

RAMAKRISHNA SARADA MISSION VIVEKANANDA VIDYABHAVAN
PROSPECTUS



HISTORY

Even before Swami Vivekananda founded the Belur Math in 1898, he wanted to establish a Math for women with the Holy Mother Sri Sarada Devi at its centre. Based on his ideas, it was during the Holy Mother's Birth Century, in 1954, that Sri Sarada Math came into existence on 2nd December. In 1960, the Trustees of Sri Sarada Math founded the Ramakrishna Sarada Mission Association with the object of propagating educational, cultural, charitable, medical and similar activities among women and children. Through the headquarters at Dakshineswar, Kolkata and its various centers in different parts of India, the Ramakrishna Sarada Mission seeks to serve women and children in all possible ways, irrespective of caste, creed, colour and nationality. At present the Math and Mission run about 30 centres in different parts of India and abroad.

Ramakrishna Sarada Mission Vivekananda Vidyabhavan, a partly residential degree college for women, was the first educational institution started by the Ramakrishna Sarada Mission. It came into existence in 1961 as a humble effort to carry out Swami

Vivekananda's ideas of education among women. The inaugural meeting to set up the college took place at the 30 bigha plot donated by Late Debendra Nath Bhattacharya, on 10th March 1961; these beautiful grounds later become the college campus. The meeting was presided over by most revered Swami Madhavananda, the general secretary of Ramakrishna Math and Mission. Housed initially in a one room makeshift structure, with thirty-one students and handful of young, idealistic and enthusiastic teachers and monastic members, the college today stands among the premier women's institutions of the state.

AIMS AND OBJECTIVES

“The uplift of the women...must come first and then only can any real good come about for country, for India”

Swami Vivekananda

Education, according to Swami Vivekananda, is not the amount of information that is put into one's brain, and undigested, runs riot there. In his opinion, the balanced combination of secular and spiritual training constitutes the true economics of education.

Ramakrishna Sarada Mission Vivekananda Vidyabhvan is founded on the ideals of Swamiji.” It is not possible for a bird to fly on only one wing”, he felt. He believed that society cannot progress depending on men alone. It has to harness female power too.

The college marks a bold departure from the existing pattern of educational institutions. It provides a peaceful academic environment, ideal of pursuit of studies. Here the students are placed under the direct supervision and care of dedicated teachers and monastic members of Sri Sarada Math and Mission. The system enables the students to come into intimate contact with the teachers and to receive an all-round education in an atmosphere of serenity, peace, discipline and morality. The institution helps to nurture and strengthen the physical, intellectual, moral, and spiritual faculties of students. The college does not believe in churning out good

students defined solely by academic results, but aims at building confident and self – reliant human beings with human principles and a strong sense of responsibility towards society. It works toward creating a ideal society based on the principles of equality, freedom, justice, tolerance, and respect for religious diversity and moral values, emphasized in the constitution of India.

LOCATION

The college is located at 33, Sri Maa Sarada Sarani, DumDum, Kolkata 700055. The sprawling 30-bigha campus is situated in green and picturesque surroundings, a welcome refuge from the din and bustle of city life. It is 15 minutes away from the nearest metro stations- Belgachhia and DumDum, and is connected to both by regular bus and auto services. The bus routes include 3C, 3C/1, 3C/2, 30, 30D, 79B, 79C, 93, 221, 223, 219, 227, DN8 and DN18 (Bus Stop: Jessore road- Dum Dum Park and Shyamnagar).

WORKING HOURS

College

Assembly and Prayers: 10.05 a.m.

Classes: 10. 15a.m - 4.30p.m.

Office

10.15 a.m.- 4.30 p.m.

COURSES OFFERED [B.A. /B.Sc.]

The following subjects are offered for three year's degree course **(B.A. / B.Sc.)** under the West Bengal State University.

B.A

1. Bengali(Honours and General)
2. English(Honours and General)
3. Sanskrit (Honours and General)

4. Education (Honours and General)
5. History (Honours and General)
6. Philosophy (Honours and General)
7. Political Science (Honours and General)
8. Sociology Honours and General)
9. Economics(General)
10. Human Rights(General)
11. Journalism and Mass Communication (Honours and General)
12. Geography(General)
13. Psychology (General)

B.SC.

