

Information Bulletin

2017



POST-GRADUATE COUNCIL

RAMA DEVI WOMEN'S UNIVERSITY

BHUBANESWAR - 751022



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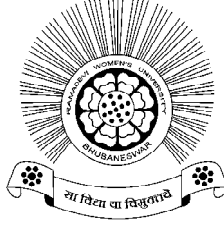
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THE EMBLEM

*The emblem of our University which has a multifoliate lotus encircled by the sun, diffusing its rays, has a deep spiritual significance. The lotus stands for purity, love, and beauty. In the esoteric tradition, it stands for the inner consciousness. The sixteen petals signify the sixteen mystical totems viz., Prana, Sraddha, Akasha, Vayu, Juothi, Apah, Prithvi. Indriya, Manas, Annam, Veeryam, Tapas, Mantra, Karma, Loka and Nama, as described in the **Prashna Upanisad**. The Sun represents the cosmic light and wisdom. The relation between the lotus and the Sun signifies the inseparable relation between the individual consciousness and the Cosmic consciousness, the fountainhead of all light and wisdom. The unfolding of the petals of the lotus symbolizes the awakening of the inner self and the urge of the individual to attain the cosmic Light through the eternal life-values such as Love, Purity, and Knowledge.*

सा विद्या या विमुक्तये

sā vidyā yā vimuktaye

(Visnupurana, 1.19.41)

Knowledge leads to liberation.

A PERSPECTIVE OF RAMA DEVI WOMEN'S UNIVERSITY

- Year of Establishment : 1964
as Government Women's College
- Renamed as : 1969
Rama Devi Women's College
- Functioned in the present Building : 1969
- Lead College Status : 1994
- Autonomous Status : 1999
- Accredited by **NAAC "A" Grade** : 2004
- **CPE** Status by UGC : 2010
- Celebrated Golden Jubilee : 2014
Honourable President of India
Sj. Pranab Mukherjee as the Chief Guest
- Accredited by **NAAC "A" Grade (II Cycle)** : 2015
- Up-graded to the Status of the University : on **30.05.2015**
(The First Womens' University in the State)
vide Higher Education Department,
Govt. of Odisha Notification
No. HE-FE-I-MISC-9/2015/11605/HE
dated 30.05.2015

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OFFICERS IN ADMINISTRATION

Vice Chancellor	– Prof. Padmaja Mishra
Chairperson P.G. Council	– Dr. Sitanshu Ku. Dash
Registrar	– Sri Jayanta Narayan Sarangi
Comptroller of Finance	– Sri Sanjay Lugun
Director, College Development Council	– Smt. Binodini Pradhan
Controller of Examination	– Dr. Minati Panda
Director Student Welfare	– Dr. Sarita Supkar
Public Relation Officer	– Dr. Manas Behera
Hostel Warden	– Dr. Arati Biswal
Director Sports Council	– Dr. Durga Sankar Sarangi
Co-ordinator, NSS	– Dr. Bichitra Pani
University Development Officer	– Dr. Santosini Patra
Co-ordinator RUSA	– Dr. Harihara Mishra
First Appellate Authority	– Dr. Basanta Kumar Das
Public Information Officer	– Dr. Mihir Ranjan Sethi
Dy. Registrar (Estt.)	– Dr. Mihir Ranjan Sethi
Dy. Registrar (Admn.)	– Dr. Niranjana Acharya

Introduction

Rama Devi Women's University is the First Women's University of the state of Odisha. It was established on 30th May 2015, after the erstwhile Rama Devi Women's Autonomous College was upgraded to a University. This is the most preferred institution in the eastern part of India, where girls are equipped with knowledge, skill, confidence and motivation for their all round development, and are empowered to serve, strengthen and build a healthy, wealthy and peaceful nation. Apart from the remote corners of the state, students from neighbouring states like Chhatisgarh, Jharkhand and West-Bengal are pursuing undergraduate studies in Humanities, Science and Commerce. The University imparts Post Graduation studies in Computer Science (SF) and Bio-Technology (SF), Hindi, Home Science, Life Science, Gender Studies, Economics, Commerce, Odia and English. Adding a feather to its cap, M.Phil courses in English, Hindi, Odia, Economics, Home Science, Life Science and Ph.D. course and research work in Home Science and Hindi are also being pursued. For the benefit of the students a 'Language Laboratory' and a 'Museum' in the name of Maa Rama Devi have been inaugurated. NCC has been introduced at the UG level as an Elective subject. Each year the University produces students of outstanding caliber, who secure top ranks. The performance of our Degree and PG students is at par with the highest national standards. The NCC and NSS volunteers have won laurels both within and outside the state. The University is wi-fi enabled and at present, 3500 students are studying in various streams of UG and PG & M.Phil. Besides, it has 47 numbers of affiliated Women's Colleges covering Nine Districts (Khordha, Nayagarh, Puri, Jagatsinghpur, Kendrapara, Jajpur, Angul, Dhenkanal, Cuttack) of Odisha.

A Brief History : Rama Devi Womens' College, one of the Premier Womens' Institutions of Odisha was established in 1964, when it started functioning as Government Women's College in a small building of the Department of Labour, Government of Odisha. Subsequently, it carried on its mission of propagation of education in the state named as "Rama Devi Women's College" since 1969 in the name of Maa Rama Devi, the brave freedom fighter of the nation and ardent follower of Mahatma Gandhi. In its pursuit to excellence, the Institute flourished by leaps and bounds. It achieved the status of lead college of the state by Govt. of Odisha in 1994. Further autonomous status was conferred to it by UGC in 1999. Moreover, accreditation with 'A' Grade was awarded by NAAC consecutively in the 1st and 2nd cycle of accreditation in 2004 and 2015. Having completed 50 glorious years of existence as a Govt. Women's College, it celebrated its Golden Jubilee in 2014. His Excellency, the President of India Smt. Pranab Muherjee graced the occasion on 30th November 2014.

Location : The University sprawling over 25.56 acres is located beside the NH-5 at Bhoi Nagar in Unit-IX in the heart of capital city of Bhubaneswar. It is 0.5 KM from NH-5; 2 KMs from Bhubaneswar Railway station and 4.5 KMs from the Airport. The University campus is well connected with the length & breadth of the city. It is very close to Utkal University, State Library & surrounded by Govt. and Corporate Houses.

Post Graduate Council

A. PG Council

The Orissa University First Statute 1990 clause (252) provides for the following:

- (1) There shall be a Post-Graduate Council in the University headed by a Chairperson. All the Heads of the Departments of the Post-Graduate and Under Graduate Departments of the University and the Warden of the Post-Graduate Hostels, shall be members of the Post-Graduate Council in their ex-officio capacity.
- (2) The Chairperson of the P.G. Council shall be appointed for a period of two academic years by the Vice-Chancellor from amongst the Professors of the University on a seniority-cum-rotation basis. She shall exercise such powers and perform such functions as may be determined by the Syndicate from time to time.
- (3) The Chairperson shall preside over the meetings of the Post-Graduate Council, and in her absence, the senior most Professor shall preside over the meeting.
- (4) Subject to the powers and decisions of the Syndicate, the Post-Graduate Council may perform the functions and discharge the duties in respect of the following matters:
 - a) determination of general policy with regard to the Post-Graduate studies and research;
 - b) determination of principles for award of free studentship and S.S.G. grants;
 - c) student discipline and welfare;
 - d) publication of magazines and prospectus;
 - e) principles for selection of students for admission into different courses / departments and colleges subject to regulations, if any, framed by the Academic Council.
 - f) principles of admission of students to the hostel and ensuring discipline;
 - g) developing and sponsoring subjects/projects which are inter-disciplinary, inter faculty in character in collaboration with Industries, Departments and other Organizations.

- h) taking steps for establishment of schools of studies in different inter-related subjects and departments;
 - i) enforce the guidelines of the University Grants Commission issued from time to time on the subject of work and responsibility of teachers : and
 - j) shall perform such other functions as may be assigned to it by the Syndicate or the Academic Council from time to time.
- (5) The Post-Graduate Council may appoint Admission Committee, Board of Residence, Discipline Committee and such other Committees as and when necessary for each academic year.

B. RULES FOR THE P.G. COUNCIL

The following are the rules as regards the working of the Post-Graduate Council at RDWU :

1. As decided, a Post-Graduate Council be constituted with all the Heads of the Post-Graduate and Under Graduate Departments, located in the University.
2. The P.G. Council shall meet ordinarily once in a month besides emergency meeting as and when necessary. The notice for such meetings shall be issued by the Chairperson of the Council.
3. The term of the Office of the Chairperson shall be ordinarily for two years; i.e. from 1st June of the 1st year upto 31st May of the 2nd year.
4. The Chairperson of the Post-Graduate Council will exercise the following functions through the University Office.
 - i) Holding meetings of the Post-Graduate Council.
 - ii) Grant of C.L. to the employees of the University Office.
 - iii) Award of Free-studentship, help from the S.S.G. and any other financial help in accordance with the principles laid down by the Post-Graduate Council.
 - iv) Sanction of expenditure of contingency and other grants provided in the budget of the University Office.
 - v) Distribution of general grants provided under the University Office.
 - vi) Issue of notices for submission of application forms for admission, holidays, suspension of classes on special occasions, for names to be struck off for non-payment of College dues, and other notices as may be necessary from time to time.
5. The following officers be appointed by the Vice-Chancellor on the recommendation of the Post-Graduate Council, for the management of the Hostels in the University campus.
 - a) One Warden selected from among the Professors as per Statute.
 - b) Superintendents and Assistant Superintendents are to be appointed from among Professors, Readers and Lecturers respectively.
6. The term of officer mentioned in (a) & (b) above shall be for a period of two years.
7. The names of the teachers for holding the following offices be recommended by the Post-Graduate Council for appointment by the Vice-Chancellor;
 - (i) The Adviser of the Students' Council
 - (ii) The Vice-President of the Athletic Club
 - (iii) The Vice-President of the Cultural Club
 - (iv) The Vice-President of S.S.G.
8. The term of office of the Adviser and the Vice-President shall be for a period of two years.
9. The University Office will continue to function under the overall control of the Chairperson of the Post-Graduate Council.
10. All circulars relating to the examinations of the University be sent directly to the respective Heads of the Departments with a copy to the Head Clerk for record in the University Office, and that correspondence of general nature to be done by the Chairperson of the Council with the help of the University Office.
11. The stock and store of the Departments be maintained by the respective offices of the Heads of the Department.
12. The stocks and stores of the University Office be maintained by the University Office under the supervision of the Post-Graduate Council.
13. Application for E.L. be sent to the University Office.
14. Application for grant of C.L. of teaching and non-teaching staff in the offices of the respective Heads of Departments.
15. The work relating to Sports and Games, N.C.C., the Students Council and Societies, be done in the University Office.
16. The time-tables of the Post-Graduate and Under-Graduate Departments be prepared by a committee.
17. The collection of fees be made by the University Office.
18. The grants relating to contingency and other departmental grants be sent directly to the respective

- Heads of the Departments on requisition, and that the Heads of the Departments shall be responsible for the proper maintenance of the Accounts.
19. The Financial Estimates of the Departments be sent to the University directly by the respective Heads of the Departments.
 20. The Warden and Board of Residence of the Hostels will be responsible for the discipline of students residing in the Hostels.
 21. College Leaving Certificate and Conduct Certificates in the prescribed forms provided by P.G. Council be issued to the students by the respective Heads of the Departments on production of no dues certificate from University Office.
 22. The Head of each Post-Graduate and Under-Graduate Department will maintain the C.C.R. of the non-teaching staff in the Departments and submit the same to the Registrar for her remarks.
 23. The Head of each Post-Graduate and Under-Graduate Department will duly transmit the CCR/ PAR of each teaching faculty member to the Chairperson, P.G. Council for endorsement of the same by the Vice-Chancellor.

C. RULES FOR DEPARTMENTAL TEACHERS' COUNCIL

The Departmental Teachers' Council be constituted in each of the Post-Graduate / UG Teaching Departments of the University for promoting academic activities and maintenance of discipline in the Department. The following will be the functions and objectives of the Council;

1. Every P.G. Teaching Department shall have a Teachers' Council consisting of all the teachers in the Department. There shall be a secretary, teachers' council who will be the convenor.
2. The Head of the Department will be the Chairperson and shall preside over all such meetings.
3. The Teachers' Council shall preferably meet at least once a month besides as and when necessary. Its decision shall be recorded in writing and shall be signed by all members of the Teachers Council attending the meeting.
4. **The Teachers' Council shall have the following functions:**
 - (a) It shall co-ordinate the teaching and research activities of the Department.
 - (b) It shall decide the books and journals, equipment and furniture to be purchased for the Department, subject to the rules of the Library.
 - (c) It shall allocate curricular and extra curricular activities of the Department to the teachers of the Department.
 - (d) It shall prepare the Annual Budget and Annual Report of the Department.
 - (e) It shall prepare plans for the development of the Department and such plans shall be forwarded by the Heads to the appropriate authorities.
 - (f) It shall decide the manner of utilization of funds of the Department.
 - (g) It shall attend to the problems of the students in the Department and suggest remedial action to be taken, whenever necessary, by the Chairperson P.G. Council.
5. In case of differences between the Heads of Department and majority opinion in the Teachers' Council of a Department, the matter shall be referred to the Chairperson, P.G. Council, whose decision shall be final.
6. The Heads of Departments shall report to the Chairperson P.G. Council about the functioning of their respective Teachers' Council periodically.

DEPARTMENTS

The University has at present 22 U.G. and 10 P.G. Departments. A list of these departments with U.G./P.G. & M.Phil. courses offered along with the respective student strength is given below.

Sl. No.	U.G. Courses	Students Strength
01.	Bio-Technology (Self-financing)	32
02.	Botany	32
03.	Chemistry	32
04.	Computer Science (Self-financing)	32
05.	Mathematics	Arts (32), Sc. (32)
06.	Physics	32
07.	Zoology	32
08.	Statistics	Arts (16), Sc. (16)
09.	English	48
10.	Economics	48
11.	Hindi	32
12.	Home Science	32
13.	History	48

14.	Odia	48
15.	Philosophy	32
16.	Political Science	64
17.	Psychology	32
18.	Sanskrit	48
19.	Sociology	32
20.	Commerce	192
21.	Music	16 (Elective)
22.	N.C.C	32 (Elective)
SI. No.	P.G. Courses	Students Strength
01.	Bio-Technology (Self-financing)	32
02.	Computer Science (Self-financing)	32
03.	Commerce	48
04.	Economics	48
05.	English	32
06.	Gender Studies	32
07.	Hindi	40
08.	Home Science	32
09.	Life Sciences	32
10.	Odia	32
SI. No.	M.Phil Course	Students Strength
01.	English	03
02.	Hindi	04
03.	Odia	04
04.	Economics	04
05.	Home Science	05
06.	Life Science	06

Department of Biotechnology – Self-financing

1. Programme Offered : **U.G. (B.Sc.)**
P.G. (M.Sc.)
2. Students Strength : U.G. (32)
P.G. (32)
3. Coordinator : Dr. Puspanjali Mishra, M.Sc., M.Phil., Ph.D. : 9438184135
4. Courses Offered : **U.G.**
 - Semester-I : Core-1 : Biochemistry and Metabolism with practical
Core-2 : Cell Biology with practical
AECC-1 : English/EVS/MIL Communication
GE : GE-1
 - Semester-II : Core-3 : Mammalian Physiology with practical
Core-4 : Microbial and Plant Physiology with practical
AECC-2 : English/EVS/MIL Communication
GE : GE-2
 - Semester-III : Core-5 : Genetics
Core-6 : General Microbiology
Core-7 : Bio Analytical Tools
SEC : SEC-1
GE : GE-3
 - Semester-IV : Core-8 : Molecular Biology
Core-9 : Immunology
Core-10 : Environmental Biotechnology
SEC : SEC-2
GE : GE-4
 - Semester-V : Core-11 : Biostatistics, Bio-technology and Human welfare
Core-12 : Recombinant DNA Technology
DSE-1 : Animal Biotechnology
DSE-2 : Plant Biotechnology
 - Semester-VI : Core-13 : Genomics and Proteomics
Core-14 : Industrial Biotechnology

- DSE : DSE-3 Ecology and Environmental Management (No Practical)
 DSE : DSE-4 Project and Seminar Presentation (No Practical)
- P.G. (M.Sc.) : Part-I**
- Semester-I : HCT-1 : BT 101 - Biochemistry
 HCT-2 : BT 102 - Cell Biology and Genetics
 HCT-3 : BT 103 - Instrumentation and Analytical Techniques
 HCT-4 : BT 104 - Practical
- Semester-II : HCT-5 : BT 201 - Molecular Biology
 HCT-6 : BT 202 - Practical
 AE-1 : BT 203 - Environmental Biotechnology and Biostatistics
 AE-2 : BT 204 - Bioprocess Engineering and Industrial Biotechnology
- P.G. (M.Sc.) : Part-II**
- Semester-III : HCT-7 : BT 301 - Genetic Engineering
 CE-1 : BT 302 - Microbiology and Immunology
 CE-2 : BT 303 - Practical
 AE-3 : BT 304 - Animal Biotechnology
 OE-1 : BT 305 - Natural resources and their conservation
- Semester-IV : HCT-8 : BT 401 - Research Methodology
 HCT-9 : BT 402 - Plant Biotechnology
 CE-3 : BT 403 - Practical on BT 402
 CE-4 : BT 404 - Project Work
 OE-2 : BT 405 - Global Warming and Climate Change
5. Student's Facilities : Library, Seminar and Well Equipped Laboratory

Department of Botany

1. Programme Offered : **U.G. (B.Sc.)**
2. Students Strength : 32
3. Faculty Members :
- | | | |
|---------------------------|---|------------------------|
| Assoc. Prof. : | Dr. Bidyutprava Dash, M.Sc. M.Phil, Ph.D., HOD. | Phone No. : 9439477888 |
| | Dr. Mruduhāsini Sahoo, M.Sc. M.Phil, Ph.D. | : 9437308641 |
| | Dr. Sujata Mahapatra, M.Sc. M.Phil, Ph.D. | : 9437616831 |
| | Dr. Puspanjali Mishra, M.Sc. M.Phil, Ph.D. | : 9438184135 |
| Artist-cum-Photographer : | Mr. Rebati Kanta Moharana, MFA, Appl. Art (BHU) | : 8260462087 |
4. Courses Offered : **U.G.**
- Semester-I : Core-I : Microbiology and Physiology with practical
 Core-II : Biomolecules and Cell Biology with practical
 GE-I : Biodiversity with practical
- Semester-II : Core-III : Mycology and Phytopathology with practical
 Core-IV : Archegoniate and practical
 GE-II : Plant Physiology, Metabolism, Taxonomy, Ecology and Practical
- Semester-III : Core-V : Anatomy of Angiosperms with practical
 Core-VI : Economic Botany with practical
 Core-VII : Genetics with practical
 GE-III : Theory
 GE-III : Practical
- Semester-IV : Core-VIII: Molecular Biology with practical
 Core-IX : Plant Ecology and Phytogeography with practical
 GE-IV : Theory
 GE-IV : Practical
- Semester-V : Core-XI : Reproductive Biology of Angiosperms with practical
 Core-XII : Plant Physiology with practical
 Core-X : Plant Systematics with practical
 DSE-I A (Theory) : Analytical Techniques in Plant Sciences with Practical
 DSE-II A : Plant Breeding with Practical
- Semester-VI : Core-XIII: Plant Metabolism with practical
 Core-XIV : Plant Biotechnology with practical
 DSE-III A (Theory) : Stress Biology with Practical
 DSE-IV (Dissertation) : Dissertation (Project)
5. Student's Facilities : Library, Seminar and Smart Class Room

Department of Chemistry

1. Programme Offered : **U.G. (B.Sc.)**
2. Students Strength : 32
3. Faculty Members :

	Phone No.
Assoc. Prof. : Dr. Bishnu Prasad Panda, M.Sc., M.Phil, Ph.D., HOD	: 8093363057
Dr. Sabiha Khattoon, M.Sc., Ph.D.	: 8763355086
Dr. Santosini Patra, M.Sc., Ph.D.	: 9861063784
Dr. Rita Das, M.Sc., M.Phil, Ph.D.	: 9437380056
Dr. Mamata Mohanty, M.Sc., M.Phil, Ph.D.	: 9437275888
Demonstrator: Smt. Birajini Nayak	: 9338232379
4. Course offered : **U.G.**
 - Semester – I : Core-I : Inorganic Chemistry and practical
Core-II : Physical Chemistry and practical
GE-I : Atomic Structure, Bonding, General Organic Chemistry, Aliphatic, Hydrocarbons and Practical.
 - Semester – II : Core-III : Organic Chemistry with practical
Core-IV : Physical Chemistry with practical
GE-II : Chemical Energetics, Equilibria, Functional Organic Chemistry and practical
 - Semester–III : Core-V : Inorganic Chemistry-II and practical
Core-VI : Organic Chemistry-II and practical
Core-VII : Physical Chemistry-III and practical
GE-III B-I : Atomic Structure, Bonding General Organic Chemistry Aliphatic Hydrocarbon and Practical
 - Semester–IV : Core-VIII: Inorganic Chemistry-III and practical
Core-IX : Organic Chemistry-III and practical
Core-X : Physical Chemistry-IV and practical
GE-IVB-II : Chemical Energetic Equilibrium Functional Organic Chemistry and Practical
 - Semester–V : Core-XI : Organic Chemistry-IV with practical
Core-XII : Physical Chemistry-V with practical
DSE-I : Polymer Chemistry (Theory)
DSE-II : Green Chemistry (Theory)
 - Semester–VI : Core-XIII: Inorganic Chemistry-IV with practical
Core-XIV : Organic Chemistry-V with practical
DSE-III : Industrial, Chemical and Environment (Theory)
DSE-IV : Dissertation, Project Report and Presentation
5. Student's Facilities : Seminar Library

Department of Computer Science (Self-financing)

1. Programme Offered : U.G. (B.Sc.), P.G. (M.Sc.)
2. Students Strength : U.G.-32, P.G.-32
3. Faculty Members :

	Phone No.
Coordinator : Dr. Rita Das, M.Sc., M.Phil, Ph.D.	: 9437380056
Programmer : Mrs. Sushree Mishra, MCA	: 9437127944
4. Courses Offered : **U.G. (B.Sc.)**
 - Semester–I : Core-I : Programming using C with practical
Core-II : Computer Organization with practical
GE-I : Calculus and Differential Equation (Math)
 - Semester–II : Core -III : Programming in C++ with practical
Core-IV : Data Structure with practical
GE-II : Liner Algebra and Modern Algebra (Math)
 - Semester–III : Core -V : Operating Systems with practical
Core-VI : Database Management System with practical
Core-VII : Discrete Structures with practical
GE-III : Mechanics with practical (Physics/Statistics) (8)
 - Semester–IV : Core-VIII: JAVA Programming with practical
Core-IX : Computer Network with practical
Core-X : Computer Graphics with practical
GE-IV : Electricity and Magnetism with practical (Physics/Statistics) (8)

- Semester-V : Core-XI : Internet Technology with practical
- Core-XII : Software Engineering with practical
- DSE-I : Information Security
- DSE-II : Microprocessor
- Semester-VI : Core-XIII: Artificial Intelligence with practical
- Core-XIV: Design and Analysis of Algorithms with practical
- DSE-III : Cloud Computing
- DSE-IV : Project Work (Lab Work)

P.G. (M.Sc.)

