester.
- ii. The weightage assigned to the continuous assessment and end semester examinations shall be in the ratio 1:3.
- iii. Regardless of whether the candidates pass or fail in any one or more subjects of the first five end semester examination(s) shall be eligible to proceed to the next semester course without having to wait for the declaration of the concerned results.
- iv. A candidate failing in one or more subjects shall be required to appear and pass the subjects (Failed earlier) availing 2 (Two) subsequent chances within the sixth semester. Again, if candidates still cannot clear the examination, he/she shall be allowed to appear the subjects (failed earlier) after the end of sixth semester.
- v. A student shall have to clear the Degree within 5 (Five) academic years (10 semesters) from the date of admission to the Degree course, beyond which a candidate shall be required to seek admission into the first semester as a fresh candidate.
- vi. The Degree Courses are full-time college Courses. There is no provision for “Private” candidates.

Results & Classification:

The results of the Honour Degree Course in B.A/B.Com shall be declared as follows:-

1. Students of Bachelor in Arts & Commerce Course securing aggregate of 60% marks and above in the Eight Honours Elective papers of total 800 marks taken together from 1st to 6th Semester shall be placed in the First Division in the respective Honours degree Course.
2. Students of Bachelor in Arts & Commerce Course securing aggregate of 45% marks and above but less than 60% marks in aggregate in the Eight Honours Elective papers of total

800 marks taken together from 1st to 6th Semester shall be placed in the Second Division in the respective Honours degree Course.

3. Students of Bachelor in Arts & Commerce Course securing aggregate of 33% marks and above but less than 45% in aggregate marks in the Honours Elective papers of 8 (Eight) papers of total 800 marks shall be declared as Simple Pass in the respective Honours degree Courses.
4. Students of Bachelor in Arts & Commerce Course securing less than 30% marks in any of the Honours Elective papers, Elective combination papers and Compulsory papers or fails to secure a minimum of 33% marks in aggregate shall be declared as Failed.

Improvement facility

- i. The Improvement facility of an examination will be given to a desirous student after successful completion of the Honour Degree Course of Sixth Semesters on the recommendation of the College.
- ii. The facility for improvement will be extended to a student securing less than 45% marks in any of the papers.

2. POST GRADUATE PROGRAMME

The Department of Education and Khasi were started in the year 1992 with the inception of the College. There have been remarkable changes in the Departments since then, with the aim of fulfilling and satisfying the increasing demand in higher education in the area. These Departments, since inception has managed to shape and produce many good quality students and attract quality teachers. A good number of students have progressed and secured admissions for pursuing their Master's degree in North-Eastern Hill University and other Universities in the country as well. Realising the need to help the students continue their higher education, both the Departments in 2020 achieved another mile stone wherein, it got the permission from the North-Eastern Hill University to start the Post Graduate Courses and has strived to achieve the motto of the College "Education for All".

In the Choice Based Credit System, the following courses of study will be offered:-

- i) Master of Arts (M.A) in Education.
- ii) Master of Arts (M. A) in Khasi.

i). M.A Education (Under CBCS)

The two year programme spread over four semesters shall consist of Sixteen (16) Core Courses including four (4) Elective Courses. Out of these, Fourteen (14) courses will be of four credits while the remaining Two (2) courses will be of two credits leading to a total of Sixty (60) credits. However, every student admitted to the Department will have to complete Seventy Two (72) credits to be eligible to receive the degree from the University. The department will be offering Four (4) Open Courses, Two in the second as well as in the third semester leading to a total of Twelve (12) Credits for the Open Courses. The students will have to pick up Open Courses for the remaining twelve credits to complete seventy two credits.

The Elective courses shall be offered at the 3rd and the 4th semesters in the following manner:

- i. Any one course can be chosen as an optional from Elective - I (EDN: 303) at the 3rd Semester and Elective - III (EDN: 403) at the 4th Semester.
- ii. Any one course can be chosen as an optional from Elective - II (EDN: 304) at the 3rd Semester.
- iii. The choice of an optional course from Elective - IV (EDN: 404) at the 4th Semester shall depend on the choice of the course from Elective - II (EDN: 304) exercised at the 3rd Semester.
- iv. The combinations of courses between Elective II and Elective IV are as follows:
 - a) EDN 304.01 – Education for the Gifted and the creative
EDN 404.01 – Education for the Physically and the Cognitively challenged
 - b) EDN 304.02 – Indian Educational Thought
EDN 404.02 – Western Educational Thought
 - c) EDN 304.03 - Teacher Education
EDN 404.03 – Method of Teaching at Tertiary level