1. Economics (Honours and General)
2. Geography (Honours and General)
3. Psychology (General)
4. Mathematics (General)

Compulsory Subjects

1. Environmental Science
2. English
3. Modern Indian Language: Bengali, English, Sanskrit

M.A. (Autonomous, 2 years, 4 semesters)

1. Philosophy

COLLEGE MANAGING COMMITTEE

PRESIDENT	Pravrajika Jnanadaprana
VICEPRESIDENT	Pravrajika Achintaprana
SECRETARY	Pravrajika Pradiptaprana
TREASURER	Pravrajika Devatmaprana
PRINCIPAL	Pravrajika Bhaswaraprana

MEMBERS Pravrajika Dhritiprana
Pravrajika Somaprana
PravrajikaTapanandaprana Pravrajika
Vedarupaprana

TEACHERS'

REPRESENTATIVES Internal Quality Assurance Cell, Coordinator
Teachers' Council, Secretary

INTERNAL QUALITY ASSURANCE CELL (IQAC)

CHAIRPERSON Pravrajika Bhaswaraprana, Principal

CO-ORDINATOR Dr. Chaiti Mitra

MEMBERS Pravrajika Pradiptaprana
Dr. Gargi Gangopadhyay
Dr. Bidisha Chatterjee
Smt. Tanju Datta
Dr. Saheli Roy Chaudhury
Pr.Vedarupaprana
Pr. Amritarupaprana
Sm.Parama Sarkhel
Sm Akanksha Krishnatre
Dr. Sudakshina Gupta
Sm. Arunima Kumar
Sri Debasish Saha
Sri. Kalyan Nandy

COLLEGE FACULTY

SECRETARY Pravrajika Pradiptaprana
PRINCIPAL Pravrajika Bhaswaraprana
VICE PRINCIPAL Pravrajika Vedarupaprana

DEPARTMENTS

BENGALI

Dr. Rumela Banerjee, M.A., Ph.D. Associate Professor

Sm. Debrupa Das, M.A. Associate Professor

Sm. Anurima Saha, M.A. Assistant Professor

Sm. Dolon Bhattacharya, M.A., SACT 2

Dr. Debarati Chakroborty, M.A, Ph D, SACT 1

ENGLISH

Dr Chaiti Mitra, M.A, PhD, Associate Professor

Dr Rakhi Ghosh, M.A, M. Phil., Ph D, Associate Professor

Dr Gargi Gangopadhyay, M.A, M.Phil, PhD, Assistant Professor

Sm. Dwaita Dey, M.A, SACT 2

Sm. Suchetona Pal, M.A., M Phil, SACT 2

SANSKRIT

Dr. Saberi Rakshit, M.A., M.Phil, Ph.D, Associate Professor

Dr. Sanghamitra Mukherjee, MA, Ph D, Assistant Professor

Sm. Ruma Roy, M.A., SACT 2

Brahmacharini Prachi, M.A., Ph. D, Monastic faculty

PHILOSOPHY

Pravrajika Bhaswaraprana, M.A. Monastic faculty

Pravrajika Vedarupaprana, M.A. Monastic faculty

Pravrajika Ishtatmaprana, M.A. Monastic faculty

Sm. Anuradha Sadhukhan, M.A., M.Phil. Assistant Professor

Dr. Bidisha Chatterjee, M.A., M.Phil., Ph.D., Associate Professor

VISITING FACULTIES (PG)

Prof. Ranjana Mukharjee, Retd. Prof, Rabindra Bharati University Prof.

Ratna Dutta Sharma, Retd. Prof, Jadavpur University

Sm. Shibani Saha, M.A., M.Phil. Associate Professor, Shyampur Siddheswari Mahavidyalaya

Sm. Sangita Dey Sarkar, M.A., M.Phil, Associate Professor, Sammilani Mahavidyalaya

Dr Malabika Chakrobarti, M.A., M.Phil, Ph D, Assistant Professor, Ananda Mohan College