- Semester - I : HC-I : Datastructure and Algorithms
- HC-II : Computer System and Architecture
- HC-III : Data base system and Implementation
- HC-IV : Practical
- Semester - II : HC-V : Operating System Design
- HC-VI : Practical
- AE-I : Discrete Mathematical Structure
- AE-II : Advanced Java
- Semester-III : Core -V : Computer Networks
- Core-VI : Artificial Intelligence
- Core-VII : a) Networking Lab; b) AI Lab.
- GE-III : Theory of Computation
- GE-IV : Information Technology
- Semester-IV : Core-VIII: Compiler Design
- Core-IX : Project / Dissertation
- Core-X : Software Engineering
- Core-XI : Mobile Computing
- GE-IV : E-Commerce

- 5. Student's Facilities : Library, Seminar, Smart Class

Department of Mathematics

- 1. Programme Offered : **U.G. (B.A. and B.Sc.)**
- 2. Students Strength : Science-32, Arts-32
- 3. Faculty Members :

Assoc. Prof. : Dr. Minati Samal, M.A, M.Phil, Ph.D., HOD	Phone No. : 9437229623
Dr. Trupti Mohapatra, M.A, M.Phil, Ph.D.	: 9438166259
Dr. Bichitra Pani, M.Sc., M.Phil, Ph.D., PGDCA	: 9861403170

- 4. Courses Offered : **U.G.**
 - Semester-I : Core -I : Calculus – I with practical
 - Core-II : Algebra - I
 - GE-I : Calculus and Ordinary Differential Equations
 - Semester-II : Core-III : Real Analysis – (Analysis-I)
 - Core-IV : Differential Equation with practical
 - GE-II : Linear Algebra and Abstract Algebra
 - Semester-III : Core-V : Analysis-II
 - Core-VI : Algebra-II
 - Core-VII : Partial Differential Equations with practical
 - GE-III : Calculus and ordinary differential equation
 - Semester-IV : Core-VIII: Numerical Methods with practical
 - Core-IX : Analysis-III
 - Core-X : Algebra-III
 - GE-IV : Linear Algebra and Abstract Algebra
 - Semester-V : Core-XI : Calculus-II
 - Core-XII : Programming in C++ with practical
 - DSE-I : Discrete Mathematics
 - DSE-II : Number Theory
 - Semester-VI : Core-XIII: Analysis-IV
 - Core-XIV: Linear Programming
 - DSE-III : Differential Geometry
 - DSE-IV : Project
- 5. Student's Facilities : Library, Seminar, Smart Class

Department of Physics

1. Programme Offered : **U.G. (B.Sc.)**
2. Students Strength : 32
3. Faculty Members :

	Phone No.
Assoc. Prof. : Smt. Bandita Mohanty, M.Sc., HOD	: 9861122115
Dr. Alaka Das, M.Sc., Ph.D.	: 9337378844
Smt. Binodini Pradhan, M.Sc.	: 8763174922
Asst. Prof. : Smt. Anita Mekap, M.Sc.	: 9438682690
Demonstrator: Smt. Rinubala Behera	: 7205552886
4. Courses Offered : **U.G.**

Semester-I	Core -I : Mathematical Physics-I and practical Core-II : Mechanics and practical GE-I : Mechanics and Properties of Matter, Oscillations and Wave with practical
Semester-II	Core-III : Electricity and Magnetism with practical Core-IV : Waves and Optics with practical GE-II : Optics, Special Theory of Relativity, Atomic Physics with practical
Semester-III	Core-V : Mathematical Physics-II and practical Core-VI : Thermal Physics with practical Core-VII : Analog Systems and Applications with practical GE-III : Thermal Physics, Electricity and Magnetism and Electronics with practical
Semester-IV	Core-VIII: Mathematical Physics with practical Core-IX : Elements of Modern Physics with practical Core-X : Digital System and Applications with practical GE-IV : Quantum Mechanics and Nuclear Physics with practical
Semester-V	Core-XI : Quantum Mechanics and Applications with practical Core-XII : Solid Stat Physics with practical DSE-I : Classical Dynamics with practical DSE-II : Nuclear and Particle Physics with practical
Semester-VI	Core-XIII: Electromagnetic Theory with practical Core-XIV: Statistical Mechanics with practical DSE-III : Biophysics with practical DSE-IV : Project
5. Student's Facilities : Library, Laboratory, Seminar Library, Smart Class

Department of Zoology

1. Programme Offered : **U.G. (B.Sc.)**
2. Students Strength : 32
3. Faculty Members :

	Phone No.
Asst. Prof. : Sri Prakash Chandra Parichha, M.Sc., HOD	: 9437363161
Demonstrator : Mr. Pramod Kumar Sahu, M.Sc. M.Phil	: 9861390894
Artist-cum-Photographer : Mr. Sunaram Singh, BFA (Dg.-in-Fine Arts)	: 9040711609
4. Courses Offered : **U.G.**

Semester - I	Core -I : Diversity and evolution of Non Chordata (Pseudocoelomate) and practical Core-II : Prospective in Ecology with practical GE-I : Food, Nutrition, Health and practical
Semester - II	Core-III : Diversity and evolution of Non Chordata (Coelomate) and practical Core-IV : Physiology : Life sustaining system with practical GE-II : Biotechnology (Microbes to Animals) & practical
Semester - III	Core-V : Diversity and distribution of chordates & practical Core-VI : Physiology : Controlling and co-ordinating system & practical Core-VII : Comparative anatomy of vertebrates & practical GE-III : Biotechniques
Semester-IV	Core-VIII: Biochemistry of metabolic process & practical Core-IX : Cell Biology & practical Core-X : Principles of Genetics & practical GE-IV : Bioinstrumentaton & practical

- Semester-V : Core-XI : Developmental Biology & practical
Core-XII : Molecular Biology & practical
DSE-I : Animal behaviour
DSE-II : Economic zoology
- Semester-VI : Core-XIII: Immunology & practical
Core-XIV: Evolutionary Biology & practical
DSE-III : Microbiology
DSE-IV : Project Report
5. Student's Facilities : Seminar, Library and well equipped laboratory
- Department of Statistics (Arts/Science)**
1. Programme Offered : **U.G. (B.A.) (B.Sc.)**
2. Students Strength : Arts – 16, Science – 16
3. Faculty Members : Phone No.
Assoc. Prof. : Smt. Sandhya Rani Bhuyan, M.A., HOD : 9861104304
4. Courses Offered : **U.G.**
Semester-I : Core-I : Descriptive Statistics-I & Linear Algebra (Theory & Practical)
Core-II : Descriptive Statistics-II & Calculus (Theory & Practical)
Semester-II : Core-III : Probability-I & Numerical Analysis (Theory & Practical)
Core-IV : Probability-II & Descriptive Statistics – III (Theory & Practical)
Semester-III : Core-V : Probability Distributions (Theory & Practical)
Core-VI : Sampling Distribution & Computer Fundamentals (Theory & Practical)
Core-VII : Theory of Estimation (Theory & Practical)
GE-I : Statistical Methods (Theory & Practical)
Semester-IV : Core-VIII: Testing of Hypothesis (Theory & Practical)
Core-IX : Sampling Theory (Theory & Practical)
Core-X : Index Number & Linear Programming (Theory & Practical)
GE-II : Probability & Probability Distribution (Theory & Practical)
Semester-V : Core-XI : Time Series Analysis (Theory & Practical)
Core-XII : Vital Statistic (Theory & Practical)
DSE-I : Statistical Quantity Control & Official Statistic
DSE-II : Population Studies
Semester-VI : Core-XIII: Design of Experiment (Theory & Practical)
Core-XIV: Statistics for Public Policy (Theory & Practical)
DSE-III : Operations Research
DSE-IV : Project
5. Students Facilities : Seminar Library

Department of English

1. Programme Offered : **U.G. (B.A.), P.G. (M.A.), M.Phil**
2. Students Strength : U.G. – 48, P.G. – 32, M.Phil – 03
3. Faculty Members : Phone No.
Assoc. Prof. : Dr. (Smt.) Arati Biswal, M.A., Ph.D., HOD : 9437285786
Smt. Aparimita Mishra, M.A. : 9438360825
Smt. Alakananda Mishra, M.A., M.Phil : 9861366697
Asst. Prof. : Dr. Sabahat Tabriz, M.A., Ph.D. : 9937187264
4. Courses Offered : **U.G.**
Semester-I : Core-I : British Poetry and Drama 14th – 17th Century
Core-II : British Poetry and Drama 17th – 18th Century
AECC : Prose / Poetry / Reading Comprehension / All Grammar and writing activities in the text book (for Arts and Science Students)
Semester-II : Core-III : British Literature 18th Century
Core-IV : Indian Writing in English
AECC : Prose / Poetry / Reading Comprehension / All Grammar and writing activities in the text book (for Commerce Students)
Semester-III : Core-V : British Romantic Literature 19th Century
Core-VI : 19th Century British Literature
Core-VII : American Literature
Semester-IV : Core-VIII: British Literature Early 20th Century
Core-IX : European Classical Literature

- Semester-V : Core-X : Women's Writing
- Core-XI : Modern European Drama
- Core-XII : Indian Classical Literature
- DSE-I : Literary Theory
- DSE-II : Reading World Literature
- Semester-VI : Core-XIII: Post-Colonial Literature
- Core-XIV: Popular Literature
- DSE-III : Research Methodology
- DSE-IV : Project and Dissertation

P.G.

- Semester-I : HC-I : Poetry : British - I
- HC-II : Drama : British - I
- HC-III : Fiction : British - I
- HC-IV : Non-Fiction Prose : British - I
- Semester-II : HC-V : Poetry : British - II
- HC-VI : Drama and Fiction : British - II
- AE-I : Definition, Scope and Usage (Theory)
- AE-II : Journalistic Writing
- Semester-III : HC-VII : Research Methodology
- C-I : Literary Criticism
- C-II : American Literature
- AE-III : Professional Writing
- OE-I : Writing Skills
- Semester-IV : HC-VIII : Women's Writing
- HC-IX : Disseratation
- C-III : American Literature
- C-IV : Post-Colonial Literature
- OE-II : Popular Literature

5. Students' Facilities : General Library, Seminar Library, Language Lab.

Department of Economics

1. Programme offered : **U.G. (B.A.), P.G. (M.A.), M.Phil**
2. Student Strength : U.G – 48, P.G. – 32, M.Phil – 04
3. Faculty Members

	Phone No.
Assoc. Prof. : Dr. Durga Sankar Sarangi, M.A., Ph.D., PGDIM, PGDHRM, MBA, HOD	: 9861648111
Dr. Tamala Patnaik, M.A., M.Phil, Ph.D.	: 9439263861
Dr. Sarita Supkar, M.A., M.Phil, Ph.D.	: 9438077547
Asst. Prof. : Dr. Niranjan Acharya, M.A., Ph.D.	: 9437283717
Dr. Mousumi Das, M.A., Ph.D.	: 9437330325
4. Course offered : **U.G.**
 - Semester – I : Core-I : Introductory Micro Economics P-I
 - Core-II : Introductory Mathematics for Economics P-I
 - GE-I : Indian Economy
 - Semester – II : Core-III : Introductory Macro Economics P-I
 - Core-IV : Mathematical methods for Economics P-II
 - GE-II : Indian Economy P-II
 - Semester-III : Core-V : Microeconomics-I
 - Core-VI : Microeconomics-I
 - Core-VII : Statistical Methods for Economics
 - SEC-I : English
 - GE-III : Macro Economics
 - Semester-IV : Core-VIII: Microeconomics-II
 - Core-IX : Microeconomics-II
 - Core-X : Public Economics
 - SEC-II : Financial Literacy and Banking
 - GE-IV : Indian Economics
 - Semester-V : Core-XI : Indian Economy-I
 - Core-XII : Development Economics-I
 - DSE-I : Basic Economics / Odisha Economy
 - DSE-II : Research Methodology

- Semester-VI : Core-XIII: Indian Economy-II
 Core-XIV: Development Economics-II
 DSE-III : International Economics
 DSE-IV : Dissertation / Project
P.G.
- Semester – I : HC-I : Micro Economics P-I
 HC-II : Micro Economics P-II
 HC-III : Quantitative Technique
 HC-IV : Financial Market
- Semester – II : HC-V : Micro Economics P-I
 HC-VI : Micro Economics P-II
 AE-I : Mathematical Economics / Managerial Economics
 AE-II : Indian Eco Problems
- Semester-III : HC-VII : Research Methodology
 CE-I : International Economics / Financial Economics
 CE-II : Basic Econometrics / Banking Theory & practice
 AE-III : Public Finance Theory & practice / Paper offered by the Allied
 Departments Corporate Governance & Business ethics
- Semester-IV : OE-I : Odisha Economic Problems & Policy
 HC-VIII : Development Economics
 HC-IX : Dissertation with vice-voce
 CE-III : Labour Economics / International Finance / Computer Applications
 in Economics
 CE-IV : Environmental Economics / Economics of Social Sector / Advanced
 Econometrics
 OE-II : Economics of Rural Development
5. Students Facilities : Seminar Library

Department of Hindi

1. Programme Offered : **U.G. (B.A.), P.G. (M.A.), M.Phil**
2. Students Strength : U.G. – 32, P.G. – 40, M.Phil – 04
3. Faculty Members
- | | | | |
|----------------|----------------------------------|-------------|------------|
| Assoc. Prof. : | Dr. Kuna Panda, M.A., Ph.D., HOD | Phone No. : | 9438128475 |
| Asst. Prof. : | Dr. Bimla Patra, M.A., Ph.D. | : | 9437205253 |
| | Dr. Snehalata Das, M.A., Ph.D. | : | 9338008454 |
4. Courses offered : **U.G.**
- Semester-I : Core-I : Hindi Sahitya Ka Itihas – 1
 Core-II : Bhaktikaleen Hindi Kavita
 AECC : Prose, Poetry, Grammer
- Semester-II : Core-III : Hindi Sahitya Ka Itihas – 2
 Core-IV : Krisnbhakti Evam Ritikaleen Hindi Kavita
- Semester-III : Core-V : Anuwad Sidhant
 Core-VI : Hindi Katha Sahitya (Upanyas)
 Core-VII : Hindi Katha Sahitya (Kahani)
- Semester-IV : Core-VIII: Kathaitar Gadya Sahitya
 Core-IX : Adhunic Hindi Kavita-1
 Core-X : Bhasa Vigyan Aur Hindi Bhasa
- Semester-V : Core-XI : Hindi Natak Aur Rangmanch
 Core-XII : Bhartiya Kavya Shastra
 DSE-I : Tulasidas
 DSE-II : Premchand
- Semester-VI : Core-XIII: Adhunic Hindi Kavita-2
 Core-XIV: Pashchatya Kavya Shastra
 DSE-III : Official Hindi
 DSE-IV : Project Work
P.G.
- Semester-I : HC-I : Prachin Aur Nirgun Bhakti Kavya
 HC-II : Sagun Bhakti Evam Ritikavya
 HC-III : Adhunik Hindi Kavya
 HC-IV : Hindi Sahitya ka itihas – I

- Semester-II : HC-V : Hindi Sahitya Ka Itihas - 2
 HC-VI : Gadya Sahitya
 AE-I : Bharatiya Kavya Shastra
 AE-II : Hindi Katha Sahitya
- Semester-III : HC-VII : Research Methodology
 CE-I : Dalit Sahitya
 CE-II : Tulasidas
 AE-III : Pashchatya Sahitya Chintan
 OE-I : Prajojan Mulak Hindi
- Semester-IV : HC-VIII : Hindi Dram & One Act Play
 HC-IX : Dissertation
 CE-III : Bhasa Vigyan
 CE-IV : Hindi Fiction
 OE-II : Hindi Journalism
5. Students Facilities : Seminar Library
- Department of Home Science**
1. Programme Offered : U.G. (B.A.), P.G. (M.A.), M. Phil, Ph.D.
 2. Students Strength : U.G. – 32, P.G. – 32, M.Phil - 05
 3. Faculty Position :
- | | | |
|----------------|---|------------------------|
| Assoc. Prof. : | Dr. Nibedita Mishra, M.A., M.Phil, Ph.D., HOD | Phone No. : 9438615665 |
| | Dr. Rita Choudhury, M.A., Ph.D., D. Litt | : 9937004339 |
| | Dr. Gayatri Biswal, M.A., Ph.D. | : 9937024174 |
| | Dr. Satyashree Jagdev, M.A., Ph.D. | : 9437142374 |
| Asst. Prof. : | Dr. Sasmita Behera, M.A., Ph.D. | : 9438587841 |
| | Dr. Suparna Patel, M.A., Ph.D. | : 9338769188 |
| Demonstrator : | Smt. Reenubala Panda | : 9437003559 |
4. Courses Offered : **U.G.**
- Semester-I : Core-I : Fundamentals of Feed & Nutrition
 Core-II : Human Physiology
 GE-1 : Food, Nutrition & Child Development
- Semester-II : Core-III : Basic Nutrition & Dietetics
 Core-IV : Textile & Clothing
 GE-2 : Family Resource Management, Household Economics, Textile & Clothing
- Semester-III : Core-V : Child Development
 Core-VI : Family Resource Management
 Core-VII : Laundry Science
- Semester-IV : Core-VIII: Household Economics
 Core-IX : Home Science Extension Education
 Core-X : Interior Decoration
- Semester-V : Core-XI : Extension Education & Communication
 Core-XII : Research Methodology
 DSE-I : Women & Family Studies OR House Planning for Better family living
 DSE-II : Early Childhood Care & Education OR Consumer Studies
- Semester-VI : Core-XIII: Community Nutrition
 Core-XIV: Marriage & Family Relationship
 DSE-III : Extension Education in Community Development
 OR
 Traditional Textiles & Clothing Management
 DSE-IV : Project
5. Students Facilities : * Well equipped Laboratory
 * Students Study Corner
 * Seminar Library
 * Audio-Visual Aids and smart class
- P.G.**
- Semester-I : HC-I : Advance Nutrition & Dietetics
 HC-II : Human Development and Family Studies
 HC-III : Home Science Extension Education
 HC-IV : Nutrition and Diet Therapy (Practical)

- Semester-II : HC-V : Family Resources Management
 - : HC-VI : Integrated Home Science (Practical)
 - : AE-I : Family Life Education
 - : AE-II : Guidance and Counselling
 - Semester-III : HC-VII : Research Methodology
 - : C.E.-I : Advance Human Development or Rural Development
 - : C.E.-II : Early Childhood Care and Education or
Community Development Project Management
 - : AE-III : Parenting across Life Span
 - : OE-I : Child and Women's Right
 - Semester-IV : HC-VIII : Textile & Clothing
 - : HC-IX : Dissertation
 - : CE-III : Exceptional children or Communication in Extension Education
 - : CE-IV : Family Studies or Extension Education and Entrepreneurship
 - : OE-II : Nutrition Across Life Cycle
6. **M.Phil Courses** :
- Semester-I : Paper 1.1 (Paper-I) : Research Methodology
 - : Paper 1.2 (Core-I) (Theory) : Advanced Study in Home Science
 - : Paper 1.3 (Core-II) : Practical
 - Semester - II : Paper 2.1 : Review of Literature
 - : Paper 2.2 : Preparation and Presentation and Seminar
 - : Paper 2.3 : Dissertation
7. Student's Facilities : Seminar Library, Audio Visual Teaching Aids