Course structure for MA Education under Choice Based Credit System (CBCS)

Semester-I

Courses	Core/Open	Credits	Contact hours	Marks
EDNC: 101 Philosophy of Education.	Core	4	48	100
EDNC: 102 Psychology of Education.	Core	4	48	100
EDNC: 103 Educational Management and Change	Core	4	48	100
EDNC: 104 Research Methodology in Education – I	Core	4	48	100
EDNC: 105 Research Methodology in Education – II	Core	2	24	50
Total		18	216	450

Semester-II

Courses	Core/Open	Credits	Contact hours	Marks
EDNC: 201 Curriculum Development and Instruction	Core	4	48	100
EDNC: 202 Sociology of Education	Core	4	48	100
EDNC: 203 Educational Testing and Evaluation	Core	4	48	100
EDNO: 204 Environmental Education	Open	4	48	100
EDNO: 205 Mental Health Education	Core	2	24	50
Total		18	216	450

Semester-III

Courses	Core/Open	Credits	Contact hours	Marks
EDNC: 301 Educational Technology	Core	4	48	100
EDNO: 302 Comparative Education.	Open	4	48	100
EDNC: 303 Elective – I (any one of the following) 303.01 Mental Health and Hygiene 303.02 Early Childhood Education 303.03 Non-Formal and Adult Education	Core	4	48	100
EDNC: 304 Elective – II (Any one of the following) 304.01 Education for the Gifted and the Creative 304.02 Indian Educational Thought 304.03 Teacher Education	Core	4	48	100
EDNO: 305 Special Education	Open	2	24	50
Total		18	216	450

Semester-IV

Courses	Core/Open	Credits	Contact hours	Marks
EDNC: 401 Laboratory Practical	Core	4	48	100
EDNC: 402 Higher Education in India	Core	4	48	100
EDNC: 403 Elective – III (any one of the following) 403.01 Guidance and Counselling 403.02 Education for Empowerment of Women 403.03 Education for Rural development 403.04 Experimental Education	Core	4	48	100
EDNC: 404 Elective – IV (Any one of the following corresponding to the related course under 304 Elective – II 404.01 Education for the Physically and the Cognitively Challenged 404.02 Western Educational Thought 404.03 Methods of Teaching at Tertiary level	Core	4	48	100
EDNC: 405 Economics of Education	Core	2	24	50
Total		18	216	450
Grand Total		72	864	1800

ii). M.A Khasi (Under CBCS)

The two year programme spread over four semesters shall consist of Seventeen (17) Core Courses. Out of these, Thirteen (13) courses will be of four credits while the remaining Four (4) courses will be of two credits leading to a total of Sixty (60) credits. However, every student admitted to the Department will have to complete Seventy two (72) credits to be eligible to receive the degree from the University. The department will be offering Three (3) open courses, two in the second and one in the third semester leading to a total of Twelve (12) credits for the open courses. The students will have to pick up Open Courses for the remaining twelve credits to complete Seventy two credits.

Course structure for MA Khasi under Choice Based Credit System (CBCS)

Semester-I

Courses	Core/Open	Credits	Contact hours	Marks
KHA C 101: Khasi Linguistics	Core	4	48	100
KHA C 102: Khasi Poetry – I	Core	4	48	100
KHA C 103: Khasi Drama – I	Core	4	48	100
KHA C 104: Aspects of Culture in Khasi Literature – I	Core	2	24	50
KHA C 105: Literary Theory and Criticism – I	Core	4	48	100
Total		18	216	450

Semester-II

Courses	Core/Open	Credits	Contact hours	Marks
KHA C 201: Khasi Linguistics – II	Core	4	48	100
KHA C 202: Literary Theory and Criticism – II	Core	2	24	50
KHA C 203: Khasi Drama – II	Open	4	48	100
KHA C 204: Literature in Translation – I	Core	4	48	100
KHA C 205: Khasi Poetry – II	Open	4	48	100
Total		18	216	450