HISTORY

Dr. Soma Marik, M.A., Ph.D., Associate Professor

Dr. Panchali Majumdar, M.A., M.Phil., Ph.D., Associate Professor

Dr. Sunetra Mitra, M.A., M.Phil., Ph.D., Assistant Professor

Dr. Sheli Dutta, M.A., M.Phil. Ph.D, SACT 1

Sm. Maitrayee Sarkar, M.A., B.Ed., M.Phil., SACT 2

POLITICAL SCIENCE

Dr. Sabita Chaudhuri, M.A., Ph.D., Associate Professor

Dr. Payal Bose Biswas, M.A., MPhil, Ph.D, Assistant Professor

Dr. Saheli Roychowdhury, M.A., Ph.D., Assistant Professor

Sm. Sanju Lal, M.A., Assistant Professor

ECONOMICS

Dr. Kabita Nath, M.A., Ph.D., Assistant Professor

Dr. Sanchali Bhattacharya, M. Sc, M. Phil, Ph. D, Assistant Professor

Sm. Debashree Bhattacharya, M.A., SACT 1

Sm. Indrani Chakraborty, M.A., SACT 2

Sm. Reshmi Ray, M.Sc., SACT 2

EDUCATION

Dr. Sarmistha Dutta, M.A., Ph.D., Associate Professor

Sm. Tanju Dutta, M.A., Assistant Professor

Dr. Rohini Dharmapal, M.A., Ph.D., Assistant Professor

Sm. Sumana Metya, M.A., SACT 2

SOCIOLOGY

Dr. Anasua Chatterjee, MA, M Phil, Ph D, Assistant Professor

Sm Bisaka Blone, MA, Assistant Professor

Sm. Upasana Karmakar Modak, M.A., SACT 1

Sm. Aparna Chakraborty, M.A., SACT 2

MATHEMATICS

Sm. Sushobhana Pal., M.Sc., SACT 2

JOURNALISM AND MASS COMMUNICATION

Sm. Aditi Das, M.A., B.Ed., Assistant Professor

Sm. Sreejaya Chatterjee, M.A., B.Ed., SACT 2

Sm. Nabanita Bhattacharya, MA, SACT 2

Sm. Tanika Deb Roy, M.A., SACT 2

HUMAN RIGHTS

Sm. Moumita De, M.A., SACT 2

Sm Mousumi Mukherjee, MA, SACT 2

GEOGRAPHY

Sm. Amrita Pramanick, M.Sc., Assistant Professor

Sm. Nibedita Deb, M.Sc., SACT 1

Sm. Soma Mukhopadhyay, M.A. SACT 2

Sm. Kanika Das, M SC, SACT 2

PSYCHOLOGY

Sm. Nibedita Banerjee, M.A., SACT 2

Sm. Aiswarjya Banerjee, M.A. SACT 2

ENVIRONMENTAL SCIENCE

Brahmacharini Sonali, M.Sc, Monastic faculty

OFFICE

Pravrajika Amritarupaprana, M.A, Office-In-Charge

Sm Soma Chakraborty, B.A, Clerk

Sm. Susmita Das, B.Sc, Typist

Sm. Moumita Mallick, B.Sc, Clerk

LABORATORY (Geography, Journalism & Mass Communication)

Sm. Poulami Chakraborty, B.Sc

LIBRARY

Sm. Parama Sarkhel, M.A, M.Lib, Librarian

Brahmacharini Sonali, M.Sc, B.Lib, Assistant Librarian

Sm Namita Mondal, B.A, Library Clerk

Sm. Sagarika Sengupta, B.A Part Time Library Assistant

Sm. Manjusha Das, M.A.Part Time Library Assistant

CAREER ORIENTED COURSES

#Self-funded course exclusively designed for students of RKSMVV(Current and Past)

Offered at reduced rates

Classes in the college campus

1. 52-week Preparatory Course for Public Sector Jobs by **George School of Competitive Examination (GSCE)**

2. Skill Development Training Programmes by the **George Telegraph Training Institute (GTTI)**, and certified by the **Netaji Subhas Open University(NSOU)**:

- Internet Web Publishing (6 months/144hours)
- Desktop Publishing (3 months/72hours)
- Office Management (10 months/360hours)
- Front Office Management (6 months/216hours)
- Back Office Management (4months/144hours)
- Telephone Operator and Receptionist (6 months/280hours)

3. Spoken English and Interpersonal Skill Development Training Programme by **ELTAGLOBAL**

4. 6-month Certificate Course titled 'Basic Skills of Counselling and Stress Management' in collaboration with **Centre for Counselling Service and Studies in Self Development(CCSSSD)**, Jadavpur University.