Department of History

- 1. Programme Offered : **U.G. (B.A)**
- 2. Students Strength : 48
- 3. Faculty Members :

Assoc. Prof. : Dr. Subash Chandra Karua, M.A., Ph.D., HOD	Phone No. : 9439788010
: Smt. Meena Mishra, M.A., M.Phil	: 9937159495
: Dr. (Smt.) Minati Panda, M.A., Ph.D.	: 7205553318
: Dr. (Smt.) Kalpana Das, M.A., Ph.D.	: 9438304348
- 4. Courses Offered : **U.G.**
 - Semester-I : Core-I : History of India – I
 - : Core-II : Social Formations and Cultural Patterns of the Ancient World.
 - : GE-I : Indian History
 - Semester-II : Core-III : History of India – I
 - : Core-IV : Social Formations and Cultural Patterns of the Medieval World
 - Semester-III : Core-V : History of India – III
 - : Core-VI : Rise of Modern West – I
 - : Core-VII : History of India – IV
 - : GE-II : Land Marks of Indian History
 - Semester-IV : Core-VIII: Rise of Modern West – II
 - : Core-IX : History of India
 - : Core-X : Historical Theories & Methods
 - : GE-II : Land Marks of Indian History
- 5. Students' Facilities : Seminar Library

Department of Odia

- 1. Programme Offered : **U.G. (B.A), P.G. (M.A), M.Phil**
- 2. Students Strength : U.G. – 48, P.G. – 32, M.Phil – 04
- 3. Faculty Members :

Assoc. Prof. : Dr. Pradipta Kumar Panda, M.A., Ph.D., HOD	Phone No. : 9438732961
: Dr. Sitanshu Kumar Dash, M.A., M.Phil, Ph.D.	: 9437130014
: Dr. Jyoshna Das, M.A., Ph.D.	: 9861346653
: Dr. Sebatu Mishra, M.A., M.Phil, Ph.D.	: 9778976081
: Asst. Prof. : Dr. Mamata Barik, M.A., Ph.D., B.Ed.	: 9438426903
- 4. Courses Offered : **U.G.**
 - Semester-I : Core-I : Ancient Odia Literature
 - : Core-II : Mediaval Odia Literature

- Semester-II : AECC : MIL (Odia, Alternative English and Hindi)
 Core-III : Modern Odia Poetry
 Core-IV : Odia Drama
- Semester-III : Core-V : Odia Katha Sahitya (Short Story)
 Core-VI : Odia Katha Sahitya (Novel)
 Core-VII : Bhramana Kahani Jibanee O Atma Jibanee
 SEC-I : Communication English & Writing Skill
 GE-I : Any one from : Pol. Sc., History, Psy, Stat, Music
 Odia (GE-I for Pass Sem-V)
- Semester-IV : Core-VIII: Prachina Odia Gadya Sahitya
 Core-IX : Prabandha O Ramya Rachana
 Core-X : Samalochana Sahitya, Anubada O Sampadana Bidhi
 SEC-II : Subject Specific Skill
 GE-IV : Any one from : Pol. Sc., History, Psy, Stat, Music
 Odia (GE-II for Pass Sem-VI)
- Semester-V : Core-XI : Vasatatwa
 Core-XII : Loka Sahitya
 DSC-I : Odishara Sanskritika Itihas
 DSC-II : Katha Sahitya Adhyana (DSE-I for Pass Sem-V)
- Semester-VI : Core-XIII: Prachya Sahityatatwa
 Core-XIV: Paschatya Kabyatatwa
 DSC-I : Odia Kabya Kabita Adhyana (DSE-II for Pass Sem-VI)
 DSC-II : Project Work
- P.G.**
- Semester-I : HC-I : Ancient & Mediaval Odia Literature
 HC-II : Modern Poetry Odia Literature
 HC-III : Trendes of Odia Prose
 HC-IV : Short Story and Fixtion
- Semester-II : HC-V : Drama and Ekankika
 HC-VI : Linguistic
 AE-I : Art of Writing
 AE-II : Official noting and preparation on drafting.
5. Students Facilities : Seminar Library

Department of Philosophy

1. Programme offered : **U.G. (B.A.)**
2. Student's Strength : 32
3. Faculty Members :
 Assoc. Prof. : Dr. Basanta Kumar Das, HOD : Phone No. : 9437632062
 Dr. Anaesthesia Samaria, M.A., Ph.D. : 9437430044
4. Course Offered : **U.G.**
- Semester-I : Core-I : General Philosophy
 Core-II : Symbolic Logic
 GE-I : General Philosophy
- Semester-II : Core-III : Indian Philosophy
 Core-IV : Philosophy of Language
 GE-II : Indian Philosophy
- Semester-III : Core-V : Contemporary Indian Philosophy
 Core-VI : Modern European Philosophy
 Core-VII : Rene Descartes Meditations of First Philosophy
- Semester-IV : Core-VIII: Studey of Bhagavadgita
 Core-IX : Traditional Ethics and Applied Ethics
 Core-X : Study of major religions of the world
- Semester-V : Core-XI : Social and Political Philosophy
 Core-XII : Study of an Indian Classic
 (The Isa Upanishad with Samkara's Commentary)
- Semester-VI : Core-XIII: Gandhian Study
 Core-XIV: Indian Ethics
5. Students Facilities : Seminar Library

Department of Political Science

1. Programme Offered : **U.G. (B.A.)**
2. Students Strength : 64
3. Faculty Members : Phone No.
 Assoc. Prof. : Mr. Mihir Ranjan Sethi, M.A., M.Phil., HOD : 9437276699
 Asst. Prof. : Mr. Manas Behera, M.A. : 9437197018
4. Course Offered : **U.G.**
 - Semester – I : Core-I : Understanding Political Theory
 Core-II : Constitutional Govt. and Democracy in India
 - Semester – II : Core-III : Political Theory Concepts and Debates
 Core-IV : Political Process
 - Semester – III : Core-V : Introduction to Comparative Government and Politics
 Core-VI : Perspectives on Public Administration
 Core-VII : Perspectives on International Relations and World History
 GE-I : Indian Polity
 - Semester – IV : Core-VIII: Political Processes and Institution in Comparative Perspective
 Core-IX : Public Policy and Administration in India
 Core-X : Global Politics
 GE-II : Indian Polity-II
 - Semester – V : Core-XI : Classical Political Philosophy
 Core-XII : Modern Indian Political Thought-I
 DSE-I : Human Rights in a Comparative Perspective-I
 DSE-II : India's Foreign Policy in a globalizing world-3
 - Semester – VI : Core-XIII: Modern Political Philosophy
 Core-XIV: Indian Political thought-II
 DSE-III : Women Power and Politics-4
 DSE-IV : Development Process and Social Movements in Contemporary India (2) Project
5. Students Facilities : Seminar Library

Department of Psychology

1. Programme Offered : **U.G. (B.A)**
2. Students Strength : 32
3. Faculty Members : Phone No.
 Assoc. Prof. : Smt. Chitragada Samantsinghar, M.A., HOD : 9337893619
 Dr. Namita Parida, M.A., Ph.D. : 9937201152
 Dr. Jayashree Samal, M.A., Ph.D. : 9437282616
 Dr. Pratima Mishra, M.A., Ph.D. : 9437388025
 Demonstrator: Dr. Priyadarshini Mohanty, M.A., Ph.D. : 9437802028
 Smt. Kalpana Sahoo, M.A. : 8895485640
4. Courses Offered : **U.G.**
 - Semester-I : Core-I : Introductory Psychology
 Core-II : Basic Developmental Processed
 - Semester-II : Core-III : Basic Psychological Process
 Core-IV : Processes of Human Empowerment
 - Semester-III : Core-V : Psychological Statistics
 Core-VI : Social Psychology
 Core-VII : Environmental Psychology
 GE-I : Introductory Psychology
 - Semester-IV : Core-VIII: Psychopathology
 Core-IX : Educational Psychology
 Core-X : Psychological Assessment
 GE-II : Psychopathology
 - Semester-V : Core-XI : Organisational Behaviour
 Core-XII : Health Psychology
 DSE-I : Psychological Research and Measurement
 DSE-II : Psychology and Social Issues
 - Semester-VI : Core-XIII: Counseling Psychology
 Core-XIV: Positive Psychology

- DSE-III : Contemporary Applied Psychology
 DSE-IV : Project and Field Work
 5. Students' Facilities : Seminar Library, Students Counselling

Department of Sanskrit

1. Programme Offered : **U.G. (B.A)**
 2. Students Strength : 48
 3. Faculty Members : Phone No.
 Assoc. Prof. : Dr. Indira Pattnaik, M.A., M.Phil, Ph.D., HOD : 9437828108
 4. Courses Offered : **U.G.**
 Semester-I : Core-I : Moral Teaching and Basic of Sanskrit
 Core-II : Drama and History of Sanskrit Literature
 GE-I : Moral teachings and basics of Sanskrit
 Semester-II : Core-III : Drama and dramaturgy
 Core-IV : Introduction to technique of Paninian grammar and prosody
 GE-II : Poetry and History of Sanskrit Literature
 Semester-III : Core-V : Poetry and History of Sanskrit Literature
 Core-VI : Metarules of Paninian Grammar, Poetics and Figures of Speech
 Core-VII : Cases and Case endings in Paninian Grammar & Translation
 Semester-IV : Core-VIII: Inscriptions, Upanisad and Bhagvat Gita
 Core-IX : Case and Case endings of Paninian Grammar, Translation and Lexcicon
 Core-X : Ornate Prose and Prose Writing
 Semester-V : Core-XI : Ornate poetry in Sanskrit and History of Sanskrit Literature
 Core-XII : Veda, Vedic grammar and vedic literature
 DSE-I : Science of Vastu and Vrksya
 DSE-II : Socio-political thought in Ancient India
 Semester-VI : Core-XIII: Arthasastra, Dharmasastra and Ayurveda
 Core-XIV: Technical literature in Sanskrit like Karmakanda, Vastu
 DSE-III : Ethical literature in Sanskrit
 DSE-IV : Project
 5. Students' Facilities : Seminar Library, Students Counselling

Department of Sociology

1. Programme Offered : **U.G. (B.A)**
 2. Students Strength : 32
 3. Faculty Position : Phone No.
 Assoc. Prof. : Dr. Soubhagya Lakhmi Saran, M.A., Ph.D., HOD : 9437031291
 4. Courses Offered : **U.G.**
 Semester-I : Core-I : Introduction to Sociology
 Core-II : Indian Society
 GE-I : Introduction to Sociology
 Semeste-II : Core-III : Sociological Thought
 Core-IV : Social Change & Development
 GE-II : Indian Society
 Semeste-III : Core-V : Research Methodology
 Core-VI : Gender and Society
 Core-VII : Rural Sociology
 Semester-IV : Core-VIII: Sociology of Globalization
 Core-IX : Marriage, Family and Kindship
 Core-X : Social Disorganization and deviance
 Semester-V : Core-XI : Sociology of Environment
 Core-XII : Sociology of Movements
 DSE-I & DSE-II : (Any two of the following)
 i) Pioneers of Indian Sociology
 ii) Social Institutions
 iii) Political Sociology
 Semester-VI : Core-XIII: Urban Sociology
 Core-XIV: Population Studies

- DSE-III : Industrial Sociology / Sociology of Health (Any one of the following)
 DSE-IV : Project Report (Compulsory)
 5. Students' Facilities : Seminar Library

Department of Commerce

1. Programme Offered : **U.G. (B.Com)**
P.G. (M.Com)
2. Students Strength : U.G.-192 / P.G.-32
3. Faculty Members :
 Assoc. Prof. : Dr. Ajit Kumar Kar, M.Com, LLB, Ph.D., HOD : Phone No. : 9861341813
 Dr. Harihar Mishra, M.Com, Ph.D. : 9438061655
 Dr. Sahadev Swain, M.Com, M.Phil, LLB, Ph.D., C.S : 9861092983
4. Courses Offered : **U.G.**
- Semester-I : Core-I : Financial Accounting
 Core-II : Business Law
 GE-I : Micro Economics
 AECC-I : Environmental Studies / Science
- Semester-II : Core-III : Business Organisation and Management
 Core-IV : Corporate Laws
 GE-II : Business Statistics
 AECC-II : Business Communication
- Semester-III : Core-V : Business Mathematics
 Core-VI : Income-tax Law and Practice
 Core-VII : Human Resource Management
 GE-III : Macro Economics
- Semester-IV : Core-VIII: Indirect Tax
 Core-IX : Cost and Management Accounting
 Core-X : Computer Applications in Business
 GE-IV : Indian Economy - Performance and Policies
- Semester-V : Core-XI : Corporate Accounting
 Core-XII : Principles of Marketing
 DSE-I (Any one of the following) :
 i) Accounting and Finance : Financial Markets, Institution and Services
 ii) Banking and Insurance : Indian Banking and Insurance System
 iii) Financial Markets : Indian Financial System
 DSE-II (Any one of the following) :
 i) Accounting and Finance : Financial Statement Analysis and Reporting
 ii) Banking and Insurance : Merchant Banking and Financial Services
 iii) Financial Markets : Financial Institutions and Services
- Semester-VI : Core-XIII: Auditing and Corporate Governance
 Core-XIV: Fundamentals of Financial Management
 DSE-III (Any one of the following)
 i) Accounting and Finance : Corporate Tax Planning
 ii) Banking and Insurance : Fundamental of Investment
 iii) Financial Markets : Financial Market Operations
 DSE-IV : Business Research Methods and Project Work
- P.G.**
- Semester-I : HC-I : Financial Management
 HC-II : Marketing Management
 HC-III : Corporate Financial Accounting
 AE-I : Micro Economics
- Semester-II : HC-IV : Business Statistics
 HC-V : Organisational Behaviour
 AE-II : Theory and Practical of Insurance
 AE-III : Industrial and Laboratory Law
- Semester-III : HC-VI : Research : Meaning and objectives
 HC-VII : Defining Research Problems

- HC-VIII : Social Survey
- AE-IV : Data Processing
- AE-V : Report Writing
- Semester-IV : HC-IX : Concept of Human Resource Management
- HC-X : Human Resource Planning
- HC-XII : a) Recruitment; b) Selection
- AE-VI : Training and Development
- AE-VII : a) Wage and salary administration; b) Grievances
- 5. Students' Facilities : Regular Seminar, Career Counselling, GD/PI, Seminar Books, Campus Recruitment, Personality Development.

Post Graduate Department of Gender Studies

- 1. Programme Offered : **P.G. (M.A)**
- 2. Students Strength : 32 Phone No.
- 3. Co-ordinator : Dr. Rita Choudhury : 9937004339
- 4. Courses offered : **P.G.**
 - Semester-I : HC-I : Gender & Society
 - HC-II : Theories & Feminism
 - HC-III : Gender & Development
 - HC-IV : Gender & Media
 - Semester-II : HC-V : Gender & Empowerment
 - HC-VI : Gender & Violence
 - AE-I : Gender & Environment
 - AE-II : Gender & Poverty
 - Semester-III : HC-VII : Research Methodology
 - CE-I : Gender and Justice / Gender and Social Work
 - CE-II : Gender and Health / Gender and Disaster Management
 - AE-III : Gender and Poverty
 - OE-I : Counselling Psychology
 - Semester-IV : HC-VIII : Psychology of Gender
 - HC-IX : Dissertation with Seminar presentation
 - CE-III : Gender and Entrepreneurship / Gender and Human Resource Management
 - CE-IV : Women's Movement in India / Gender and Technology
 - OE-II : Gender and Politics
- 5. Student's Facilities : Library, Seminar and Smart Class

Post Graduate Department of Life Science

- 1. Programme Offered : **P.G. (M.Sc.)**
- 2. Students Strength : 32 Phone No.
- 3. Coordinator : Mr. Prakash Chandra Parichha : 9437363161
- 4. Courses Offered : **P.G.**
 - Semester-I : HC-I : Cell Biology and Genetics
 - HC-II : Microbiology and Immunology
 - HC-III : Biophysics and Biophysical Chemistry, Instrumentation, Biostatistics and advanced techniques in Biology
 - HC-IV : Practical
 - Semester-II : HC-V : Biochemistry
 - AE-I : Molecular Biology and Genetic Engineering
 - AE-II : Ecology, Evolution and Taxonomy
 - HC-VI : Practical
 - Semester-III : HC-VII : a) Plant Diversity; b) Animal Diversity
 - AE-III : a) Plant Development & Physiology; b) Animal Development, Physiology and Endocrinology
 - CE-I : a) Biochemistry; b) System Ecology and Ecological Monitoring
 - CE-II : Practical
 - OE-I : Waste Management

- Semester-IV : HC-IX : Research Methodology
 HC-VIII : Project / Dissertation work & viva-voce
 OE-I : Special Paper : Molecular Biology / Ecological Energetics and
 Environmental Management

5. Student's Facilities : Seminar, Library and well equipped laboratory

Department of Music

The subject "Indian Music" was introduced by the college in the year 1983. In 2004-2005, as an elective subject for +3 Students with 16 seats. The students are learning, classical – vocal music through an appropriate syllabus of the University. The department has two faculty members for vocal and instrumental tabla. The Music department plays a vital role in organizing various cultural extravaganzas by harnessing the talent of the students in all programmes of the University. Students from this department have earned name and fame as state, national and international artists. Some of them have achieved their dreams as playback singers and music directors and actors. They have also been awarded at the state and national level.

- 3rd Semester : GE-I : Fundamentals of Indian Music (H. Vocal) & Practical
 4th Semester : GE-II : Detail Study of Indian Music (H. Vocal) & Practical
 Faculty Member : Mr. Susil Kumar Pattnaik, M.A. (Odia), M.Mus (Tabala), Ph. No. : 9437496748
 Sangeet Bhusan, Yoga Prashikshyika

N.C.C.

NCC as an elective subject for the students of +3 1st year Arts and Commerce.

- 1st Semester : Paper-I : 100 Marks (Theory and Practical)
 2nd Semester : Paper-II : 100 Marks (Theory and Practical)
 Co-ordinator : Dr. Major Kalpana Das, Associate Professor, Ph. No. : 9438304348

OTHER DEPARTMENTAL STAFF

Ms. Banalata Mishra, Laboratory Assistant	Zoology	Phone No. 9237229681
Smt Birangini Nayak, Compounding Assistant	Chemistry	2406804
Sri Gopal Krishna Pradhan, Lab. Attendant	Chemistry	9439317604
Sri Sudarsan Parida, Gardener	Botany	8455819516
Sri Narayana Chandra Pradhan, Lab. Attendant	Botany	
Sri Ghana Shyam Pradhan, Lab. Attendant	Zoology	8763864491
Smt. Souri Dei, Lab. Attendant	Home Science	9938801787
Sri Bhagaban Sahu, Lab. Attendant	Physics	9437764758

OFFICE STAFF

Sri Pradeep Kumar Dalai, Head Clerk	9178098997
Sri Gobardhan Nayak, Sr. Clerk (Accountant)	9853225003
Sri Rashmi Ranjan Mohanty, Sr. Clerk	9337733821
Smt. Sangeeta Pattnaik, Jr. Clerk	9437484973
Sri Suman Keshari Sahoo, Jr. Clerk	9776179829
Sri Monaranjan Rath, Sr. Clerk	
Sri Narayan Sahoo, Lab. Attendant	7504662456
Sri Surendra Nath Sahoo, Lab. Attendant	
Sri Chitra Bahadur Thapa, Hostel Watchman	9776842678
Smt. Santilata Nanda, Hostel Matron	9437919223
Smt. Suramani Purty, Hostel Matron	9853266423
Sri Pramod Kumar Pradhan, Lab Attendant	
Sri Duryadhan Sahoo, Darwan	9861467895
Smt. Sukanti Dei, Peon	9853643408
Smt. K. Narsa Reddy, Peon	
Sri Kanhu Charan Nayak, Lab. Attendant	9938451338
Sri Bijay Kumar Pradhan, Peon	9178358410
Sri Bichitrananda Muduli, Lab. Attendant	9853267467
Smt. Usharani Moharana, Lab. Attendant	9861016492
Sri L. Raja Rao, Peon	

Self-Financing Courses

COMPUTER SCIENCE

The Computer Science (Self-Financed) department offers both UG and PG courses with 32 and 32 seats respectively. It started offering UG course since the academic year 1998-99. PG course was introduced from the academic year 2015-16. Every year the department selects students on the basis of merit. The department has two separate laboratories for both UG and PG courses equipped with high configured computers and other hard wares. It also has a well-stocked seminar library to supplement students' need for books. The classes are handled by guest faculties who are selected on the basis of interview every year. However, all the practical classes are taken care of by our programmer. Both P.G and U.G courses have a consistent and NET / GATE oriented syllabus to help students to pursue a good career. Many of our students are placed successfully in various corporate houses and banks, with a handsome salary. The department conducts various seminars and talks every year to enhance and upgrade student's knowledge.