Semester-III

Courses	Core/Open	Credits	Contact hours	Marks
KHA C 301: Khasi Linguistics – III	Core	4	48	100
KHA C 302: Theory and Criticism – III	Core	2	24	50
KHA C 303: Environmental Awareness in Khasi Literature	Core	4	48	100
KHA C 304: Khasi Fiction – I	Open	4	48	100
KHA C 305: KHA C 204: Literature in Translation – II	Core	4	48	100
Total		18	216	450

Semester-IV

Courses	Core/Open	Credits	Contact hours	Marks
KHA C 401: Khasi Linguistic – IV	Core	4	48	100
KHA C 402: Khasi Poetry – III	Core	4	48	100
KHA C 403: Khasi Fiction – II	Core	4	48	100
KHA C 404: Literary Theory and Criticism – IV	Core	4	48	100
KHA C 405: Aspects of Culture in Khasi Lite Literature – II	Core	2	24	50
Total		18	216	450
Grand Total		72	864	1800

SALIENT FEATURE OF THE POST-GRADUATE PROGRAMME UNDER CHOICE BASED CREDIT SYSTEM

Admission Criteria

Students who have pass UG with Honours in the respective subject or an equivalent examination from a recognized University in India and abroad which is considered as equivalent by the university shall be eligible for admission into the First Semester of PG programme.

Duration of the Post Graduate Course and Examination

- i. Duration of the Post Graduate Degree Course will comprise of 4 (four) Semesters spread over 2 (two) academic years.
- ii. Semester means a half – yearly programme or term of studies.
- iii. 1st (First) & 3rd (Third) will be Odd Semester.
- iv. 2nd (Second) & 4th (Fourth) will be Even Semester.
- v. The minimum credit for each semester is 18 credits i.e. 36 credits per year and 72 credits overall.

Conduct of Examination and completion of the course:

- i) The University shall conduct examination at the end of each Semester.
- ii) The weightage assigned to the continuous assessment and end semester examinations shall be in the ratio 1:3.
- iii) Regardless of whether the candidates pass or fail in any one or more subjects of the first three end semester examination(s) shall be eligible to proceed to the next semester course without having to wait for the declaration of the concerned results.
- iv) A candidate failing in one or more subjects shall be required to appear and pass the subjects (Failed earlier) availing 2 (Two) subsequent chances within the fourth semester. Again, if candidates still cannot clear the examination he/she shall be allowed to appear the subjects (failed earlier) after the end of fourth semester.
- v) The Post Graduate Programmes are full-time college Courses. There is no provision for “Private” candidates.

Results & Classification:

The results of the Post Graduate Programme (Master in Arts) shall be declared/decide by the university on the grade or percentage of marks required to pass in a course.

ADMISSION PROCEDURE

Admission to First Semester BA/B.Com with Honours/Post Graduate in Khasi and Education should be made in the prescribed 'Admission Form' supplied along with the College Prospectus available from the college office on payment of Rs 200/- (Rupees Two Hundred) only soon after the declaration of results of HSSLC (or equivalent examinations) for BA/B.Com and result of BA (or equivalent examinations) for Post-Graduate Programme. For Online admission, an applicant may visit the College website: www.jecollege.org.

Admission Process:-

- i) Based on CUET score (exempted for this session).
- ii) Based on Merit.
- iii) Reservation of Seats – as per State and Central Reservation Policy.
- iv) 5% Seats are reserved for physically challenged candidates for admission to Undergraduate / Post Graduate Courses as per Government rules prescribed from time to time.

SUBMISSION OF APPLICATION FORM

Application form affixed with 2 (Two) recent passport size photograph in specified column and information completed in all respects addressed to the Principal with the following documents mentioned below duly self-attested should be submitted within the period as specified in the advertisement/application form.

Each Application must be accompanied with:

1. CUET Score sheet (exempted for this session).
2. Character and Transfer Certificates from the School / college last attended.
3. Self-attested copy of mark sheet of the last examination passed (Class XII).
4. 2 (Two) recent passport size photographs of the student.
5. The original Migration Certificate for students from Boards/University other than MBOSE/NEHU.
6. SC/ST/OBC and Person with Disability (PwD) Certificate.
7. Original documents are to be produced at the time of submission of application form for verification.