CO CURRICULAR CLASSES:

- **Yoga**
- **Dance**
- **Sports**
- **Photography**

ADMISSION

- **RULES FOR ADMISSION TO B.A/B.Sc**

Admission to B.A/B.Sc (Honours and General) courses is conducted online. All

information regarding admission process can be found at the college website:

www.rksmvv.ac.in

➤ **Necessary documents for admission to B.A/B.Sc.**

1. Original marksheet of Higher Secondary or equivalent examination recognized by the West Bengal State University.
2. Attested copy of the same.
3. Attested copy of the admit card of Madhyamik or equivalent examination recognized by the West Bengal Council of Higher Secondary Education.
4. Attested copy of the admit card of higher secondary or equivalent examination recognized by the West Bengal State University.
5. SC/ST/OBC certificate, if applicable, in original, and attested photocopies of the same.

FEES

HONOURS (Payable at the beginning of every session)

B.A. Hons.	SEM - I	SEM - I	B.Sc. Hons.	SEM - I	SEM - I
	Bengali Hons.	Journalism Hons.		Economics Hons.	Geography Hons.
	Education Hons.				
	English Hons.				
	History Hons.				
	Philosophy Hons.				
	Pol. Sc. Hons.				
	Sanskrit Hons,				
	Sociology Hons.				
Tuition Fees(July-Dec.)	450.00	450.00	Tuition Fees(July-Dec.)	660.00	660.00
Dev. Fees	750.00	750.00	Dev. Fees	750.00	750.00
Adm. Fee	150.00	150.00	Adm. Fee	150.00	150.00
Session Fee	150.00	150.00	Session Fee	150.00	150.00
Misc. Fee	200.00	200.00	Misc. Fee	200.00	200.00
Coll. Exam.	120.00	120.00	Coll. Exam.	120.00	120.00

Fee		
Library Fee	150.00	150.00
Magazine Fee	20.00	20.00
Games Fee	120.00	120.00
St. Aid Fee	20.00	20.00
Common Room Fee	60.00	60.00
Library Caution Money	300.00	300.00
Celebrations	200.00	200.00
Health Card	200.00	200.00
Computer Fee	900.00	900.00
Identity Card	30.00	30.00
Laboratory Fee (Journalism)	–	600.00
Total	3820.00	4420.00
Bank Charges	46.00	46.00
Total	3866.00	4466.00

Fee		
Library Fee	150.00	150.00
Magazine Fee	20.00	20.00
Games Fee	120.00	120.00
St. Aid Fee	20.00	20.00
Common Room Fee	60.00	60.00
Library Caution Money	300.00	300.00
Celebrations	200.00	200.00
Health Card	200.00	200.00
Computer Fee	900.00	900.00
Identity Card	30.00	30.00
Laboratory Fee (Geography)	–	600.00
Total	4030.00	4630.00
Bank Charges	46.00	46.00
Total	4076.00	4676.00

Prayer Book etc (to be paid by cash)

GENERAL (Payable at the beginning of every session)

B.A. GEN	SEM - I
Tuition Fees(July-Dec.)	300.00
Dev. Fees	750.00
Adm. Fee	150.00
Session Fee	150.00
Misc. Fee	200.00
Coll. Exam. Fee	120.00
Library Fee	150.00
Magazine Fee	20.00
Games Fee	120.00
St. Aid Fee	20.00
Common Room Fee	60.00
Library Caution Money	300.00
Celebrations	200.00
Health Card	200.00
Computer Fee	900.00
Identity Card	30.00
Total	3670.00
Bank Charges	46.00
Total	3716.00

B.Sc. GEN	SEM - I
Tuition Fees(July-Dec.)	510.00
Dev. Fees	750.00
Adm. Fee	150.00
Session Fee	150.00
Misc. Fee	200.00
Coll. Exam. Fee	120.00
Library Fee	150.00
Magazine Fee	20.00
Games Fee	120.00
St. Aid Fee	20.00
Common Room Fee	60.00
Library Caution Money	300.00
Celebrations	200.00
Health Card	200.00
Computer Fee	900.00
Identity Card	30.00
Total	3880.00
Bank Charges	46.00
Total	3926.00

Prayer Book etc (to be paid by cash)

MA PHILOSOPHY (per semester)

Fees payable at the beginning of each semester

ADMISSION FEE	1,000.00
SEMESTER FEE	10,000.00
EXAMINATION FEE	250.00
TOTAL	11,250.00
BANK CHARGES	46.00
TOTAL	11,296.00

RULES AND REGULATIONS

Every student must confirm to rules and discipline of college and hostel. The insistence on strict discipline is to help the students develop their potentialities in an orderly way, to promote a healthy relationship between the teachers and students, and to create and preserve a peaceful academic atmosphere. However, love and mutual respect always remain the guiding principles and basis of obedience.