BIOTECHNOLOGY

The Biotechnology (SF) department offers both UG and PG courses with 32 and 32 seats respectively. The post graduate course was introduced in 2015. Moreover the department adopts the semester pattern of conducting examination. The UG and PG syllabi in Bio-technoogy is completed in six and four semesters respectively.

PG syllabus includes topics to help students compete in different national level examinations (CSIR-NET, DBT Net and others)

- Objective :** (1) To optimize opportunities for further training for a career in biotechnology.
 (2) To prepare a pool of students who can diversify into the fields of academics, research and Pharmaceutical, Marketing.
 (3) To graduate students who can compete within relevant academic environment in different places.

U.G. PROGRAMME

Programme Offered and Number of Seats in Different Streams :

Sl. No.	Stream	No. of Seats
1	+3 Arts (Hons)	464
2	+3 Sc. (Hons) Physical Science	96
3	+3 Sc. (Hons) Biological Science	64
4	+3 Sc. (Hons) Computer Science	32
5	+3 Sc. (Hons) Bio-Tech	32
6	+3 Com (Hons)	192

Subject Wise Honours Seats Distribution :

STREAM - ARTS

Sl. No.	Honours Subject	No. of Seats
1	Economics	48
2	English	48
3	Hindi	32
4	History	48
5	Home Science	32
6	Mathematics	32
7	Odia	48
8	Philosophy	32
9	Political Science	64
10	Psychology	32
11	Sanskrit	48
12	Sociology	32
13	Statistics	16

STREAM - SCIENCE

Sl. No.	Honours Subject	No. of Seats
1	Physics	32
2	Chemistry	32
3	Mathematics	32
4	Botany	32
5	Zoology	32
6	**Bio-Technology	32
7	***Computer Science	32
8	Statistics	16

*Physics, Chemistry, Mathematics and Statistics come under Physical Sciences. Botany and Zoology come under Biological Sciences.

**Three Year Degree Honours Course in Bio-Technology is a self financing course with a Fee of Rs. 20,000/- (Rupees twenty thousand only) per year. Once a student is admitted and wants transfer from the institution she has to deposit the entire Course fee of Rs. 60,000/- in total before leaving.

***Computer Science Honours is a self Financing subject with a Course Fee of Rs. 15,000/- per year. Once a student is admitted and wants a transfer from the institution, she has to deposit the entire Course fee of Rs.45,000/- in total before leaving.

However, if a student of self financing course takes CLC from the Institution within the normal period of admission, then the course fee will be refunded.

STREAM - COMMERCE

Sl. No.	Honours Subject	No. of Seats
1	Commerce Hons	192

GENERIC ELECTIVE (GE) SUBJECTS :

For +3 Arts (Hons) :

The students of Arts stream will have to choose one subject from GE 1 & 2 and one subject from GE 3 & 4 from the following table.

Sl. No.	GE-I & GE-II	No. of Seats
1	Sociology	128
2	Indian Economy	128
3	Home Science	128
4	Philosophy	40
5	Sanskrit	40
6	N.C.C.	32*

Sl. No.	GE-III & GE-IV	No. of Seats
1	Mathematics	4
2	Statistics	16
3	Psychology	128
4	Indian Polity	200
5	Indian History	128
6	Indian Music	16
7	Odia	128

*Total seats in NCC Elective is 32 (for Arts, Science and Commerce). However, the seats are convertible between Arts, Science and Commerce streams depending on student's options.

For +3 Sc. (Hons.)

Sl. No.	Hons Subject	GE-I & GE-II	GE-III & GE-IV
1	Physics	Chemistry	Mathematics
2	Chemistry	Physics	Mathematics
3	Mathematics	Physics	Chemistry/Statistics
4	Botany	Chemistry	Zoology
5	Zoology	Botany	Chemistry
6	Computer Science	Mathematics	Physics/Statistics
7	Bio-Technology	Botany (16) Chemistry (16)	Chemistry Zoology
8	Statistics	Mathematics	Physics

ELIGIBILITY FOR ADMISSION

- Only Women candidates can apply.
- The minimum eligibility for admission to UG classes (+3) shall be pass in Higher Secondary Examination (HSE) of the Council of Higher Secondary Examination (CHSE), Odisha or its equivalent. The list of equivalent Boards is given in Annexure-2 communicated by CHSE in letter no.2637, Dated: 18-May-2010.
- A student passing +2 Science can apply for +3 Arts (Hons), +3 Sc. (Hons) as well as +3 Com. (Hons) with the restrictions as mentioned below.
- A student who wishes to apply for "Biological Science" stream in +3 Sc. (Hons) should have Biology at +2 level.
- A student who wishes to apply for "Physical Science" stream in +3 Sc (Hons) should have Mathematics at +2 level.
- A student who wishes to apply for +3 Sc (Hons) Comp.Sc. Stream should have Mathematics at the +2 Level.
- A student passing +2 Arts / +2 Commerce can apply either for +3 Arts (Hons) / +3 Com. (Hons).

RESERVATION :

A. Scheduled Caste [SC] and Scheduled Tribe [ST]

- SC- 16.25% of the sanctioned strength shall be reserved for SC applicants. (Govt. order No. 11710 dated 01.06.2015).
- ST- 22.5% of the sanctioned strength shall be reserved for ST applicants. (Govt. order No. 11710 dated 01.06.2015).
- The reserved seats are not interchangeable between SC and ST.
- SC/ST applicants selected for admission on merit shall not be counted against reserved seats.
- However, any modification made by the Government in the reservation policy will be followed during admission.

B. PERSONS WITH DISABILITY (PWD)

3% of total number of seats in each subject will be reserved for Persons with Disabilities (PwD)/PH for students having 40% or above disabilities.

P.G. COURSES

The University offers post graduate courses in 10 subjects as given below, The course duration is 02 (Two) years consisting of 04 semesters. The Choice Based Credit System (CBCS) is followed for all courses.

1. **School of Science: Biotechnology, Computer Science, Life Science.**
2. **School of Humanities & Liberal Arts: English, Hindi, Odia.**
3. **School of Social Science: Economics, Gender Studies, Home Science**
4. **School of Commerce & Management: Commerce.**

A. Details of Seat Availability in Different Courses:

Schools	Subjects	Subject Seats	No. and Types of Seats	
School of Science	Biotechnology(SF)*	32	100% Self-Financed	
	Computer Science(SF)*	32		
	Life Science	32	16 Free	16 paid
School of Humanities & Liberal Arts	Odia	32	Free seats	
	Hindi	40		
	English	32		
School of Social Science	Economics	48	16 Free	32 paid
	Gender Studies	32	16 Free	16 Free
	Home Science	32	16 Free	16 Free
School of Commerce and Management	Commerce	48	16 Free	32 paid

*SF-Self Financing

B. *SF-Self Financing

★ Eligibility for Admission for P.G. Courses 2017-18 :

Only Women Candidates can apply as follows:

- Biotechnology (Self -Financing): 45% of marks secured in Honours in Biotechnology/Botany/ Zoology at graduation level.
- Computer Science (Self -Financing):45% of marks secured in Honours in Computer science/ Information Technology / Information Science and Technology/ Information Technology and Management at graduation level.
- Life Science: 45% marks secured in Honours in Botany/Zoology/ Life science at graduation level.
- Hindi, Odia, English :45% of marks secured in Honours at graduation levels in concerned subjects.
- Economics: 45% of marks secured in Honours in Economics at graduation level.
- Gender Studies: 45% of marks secured in any Honours subject (Arts, science, commerce)at graduation level.
- Commerce: 45% of marks secured in Honours in Commerce at graduation level.
- Home Science : 45% of marks secured in Honours in Home Science at graduation level.

N.B.: Those who have passed the Three-year Degree Course Examination from a University / Institution where provision of teaching in Honours does not exist, will be eligible to apply for P.O. courses provided they have passed the examination in the concerned subject with minimum of 8 papers carrying at least 800 marks, subject to the fulfillment of the minimum eligibility condition, (45% in the concerned subject)

C. Reservation of Seats:

For all the courses reservation of seats will be as follows:

- ∞ As per the Government of Odisha Notification No.HE-FE-III-Admin-64.14.11710/HE dated 01.06.2015 following reservation principles will be adopted:
 - I. 22.5% of seats shall be reserved for Scheduled Tribe students.
 - II. 16.25% of seats shall be reserved for Scheduled Caste students.

NB : SC/ST caste certificates ,issued by Revenue Officers, not below the rank of Tahasildar/ Additional Tahasildar are to be produced

- ∞ 3% of total number of seats in each subject will be reserved for Persons with Disabilities (PwD)/PH for students having 40% or above disabilities. PH/PwD certificate/ID should be issued by District Welfare Officer / community Development Officer / Social Welfare Department of State Government OfficerOr certificate issued by the CDMO/ Chief Medical Officer, Capital Hospital, Bhubaneswar.

∞ **Sports**

- I. One seat is reserved for the candidate who has represented in the international sports event during the last 03 years.

- ii. Those who have represented the state during last three years at National level sports shall get 10% of marks over and above the aggregate career marks.

N.B. : Sports events, approved by the Indian Association of Universities, will only be considered. Sports Certificate must be countersigned by the Director of Sports and Youth Services

D. Documents to be required at the time of P.G. Admission:

- a) Original Certificates & Mark sheets of 10th, +2 and +3 degree examinations/ Equivalent Examinations.
- b) Original College Leaving Certificate and Conduct Certificate from the Institution last attended.
- c) Original University Registration Receipt.
- d) Original Migration certificate (for students from other Universities)
- e) Original Blood Group Certificate
- f) Three self-attested recent coloured passport size photographs.
- g) Original Caste Certificate in case of ST/SC candidates, issued by Revenue Officer not below the rank of Tahasildar/Additional Tahasildar.
- h) For ST candidate her father's caste certificate may be taken into consideration.
- i) PH/PwD certificate/ID should be issued by District Welfare Officer / Community Development Officer / Social Welfare Department of State Government Or certificate issued by the CDMO/ Chief Medical Officer, Capital Hospital, Bhubaneswar.
- j) Sports event, approved by the Indian Association of Universities, will only be considered for reservation. Sports certificate must be counter-signed by the Director of Sports and Youth Services.

5. P.G. Admission Fees and other charges

Part-I (2017-18) Annual Fee :

Sl. No.	PARTICULARS	Amount (in Rs.)
1	Admission	10.00
2	Athletic Club	50.00
3	Information Bulletin	50.00
4	Student's Union	50.00
5	Student's Common Room	20.00
6	Cycle Stand	30.00
7	Health Centre	15.00
8	Development	500.00
9	Dramatic Society	50.00
10	Identity Card	50.00
11	Library Card	20.00
12	Library Development Charge	100.00
13	Magazine	50.00
14	Time Table	30.00
15	SSG	20.00
16	SAF	10.00
17	Reading Room	20.00
18	Students' Insurance	2.00
19	NSS	10.00
20	Students' Counselling Cell	50.00
21	Career Counselling Cell	50.00
22	Multi Gym	50.00

23	Syllabus	50.00
24	University Sports Fee	50.00
25	Youth Red Cross	10.00
26	National Day Celebration	05.00
27	University Foundation Day Fund	15.00
28	e-Facilities	100.00
29	University Registration Fee	70.00
30	Computer Centre Charges	500.00
	Sub-Total	2037.00
31	Laboratory Development (with Practical)	500.00
Total Fee to be collected at the time of Admission :		
1	Non-Practical Courses	2037.00
2	Practical Courses	2537.00

P.G. Course Fee (per Year)

a) Self-financing P.G. Courses :		
1	Biotechnology	50000.00
2	Computer Science	40000.00
b) Paid seats in P.G. Courses: (For 1. Economics; 2. Commerce; 3 Gender Studies)		10000.00
4. Paid seats for Life Science		20000.00

6. P.G. Admission Fees and other charges**Part-II (2018-19) Annual Fee :**

Sl. No.	PARTICULARS	Amount (in Rs.)
1	Admission	10.00
2	Athletic Club	50.00
3	Information Bulletin	50.00
4	Student's Union	50.00
5	Student's Common Room	20.00
6	Cycle Stand	30.00
7	Health Centre	15.00
8	Development	500.00
9	Dramatic Society	50.00
10	Library Development Charge	100.00
11	Magazine	50.00
12	Time Table	30.00
13	SSG	20.00
14	SAF	10.00
15	Reading Room	20.00

16	Students' Insurance	2.00
17	NSS	10.00
18	Students' Counselling Cell	50.00
19	Career Counselling Cell	50.00
20	Multi Gym	50.00
21	University Sports Fee	50.00
22	Youth Red Cross	10.00
23	National Day Celebration	05.00
24	University Foundation Day Fund	15.00
25	E-Facilities	100.00
	Sub-Total	1347.00
26	Laboratory Development (with Practical)	500.00
Total Fee to be collected at the time of Admission :		
1	Non-Practical Courses	1347.00
2	Practical Courses	1847.00

P.G. Course Fee (per Year)

a)Self-financing P.G. Courses :		
1	Biotechnology	50000.00
2	Computer Science	40000.00
b) Paid seats in P.G. Courses: (For 1. Economics; 2. Commerce; 3 Gender Studies)		10000.00
4. Paid seats for Life Science		20000.00

7. Course Fees and Admission Fees to be paid at the time of Admission :

Subjects	Seat Type	Course Fee per Semester	Admission Fee	Total Fee at the time of Admission (For 02 Semesters)
Bio-Technology (SF)	Rs. 25,000.00	Rs. 2,537.00	Rs. 52,537.00
Computer Science (SF)	Rs. 20,000.00	Rs. 2,537.00	Rs. 42,537.00
Life Science	Paid	Rs. 10,000.00	Rs. 2,537.00	Rs. 22,537.00
	Free	Nil	Rs. 2,537.00	Rs. 2,537.00
Gender Studies	Paid	Rs. 5,000.00	Rs. 2,037.00	Rs. 12,037.00
	Free	Nil	Rs. 2,037.00	Rs. 2,037.00
Commerce	Paid	Rs. 5,000.00	Rs. 2,037.00	Rs. 12,037.00
	Free	Nil	Rs. 2,037.00	Rs. 2,037.00
Economics	Paid	Rs. 5,000.00	Rs. 2,037.00	Rs. 12,037.00
	Free	Nil	Rs. 2,037.00	Rs. 2,037.00
English, Odia, Hindi	Free	Nil	Rs. 2,037.00	Rs. 2,037.00
Home Science	Free	Nil	Rs. 2,537.00	Rs. 2,537.00

M.PHIL PROGRAMME**1. About the Programme :**

The University offers M.Phil programme in subjects as **English, Odia, Hindi, Homescience, commerce, economics & Life Science**. The course duration is 01 (one) year & consists of 02 semesters.

2. DETAILS OF SEAT AVAILABILITY IN DIFFERENT PROGRAMMES:

Subject	Subject Seats
English	03
Hindi	04
Odia	04
Economics	04
Home Science	05
Life Science	06

3. ELIGIBILITY FOR ADMISSION FOR M.PHIL COURSES 2017-18 :

- A consistently good academic career with not less than 55% marks or equivalent grade at Masters level in the concerned subject for General Candidates.
- 50 % Marks for SC /ST and differently abled Students.
- M. Phil is a full time course and as such a candidate who is employed cannot be admitted or allowed to continue in the programme unless she has been duly relieved and produces No Objection Certificate (NOC) from the employer.

4. SELECTION PROCEDURE

Admission to M. Phil course will be made through written entrance test, career assessment and viva-voce

- The written entrance test will be a qualifying test of 40 marks.
- There will be 40 multiple type questions and each question will carry 1 mark.
- To qualify for the course, one has to secure at least 30% of total marks i.e. 12 for general candidates and 25% of total marks i.e. 10 for SC & ST and differentially abled candidates in the written entrance test.
- The Syllabus of the entrance test shall consist of 50% questions from Research Methodology and 50% questions should be Subject Specific.
- The candidates who have qualified the National Level Tests like NET, GATE, SLET, ICAR etc. are exempted from the Entrance Test, (copy of proof is to be attached with the Application form). However, the exempted candidates are to appear the viva-voce test.

The Career assessment shall be done as per the distribution of career marks (max mark-40) as follows:

Sl. No.	Educational Qualification	1 st Division	2 nd Division	3 rd Division/Pass/Compartmental
1	High School or Equivalent	4.0	3.0	2.0
2	+2 or Equivalent	6.0	4.0	3.0
3	+3 Degree Honours	10.0	6.0	3.0
4	+3 Degree Pass	-	-	4.0
5	Distinction	2.0	2.0	2.0
6	PG Degree	18.0	13.0	-
7	Total	40	-	-

- The Viva-voce test shall carry 20 marks. The viva-voce test shall be conducted by the department committee consisting of 3 senior most faculty members. The faculty members of other allied departments within the institution may also be included in the viva-voce panel with the prior permission of the authority.
- Career means performances in HSC, +2, +3 & PG examination in the relevant subject.

M.Phil Course Structure

Home Science

- Semester-I : Paper Code-1.1 (Paper-I) : Research Methodology
 Paper Code-1.2 (Core Paper-I, Theory) : Advanced Study on the subject
 Paper Code-1.3 (Core Paper-II) : Theory / Practical
- Semester-II : Paper Code-2.1 : Review of Literature
 Paper Code-2.2 : Preparation and presentation of seminars
 Paper Code-2.3 : Dissertation

Life Science

- Semester-I : Paper Code-1.1 (Paper-I) : Research Methodology and Laboratory Technique
 Paper Code-1.2 (Paper-II) : Advances in Biochemistry, Molecular Biology and Ecology
 Paper Code-1.3 (Paper-III) : Microbiology and Immunology
- Semester-II : Paper Code-2.1 : Review of Literature
 Paper Code-2.2 : Preparation and presentation of seminars
 Paper Code-2.3 : Dissertation

Hindi

- Semester-I : Paper Code-1.1 (Paper-I) : Sahitya Aur Anusandhan
 Paper Code-1.2 (Core Paper-I) : Hindi Sahitya Ki Vaicharik Pristbhumi
 Paper Code-1.3 (Core Paper-II) : Tulnatamak Sahitya
- Semester-II : Paper Code-2.1 : Review of Literature
 a) Review of Literature Writing (Hard Copy)
 b) Presentation of Review of Literature (Through PPT)
- Paper Code-2.2 : Preparation and presentation of seminars
 a) Synopsis presentation of the proposal dirsertation (both PPT presentation and submission of Hard Copy)
 b) Pre-Thesis submission seminar of the dersertation (problem, methodology, findings discussion and implication (scope of the study))
- Paper Code-2.3 : Dissertation

Economics

- Semester-I : Paper Code-1.1 (Paper-I) : Research Methology
 Paper Code-1.2 (Paper-II) : Contemporary Economic Issues
 Paper Code-1.3 (Paper-III) : Economics of Social Sector and Environment
- Semester-II : Paper Code-2.1 (Paper-IV) : Submission of Seminar Paper and Presentation
 Paper Code-2.2 (Paper-V) : Submission of Review of Literatures and Presentation
 Paper Code-2.3 (Paper-VI) : Dissertation

English

- Semester-I : Paper Code-1.1 (Paper-I) : Research Methology
 Paper Code-1.2 (Paper-II) : Computer Application Relevant for Research
 Paper Code-1.3 (Paper-III) : Contemporary Literary Discourses of Poetry, Drama, Fiction and Narrative Non-Fiction
- Semester-II : Paper Code-2.1 (Paper-IV) : Literary Theories and Analysis
 Paper Code-2.2 (Paper-V) : Review of Literatures Seminars
 Paper Code-2.3 (Paper-VI) : Dissertation

5. FEE STRUCTURE FOR M.PHIL (FULL-TIME-ONE-YEAR) COURSE-2017-18

Sl.No.	Details	Arts/Commerce (in Rs.)	Home Science (in Rs.)	Science (in Rs.)
1	Application fee including Entrance Fee	500	500	500
2	Course Fee	10,000	10,000	10,000
3	Admission Fee	50	50	50

POST-GRADUATE COUNCIL**INFORMATION BULLETIN - 2017**

4	University Registration Fee (For other University Students Only)	200	200	200.00
5	University Recognition Fee	100	100	100
6	Department Development Fee	1000	1000	1000
7	Lab Development Fee (only for practical subjects)	–	1000	1000
8	Library Fee	100	100	100
9	Computer centre charges	500	500	500
10	Special Fee (Celebration of days of National Importance and University Foundation Day)	100	100	100
11	R.D.W.U. Information Bulletin and Journal	50+50=100	50+50=100.00	50+50=100
12	Health Centre Charges	50	50	50
13	Sports Council Fee	50	50	50
Total		12,750	13,750	13,750
Amount to be paid at the time of Admission		12,750	13,750	13,750

- Examination fee of Rs. 3000/- to be paid at the time of form-fill up for semester examinations.