GENERAL INFORMATION

1. REGISTRATION:

After completion of admission process, a student shall be required to register under the North Eastern Hill University, Shillong within the first semester of his/her admission. Those students passing from outside the jurisdiction of the MBOSE/NEHU will have to submit their Migration Certificate within one month after the admission.

2. IDENTITY CARD:

After admission to the college each student is entitled to get an identity card signed by the Principal. It is a proof of his/her status as a student of the college and required to bring and produce it as and when necessary. The students should ensure that the particulars in the Identity Card filled by him/her are correct. Loss of identity card must be reported immediately to the office and will be replaced on payment of Rs. 200/-. In case of transfer or withdrawal from the college, the card must be surrendered at the college office.

3. EXAMINATION:

The college conducts regular sessional examinations and assignments in each semester whereas the end semester examinations are conducted by the University. Evaluation in each course shall be on the basis of performance through continuous assessment and the end semester examinations. Distribution of marks in each paper will be 75% from the End Semester Examination and 25% from the Internal Assessment (Assignments and tests). Internal Assessment is mandatory to all students.

4. ATTENDANCE:

Name of the student will be struck off if he/she fails to attend the classes held during the first 15 days of the new academic session. Attendance of at least 75% of the classes held during the course of study is mandatory. Students failing to meet the requirement of minimum attendance will not be allowed to sit at the University Examination (End Semester).

5. ANTI-RAGGING CELL:

As per the judgment of the Hon'ble Supreme Court of India of 2009 and subsequent regulations of the University Grants Commission, ragging is a criminal offence and it is totally banned in the campus and beyond. Therefore, in order to prohibit, prevent and eliminate the

scourge of ragging and related incidents resulting in distress to students, it is mandatory to have an anti-ragging cell in Indian Universities and Colleges. In observance of the same, the Cell would ensure a humane, friendly and co-operative environment to enable stress free induction and accommodate of fresher's in the social milieu of the campus. To comply with, the college has constituted Anti-Ragging Cell comprising Principal as chairperson, senior teachers and students as its members. It is mandatory for student/guardian/parent to submit online anti-ragging undertaking at the time of admission at www.antiragging.in. Helpline: Shri Firsterborn Dkhar, Asst. Professor, Department of English (9856005085/8974779511) and Vice President of JECSU.

6. INTERNAL QUALITY ASSURANCE CELL:

The Internal Quality Assurance Cell (IQAC) acts as an internal mechanism to develop a system for conscious, consistent and catalytic improvement in the overall performance of the college. The IQAC is well aware of its role in improving and assuring quality in all academic and related activities. In this context, the IQAC monitors academic performances and evaluation systems, augments the teaching-learning process, monitors feedback process, maintains academic coordination, promotes research among teachers and students. it also organize national and regional seminars every year.

7. DRESS CODE:

Decorum in dress must always be maintained. Students must come to college in simple and unostentatious dress suitable for an academic environment. To help students consider for concessional taxi/bus fare while going and coming from college, dress code (Uniform) was introduced in 2017. The students are to wear uniform compulsorily as per specification: - a) For Boys: - White *Shirt*, navy Blue *Trousers*, Blue-*neck tie* and blue blazer b) For Girls: - Blue trouser/white *Salwaar-Kameezes* with white *Dopatta*.

8. DISCIPLINE:

College gives great emphasis on character of students and they are expected to maintain a high standard of discipline in and outside of the campus. The students are subjected to be under rules and regulations of the institution prescribed from time to time. Violation of rules, irregular attendance, unsatisfactory academic progress, showing discourtesy to the teachers and staff member in any form recourse to unfair means in examination etc. are some of the offences which

may make students liable to disciplinary action like termination of scholarship, forced transfer and even expulsion from the college. Stern action will be taken against the students if found with cases of indiscipline such as:-

- ✓ Sitting inside the vehicle in the college campus.
- ✓ Spoil or cause any deliberate damage or tamper of the college property like furniture, fittings etc.
- ✓ Not switching off electronic gadgets like mobile phones, music systems etc. in the classrooms/library/conference hall etc.
- ✓ Chewing of betel-nut (Kwai) and betel leaves and spitting on the wall/desks/benches of the college.
- ✓ Smoking and chewing of tobacco and its products in the campus
- ✓ Littering- like throwing of scraps, used polythene bags, empty water bottles, chewing gum wrappers, etc. (Please use the dustbins provided all around).
- ✓ Passing improper comments about anybody and eve teasing of all forms
- ✓ Any student, who takes books from the library without permission exposes himself / herself to the gravest penalties.