➤ **COLLEGE**

1. Every student must abide by the rules of the college.
2. A prayer assembly is held daily at 10.05am before the commencement of the classes. Attending the assembly is compulsory for all students.
3. It is compulsory for all students to come to the college in college uniform.
4. The students should be regular and punctual in attendance.
5. A minimum of 75% attendance is mandatory to be allowed to appear for University exams.
6. In case of prolonged absence, the principal is to be intimated within a week.
7. Attendance in the monthly tests and other class examinations is compulsory.
8. It is compulsory for the students to be present in the college from 10a.m. to 2.30p.m. No student is allowed to leave the college premises during the working hours of the college without the permission of principal.
9. The students are expected to cooperate with the college authority to maintain the cleanliness of the college premises.

10. College discipline is to be strictly maintained.
11. Ramakrishna Sarada Mission Vivekananda Vidyabhavan is an institute under the Ramakrishna Sarada Mission, which is a non-political organization. The students of the institution must keep away scrupulously from all political activities within the college premises.
12. All students have to attend a weekly special period devoted to study of Indian culture and religion, with assignments and examinations.

➤ **HOSTEL**

Ramakrishna Sarada Mission Vivekananda Vidyabhavan is a partly residential college, and the hotel forms an integral part in its scheme of imparting an all round education. Run on the system of the ancient "GURUKUL", it pays special attention to the cultivation of those aspects of the students' personality, which are otherwise neglected in a conventional system.

The boarders are housed in two spacious buildings-Bharati Bhavan and Brahmananda Bhavan. The resident Superintendent, a monastic member of the order, is in charge of hostel, under the supervision and guidance of the principal. Here under the love and sincere care of resident monastic members, the students receive an all-round training in an atmosphere of peace, discipline and purity.

1. The boarders are required to bring the following items at the time of admission:
 - i. Bedding, including bed sheet, bed cover and mosquito net.
 - ii. Plate-1
 - iii. Glass-1
 - iv. Bowl-1
 - v. Cup and saucer-1
 - vi. Jug-1
 - vii. Umbrella-1
 - viii. Torch-1
 - ix. Bucket and mug-1

- x. Xerox copies of S.F and H.S. admit Card and Marksheets
2. The boarders are taught to be self-reliant, active, and efficient, and responsibility. They are entrusted with various duties and responsibilities not only in the hostel, but also in the shrine. The garden, and the seekrooms.
 3. The aim of Ramakrishna Sarada Mission Vivekananda Vidyabhavan is to impart value-based education to its students. Accordingly, it is compulsory for the boarders to join in the morning and evening prayers daily at hostel prayer hall. They also have to attend the regular religious classes held for them in the hostel. The boarders also organize various socio-religious function and actively participate periodical religious celebrations of Sri Sarada Math.
 4. All students must strictly adhere to prescribed schedule for study, work and prayer.
 5. A student is not allowed to be absent from class and stay back at the hostel unless she is physically unfit or is specially permitted by the principal.
 6. No visitors are allowed during college hours.
 7. It is compulsory for a student to be present on the day the college and hostel reopen after any vacation. Failure may lead to an imposition of fine.
 8. Boarders are allowed to go home only during the long vacations,i.e. the Summer Vacation and Puja Vacation. For any other leave, a letter from the guardian is necessary for permission to leave the hostel.
 9. In case of serious illness, especially in case of contagious diseases like measles, chicken pox, mumps, etc, the local guardian should take the boarder away immediately from the hostel to avoid further infection.
 10. Boarders are advised not to carry money or valuables with them. Personal cash may be deposited with the superintendent. The must be careful about all their belongings including books and other valuables.
 11. It a student's progress in studies is found to be unsatisfactory by the college authority, she will not be allowed to continue her studies in this institution, or to stay in the hostel.

VISITING HOURS

Sundays 8 a.m. to 10a.m.
 3 p.m.to 5 p.m.

The last Sunday of every month is a non visiting day. No outsider is permitted to stay in the hostel at night under any circumstances.

HOSTEL SCHEDULE

Given below is the typical form of the daily routine to be followed by the boarders. The routine is subject to seasonal alternation.