6. DOCUMENTS REQUIRED AT THE TIME OF M. PHIL ADMISSION:

- Original Certificate & Mark sheet of 10th, +2 and +3 degree examination/ Equivalent Examination & P.G. examination.
- Original College Leaving Certificate and Conduct Certificate from the institution last attended.
- Original University Registration Receipt
- Original Migration certificate (for students from other University)
- Original Blood Group Certificate
- Three self-attested coloured passport size photographs.
- Original Caste Certificate in case of ST/SC candidates, issued by Revenue Officer not below the rank of Tahasildar /Additional Tahasildar.
- For ST candidate her father's caste certificate may be taken into consideration.
- Persons with Disability (PwD) certificate and ID card issued by District welfare officer/Community Development officer / Social welfare department of the state Government.
- Sports and games certificate of participation are required for special weightage consideration from the competent Authority (Director of sports /sports Council)

7. GENERAL INFORMATION:

- Course fee will be collected for two semesters along with admission fees.
- In case of any doubt regarding the authenticity of documents produced, the same will be provided to the DIG, Crime branch, Bhubaneswar for scrutiny.
- Application without copies of certificates in support of reservation / relaxation of dues will not be considered for the same.
- Suppression of facts/submission of incorrect information will lead to rejection of the Application Form, your forfeiture of Application fee, and thereby admission into the Department.**
- Incomplete application in any form will be rejected.
- Ragging in any form is strictly prohibited. Each applicant has to furnish an undertaking in this regard
- Indiscipline in any form on the campus, department or in the Hostel will not be allowed. This may lead to rustication from the University.
- Students must come to the campus in proper uniform.
- Students must abide by the University Rules, Department Rules, Hostel rules (For Boarders) and other such rules enacted from time to time by the University.
- Examination : In order to be eligible to appear at the University Examination, a students has to secure at least 75% of attendance. Students having attendance between 60% to 75% will be permitted to appear at the examination with a medical certificate.
- Correspondence regarding Admission : All correspondence (with index number) in connection with M.Phil Admission should be addressed to the Chairperson, P. G. Council, R. D. W. University, Bhubaneswar.
- Under no circumstances, the application fee is refundable. All candidates have to submit the Application fee of Rs. 500 (Rupees five hundred only) separately for each application.

Regulation for Doctor of Philosophy Examination in Arts (Home Science)**ELIGIBILITY OF SCHOLAR:**

- 1.1 Master Degree holders having secured at least 55% of marks in the above mentioned discipline of Rama Devi Women's University or any other University recognised as equivalent there to by Rama Devi Women's University are eligible for Ph. D Registration provided they qualify through a written test followed by an Interview. However Candidates belonging to SC & ST category shall be given a relaxation of 5% of marks at Master's level (i.e. 50%). The schedule of entrance written test will be notified by the Chairman P.G. Council. The number of seats available in each subject for Ph. D registration will be notified by the Controller of Examinations on recommendation of SRC and be available on University website. Candidate qualifying UGC-CSRC-NET/GATE/SLET/INSPIRE/ Rajiv National Fellow/ fellowship of DST, ICHR, ICSSR, ICMR, DBT, awardees of Teacher fellowship and such other Fellowship as approved by the Vice Chancellor from time to time are exempted from written tests only. M. Phil Degree holders are also exempted from written test only provided they have been admitted to M.Phil Programme through a written entrance test & interview.
- 1.2 Subjects in which marks are not awarded, equivalent grade point shall be taken as the qualifying grade/mark.
The Post Graduate Department/ Centre of Research may hold interview for exempted category of Research applicants to facilitate allotment of Ph.D seats and may take into consideration areas of interest of the faculty and availability of facilities in the Center for accepting such PhD Students. Such interview of exempted category is not to fix the eligibility of the candidates but for allotment of Ph.D programme seats in the PG Department or Centre of Research.
- 1.3 The successful candidates will be eligible for Ph.D Registration in their relevant subject in the Masters level.
- 1.4 Registration in allied/multi-disciplinary/inter disciplinary subjects other than their subject at the Master's level will be decided by the Subject Research Committee

2. APPLICATION FOR REGISTRATION:

- 2.1 An eligible Candidates who has successfully completed Pre-Ph.D Course work in the concerned subject shall apply for registration in the prescribed form on payment of requisite fees prescribed. Proforma will also be available in the University website. A candidate may apply in downloaded form and deposit the requisite fees through Bank Draft drawn in favour of Comptroller of Finance, Rama Devi Women's University, payable at United Bank of India, Sahid Nagar, Bhubaneswar.
- 2.2 Application for entrance examination for course work can be made once in a year when advertisements are issued by the Controller of Examinations.
- 2.3 Applicants for Ph.D Registration shall be placed before SRC and Applicants shall make pre-registration presentation to which members of SRC/Faculty of PG Department/Allied PG Department would be invited. Such presentation shall be held in the concerned PG Department of the University. For other subjects where there is no PG Department inside the Campus, the same shall be conducted at the approved centre. All such presentations shall be co-ordinated by Chairman, SRC. The SRC shall record the suggestions/suggested changes. The candidates shall incorporate such changes in the synopsis and submit the revised synopsis within 60 days to the Chairman SRC and the same may be approved by the SRC. The entire process has to be completed within 60 days from the date of presentation. In case the candidates fails to submit the revised synopsis within 60 days she has to apply afresh for registration. In case the revised synopsis is not approved by the SRC the candidates may apply afresh for registration i.e. repeat the entire process including entrance test wherever applicable.

3. PLACE OF RESEARCH/ PLACE OF Ph.D COURSE WORK.

- 3.1 Only PG Teaching Department of the University or constituent Colleges with sufficient infrastructure in terms of Laboratory & Library facilities shall be places of Research.
- 3.2 Recognized Research Institutes/ Autonomous Colleges can be the place of research, if recognized by RCU and the Syndicate on the recommendation of an expert committee.
- 3.3 Other Universities on request can be recognised as a place of research by the RCU and the syndicate on the recommendation of SRC.
- 3.4 For promotion of collaborative Research, State or Central Govt. funded Universities and Research Institutes may be recognized by RCU as additional places of research on the recommendation of SRC.

4. GRANT OF REGISTRATION:

- 4.1 The date of registration shall be date on which SRC recommends the synopsis or the revised

synopsis as the case may be. The candidate has to undertake a course work of one semester (six months) in the concerned discipline. The Head of the department or Head of the recognized centre will issue a course completion certificate to this effect to the successful candidates on the basis of performance in the examinations conducted under the guidance of the SRC. Before registration a letter is issued by the Controller of Examination informing the candidate that she has to submit the course completion certificate to her/him. The performance of the candidate will be evaluated by the SRC by conducting an examination for the same. Normally the course work will be carried out in the P.G. Department or in a Recognised centre of the University. If somebody has already done the course work in another University / Institution / Departments due credit may be given to her and she may be waived from undertaking another course work. M.Phil students on roll are not allowed to undertake course work simultaneously with the M.Phil programme.

5. **The Pre-doctoral Course Work** would consist of the following four papers carrying 100 marks each. a) Research Methodology b) Computer application c) Review of literature presentation d) seminar presentation.

6. Fees Structure:

Fees & processing charges	Doctoral
a) Cost of application form for registration	Rs. 200/-
b) Entrance Test	Rs. 1,000/-
c) Registration Charges	Rs. 1,500/-
d) Annual Registration Renewal after 5 years only	Rs. 3,000/-
e) Change of Registration /Guide	Rs. 500/-
f) Change of title of the thesis/Modification etc.	Rs. 500/-
g) For processing and evaluation of thesis	Rs. 8,000/-
h) Duplicate Registration Number	Rs. 200/-
i) Original Certificate	Rs. 500/-
j) Course work	Rs. 5000/-

THE COLLEGE DEVELOPMENT COUNCIL

There is an active College Development Council formed by the University with Vice Chancellor as the Chairman. The Director, College Development Council as Convenor, representatives from Government of Odisha (Dept. of Higher Education), University, autonomous and affiliated colleges are members of the CDC. The present structure of College Development Council is as follows:

The university conducts regular academic audit of the colleges under the leadership of Vice Chancellor. Senior professors and faculty members of the university regularly visit the colleges as part of local enquiry committee and interact with college authorities and teachers to encourage them for the purpose of academic developments. Conferences of Principals of affiliated colleges are held on the issues of affiliation under 2(f) and 12(b) of UGC and autonomous status. The Council identifies the developmental needs of its affiliated institutions through regular Conferences of Principals of affiliated colleges and works on the suggested measures for improvement. Besides, it organises regular visits to colleges by Director, College Development Council and teachers of the university.

The College Development Council of Rama Devi Women's University takes steps for promotion, coordination and raising the standard of education in Colleges. The Council provides the academic and administrative leadership to its 46 affiliated colleges spread across in 09 districts of the state of Odisha. The council also renders the support and encouragement to affiliated colleges to become centres of excellence.

Purpose of the Council

- functions as a policy making body in regard to proper planning and integrated development of the colleges;
- conducts surveys of all the affiliated colleges for maintaining an up-to-date profile of each college under the University;
- advises the University on all matters relating to development of affiliated colleges;
- prepares perspective plan for the development and opening of new colleges;
- advises University in regard to rationalisation and implementation of the University Policy on affiliation of colleges;
- helps Colleges in their proper development, selection of teachers, proper utilisation of grants, efficient implementation of guidelines of University Grants Commission on examinations, courses, etc;

- helps in the implementation of regulations framed by the University Grants Commission regarding academic standards and restructuring of courses at the undergraduate level;
- identifies colleges for autonomous status;
- evaluates and assesses the impact of grants of University Grants Commission;
- ensures timely release of grant of University Grants Commission to the colleges and its proper utilisation;
- ensure close and continued contact and interaction between the academic faculties of the University and those of the colleges;
- reviews inspection reports of the Colleges and take remedial steps;
- prepares annual report on the functioning of the College Development Council and
- performs such other functions as may be prescribed by the University with a view to advancing the course of collegiate education.

Director, CDC : **Smt. Binodini Pradhan**, Associate Professor, Ph. No. : 8763174922

CONTROLLER OF EXAMINATIONS

The office of the Controller of Examinations function under the vibrant leadership of the Vice-Chancellor for smooth Conduct of examination and related works. As per the Statute ,the CoEs performs the following functions :

- 1) Prepares Calender of all examinations conducted by the University.
- 2) Calls for applications from Candidates for various examinations of the University and scrutinise all such applications with reference to the relevant Regulations.
- 3) Prepares and Circulates details programme of various examinations among all concerned.
- 4) Sends programmes, admit cards, question papers, and other examinations materials to various examination centres in time.
- 5) Acts as the secretary of the Examination Committee.
- 6) Takes steps for appointment of examiners, tabulation of marks and publication of result in accordance with statutes and Regulations.

Structure of Examination Committee :

Chairperson	:	Dr. Smt. Prof. Padmaja Mishra
Member	:	Dr. Sitanshu Kumar Dash, Chairperson P.G. Council Dr. Smt. Arati Biswal, Reader in English
Secretary	:	Dr. Smt. Minati Panda, Controller of Examinations
Deputy Controller of Examinations	:	Dr. Smt. Sebati Mishra Dr. Smt. Mamata Mohanty Dr. Mousumi Das Dr. Anita Mekap
Dealing Assistant	:	Shri Suman Keshari Sahoo Shri Nityananda Nayak Shri Kanhu Ch. Nayak
Asst-cum-DEO	:	Shri Sushanta Ku. Sahoo Smt. Jyotshna Mohanty Shri. Lokanath Mishra Smt. Rajalaxmi Swain
Attendants	:	Shri Naresh Kharsel, Lab Attendant Shri Bata Krushna Das, Attendant Smt. Susama Nayak, Attendant

Regulation for U.G. Examination :

Mid-semester (U.G.) Conducting of Examination

MID SEMESTER EXAMINATION:

1. Mid semester examination will be of 01 hour duration for 20/15 marks, and 45 min. for 10 marks. There shall be no pass mark in Mid Semester examination.
2. The papers of Mid Semester Examination will be valued by the teachers or any external faculty teaching that paper in the department/colleges .
3. A student who fails to appear in a mid Semester examination will be allowed to take the same examination with next batch of students only ONCE. This rule is not applicable to the students appearing for Mid Sem component of V & VI Sem (UG). The eligible candidates (Sem-I to Sem-IV) who intends to appear in such examination shall have to apply to the Chairperson, PGC/Principal concerned in plain paper showing sufficient reasons there of atleast one month before the Sem.

- Exam. If the he/she is satisfied, then candidate will be allowed to appear in the same examination.
4. There is no provision of Improvement examination for Mid -Semester examination in any paper of any Semester.
 5. The Mid-Sem examination will be Conducted in the month of Sept. and Feb. for Odd and Even Sem. Examination respectively.
 6. The valued answer scripts of Mid semester Examination shall be preserved with the Department /College concerned confidentially at least for the period of 09 (Nine) months from the date of publication of result of the end semester of which it is a component.
 7. The P.G. Council Chairman of the University / Principals of Affiliated Colleges Shall send the marks of Mid Semester Examinations of Odd semester (1st,3rd and 5th) by 31st October and those of even semester (2nd, 4th and 6th Semester) by 31st March of every academic year to the Controller of Examinations, R.D. Women's University, Bhubaneswar-751022 in duplicate. The students who fail to appear mid semester examination or whose mid semester mark of a subject(s) is not sent to the Controller of Examination by the PGC/ Principal they will be awarded "ZERO" in that subject(s) against mid semester mark.

MARK DISTRIBUTION :

A. Subjects Without Practical

Mid Term	Term End	Total
20/10	80/40	100/50

B. Subjects With Practical

Mid Term	Term End		Total
	A-Theory	B-Practical	
15	60	25 (15+6 (Viva) + 4 (Record))	100

C. (DSE - 4) Project for Hons. students (6th Semester)

Dissertation 80 + Viva 20 /Seminar

Evaluation of dissertation shall be completed before the commencement of the 6th Sem. Examination and the marks in sealed Cover shall be sent to the Controller of Examinations, Rama Devi Women's University, Bhubaneswar - 22 in duplicate, by 15* March of the year of examination.

Mid-semester (P.G.) Conducting of Examination

MID SEMESTER (INTERNAL) EXAMINATION:

1. Mid semester (internal) examination will be of 01 hour duration for 20 marks, and 45 min. for 10 marks. There shall be no pass mark in Mid Semester examination.
2. The papers of Mid Semester Examination will be valued by the teachers or any external faculty teaching that paper in the Department/ Colleges .
3. A student who fails to appear in any Mid Semester Examination in 1st Yr.P.G , will be allowed to take the same examination with next batch of students only ONCE. The candidates intending and eligible to appear in such examination shall have to apply to the Chairperson, PGC / Principal concerned (in case of affiliated college) in plain paper showing sufficient reasons thereof. If he/ she is satisfied, then the candidate will be allowed to appear in the same examination.
4. There is no provision for Improvement examination in Mid -Semester examination.
5. The Mid-Semester examination will be Conducted in the last week of September and February for Odd and Even Semester Examination respectively.
6. The valued answer scripts of Mid Semester Examination shall be Preserved with the Department/ College concerned confidentially at least for a period of 09 (Nine) months from the date of publication of result of the End Semester of which it is a component.

The P.G. Council Chairman of the University / Principal of Affiliated Colleges shall send the marks of Mid Semester Examinations of Odd Semester (1st & 3rd) by 31st October and those of even semester (2nd & 4th Semester) by 31st March of every academic year to the Controller of Examinations, R.D. Women's University, Bhubaneswar-751022 in duplicate (i.e. Controller's copy & Computer copy) in sealed envelope separately. The students who fail to appear Mid Semester Examination or whose Mid Semester mark of a subject(s) is not sent to the Controller of Examination by the Chairperson,PGC/ Principal,they will be awarded "ZERO" in that subject(s) against Mid Semester mark.

MARK DISTRIBUTION :

B.	Mid Term	Term End	Total
	20/10	80/40	100/50

B. Project

Dissertation 80 + Viva 20

Evaluation of Dissertation shall be completed before the commencement of the 4th Sem. Examination and the marks in sealed Cover shall be sent to the Controller of Examinations, R.D.Women’s University, Bhubaneswar, in duplicate, i.e. (Controller’s copy & Computer copy) separately, by 15th March of the year of examination.

1. Attendance :

- i) A candidate shall be required to attend at least 75% of the lectures in theory and practical classes taken separately
- ii) Condonation in exceptional cases may be granted by the Head of the Department/PG Council Chairman/ the Principal (In case of affiliated colleges) to the extent of 15% on production of medical certificate.
- iii) The Syndicate or Examination Committee may grant further condonation for shortage in attendance to the extent of 10% in respect of candidates who represent the University or State for Inter-University or inter- state competitions in Games and Sports or attending different recognized National camps.
- iv) Under no circumstance, the condonation shall be beyond 25%.

UNFAIR MEANS IN EXAMINATIONS :

- 1. The COE shall place all instances of unfair means in any particular University examination reported by the centre superintendents/ invigilators/ supervisors/ observers/ Examiners or otherwise before the appropriate Board of Conducting examiners (BOCE) as soon as possible, after the completion of Examinations, preferably before the results of the relevant examinations are passed for publication.
- 2. The BOCE shall consider the reports and other materials, if any, and make a report of the scope and extent of unfair means resorted to and specifically whether use has been made of unauthorized or incriminating material referred to in the reports or produced before the Board.
- 3. In case BOCE is satisfied that there is prima facie evidence of resort to unfair means in the examination, the COE shall forthwith issue notices to the candidate concerned precisely specifying the nature of the charge and calling upon the candidate to furnish her written reply to the charges within a period 21 (twenty one) clear days. The notice shall also inform the candidate that she shall have the right to a personal hearing on a specified date which shall be after the last date for receipt of the written reply from the candidate.
- 4. The written reply of the candidate along with the report of BOCE and other reports and materials pertaining to the matter shall be placed before the Examination Committee.
- 5. The examination committee shall give a personal hearing to the candidate as indicated in the notice issued to the candidates by the COE and shall also consider the report of the BOCE, and other reports and materials relevant to the case, if any:
Provided, however, that in case no reply has been received from the candidate within the stipulated time and /or in the event the candidate failing to appear before the committee at the appointed time, the committee shall be competent to consider the other reports and other relevant material placed before them by the COE.
- 6. If the committee comes to the conclusion that there has been resort to unfair means, the committee may recommend to the SYNDICATE that any of the following penalties may be imposed on the candidate commensurate with the gravity of the unfair means resorted to by him, namely;-
 - i. For writing the Roll No. or leaving any identification mark anywhere in the answer script except in the place provided for the purpose Cancellation of the result of that examination
 - ii. For possession (but not used) of unauthorized or incriminating materials Cancellation of the result of that examination
 - iii. For misbehaviour with the centre superintendent/ invigilators/supervisors/ others connected with the conduct of the examination Cancellation of the result of that examination
 - iv. For use of unauthorized or incriminating material Cancellation of the result of that examination and debarring the candidate from appearing at the next examination

v. For use of unauthorized or incriminating material combined with misbehaviour with the centre superintendent/ invigilators /observers/supervisors/ others connected with the conduct of the examination

Cancellation of the result of that examination and debarring the candidate from appearing at the next 02 (two) examination

GRADE SYSTEM IN EACH PAPER (Mid+End Sem. Exam) in a Semester

1.

Result Point	Mark secured from 100	Grade	Grade
Outstanding	90-100	O	10
Excellent	80-89	E	09
Very Good	70 – 79	A	08
Good	60-69	B	07
Fair	45-59	C	06
Pass	33-44	D	05
Fail	Below 33	F	00

N.B. A Candidate has to secure minimum Grade -D (or 33% and above) to pass in each of the theory Paper & a minimum of 40% marks in each practical paper.

The candidate obtaining Grade-F in a Paper(s) is considered failed and will be required to clear back paper (s) in the subsequent examination within the stipulated time, i.e. within six academic years from the year of admission.

A transitory letter grade I shall be introduced for cases where the results are incomplete. This grade shall automatically be converted into appropriate grade (s) as and when the results are complete.

2. A student's level of competence shall be categorized by a GRADE POINT AVERAGE to be specified as:

SGPA : Semester Grade Point Average

CGPA : Cumulative Grade Point Average

(a) **GRADE POINT** : Integer equivalent of each letter grade

(b) **CREDIT** : Integer signifying the relative emphasis of individual course item(s) in a semester as indicated by the Course structure and syllabus.

CREDIT POINT(CP) : (b) x (a) for each course item

CREDIT INDEX (CI) = Σ CREDIT POINT of course items in a Semester

SEMESTER GRADE POINT AVERAGE (SGPA) = $\frac{\text{CREDIT INDEX}}{\Sigma \text{CREDIT}}$ for a Semester

CUMULATIVE GRADE POINT AVERAGE (CGPA) = $\frac{\text{CREDIT INDEX}}{\Sigma \text{CREDIT}}$
(of all previous Semesters up to a Semester)

REGULATION FOR PG EXAMINATIONS

The University regulations are strictly followed for all Post Graduate examinations (Two years semester course under choice based credit system) and M.Phil Examinations (as per UGC regulation). The important rules are as follows.

1. P.G. Examinations:

- 1.1 The theory examinations shall be conducted by means of written tests and the same question papers be used at every place (in case there is more than one centre) at which the examination is held.
- 1.2 There shall be practical examination(s) in subjects as prescribed by the Board of Studies. The durations of the practical examination shall be 6 hours.
- 1.3 The duration of examination for 6 credit course theory papers shall be 3 hours and for 3 credit course shall be 2 hours.
- 1.4 The laboratory notebook and/or fieldwork notebook of each candidate who offers a subject, in which there is practical examination, shall be evaluated by one internal and one external examiner. Every notebook shall contain the date of the experiment, signature of the student and the initial of the teacher with date under whom the experiment was performed.
- 1.5 A candidate has to submit a Project report/Dissertation for evaluation (by both internal and external examiners) after completion of Semester concerned. The project shall include dissertation and viva voce. For Dissertation work outside the University (including under exchange programme) prior permission is required from the authority.