9. GENERAL RULES:

- ✓ Students must be punctual in attending classes.
- ✓ They should come to the college in full uniform (College dress code).
- ✓ Students must update themselves regularly with information provided through College Notice board, website, etc. failing which the college authority will not be responsible for any inconveniences.
- ✓ Students are required to attend all extra-curricular activities organized by the institution.
- ✓ Students should park their vehicles outside the college premises in the place provide for.
- ✓ The Principal will use his discretionary powers for all matters not covered above.

10.FACILITIES:

- (i) **Scholarships:** For claiming all types of scholarships, a student has to compulsorily fill the online application form (Website - *scholarships.gov.in*). After online submission, the students require to submit printed copy to the college office for verification at institute level. Facilitation Centre to assist student to apply the online scholarship is at Room No. 205.

- (ii) **Women Hostel:** Women hostel attached to college campus is available on first-come-first-serve basis. The hostel has sharing rooms and attached bathrooms with free flow water supply. All rooms are furnished with bed, study table, book rack, chair, etc. Recreation Rooms with TV sets are available. Round the clock security will be provided. Application forms and rules for admission to the Hostel is available from the Warden's office on payment of Rs. 200/- (Rupees Two hundred) only.
- (iii) **Transportation:** College bus is available to students for the purpose of study tour and field trip and other nearby visit.
- (iv) **Career Counseling and Placement Cell (CCPC):** CCPC has been setup with the objectives to guide students in selecting suitable courses of study, to create awareness on different employment opportunities and entrepreneurship. Besides, the cell provides need based coaching for various competitive examinations and prominent career counselors are invited to interact with students. Shri B.Papang, Asst. Professor, Department of Commerce is the Coordinator of the Cell.
- (v) **Remedial Coaching Class:** Remedial coaching classes is regularly conducted for slow learners before and after normal class hours.
- (vi) **Add on Courses (Skill Development):** Education is meant not only to nurture excellence but also to develop academic skills, linguistic proficiency and qualitative techniques. Add on courses for skills development in Computer Applications, Retail Management, Yoga, Communication skills, Khasi Traditional Music, Travel & Tourism, etc. to acclimatize the students with the changing global scenario is also offered.
- (vii) **Internal Complaint Committee:** The College is committed to maintaining an academic and work environment free of sexual harassment for its students, teachers and non-teaching staff. In accordance with section 4(1) of 'Sexual Harassment of Women at the Workplace (Prevention, Prohibition and Redressal) Act, 2013 (No. 14 of 2013)', college has instituted ICC to address complaints related to sexual harassment.
- (viii) **Library:** The college library is in the first floor of the building. It has a collection of more than ten thousand textbooks, and reference books on various subjects,

which is continuously updated. Besides text books, the library also subscribed journals, leading magazines, journals leisure books, competitive exam books and newspapers in English and Khasi languages. Previous years question papers are also kept for ready reference by the students and teachers. As a member of the N-LIST, it has access to various online national and international journals. Book bank facility is available for which the students are required to apply separately. For rules and regulations pertaining to library, students are advised to get informed from the librarian. The working hour of the library is from 9.00. A.M. to 4.00. P.M on all working days.

- (ix) **Conference Hall and Seminar Room:** The College has an adequate hall with ICT and Audio Visual facilities for seminars and conferences. Rooms for interactive seminars, film screening, workshops, discussions, committees, meetings and career counseling sessions are in place.
- (x) **Classrooms:** Spacious and well-furnished class rooms equipped with ICT and Interactive classroom (Smart class).
- (xi) **Laboratory:** Well-furnished Computer Lab equipped with latest configuration of computers, Digital Language Lab, etc. LAN, with Broadband connectivity and Wi-Fi-enabled. Separate laboratory for the Department of Education.
- (xii) **College Canteen:** The College canteen where staffs and students are served snacks and other refreshments is available from 8.00 A.M to 6.00 P.M.
- (xiii) **Grievance Redressal Cell:** The Grievance Redressal Cell (GRC) comprises of the Principal (Chairman), senior teachers, staff and students representatives is instituted to redress grievances of students and other stakeholders at the individual level, group or class level for common interest. Complaint/Suggestion boxes are kept in the college premises to invite participation of all. Apart from that, the stake holders may also log in their suggestions and complaints through the college website via GRC tab. Assistant Professors act as facilitators to sort out the grievances of the stakeholders at their level while the unresolved problems are referred to the GRC. As a preventive measure CCTVs have been installed at various places on the campus.