Leaving bed	...	5.00 a.m.
Prayer	...	5.30 a.m.
Household Duties	...	5.30 a.m. to 6.00 a.m.
Breakfast	...	6.10 a.m.
Study	...	6.30 a.m. to 9.00 a.m.
Meal	...	9.00 a.m.
Classes	...	10.00 a.m. to 4.00 p.m.
Tea & Refreshments	& ...	4.15 p.m. to 4.30 p.m.
Games and Recreation	and ...	5.00 p.m. to 6.00 p.m.
Prayer	...	6.30 p.m.
Study	...	7.00 p.m. to 8.00 p.m.

Supper	...	8.15 p.m.
Study	...	9.00 p.m. to 11.00 p.m.
Bedtime	...	11.00 p.m.

HOSTEL CHARGERS

A. At The Time Of Admission

Admission Fee	...	50.00
Medical Fee	...	50.00
Boarding Charges	...	2,500.0 0
Establishment fee@		
Rs. 400/- per month		
For 12 months to be deposited in advance		
(Non refundable)	...	4,800.0 0
Form Fee	...	100.00
Total	...	7,500.0 0
Bank Charges	...	46.00
Total	...	7,546.0 0

B. Monthly Charges (To Be Paid By The 10th Of Each Month)

Boarding Charges	...	2,500.00
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c. Required Documents For Hostel Admission:

1. Character Certificate (From School)
2. Character Certificate (From local councilor)
3. Medical Certificate

LIBRARY

The Ramakrishna Sarada Mission Vivekananda Vidyabhvan library is located in a separate building with a spacious reading room extensively used by faculty and students. Apart from the large holding of books, journals and magazines, the library also houses an Internet Resources Centre with printing facilities for student and faculty.

FACILITIES

- The central library has a collection of over 20,000 books, besides magazines and journals.
- The library has an open-access system. Users have direct access to the books from the shelves.
- The library catalogue is fully computerized.
- The library subscribes to INFLIBNET. The students and faculty members can access more than 6000e- journals and 97,000 e- books from <http://nsl.inflibnet.ac.in>
- The IRC provides free internet browsing for students and faculty members. Students can take print outs for nominal fees.
- The library has the special section devoted to Gender resources. It is also currently building up a collaborative archive on the history of Sri Sarada Math and Mission and its women missionaries.
- Besides the central library, all honours students enjoy the facilities of respective departmental seminar libraries and book-banks.

The library is open all days except holidays, Puja and Christmas vacation.

WORKING HOURS:

MontoFri:

10.15a.m.to4.30p.

m.

Saturday:

10.15a.m.to4.00p.

m.

- Users are allowed to carry only loose papers and a pen or pencil. All bags & personal belongings are to be kept outside the library.
- Books are issued to students on all days except Saturdays.
- Books lost or damaged by a user are to be replaced.
- Students are provided with two leading cards against which two books can be issued from the library, which are to be returned within 15 days. Overdue books incur a fine of Rs1/-per day.

REPROGRAPHIC AND INTERNET FACILITIES

The students can avail of photocopying and internet facilities at the Reprographic Centre and the Cyber Room respectively.

ACADEMIC ACTIVITIES

Apart from regular classes and tutorials, the college conducts regular Extension Lectures, Seminars and Educational Excursions.

EXTRA –CURRICULAR ACTIVITIES

Extra-curricular activities are an integral part of college life. They make for academic excellence, apart from providing opportunities for all-round development and mental and physical relaxation. The teaching staff is fully integrated into the students' cultural and other extra-curricular work through several committees setup for this purpose.

➤ Cultural Competitions

Cultural competitions, aptly named SRIJANI, are an eagerly awaited annual affair,

spread over 4-5 days, offering students an opportunity to nurture and cultivate their talents and interests in such diverse fields as music, dance, painting, recitation, creative writing, debating, and oratory.

➤ **Sports and Games**

Regular training under a qualified Sports Teacher is conducted round the year for interested students. Annual sports are held in the college grounds every year in winter.

➤ **Magazine and Wall-Magazine**

Students' creativity is further demonstrated through the regularly published College Magazine and Wall Magazines put up by the students of various departments.

➤ **Festival and Social Functions**

Events like Vidyarthini Home and Nobin Baran, Vriksharopana Utsav, Independence Day Celebrations, Puja Social, Youth Day Celebrations, Annual Puja (Holy Mothers Birthday), Saraswati Puja, Reunion, Annual Function and Prize Distribution are organized by the college at different times of the year.