- 1.6 The question paper for the semester examination shall contain alternative questions from each unit based on the courses of studies prescribed for that academic session or as it is suggested in the prescribed syllabi of the subject concerned.
- 1.7 In CBCS, University examination shall be held for 80 marks and Mid Semester Examination for 20 marks in each theory paper having full marks as 100 or in the same ratio depending on the full mark.
- 1.8. Normally Mid Semester Examination for **Semester I and III** shall be held in the month of **October** and that of **Semester II and IV** shall be held in the month of February during the said academic session. However, in case of any exigencies, the schedule may be changed as per the decision of P.G. Council, citing appropriate reasons.
- 1.9. For Mid Semester Examination, question shall be asked from the portions covered, till the Mid Semester Examination, of a paper, and will be of **one hour duration**. The question pattern shall be decided by the H.O.Ds/Co-Cordinators of SFC concerned.
- 1.10. A student has to appear the Mid Semester Examination in the semester concerned on the dates notified by the **Chairperson, P.G. Council** and **no chance shall be given for repeat/ improvement**.
- 1.11 If a student fails to appear Mid Semester on the scheduled date due to unavoidable reasons, she may be allowed to appear the Mid Semester on a date to be notified by the Chairperson, P.G. Council with the Recommendation of HOD/Coordinator, SFC.
- 1.12 In case student fails to appear the Mid Sem. of a particular paper in both the scheduled dates, the mark of Mid Semester on that paper be awarded zero.
- 1.13 **There is no pass mark for Mid Semester.**
- 1.14 The valued answer scripts of Mid Semester Examination shall be kept with concerned HOD/Coordinator, SFC, confidentially at least for the period as per University Rule (for 09 months from the date of publication of result of that semester).
- 1.15 There shall be no remuneration for Mid Semester Examination.
- 1.16 In no case a candidate shall be allowed to appear any Semester Examination after twice the duration of course period.

2. Application for Admission to Examination:

- 2.1 Candidates for admission to the Semester Examination shall specify the subjects/papers as the case may be and Paper Code in which he/she desires to be examined in the form of application prescribed for the purpose.
- 2.2 **The following documents shall have to be produced at the time of admission into Semester-IV Examination:**
 - i. Library clearance certificate.
 - ii. Tuition fee and other dues clearance certificate.
 - iii. Hostel clearance certificate (for boarders).
 - iv. The office bearers of Students' Union and other Societies; and N.S.S. Volunteers etc. shall have to produce clearance certificate from the authority concerned, i.e., Advisor Students 'Union, Vice-President of the concerned Society, Programme Officer N.S.S. etc. respectively
- 2.3 A student can re-appear the examination of any paper(s) for improvement only once within twice the duration of course period, if she has got D or higher grade and the better grade will be treated as final grade. However, if a student having F grade in any paper can re-appear any number of times within stipulated period of twice the duration course period until she gets at least D grade. A candidate securing O grade in any paper is not allowed for improvement in those paper(s).

Publication of Results:

- 3.1 For the candidates admitted into Master's Degree the pass mark in each paper shall be 33% (Grade - D) and the pass mark in aggregate shall be D Grade.
- 3.2 A candidate who is otherwise eligible to appear the examination but fails in the same or fails to appear in the examination shall be required to re-appear the same as an ex-student not more than twice within stipulated period of her admission into the said course.

5. Compulsory Registration for 1st Semester:

- 5.1 Registration for 1st semester is compulsory. The admission of a student admitted to PG Course shall be automatically cancelled if she does not get herself registered for 1st semester examination in the first available chance.
- 5.2 75% attendance is the pre-requirement for being eligible to appear at Examination unless and other wise one requests exemption under clause I(i) and I(ii) under general regulations.
- 5.3 A student may clear backlog papers within 4 years from the year of admission into 1st year PG.

5. GRADING SYSTEM:

	<u>Grade</u>	<u>Mark Secured from 100</u>	<u>Points</u>	
5.1	Outstanding	'O'	100-90	10
	Excellent	'E'	89-80	9
	Very Good	'A'	79-70	8
	Good	'B'	69-60	7
	Fair	'C'	59-45	6
	Pass	'D'	44-33	5
	Failed	'F'	Below 33	0

N.B.: A Candidate has to secure Grade-D or above to pass in each of the Papers

- 5.2 A transitory letter grade-I (carrying points 2) shall be introduced for cases where the results are incomplete. This grade shall automatically be converted into appropriate grade(s) as and when the results are complete.
- 5.3 A student's level of competence shall be categorized by a GRADE POINT AVERAGE to be specified as :

- SGPA** - Semester Grade Point Average
- CGPA** - Cumulative Grade Point Average
- (a) **POINT** - Integer equivalent of each letter grade
- (b) **CREDIT** - Integer signifying the relative emphasis of individual course item(s) in a semester as indicated by the Course structure and syllabus.

CREDIT POINT : (b) x (a) for each course item

CREDIT INDEX : Σ CREDIT POINT of course items in a Semester

$$\text{GRADE POINT AVERAGE} = \frac{\text{CREDIT INDEX}}{\Sigma \text{CREDIT}}$$

$$\text{SEMESTER GRADE POINT AVERAGE (SGPA)} = \frac{\text{CREDIT INDEX}}{\Sigma \text{CREDIT}} \quad \text{for a Semester}$$

$$\text{CUMULATIVE GRADE POINT AVERAGE (CGPA)} = \frac{\text{CREDIT INDEX}}{\Sigma \text{CREDIT}}$$

of all previous Semesters up to a Semester

- (c) A candidate appearing in a practical exam has to secure a minimum of 40% marks in that paper.

5.4 In addition to the Grade points, marks/ percentage would also be awarded and shall also be reflected in the Mark Sheet.

5.5 The details of grading system shall be printed on the backside of University Mark-sheet.

6. REPEAT EXAMINATION:

- 6.1 A student may appear improvement in any number of papers in the immediate subsequent examinations as mentioned in clause 2.3.
- 6.2 Improvement has to be completed within 4-Yrs from the date of admission.

Master of Philosophy Examination

Effective from the Academic Session 2017-18 onwards

1. **Objectives :** (a) Master of Philosophy (M Phil) programme is a full time pre-doctoral Degree course. (b) It will enhance advanced Knowledge in different areas of the Core subject. (c) To provide research experience and report writing practice during preparation of the dissertation.
2. **Duration :** The duration of the M.Phil course is one academic year consisting of two semesters, such as one odd semester and one even semester during the programme i.e. from June to May.
3. **Eligibility for Admission into Examination :** A student having consistently good academic career with not less than 55%marks or equivalent grade at Master's level in the concerned subject. But in case of SC/ST/OBC (non-creamy layer)/ Differentially Abled, the candidate should have not less than 50% marks or Equivalent Grade at Master Level in the concerned subject. Admission to M.Phil will be done as per UGC guidelines.
4. **Attendance:** Students will be required to participate in lectures, seminars, fieldwork and other research activities. They are required to attend at least 75 % of the classes to appear in each semester examinations. In case of medical health problem/ illness, the attendance requirement may be reduced to at least 60% only after providing satisfactory medical certificate.

5. Course Structure

Semester-I

Sl. No.	Paper Code	Paper	Name of the Paper	Mark	Credit
1	1.1	Paper-I	Research Methodology	100	6
2	1.2	Core Paper-I (Theory)	Advance Study on the Subject	100	6
3	1.3	Core Paper-II (Theory)	Theory/Practical	100	4
Total				300	16

Semester-II

Sl. No.	Paper Code	Name of the Paper	Mark	Credit
1	2.1	Review of Literature	100	4
		A Review of Literature Writing (Hard Copy)	50	
		B Presentation of Review of Literature through ppt	50	
2	2.2	Preparation and Presentation of Seminars.	100	4
		A Synopsis presentation of the proposed dissertation (both ppt presentation and submission of Hard Copy)	50	
		B Pre-Thesis submission Seminar of the dissertation (Problem, Methodology, Findings discussion and implication/scope of the study)	50	
3	3.3	Dissertation (Evaluation to be done by both external and internal examiners of each 100 marks. The average of both the evaluators to be taken as the final mark of the dissertation)	100	6
Total			300	14

N.B : (i) Core Paper-II will be a practical paper for subjects having practical. For non-practical subjects, it will be a theory paper. (ii) Each Theory/Practical paper will consist of 5 units. (iii) The detailed course of each paper is to be decided by the Board of Studies of the concerned departments.

6. Examination :

- Registration for 1st (odd) Semester examination is compulsory. The admission of a student admitted to M.Phil Course shall be automatically cancelled if she does not get herself registered for the 1st semester examination.
- There will be no mid-semester examination.
- The odd (1st) semester is to be conducted after the end of the 1st semester course in the month of Jan.
- The question papers for semester examinations (theory) shall contain alternative questions from each unit based on the syllabi prescribed for that academic session.
- The Dissertation is to be submitted by 30th April.
- Evaluation of papers 2.1 (A) & 2.2 (A) will be done by the concerned supervisor and 2.1 (B) & 2.2 (B) will be evaluated by M.Phil. Committee of the department. The marks will be submitted to the Controller of Examinations, RDWU positively before 30th April.
- The dissertation shall be submitted in 3 copies along with a soft copy to the Head of the Departments concerned through the respective Research Supervisor failing which the candidate will not be awarded the Degree. One Hard copy along with a soft copy of the Dissertation will be submitted to the Controller of Examinations for evaluation by the external Examiner by 30th of April.
- Each student shall have to present at least 1 (one) research paper in a Seminar/Conference during the course^ penodr and submit the certificate thereof at the time of pr-e-submission of the dissertation for evaluation.
- The dissertation shall be evaluated by the candidate's Research Supervisor and one External Examiner.
- A candidate who is otherwise eligible to appear the examination but fails in the exam, or fails to appear in the examination shall be required to re-appear the same as an ex-regular student not more than once for each paper of a semester within stipulated period of two academic years from the commencement of the course.

7. Pass Rule :

- Pass mark for each paper shall be 50 %.
- The candidate has to obtain a minimum of 55% marks in the aggregate to pass.

Facilities available in the University National Service Scheme (NSS)

National Service Scheme was introduced in 1972 to establish a meaningful linkage between the students and community. It promotes the dignity of labour and sense of discipline among students youth through sustained community interaction. Through NSS, the students get opportunities to see the community closely and get an experience of human nature in relation to her environment. Thus, the ultimate aim of NSS has been to develop the personality of students through community service. It promotes a sense of social responsibility, discipline and dignity of labour.

The specific objectives of NSS are to arouse social consciousness among the students by providing the opportunities :

- 1) To work with and among the people.
- 2) To engage themselves in constructive social activities.
- 3) To enhance their knowledge of the community.
- 4) To put their knowledge to practical use in mitigating some of the social problems.
- 5) To gain skills in the exercise of democratic leadership.

There is one NSS unit in the University having two groups, each consisting of fifty student volunteers. Certificates are issued to the deserving volunteers.

Special Camping Programme

Special Camps are organized by the NSS, preferably during vacations, in the adopted villages. The Bhoi Sahi slum near Vani Vihar has been adopted by the N.S.S. unit of the Rama Devi Womens' University. The camp provides an opportunity to the students to work among the under privileged people and help them fulfill their urgent basic needs like literacy, environmental cleanliness, health, hygiene and sanitation, minimum medical facilities like first aids, etc.

AIDS Awareness

Volunteers periodically visit the adopted the slum and enlighten the people, especially the women about the most dangerous disease of the millennium, i.e. AIDS and advise them to take preventive measures. Seminars and workshops are regularly held in the university on burning issues like dowry problem, female foeticide, female literacy, aids awareness, drug abuse, gender inequality, and disaster management. Campus cleaning is done regularly by N.S.S. volunteers. Volunteers also visit the adopted slum and clean the roads with the help of the beneficiaries.

Tree plantations is carried out in the university premises as well as in the adopted slum.

Programme Coordinator - **Dr. Bichitra Pani**, Associate Professor; Phone No. : 9861403170

The Ranger's Unit

Rangering is the senior branch of the Guide wing of Bharat Scouts and Guides. It meets the need of youth to adjust easily to the challenges of present day life and contributes to the positive development of the society in which they live.

Rangering is an approved type of character training and preparation for good citizenship designed for the benefit of the students. It implies attractive outdoor activities, which promote development of character, encourage formation of health habit, impart skills useful in everyday life and prepare the individual for service to society and fellowmen. It is a kind of training which affords opportunities for developing initiative, leadership and promotes self-control, self reliance and direction.

Office-in-charge - **Dr. Bimala Patra**, Assistant Professor (Hindi); Phoe No. : 9437205253

Youth Red Cross (YRC)

The Red Cross is an international organization meant for humanitarian services. It is a non-religious, non-political and a non-sectarian international body.

The YRC is a youth organization for adolescents and youth members interested in the organization.

Youth Red Cross (YRC) is a part of the Indian Red Cross Society, it was inaugurated with well defined objectives such as :

- Protection of health and life
- Service to the sick and the suffering by organizing various health camps such as Eye Camps and health awareness etc.
- Fire safety programmes to the mess workers
- Stress Management
- Blood Donation

The main objective of the YRC of RDW's University is blood donation. A well defined Blood Donor's Club functions in the University and it takes care of blood grouping, conducting blood donation camps, etc. On an Average 80-100 units of blood are donated.

Office-in-charge - **Dr. Rita Das**, Associate Professor; Phone No. : 9437380056

National Cadet Corps (N.C.C.)

The motto of NCC is unity and discipline. Living up to its motto, NCC strives to be one of the greatest cohesive forces of the nation, uniting the youth hailing from across the country, and moulding them into secular and disciplined citizens of the nation. The University offers NCC as an elective subject, introduced by the U.G.C. as a pilot project in R.D. Women's University from the academic session 2013-14 with 32 seats for students of +3 1st year Arts and Commerce. The subject consists of two papers each carrying 100 marks which includes both theory and practical.

The University also offers NCC training for three years for SW (senior wing) cadets. There are 3 certification steps, i.e. A, B and C certificates. A student will have to appear at the B Certificate examination in her 2nd year of graduation and C Certificate examination in the final year. The NCC training curriculum includes not just institutional training, but also attending training camps where they partake in various adventure activities. For practicals, students are trained in drill, shooting, map reading, judging distance, field signal and health and hygiene. The NCC wing at RDWU provides the students a golden opportunity to interact with regular Army, Navy and Air Force units at attachment camps which are conducted to motivate them to join the Armed Forces. Besides these, they are also set to represent themselves in Republic Day Parade and other National Games and Adventurous activities.

Office-in-charge - **Dr. (Major) Kalpana Das**, Associate Professor; Phone No. : 9438304348

English Language Laboratory

In recent times, language laboratories have become mandatory in all colleges and universities. In an era where getting a job has become fiercely competitive, students must be confident to face interviews and participate in group discussions. This is where the language laboratory is of immense help to them. The language laboratory which consists of twenty computers, aids students in improving information technology by developing language skills. CALL an abbreviation for Computer Assisted Language Learning, is an interactive method of instruction that help learners achieve their goal of 'learning, at their own pace and ability. In this method, computer technology is used in teaching / learning procedures at all stages such as presentation, practice and feedback.

The benefits of the language lab are :

- Helps in enriching English language skills
- Connects a learning place to the outside world
- Helps in relating academics to the practical needs of the outside world
- Serves as a 'Surrogate teacher'
- Aids in collaborative and cooperative learning
- Is ideal for carrying out repeated drills
- Provides impartial feedback
- Creates a realistic environment (for example, listening activities are combined with visuals)
- Is ideal for integrating skills such as reading, writing, speaking and listening
- Provides a choice of an appropriate learning strategy
- Acts as a ready-reckoner for all queries in the field of language learning / teaching

Officer-in-charge : **Dr. Aarti Biswal**, Associate Professor, Ph. No. : 9437285786

Foreign Language (French and German) Course

The University proposed to introduce an Elementary Certificate Course in French and German from the session 2017-18. The courses will be offered to both U.G. and P.G. Students admitted to the University. The duration of the course will be of one semester with an intake capacity of 40 in each batch of French and German Course respectively.

Objective :

- i) To provide a basic foundation in the French and German Languages students will be taught on a basic level how the language functions.
- ii) To create a awareness of the societies and cultures of the respective language groups.
- iii) To develop an understanding of the relevance of foreign languages to professions, careers and for research purposes.
- iv) To demonstrate a level of proficiency in the languages taught to function in an environment where these languages are used exclusively.

Minimum qualification required to apply is Completion of 10th / +2.

Selection will be on the basis of marks secured in English at 10th / +2 level.

Total course fee to be collected at the time of admission is Rs. 4,000/- (Four thousand only)

Computer Centre and E-Learning Laboratory

A Laboratory has been set up at Rama Devi Women's University to improve the academic and administrative facilities of the institution.

With the laboratory, the varsity aims to on modern technology in the field of e-Learning and distance learning. The laboratory will serve as an e-centre where around 80 computers have been put up. The centre has internet facilities that are accessible to students and faculty members. They can use the system from 11 a.m. to 5 p.m. on every working day.

Career Counselling and Placement Cell

R.D. Women's University Placement cell assists the students in different Post Graduate and Under Graduate Program in the University in securing meaningful career in different sectors. The objective of the Placement cell is to explore and provide information to the students on various career opportunities. It sensitizes the students in semi-explored areas which have potential for growth in the future. It aims at instilling confidence in the students to meet the challenges of an ever changing world.

The Placement Cell seeks to

- Act as a link between students, alumni and the employers.
- Assist different companies in recruiting candidates as per their requirements.
- Generates awareness among students regarding future career options.
- Upgrades skill sets commensurate with the expectations of the industry.
- Assists students to develop and implement successful job search strategies.

The activities of the Placement Cell include :

- Preparation of the database of corporates and their institutions across the country.
- Preparation of database of students studying in different post graduate and under graduate programs in the University.
- Liaison with business leaders and senior manager in reputed companies.
- Timely follow up and finalization of schedules for campus recruitment.
- Facilitating campus recruitment drive for eligible candidates.
- Conducting Pre-Placement workshops and industry interaction programs.

The placement cell develops networks with leading corporate houses, PSUs, Banks, Government and Non-Government organizations and facilitates recruitment for filling up entry level positions.

Office-in-charge - **Dr. Sahadev Swain**, Associate Professor; Phone No. : 9861092983

Civil Service Coaching Centre

Civil Service Coaching Centre was established at Ramadevi Women's University from march 2017 vide Higher Education Letter No. 4178 dated 14.02.2017. 60 candidates for Civil Service Coaching for Preliminary Examination at RDWU were selected through the entrance system. 60 candidates will also be selected for preparation for Civil Service (Main) Exam 2017 through the entrance Exam which comere from July 2017.

Co-ordinator : **Dr. M.R. Sethi**, Associate Professor; Pol. Sc.

Asst. Co-ordinator : **Dr. Puspanjali Mishra**, Associate Professor; Botany

Health Centre (Ayush)

The Ayushi, Health centre of the University, exists primarily for the benefit of the students and staff in the case of an emergency. The health centre assists in the maintenance and improvement of health through diagnosis, treatment and prevention of disease, illness, injury and other physical impairment among students and staff.

Gymnasium

The Rama Devi Womens' University has a gymnasium in the campus to cater to the needs of the students who wish to stay fit. It is open from 10.00 a.m. to 4.00 p.m. on all working days. In order to motivate the students to take advantage of the facility a nominal fee Rs. 50/- is charged. The Gymnasium has treadmills, exercise bikes for cardio work outs and strength training equipment as well.

The PET is in charge of the Gym. She guides the students to use the equipments and counsels them on fitness issues. A faculty member is given the charge to monitor the overall functioning of the Gymnasium. The University takes student fitness seriously. Both the athletics and regular students are expected to achieve new heights in personal fitness using the facilities in the Gymnasium.

Office-in-charge - **Dr. Alakananda Mishra**, Associate Professor: 9861366697

ATM

The University has an ATM Centre under the franchise of SBI to cater to the needs of the students and employees.

Special Cell (SC/ST)

A special cell for SC / ST students exists in the University for redressal of grievances of SC/ST students of the U.G. and P.G. Departments

Sexual Harassment Prevention Cell

A cell for prevention of Sexual Harassment exists in the University for redressal of grievances relating to such harassment.

UNIVERSITY LIBRARY

Rama Devi Women's College Library was started in 1964. In 2004 the library became the first College Library to be automated with a LAN connection to different segments of the library. The Library is now locally Wi-Fi enabled with internet being available in all computers in the Library. The books and students cards have been bar coded to facilitate easy and faster circulation. Narrator software jaws were installed into computers for visually impaired students.

The College was declared as Rama Devi Women's University on 31st May 2015 and accordingly the Library become the Rama Devi Women's University Library.

As per the rules laid down in the statutes of the University the Library committee was constituted to deal with general administration of the Library and frame the relevant rules subject to approval of the authorities of the University. However, the day to day administration and management of the Library is to be looked after by the Librarian-cum-Chief Nodal Officer under the overall supervision of the Chairperson P.G. Council.