(xiv) Games and Sports Committee: In keeping with its interest in the personality building and health of the students, the college organizes and participates in outdoor and indoor games & sports at college and university level. Besides football, Basketball, Table Tennis, mini Gym, Carom board, etc. is also available in the campus.

11. EXTRA-CURRICULAR ACTIVITIES: To achieve an all-round development, the College creates opportunities for the students to excel their hidden talent through social work and other extension activities. National Service Scheme (NSS), Red Ribbon Club (RRC), National Cadet Corp (NCC), Games & Sports, Seminars, Lectures, College week, study tours are the regular annual features of the college calendar.

(i) National Service Scheme, Red Ribbon Club and National Cadet Corp: The activities of NSS, NCC and RCC helps the students grow into better responsible citizens of tomorrow. The programmes include road repairing, cleaning drives, tree plantation, health check-up camps, blood donation camp, cultural programmes, observation of important days (World's AIDS Day, Anti Leprosy Day, Independence Day, etc.) and other humanitarian activities are regular activities of NSS, NCC and RRC units. Besides that social service camps in rural areas where college work in collaboration with local headman and youths of the villages are conducted. NSS organized Eco Trail with the objective is to create awareness among students regarding nature and its conservation.

(ii) College Magazine: The College magazine "THABA" provide ample opportunities for the students and teaching faculty to exhibit their writing skills. Through this magazine, the college publishes articles by students and reports of non-educational activities like sports, cultural events, etc. Each section of the magazine is edited by editor under the supervision of the Editorial Board. Students and other stakeholders can view this magazine through online. College journal will be introduced soon

(iii) Lecture by Outstanding Personalities: Lecture by outstanding personalities in the field of Arts, Commerce, Entrepreneurship, Academics and Administrative, Social Science, etc. are organized for the benefit of students. This activity brings a reputed luminary of a particular discipline face to face with the students where he/she lectures on relevant issues within the field of the students' academic curriculum.

- (iv) **Students Union:** The Students Union is the premier student body in the college and every student is a member. The union addresses student-related issues and builds up a team of leaders and works in close collaboration with the college, staff and management. The union is not affiliated to any organization outside the college and does not take up issues not connected with education. The union include class representatives elected by the respective classes, elect office bearers through election held every year.
- (v) **Music and Cultural Committee:** The Music and Cultural Committee of the college have excelled in all its three wings namely Music, Dance and Drama. The objective of the committee is to inculcate in the students a sense of cultural values and helps them understand the importance of preserving the rich traditional arts and culture of the region. Over the years it has brought home several trophies and prizes.
- (vi) **Linkages:** The College has established linkages with several leading institutions so as to enable it to get the benefit of their services, expertise in the relevant fields. At present the college has tied up with IGNOU, Cement Industries, etc.
- (vii) **Distance Education Study Centre:** A study centre (No. 1808) of Indira Gandhi National Open University (IGNOU), a central university, has been set up at this college since 1995 and has a distinction for being the first centre in such a distant region of Meghalaya. This study centre provides learning opportunities to the underprivileged learners of this area.
- (viii) **Alumni Association:** Jaintia Eastern College Alumni Association (JECAA) (Regd. No.EJHD/SR.580/JECAA/2021/32) has been formed to serve as a platform to bring together the former students who are willing to contribute towards the academic and material advancement of their alma mater with their physical and intellectual labour as well as material support. All former students and teachers of the college are eligible to become members of this association on payment of the requisite membership fee. Since its inception the Alumni association has been actively involved in the development of the college by sponsoring various renovation and beautification projects across the campus.

- (ix) **Parent-Teacher Committee:** The Parent-Teacher Committee aims to foster and promote good relationship among members of the faculty, students and parents of students. The parents of each student taking admission to the college will become members of this Committee. This forum aims to communicate their views about the functioning of the college, performance of their wards and thus facilitates further improvement of the college.
- (x) **Institute/Industrial visit:** An industrial visit was organized for students (especially Commerce) to nearby Cement Plant in the District/state. The objective of the visit was to provide an insight regarding internal working of the company and opportunity to learn practically through interaction.
- (xi) **CCTV:** The College campus is under CCTV surveillance to support security services in protecting the premises, property and the people using its facilities.
- The CCTV system is spread across all campus.
 - The system uses Digital Recording to capture images.
 - All recorded images are managed under the college's CCTV.