➤ **Donation Drive**

To inculcate the spirit of community service and sharing, Donation Drives are organized where students and faculty donate spare clothes, books, toys and other house hold and personal items. These are distributed among the underprivileged members of neighbourhood slums.

➤ **Blood Donation & Awareness camps**

Annual blood donation camps are organized in campus preceded by awareness cum orientation programmed on organ and blood donation.

➤ **Gender Sensitization Programmes**

The college regularly organizes awareness and training sessions on gender equality and sexual harassment.

➤ **NSS**

Students volunteer for various community based programmes round the year under the National Service Scheme (NSS).

PROGRAMME OFFICER Dr. Sanghamitra Mukherjee

MEDICAL AND COUNSELLING FACILITIES

1. Health card provided by Ramakrishna Sarada Mission Matri Bhavan. Student can avail of OPD, investigative & indoor services at nominal concessional rates.
2. Regular health awareness & medical camps organized in collaboration with Ramakrishna Sarada Mission Matri Bhavan.
3. First aid, limited medical diagnosis and medication are available on the campus.
4. Besides, there is a charitable dispensary run by experienced homoeopath doctors for students and women and children of the neighbouring slums.
5. Stress management workshops are organized in collaboration with Jadavpur University to address the students' academic and personal problems.
6. Students can avail of the services of a professional counselor with prior appointment. Moreover, monastic and faculty members are available for academic and personal counseling.

COLLEGE CANTEEN

The college runs an in-campus and reasonably priced canteen amidst the college greens. Hours: 11-00 a.m. to 3.00p.m

RIGHT TO INFORMATION CELL (RTI)

APPELLATE AUTHORITY

Pravrajika Bhaswaraprana, Principal

STATE PUBLIC INFORMATION OFFICER

Dr. Sabita Chaudhuri

GRIEVANCE REDRESSAL CELL

CONVENER	Principal
MEMBERS	IQAC Coordinator Teachers' Council Secretary Students' Welfare Committee Convenor/s

ANTI RAGGING CELL

CONVENER	Dr. Rohini Dharmapal
TEACHERS' REPRESENTATIVES	Dr. Saberi Rakshit Smt. Aditi Das
STUDENTS' REPRESENTATIVES	First Year (Day Scholar & Boarder)

INTERNAL COMPLAINT COMMITTEE

CHAIRPERSON	Dr. Chaiti Mitra,
MEMBERS (TEACHERS)	Dr. Soma Marik Dr. Kabita Nath Dr. Bidisha Chatterjee
MEMBERS (STAFF)	Smt. Parama Sarkhel (Librarian) Smt. Susmita Das (Clerk)
EXTERNAL MEMBER	Smt. Soma Roy Karmakar (Director, RAHI)

SCHOLARSHIPS AND ENDOWMENTS

Needy and meritorious students are awarded freeships and partial –freeships according to the college rules. Various prizes of excellence are awarded to successful students in both academic and co-curricular activities.

COVID CELL

Following UGC Guidelines, a Covid Cell has been formed to monitor students' and staff's queries, grievances, and other academic matters relating to the pandemic Covid 19. The cell comprises of

1. Pr. Vedaruparana, Vice-Principal (vrp.ramk@gmail.com)
2. Dr. Chaiti Mitra, Associate Professor, Dept. of English (Chairperson)
(chaitamitra@gmail.com)

POST PANDEMIC MEASURES

The institution is trying its best to adapt to the Pandemic situation prevailing worldwide. Measures are being taken to maintain physical distance and keep the premises sanitized as far as possible. While the Office and Library are functioning with reduced staff and alternate working days, the teaching-learning activities are being carried out online.

Following are some of the academic activities planned for the coming session:

- No-contact online teaching on all six days of the week to ensure complete syllabus coverage
 - Real-time online classes and material sharing using the College's G-suite-for-Education account, with teaching-learning platforms G Meet and Google Classroom
 - Regular online classwork, assignments, short-tests are regularly conducted through Google Classroom
 - Webinars arranged with invited guest speakers to enliven and develop the students' critical thoughts
 - The College Central Library to remain open and accessed by teachers for books as well as online resources. Relevant reference materials can thus be shared with students
 - Online PTMs to be conducted at regular intervals to discuss the over-all students' progress and for any other important matters.
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