Administration

The Library has the following sections

1. **General Section** : The dimension of the Library building is 100 ft. Long & 56 ft. broad. It contains more than fifty thousand books including a wide range of very rich & rare collection of reference books for the use of its members (teachers, students, research scholars etc.)
2. **Reference section** : Functions from 10.30 AM to 4.30PM on all working days of the year except Sundays and holidays Books from this section are not issued to anyone but members can refer to them in the reading room section of the Library or get them photocopied in reprographic section.
3. **Reading Room** From 10.30 am to 4.30pm members of the Library can use the reading room section on all working days. This section accommodates 50 students at a time. A part of the Library is being used as student's Reading Room. The students can use any type of materials available in the Library after giving their proper identification. Along with reference and text books, magazines, journals and newspapers are also available. Question papers of the past years examinations are available to students for their ready reference. The public access catalogue is available in the computer present in the reading room so that students can search the library data base and find their book without the help of the Library staff.
The teachers interested in pursuing their study and academic research use a part of this section marked exclusively for them.
4. **Reprographic Section** : The Library has a photocopy machine. Books & Journals which are not to be issued are photocopied and given at a subsidized rate without delay. Rarer and valuable books are photocopied & stored for future reference.
5. **Hub for differently-abled students** : Narrator software, Jaws is installed in two computers meant for use exclusively for the visually impaired students. More than 10GB of study materials, subject-wise, are present in the computers. There is also a document scanner to scan documents into the computer so that images can be converted to text by the help of OCR software.

Library Fund : Library fund consists of (1) Library development fee collected from each student at the time of admission. (2) UGC grant. (3) State grant.

Working hours: Working hours of Library are from 10.30 AM to 4.30 PM on all working days except Sundays & other holidays. Books are issued to the students of different classes on specified dates.

MEMBERSHIP

1. Every Employee of the University and the authorities of the University shall be the members of the University library.
2. UG students will be enrolled as members of the library on the basis of the admission notification list forwarded by the PG Council Chairperson of the University.
3. PG and M.Phil students will be enrolled as members of the Library on the basis of the certificate of admission forwarded by the respective Heads of Department. Borrower's card will not be supplied to a student member unless she produces the Identity card and a passport size photograph.
4. Borrowers Card is not transferable.
5. If a student member loses her borrower's Card she should immediately report this to the Chief Librarian in writing and a duplicate borrowers Card will be issued to her on payment of a fee of Rs. 50/- and on submission of a passport size photograph.
6. No student will be (allowed to fill up forms) to appear at any University examination, unless she obtains a "No Dues" certificate from the Librarian-cum-Chief Nodal Officer and no student shall be given a transfer Certificate without producing Library clearance.

7. To terminate her membership, a student member shall return to the Library all the books borrowed by her along with her borrowers Card to the Librarian-cum-Chief Nodal Officer who will then give her a certificate of "No Dues".
8. The University shall not settle the accounts of a member without the production of "No Dues" Certificate from the Librarian-cum-Chief Nodal Officer.
9. Books borrowed by the members are not transferrable.
10. Members shall appear in person to take books on loan.
11. If the date of due return of a book falls on a holiday of the University, the books shall be returned on the next working day. However in case of summer vacation, Puja holiday, it shall be returned on the 1st working day after the vacation or the holidays as the case may be.
12. Manuscripts, periodicals, dictionaries, books in reference section, rare books which might be difficult to replace and such other works as may be declared as rare shall not be taken out of the Library.
13. Books which are temporarily in great demand may be lent for shorter periods as may be prescribed by the Librarian-cum-Chief Nodal Officer.
14. No journals or back volumes can be issued to any borrower or to any department.

Rules for the Library users

- 1) Teachers, Students, Officers, other employees of the University and members of authorities of the University may be issued books on loan.
- 2) Only the members (Students, staff and teachers) of the University Library can use the library. Others, with special permission from the University authority may use the Library.
- 3) The following table shows the maximum number of books that may be issued to various categories of borrowers along with the period of retention of Library books.

Categories of Borrower	No. of Books	Time Permitted
A Academic Staff	10	01 month
B Non-Academic staff	03	14days
C UG Student	02	14 days
D P.G. Student	04	14 days
E M.Phil	04	14 days

- 3) No one should enter the library with their personal belongings and books.
- 4) Silence should be maintained in the Library.
- 5) Library premises should not be used for any purpose other than reading books, journals, periodicals, newspaper etc. of the Library.
- 6) Any personal belongings should be kept in the space specified for the students and staff.
- 7) No books should be taken out of the Library without the knowledge of the Librarian-cum-Chief Nodal Officer. Borrowers must examine the condition of the books before issue and in case of any mutilation discovered later, the presumption will be against the borrower. In case of any damage found later on, the borrower is held responsible.
- 8) Library books should be refunded on the due date otherwise the borrower will be fined at the rate of one rupee per day per book.
- 9) Ordinarily one book, journal or periodical is issued to every student for the reading room. No reference material is allowed to be taken out of the Library.
- 10) A student who wants to borrow books must drop her requisition slip in a box kept in the Library a day before the issue date.
- 11) If a book borrowed is lost then he/she shall inform the Librarian-cum-Chief Nodal Officer. in writing immediately, and is required to replace the book. If the book is not available the borrower is required to pay ten times of the purchase price of the book, in case of Indian publication, and onetime Indian conversion price in case of foreign edition books + 10% as service charge against the cost so fixed.
- 12) All the books borrowed by the users should be returned to the Library for the stock verification as and when directed by the Librarian-cum-Chief Nodal Officer.

LIBRARY STAFF

Smt. Soudamini Bhuyan, MA,Lib., Asst. Librarian	9853152451
Smt. Swapna Mohanty, M.A.,Lib., Asst	9437631791
Smt. Manjushree Mishra, Library Attendant	9937563203
Smt. Minanayani Dei, Library Attendant	9439330530
Smt. Basanti Nayak, Lab. Attendant	7873772567

Sankuntala Panda Memorial Reading Room

M.O.U. has been signed between Mr. Harihar Panda and Rama Devi Women's University to set up "Sankuntala Panda Memorial Reading Room" with cost of Rs. 50,00,000/- in the University Library to develop reading habits among the students and facilitating the research activities.

HOSTEL (U.G., P.G. AND M.Phil)

Officers in charge of Hostel

- | | | |
|---------------------|--------------|---|
| Warden of Hostels | | – Dr. (Smt.) Arati Biswal, Associate Professor in English |
| Anindita Hostel | – Supdt. | – Smt. Bandita Mohanty, Associate Professor in Physics |
| | Asst. Supdt. | – Dr. Sneha Das, Assistant Professor in Hindi |
| Ananya Hostel | – Supdt. | – |
| | Asst. Supdt. | – Dr. Sabahat Tabriz, Assistant Professor in English |
| Anupama Hostel (PG) | – Supdt. | – Dr. Jyotshna Das, Associate Professor in Odia |
| | Asst. Supdt. | – Dr. Pratima Mishra, Associate Professor in Psychology |

With the addition of a new Hostel for PG students on 26.11.15 there are now 3 general hostels namely 'Anindita', 'Ananya' and 'Anupama' which provides accommodation to the girls :

- i) Anindita Hostel 120 seats
- ii) Ananya Hostel 120 seats
- iii) Anupama Hostel 30 seats for PG students
- iv) Hostel for the visually challenged (under-construction)

Rules for the Hostel

Students, desirous of residing in the Hostel, will have to mention clearly in the application form under the appropriate head without mentioning the name of any hostel. No student can claim, as a matter of right, to stay in a particular hostel or in a particular room.

The selection for admission to hostel is made according to merit and good conduct, after admission into the college.

Only parents natural guardians are allowed to meet their wards in the hostel and fill up their visitor forms which are available in the Hostel office.

Students living in the hostel will be under the direct control of the Superintendent and the University authorities.

Hostel furniture, duly numbered, shall be issued to the boarders and the boarders shall be held responsible for any damage. In case of damage to electric installations, the boarders shall be held jointly responsible. Roll call and attendance will be taken daily at the end of the evening prayer at 5,50 p.m. in the dining hall by the Assistant Superintendent. All the boarders should be present during the roll call and in the prayer class. The boarders have to arrange their own electric bulbs.

The hours fixed for the study are:

- i) 6.30 a.m. to 9.00 a.m.
- ii) 6.30 p.m. to 9.00 p.m.
- iii) 10.00 p.m. to 11.00 p.m.

Students are not allowed to leave their rooms or enter other rooms during study hours without sufficient justification, Viewing T.V. during study hours is not permissible.

No boarder shall ordinarily be allowed to leave her room during study hours.

No boarder shall go out of College Campus without the permission of the Superintendent.

All boarders should be in the hostel from 6 p.m. till 6 a.m. Absence from the hostel during these hours without permission of the Superintendent is strictly prohibited and will be treated as an act of indiscipline. Authorized visitors are allowed to visit the boarder in the hostel during visiting hours only. They have to sign in the visitor's book along with other necessary entries before meeting their ward. They may, however, visit the boarder in the hostel beyond the visiting hours with specific permission from the Superintendent only on the ground of the boarder's ill health of requiring urgent attention or on any urgent business, to be determined at the discretion of the Superintendent.

Visiting Hours

- i. Monday to Saturday 4.00 p.m., to 6.00 p.m.
- ii. Sunday 8.00 a.m. to 5.30 p.m.

Visitors will be received only in Visitor's room.

Parents of boarders are allowed to visit their wards on any day with due permission from the Superintendent. No boarder will be permitted to leave the Hostel without a letter of authority from the parents or local guardian concerned.

No boarder will be permitted to go home during the working days. Under special circumstances, she will be allowed to go home on production of a letter from her parents or natural guardian only.

No boarder will be allowed to go home alone. She may, however, be allowed to travel during day time, alone, at her own risk, on production of an authorization letter from her parents or natural guardian, addressed to the Superintendent.

No boarder will be allowed to go home either alone or with an escort between 9.00 p.m. to 5.00 a.m. Boarders are not allowed to stay overnight with local guardians unless otherwise specifically permitted by their parents.

Boarders cannot stay in the hostel during any vacation except in special circumstances like exams.

The hostel remains closed during the Puja and Summer vacation.

If a boarder wishes to return to the hostel after the Summer vacation, she must inform the Superintendent in writing before she leaves the hostel at the time of vacation.

No boarder shall leave the hostel permanently unless she obtains the permission of the authorities. An application for the purpose shall be made through the Superintendent of the hostel who will ascertain that all dues in the Hostel have been paid, and that she is not responsible for damaging hostel property; before forwarding the application with a "No-Dues" clearance certificate, The application shall be made by the parents or local guardian.

- Male visitors are not allowed to enter the hostel. Female visitors and Day Scholars are also not allowed to enter the Hostel Rooms without the permission of the Superintendent.
- All letters and communications to and from the boarder will pass through the Superintendent.
- Continuous absence from the Hostel for a period of one month will lead to forfeiture of the seat in the hostel.
- Boarders are allowed to visit their local guardians twice a month strictly on holidays and Sundays from 8.00 a.m. to 5.00 p.m., on the production of an application by the natural or local guardian to the Superintendent.
- Boarders, should in all cases, obtain the permission of the P.G. Council Chairman through the Superintendent before joining or taking part in any association or meeting outside the college.
- All activities by the students, either for calling a meeting or circulating notices or raising subscriptions must receive the sanction of the Superintendent.
- The Superintendent has the power to censor all reading materials brought into the hostel. Possession and/or circulation of objectionable reading matter in the hostel will be regarded as a breach of discipline.

The following will also be considered as breach of discipline :

- i. Absence from the Hostel without leave.
 - ii. Continued neglect of the study,
 - iii. Spitting around the rooms and verandahs and littering the hostel premises.
 - iv. Want of cleanliness and tidiness in the room.
 - v. Absence from the hostel in the evening without prior permission of the Superintendent.
 - vi. Writing on or disfiguring the walls, doors or windows of the buildings.
 - vii. Holding any special meeting in the Hostel without the approval of the Superintendent
 - viii. Bringing in guest to their rooms without clearance from the Superintendent
 - ix. Keeping of pets, transistors, cameras, valuable ornaments and heaters, stoves, burners, electric and/or non-electric.
 - x. Non attendance during prayer without prior permission.
- The internal management of the Hostel rests with the Superintendent
 - The Superintendent shall be in charge of general administration, finances and discipline etc. of the Hostel.
 - The Assistant Superintendent shall be in overall charge of the Hostel Mess and perform other duties assigned by the authorities.
 - The Superintendent shall nominate, one suitable boarder as the General Secretary to help her see to the inmates discipline and well being, cleanliness of rooms on the hostel premises, supply of water, electricity and all other amenities provided in the hostel.
 - The Superintendent has power to punish any boarder for breach of discipline such as involvement in any case of ragging and theft. All cases of gross misconduct shall be reported to the P.G. Council Chairperson by the Superintendent.
 - Use of mobile phones by the boarders should be restrained and judicious, and by no means should be a source of disturbance to fellow inmates.
 - No boarder is allowed to entertain their college classmates in the hostel. However, they are free to meet them only in the visitor's room.
 - Each boarder is required to submit a passport size photograph of herself and her local guardian at the time of admission.

Expulsion from Hostel

- i. Students may be expelled from the hostel on the report of the Superintendent regarding violation of hostel rules.
- ii. In case of communicable diseases, the hostel authorities may expel the student from the hostel if she refuses to be isolated.
- iii. Prolonged and unauthorized absence from the hostel and regular non-payment of hostel dues shall invite expulsion from the hostel.

Mess Rules

- i. The boarders, residing in the hostel, are required to take their meals only in the hostel mess and they are strictly prohibited to prepare any food in their rooms.
- ii. A mess committee shall be formed every month from among the boarders. It is the responsibility of the boarders to run their own mess. The Superintendent and Asst. Superintendent are only to supervise and guide them in smooth functioning of the mess. A mess committee headed by the Mess Secretary in each month will assist in running the mess.
- iii. Mess charges are payable in advance. A boarder has to pay mess dues in advance at the time of admission into the Hostel per session. When she leaves the hostel permanently she has to produce a 'no dues' certificate. Monthly mess charges are not fixed and are liable to change during the session depending on the changes in market price (Vide DPI's Circular No. 20120 dated 16.04.1979 and G.O. No. 23280/E.S.S. dated 24.05.1980).
- iv. If a boarder stays 10 (ten) days or more in a month in the hostel, she has to pay full monthly charges of the mess. But if she stays less than 10 days she has to pay half the mess dues for the month concerned.
- v. If a boarder remains absent for one month with prior permission of the Chairperson P.G. Council and Superintendent, she has to pay Rs. 100/- (subject to change) towards mess charges.
- vi. Rs.20/- is to be collected as fine for each month if a student fails to pay her hostel dues within the stipulated date.

Guest Rules

- i. With prior permission from the Superintendent a female guest is allowed to stay in the hostel only in an emergency.
- ii. The Warden's written permission is needed if the guest wants to stay beyond three days. In such cases, she has to pay the monthly hostel establishment charges as payable by regular boarders and mess charges determined for guests.
- iii. Mess charges for a guest are same as that of a boarder, that is, Rs. 1200 per month (subject to change). All the guest boarders have to abide by the mess rules as stated under MESS RULES.
- iv. Guest charges will be collected day wise, and not meal-wise.
- v. The guest who will remain in the hostel has to obey all the administrative and disciplinary rules of the hostel, and her tenure of stay in the hostel as a guest can be terminated at any time without assigning any reason thereof.
- vi. The Chairperson, P.G. Council reserves the right to refuse admission to a boarder/guest into the hostel and her decision in this regard is to be treated as final.
- vii. Boarders of different classes have to leave their hostels soon after their examinations are over, and can, under no circumstances continue their stay on any ground.

Indira Gandhi Post-Matric Adivasi Women's Hostel

1. This is a special hostel sponsored by the ST and SC Development Department, Government of Orissa exclusively for the Scheduled Caste and Scheduled Tribe students.
2. Application for admission to the hostel is received along with the application form for admission to the college. These applications are screened by the Superintendent and hostel seats are allotted. Seats to be allotted in the rooms are determined by the Superintendent. The boarders get a stipend from the ST and SC Development Department They manage their own mess by themselves.
3. Students living in the Hostel are under the control of the P.G. Council of the College. Rules for the maintenance of the hostel are framed by the Superintendent from time to time and the boarders are to abide by them.
4. On admission to the hostel each boarder is required to pay approximately Rs. 300/- as mess advance. Except the mess charge no other charges are to be paid by the student.
5. Parents or Guardians of the boarder should submit a list of authorised visitors and Local Guardians. The visitors are required to visit during the visiting hours as decided by the Superintendent.

Hostel for the Visually Challenged Students :

A hostel for the visually challenged students of this University is under construction. This hostel has the capacity of accommodating 100 students. It is going to be functional from the next session. These students will stay free in this hostel as there is no establishment charge. However they have to pay the mess dues.

THE CONSTITUTION OF THE UNIVERSITY STUDENTS' UNION, ASSOCIATIONS, CLUBS AND SOCIETIES

To facilitate the function and discharge of duties of P.G. Council in relation to the matters stated in the Statute 252(4) (b) (c) (d) of the **Orissa Universities First Statutes 1990** and to bring about a healthy interaction between the administration and the students, the **P. G. Council in its meeting held on 24.09.15** approved the following constitution of the University Students' Union, Associations, Clubs, Societies etc for the P.G/U.G Departments of Rama Devi Women's University, Bhubaneswar.

Further, the P.G. Council in its meeting held on 24.09.15 decided that the bonafide students of erstwhile R.D. Women's Autonomous College are eligible to take part in the University election process along with the regular UG / PG students of this University since R.D. Women's Autonomous College has been upgraded to R.D. Women's University vide Government Notification No.11605, dated.30.05.2015.

Moreover, the recommendations of Lyngdoh Committee as directed by the Supreme Court in SLP(C) No.24295/2004 were adopted by the P.G. Council in its meeting held on 24.09.2015 and approved by the OSD/ Vice-Chancellor on 26.09.2015. The relevant provisions of the said recommendations are incorporated in the Constitution and known as the "**Constitution of the Rama Devi Women's University Students' Union**". This came into force with effect from 26.09.2015.

The following Students' Union, Associations, Societies and Clubs of R.D. Women's University provide scope for cultural activities of the students.

- Ø **Students' Union**
- Ø **Athletic Club and Sports Council**
- Ø **Day Scholars' Association**
- Ø **Drama Society**
- Ø **Science Society**
- Ø **Social Service Guild**
- Ø **Editor- "Arundhati"**

CONSTITUTION OF STUDENTS' UNION

1. The objectives of the University Students' Union are :

- (a) To organise discussions on the social, cultural, academic, national and international problems.
- (b) To organise various competitions among the students
- (c) To invite eminent persons to address the students of the P.G. /U.G Departments of the University.
- (d) To take such other activities as are proposed & accepted by the Students' Union and approved by the Chairperson, P. G. Council.
- (e) To aid and assist the Chairperson of the P.G. Council as and when necessary in Student's Welfare, Social Welfare activities and in enforcing discipline among the students.

2. Membership of the Students' Union

- (a) Each regular student of a P.G/U.G Department of Masters /Bachelors Degree Programme of the Rama Devi Women's University, Bhubaneswar is a member of the Students' Union.
- (b) The Student's of this University pursuing the fulltime Self finance courses are eligible to participate/ contest in the election i.e. from 2015-16 Academic section.
- (c) Every student of the P.G/U.G Department of the Rama Devi University shall pay an annual subscription as may be determined by the P.G. Council from time to time.
- (d) No one is a member of the Students' Union if :
 - (i) her name is not in the rolls of the Department,
 - (ii) she has not paid her tuition and annual fees.

3. The Executive Committee

The Students' Union refers to the Union of registered students of the Rama Devi Women's University and the students of the erstwhile RD Women's Auto. College registered under Utkal University. There shall be an executive committee of the Students' Union consisting of the following Office Bearers and Executive Members.

- i) President
- ii) Vice-President
- iii) General Secretary
- iv) Joint General Secretary
- v) Five student members to be elected one from each of the classes, from Degree to Post-Graduate classes as Class Representatives.
- vi) **Fifty percent of the members shall constitute the quorum.**
- vii) All the above mentioned members shall have voting rights in the meeting of the executive committee.
- viii) In addition, the secretaries of the other societies, associations and clubs may also be invited to the meeting of the Executive Committee, as and when required, with the prior permission of the Advisor.

4. Functions of Executive Committee

The functions of the Executive Committee shall be:

- i) To draw up the programme of the Union activities for the academic session.
- ii) To adopt the Union Budget for the session,
- iii) To undertake such other activities as are consistent with the objectives of the Union in accordance with the constitution.