UNDER-GRADUATE FEE STRUCTURE (ANNUAL)

Sr. No	Particulars	B.A	B.Com
1	Admission	500.00	500.00
2	Tuition Fee	3600.00	3600.00
3	Course/Session Fee	6000.00	6000.00
4	Library Fee	800.00	800.00
5	Tests and Examinations Fee (Internal)	800.00	800.00
6	College Development Fund	1000.00	1000.00
7	Building / Maintenance Fee	800.00	800.00
8	Identity Card	200.00	200.00
9	Co-Curricular Activities Fee	500.00	500.00
10	Games & Sports	300.00	300.00
11	Magazine Fee	200.00	200.00
12	Maintenance of ICT Classrooms, smart classroom	200.00	200.00
13	Water and Electricity	200.00	200.00
14	Computer Laboratory Fee	-	200.00
Total		15,100	15,300

NB: NEHU Fee (Exam Fee, Registration & Enrolment fee) not included.

PLEASE NOTE:

- Admission fee may be paid in full/installment of 70% at the time of admission and second Installment on or before End semester examination.
- Fees once paid are not refundable.
- The College reserves the right to reject an application for admission without assigning any reasons for the same.
- When admission is granted, the prescribed fees must be paid within the date mentioned in the admission form at College office.
- Application forms not having all the required documents will not be considered.

Sd/-Dr. P. Nongtdu
Principal
Jaintia Eastern College
Khliehriat

POST GRADUATE FEE STRUCTURE (PER SEMESTER)

Sr. No	Particulars	I Semester	II Semester	III Semester	IV Semester
1	Admission Fee	500.00	-	500.00	-
2	Tuition Fee	3000.00	-	3000.00	-
3	Course/Session Fee	5000.00	5000.00	5000.00	5000.00
4	P.G Course Fee	9000.00	9000.00	9000.00	9000.00
5	Tests & Examinations Fee (Internal)	1000.00	1000.00	1000.00	1000.00
6	Library Fee	1000.00	1000.00	1000.00	1000.00
7	Library Caution Money (Refundable)	1000.00	1000.00	1000.00	1000.00
8	Building /Maintenance Fee	1000.00	1000.00	1000.00	1000.00
9	Identity Card Fee	200.00	-	200.00	-
10	Maintenance of Internet /ICT classroom, smart classroom	200.00	200.00	200.00	200.00
11	Field Trip/Study Tour (Local)	500.00	500.00	500.00	500.00
12	Co-Curricular Activities Fee	500.00	-	500.00	-
13	Games & Sports	300.00	-	300.00	-
14	Water and Electricity	200.00	200.00	200.00	200.00
15	Laboratory (Education)	-	-	-	600.00
	Total	23,400	18,900	23,400	19,500

NB: NEHU Fee (Exam Fee, Registration & Enrolment fee) not included.

PLEASE NOTE:

- Admission fee may be paid in full/installment of 70% at the time of admission and second Installment on or before End semester examination.
- Fees once paid are not refundable.
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- When admission is granted, the prescribed fees must be paid within the date mentioned in the admission form at College office.
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SUBJECT SPECIFIC ADD ON COURSES (SKILL DEVELOPMENT) FOR BA & B.COM

- | | |
|--|----------------|
| 1. Basic Course in Computer & Internet /Computer literacy: | 1 (One) month |
| 2. Office Automation | 2 (Two) months |
| 3. Desktop Publishing (DTP) | 2 (Two) months |
| 4. Certificate in Computer Accounting | 2 (Two) months |
| 5. Diploma in Computer Applications | 6 (Six) months |
| 6. Certificate Course in Travel & Tourism | 6 (Six) months |
| 7. Retail Management | 6 (Six) months |
| 8. Khasi Traditional Music | 6 (Six) months |
| 9. Communication skills | 6 (Six) months |
| 10. Certificate Course in Yoga | 6 (Six) months |

For admission into the above mentioned courses students are advised to contact the Principal office

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