5. Meeting of the Executive Committee

- i) The first meeting of the Executive Committee will be the Budget meeting. The Executive Committee will prepare the budget within the amount received by the University towards the admission fees for such purpose and approved thereof by the Advisory Board and the Chairperson P.G Council.
- ii) An ordinary meeting of the Executive Committee will be convened by the Secretary in consultation with the President and the Advisor. Notice for such a meeting with date, time, place and agenda, shall be given to the members at least 02 working days prior to the meeting.
- iii) An extraordinary meeting of the Executive Committee can be convened at any time by the Advisor.
- iv) An extraordinary meeting of the Executive Committee can also be convened by the President in the absence of the Secretary with the consent of the Advisor.
- v) No meeting of the Executive Committee can be conducted without the Advisor or his/her nominee.
- vi) Fifty percent of the members of the Executive Committee shall constitute the quorum.
- vii) The minutes of the meeting shall be maintained by the Secretary and a copy thereof shall be communicated to the Chairperson P.G Council through the Advisor within two days.
- viii) No guest will be invited to address the meeting held under the auspices of the Union, unless the name of the guest has been recommended by the Executive Committee of the Union, approved by the Advisor and the Chairperson, P.G. Council.

6. Advisory Board

- (a) There shall be one Advisor and a number of Associate Advisors nominated by the Chairperson P.G Council from among the members of the teaching staff to constitute the Advisory Board.
- (b) The Advisor and the Associate Advisors shall be present at the meeting of the Executive Committee and at ordinary meetings of the Union. They will assist, by helpful suggestions whenever necessary, in the proper conduct of the meeting. The President may refer to the Advisor any rule for interpretation and the decision of the Advisor, when so referred to, shall be final and binding.
- (c) The Advisor and the Associate Advisors may at any time during a meeting, at the request of the President, explain the scope and effect of a motion or amendment.
- (d) The Advisor may, if she/he unable to be present a meeting, request the senior most Associate Advisor to take her/his place. She/he shall discharge all the functions of the Advisor.

7. The President

- (a) Any member of the Students' Union is eligible for election as President of the Students' Union.
- (b) The President shall preside over all the meetings of the Executive Committee and over the meetings held under the auspices of the Students' Union.
- (c) The President shall be responsible for maintaining law and order in all meetings in which she presides and her ruling shall be final except where the Advisor interprets the rules, in which case, the Advisor's interpretation shall be binding on the members.
- (d) The President shall jointly with the General Secretary provide full and complete accounts in respect of the expenditure for the different activities of the Students' Union during her term in office in accordance with the budget prepared for the session in a meeting of the Executive Committee, where the Adviser and the Associate Adviser shall remain present.

8. The Vice- President

- (a) Any member of the Union belonging of the UG 1st and 2nd year or PG 1st year is eligible to contest for the post of the Vice-President .
- (b) The Vice- President will assist the President in all activities of the Union. In the absence of the President, the Vice-President shall discharge all the duties of the President of the Students' Union.

9. The General Secretary

- (a) Any member of the Union can contest for the post of General Secretary of the Union.
- (b) It shall be the duty of the General Secretary to issue notices for all ordinary and extra-ordinary meetings of the Union Executive Committee. Such notices, however, must be countersigned by the President and the Advisor.

The General Secretary shall apply to the Chairperson P.G. Council through the Advisor Students' Union for grant of funds for the purpose of Students' Union expenditure as per the budget passed by the Executive Committee. In case the President and the General Secretary do not agree on the drawal and expenditure of money budgeted and approved by the Executive Committee, the Advisor shall draw the money in consultation

with the Chairperson, P.G. Council and spend the same for the purpose as mentioned in the Budget.

- (a) The General Secretary must submit vouchers and statement of expenditure for money already drawn before applying for fresh advances.
- (b) The General Secretary shall organize meetings, debates and competitions in consultation with the President.
- (c) The General Secretary shall record all resolutions of the Executive Committee and get them approved by the Chairperson P.G. Council before acting on the resolutions.
- (d) Before the Union Office bearers relinquish office, it is mandatory for the General Secretary to call a meeting of the outgoing Executive Committee before May 10 each year and present a statement of expenditure of the money drawn during her tenure in office which shall be notified to all members of the Union after due approval by the Executive Committee.

10. Joint General Secretary

- (a) Any member of the Union can contest for the post of Joint General Secretary from among the students of the UG 1st and 2nd year, or P.G. 1st year.
- (b) The Joint General Secretary shall assist the Secretary in the discharge of her functions and in the absence of the General Secretary, the Assistant Secretary shall discharge all her duties.

11. Elections

(a) Model of Election & Other Criteria

A system of direct election of the office bearers of the Students' Union shall be held whereby all the regular students of P.G./U.G Departments shall vote directly for the office bearers as per the directives of the Hon'ble Supreme Court in SLP(C) No.24295/2004 and the decision of the P.G. Council, held on 24.09.2015.

(b) Disassociation of Student Elections and Student Representation from Political Parties.

During the period of the elections no person, who is not a student on the rolls of the University, shall be permitted to take part in the election process in any capacity. Any person, candidate, or member of the Students' Union, violating this rule shall be subject to disciplinary proceedings, in addition to her candidature be, being revoked.

(c) Frequency and Duration of Election Process

- i) It is recommended that the entire process of elections, commencing from the date of filing of nomination papers to the date of declaration of results, including the campaign period, should not exceed 10 days.
 - ii) It is further recommended that elections be held on a yearly basis and that the same should be held between 6 to 8 weeks from the date of commencement of the academic session or as notified by the Government.
- d) Eligibility Criteria for Candidates to contest the election to the Students' Union and other bodies**
- 1) For P.G./U.G. Students, the maximum age limit to legitimately contest for election would be 17-22years (U.G) & 24-25 years (P.G).Although, the Committee would refrain from prescribing any particular minimum marks to be obtained by candidate, the candidate should in no event have any academic arrears in the year of contesting the election.
 - 2) The candidate should have attained the minimum 75 percentage of attendance.
 - 3) The bonafide students of erstwhile R.D Women's Autonomous College shall be treated as students of R.D. Women's University and all students of this University are eligible to participate/contest in the election of this University with effect from the academic session 2015-16, as R.D. Women's Autonomous College has been upgraded to R.D. Women's University vide Govt. of Odisha Department of Higher Education Lt No. 11605, Dated 30.05.2015.
 - 4) Any student of this University including the students of erstwhile R.D. Women's Autonomous College can contest in the election of this University for any post of the office bearer or executive member.
 - 5) The candidate shall have only one opportunity to contest for the post of Office Bearer and two opportunities to contest for the post of an executive member i.e. Class Representative.
 - 6) The candidate shall not have a previous criminal record, that is to say she should not have been tried and/or convicted of any criminal offence or misdemeanour. The candidate should not have been subjected to any disciplinary action by the University authorities.
 - 7) The candidate must be a regular, full time student of a P.G./U.G Department of the University and should not be a distance/proximate education student, i.e. to all eligible candidates must be enrolled in a fulltime course, the course duration being at least one year.

12. Election - Related Expenditure and Financial Accountability

- i) The maximum permitted expenditure per candidate shall be Rs.5000/-
- ii) Each candidate shall, within two weeks of the declaration of the result, submit complete and certified (to be certified by the candidate) accounts to the University authorities. The University shall publish such certified accounts within 2 days of submission of such accounts, through a

- iii) suitable medium so that any member of the student body may freely examine the same.
- iii) The election of the candidate will be nullified in the event of any non-compliance or in the event of any excessive expenditure.
- iv) With the view to prevent the inflow of funds from political parties into the student election process, the candidates are specially barred from utilizing funds from any other sources other than voluntary contributions from the student body.

13. Code of Conduct for the Candidates

- i) No candidate shall indulge in nor shall abet any activity, which may aggravate existing difference or create mutual hatred or cause tension between different castes and communities, religious or linguistic, or between any group(s) of students.
- ii) Criticism of other candidates, when made, shall be confined to their policies and programs, past record and work. Candidates shall refrain from criticism of all aspects of private life, not connected with the public activities of the other candidates or supporters of such other candidates. Criticism of other candidates, or their supporters based on unverified allegations or distortion shall be avoided.
- iii) There shall be no appeal to caste or communal feelings for securing votes. Places of workshop, inside or outside the campus shall not be used for election propaganda.
- iv) All candidates shall be prohibited from indulging or abetting, all activities which are considered to be "corrupt practices" and offences, such as bribing of voters, intimidation of voters, impersonation of voters canvassing, or the use of propaganda within 100 meters of polling stations holding public meeting during the period of 24 hours ending with the hour fixed for the close of the poll and the transport and conveyance of voters to and from polling station.
- v) No candidate shall be permitted to make use of printed posters, printed pamphlets or any other printed materials for the purpose of canvassing. Candidates may only utilize hand-made posters for the purpose of canvassing, provided that such hand-made posters are procured within the expenditure limit set out herein above.
- vi) Candidates may only utilize hand-made posters at certain places in the campus, which shall be notified in advance by the election commission/University authority.
- vii) No candidate shall be permitted to carry out processions or public meetings or in any way canvass or distribute propaganda outside the University campus.
- viii) No candidate shall nor shall her supporter, deface or cause any destruction to any property of the University/college campus, for any purpose whatsoever, without the prior written permission of the University authorities. All candidates shall be held jointly and collectively responsible for any destruction/ defacing of University property.
- ix) During the election period the candidates may hold processions and/or public meeting provided that such processions and/or public meetings do not, in any manner, disturb the classes and other academic and co-curricular activities of the University. Further, such procession/public meeting may not be held without the prior written permission of the University authorities.
- x) The use of loudspeakers, vehicles and animals for the purpose of canvassing shall be prohibited.

14. Duties and responsibilities of the organization and candidates on the day of polling:

- They shall :
 - i) Cooperate with the officers on Election duty to ensure peaceful and orderly polling and complete freedom to the voters to exercise their franchise without being subjected to any annoyance or obstruction.
 - ii) Not serve or distribute any eatables or other solid and liquid consumables, except water on polling day.
 - iii) No distribution of hand out bills, printed materials or any propaganda on the polling day be made by the candidates and their supporters.
 - iv) Except the voters, no one without a valid pass/letters of authority from the Union Advisory Board report or from the University authorities shall enter the polling booths
 - v) The election University Authorities shall appoint impartial observers. In case of Deemed universities and self-financed institutions, government servants may be appointed as observers. If the candidates have any specific complaint or problem regarding the conduct of the elections they may bring the same to the notice of the observer. Observers shall also be appointed to oversee the process of nomination of students in the institution that are following the nominations model of student representation.
 - vi) All candidates shall be jointly responsible for ensuring the cleaning up of the polling area within 48 hours of the conclusion of polling.
 - vii) Any contravention of the above recommendations may make the candidate liable to be stripped

of her candidature, or her elected post, as the case may be. The election committee/ University authorities may also take appropriate disciplinary action against such a violator.

- viii) In addition to the above-mentioned code of conduct, it is also recommended that certain provisions of the Indian Penal Code, 1860 (Section 153-A and Chapter IX-A-"Offences Relating to Election") may also be made applicable to student elections.

15. Maintaining Law and order on the campus:

Any instance of acute lawlessness or the commission of a criminal offence shall be reported to the police by the University authorities as soon as possible, but not later than 12 hours after the alleged commission of the offence.

16. Election Process

- (a) Once in the beginning of each academic session, on such dates as the Chairperson, P.G. Council may fix ordinarily between six to eight weeks from the date of commencement of the academic session, the election to different offices of the Students' Union shall be held *provided that normal conditions prevail*.
- (b) The election, stated above, shall be held in the manner as follows: Every Head of the U.G/P.G. Department of the University, after receiving the notification from the Chairperson, P.G. Council, shall prepare and send the names of the members of the Students' Union (regular students of the P.G/U.G. department) to the Chairperson.
- (c) After the preparation of a consolidated list, as above, the P.G. Council, Chairperson shall fix the date and time of filing of nomination, withdrawal of nomination and election to different offices of the Students' Union.
- (d) The desirous Students shall file nominations, on the date and time decided for the purpose, for different offices of the Students' Union before the Advisor or her nominee, after duly proposed and seconded by the members of the Students' Union with two members to propose and two Members to second for each nomination along with the certificate(s) from the competent authority with regard to the eligibility criteria for candidates. The proposers and seconders should necessarily be the members of the Students' Union. The nomination papers shall be duly scrutinized by the Advisor or such officials nominated by her. The Chairperson shall declare/notify the names of the valid nominations for different offices.
- (e) No member of the Students' Union shall be eligible to contest for more than one post.
- (f) Every member of the Students' Union has the right to vote in the election of the office bearers of the Students' Union and shall not cast more than one vote for each office.
- (g) The election shall be conducted by secret ballot on the date fixed by the Chairperson, P.G. Council and votes shall be recorded and attested in such a manner as the Chairperson, P. G. Council shall determine.
- (h) At the time of counting of the ballot papers, the candidates or her authorized agent can remain present; the agent authorized should be a member of the Students' Union.
- (i) Any objection raised by the candidate or the agent at the time of counting has to be given in writing to the Chairperson whose decision thereon shall be final.
- (j) The candidate obtaining the largest number of votes against a post shall be declared elected.
- (k) In case two or more candidates obtain equal number of votes, the election of the successful candidates shall be determined by lottery.
- (l) The Advisor may make announcement of the result of the election before the final declaration of the result by the Chairperson, P.G. Council. Where there is a difference of not less than five votes between the winning candidate and next candidate and if a request is made in writing by the concerned candidate within half an hour of the announcement of the results, the representation be placed before the Grievance Redressal Cell.
- (m) After all the objections are cleared off and recounting is completed the results shall be finalized by the persons in charge of counting, and on that basis the final result shall be announced by the Chairperson, P. G. Council, on receipt of necessary documents from the Advisor.
- (n) The declaration of the results by the Chairperson, P. G. Council shall be final, and there shall be no recounting thereafter.
- (o) Ordinarily, oath taking shall be held on the next working day after the declaration of the result and the elected Executive Committee shall make necessary arrangements.

3. DAY SCHOLARS' ASSOCIATION

There shall be a Day Scholars' Association in the University consisting of all the day scholar students as its members. The objective of the Association is to take up cultural activities among all the Day Scholars of the University.

- i. There shall be an Executive Committee consisting of
 - (a) President-Chairperson, P.G. Council

- (b) Vice-President, Teaching staff nominated by Chairperson
 - (c) Associate Vice-President nominated by Chairperson
 - (d) The Secretary
 - (e) The Assistant Secretary
 - (f) One class representative from each class (UG 1st, 2nd, 3rd year and PG 1st, 2nd year) to be elected by day scholars eligible students.
 - (g) **Fifty percent of the members shall constitute the quorum.**
- ii. Functions of the Executive Committee**
 The following shall be the functions of the executive committee
- (i) To prepare and approve the budget of expenditure for organizing the activities of the Association in the academic session like Ganesh & Saraswati Puja etc.
 - (ii) General Management of the Association.
 - (iii) To discuss all activities related to the welfare of the day scholars.
 - (iv) To take a decision on the matters that are beneficial for the improvement of the games and sports in the University.
- iii. Vice-President**
 There shall be a Vice President of the Day Scholars' Association appointed by the Chairperson, P.G Council from among the members of the staff. The President of the Day Scholars' Association shall be the ex-officio President and shall preside over all the meetings of the Association. The Chairperson, P.G. Council shall appoint an associate from among the members of the staff on recommendation of the President. The Vice-President shall act as President and discharge all the duties in her absence.
- iv. The Secretary**
 There shall be a Secretary elected from among the Day Scholars' students of the University during the election to the students' union, and other societies, clubs and associations. The following shall be the responsibilities of the Secretary.
- (a) She will be the Convener of the Executive Committee meetings, subject to the approval of the President.
 - (b) She will organize all the functions of the Association and shall be in-charge of utilization of the funds received for the purpose.
 - (c) She will prepare the Annual Report and may present the same after obtaining the approval of the President.
 - (d) She shall discharge all other duties as assigned by the Executive committee from time to time.
- v. The Assistant Secretary**
 The Assistant Secretary shall be elected by the Day Scholar students of the University during the election to the Students' Union, and other Societies, Clubs and Associations. She will be elected from among the students of the UG 1st and 2nd year and PG 1st year classes. She shall assist the Secretary in the smooth functioning of the Association and shall discharge all the responsibilities of the secretary in her absence.
- a. The Chairperson, P.G. Council shall be the final authority in matters relating to the Association.

4. DRAMA SOCIETY

There shall be a Drama Society for the University called The Rama Devi Women's University Drama Society. All the students, who are on the roll of the University, shall be members of this Society.

i. Advisory Committee

There shall be an Advisory Committee of the Drama Society headed by the Chairperson, P.G. Council who shall be the ex-Officio President of the Drama Society. The affairs of the Society shall be managed by an advisory Committee consisting of the following members.

- (a) The President – Chairperson P.G. Council (ex-officio)
- (b) The Vice-President - to be nominated by the Chairperson, P.G. Council from the teaching staff
- (c) Associate Vice-Presidents - to be nominated by the Chairperson, P.G. Council on recommendation of the Vice President from the teaching staff.

ii. The Vice-President

- i. She/ He will be in charge of the accounts and all correspondence regarding the activities of the Society that receives grant from the University.
- ii. She/ He will preside over the meeting of the Advisory Committee.
- iii. Any matter of dispute in the executive committee shall be referred by the Vice-President to the President, whose decision shall be final.

iii. The Executive Committee

There shall be an executive committee consisting of the following Office Bearers and Class Representatives:

- (a) Secretary to be elected by the students of the University from among UG and PG classes during Union Election.
- (b) Assistant Secretary to be elected by the students of the University from among UG 1st and 2nd year and PG 1st year students during Union Election.
- (c) One class representative from each class (UG 1st, 2nd & 3rd & PG 1st and 2nd Year)
- (d) **Fifty percent of the members shall constitute the quorum.**
- (e) All meetings of the executive committee shall be convened by the Secretary after approval of the Vice-president. The Vice President shall preside over the same. All the members of the Advisory Board shall attend the executive body meeting. No meeting of the Executive Committee shall be held without the Vice-president or his/her nominee.

iv. Functions

The Society shall perform the following functions

- (a) To have Seminars on Acting, Stage-Craft, Direction, Script-writing and the likes.
- (b) The society will present, if possible, experimental plays and shall arrange programmes for improvement of acting skills of students
- (c) The society shall arrange annual inter-class One-act plays and music competitions.
- (d) The Vice-President of the Drama society shall have the power to draw money from time to time and allot funds to different members of the Committee in proportion to their assignment. This, however, should be decided in the first meeting where the annual budget would be approved.
- (e) The guests to be invited for various activities of the Society shall be approved by the executive Body with the consent of the Advisory committee.

v. The Secretary

The Secretary shall be elected by the students of the University during the election to the Students' Union, and other societies, clubs and associations. The following shall be the responsibilities of the Secretary.

- (a) She will be the Convener of the executive committee meetings, subject to the approval of the Vice-President. The Vice President shall preside over such meetings.
- (b) She will organize all the functions and programmes of the Society as approved by the Executive body with the assistance of the Assistant Secretary.
- (c) She will prepare the Annual Report and may present the same after obtaining the approval of the President-Chairman, PG Council.
- (d) She shall discharge all other duties as assigned by the Advisory Committee from time to time.

vi. The Assistant Secretary

The Assistant Secretary shall be elected by the students of the University during the election to the Students' Union, and other Societies, Clubs and Associations. She will be elected from among the students of the UG 1st and 2nd year and PG 1st year classes. She shall assist the Secretary in the smooth functioning of the Society and shall discharge all the responsibilities of the secretary in her absence.

Neither the Secretary nor the Assistant Secretary shall ordinarily participate in any of the competitions organized by the Society. The Secretary shall keep the minutes of the meetings of the Society and expenditure statement of the account. Either or both of them may be removed from the office.

- i) By the Chairperson, P.G. Council
- ii) By a vote of no-confidence passed by no less than two-third of the members of the society specially called for the purpose.

vii. Election Rules

The election for the posts of Secretary, Asst. Secretary and Class Representatives shall be held in the beginning of each Academic Session along with the University Union Election. The Secretary shall be elected from among the students of UG and PG classes of the University. Assistant Secretary shall be elected from among the students of UG 1st year, 2nd year and P.G. 1st year classes only. The election procedure as laid down by the University Union Election shall be followed.

viii. The Chairperson, P.G. Council reserves the right to alter, amend or abrogate any of the rules mentioned above.

5. SCIENCE SOCIETY

There shall be a Science Society of the University which will be called "Rama Devi Women's University Science Society." All students who are pursuing studies for a Science Degree and are in the roll of the University are ipso facto members of Science Society.

i. Functions

The Society shall have the following functions:

- (a) To arrange debates, discussions, symposia and presentation of papers on scientific topics.
- (b) To invite eminent scientists to address the members of the Science Society.
- (c) To organize and conduct study tours.
- (d) To arrange Science Exhibitions.
- (e) To undertake such other extra-mural activities as are decided by the Executive Committee and approved by the Chairperson, P.G. Council.

ii. Executive Committee

The management of the affairs of the Society shall be vested in the Executive Committee consisting of the following members

- (a) The President - Chairperson, P.G. Council (Ex-Officio)
- (b) The Vice-President - to be nominated by the Chairperson, P.G. Council from among the Science faculty of the University.
- (c) Associate Vice-Presidents - to be nominated by the Chairperson, P.G. Council from among the Science faculty of the University on recommendation of the Vice-President.
- (d) Secretary and Assistant Secretary - to be elected by science students during Union Election.

iii. Function of the Executive Committee

- (a) to prepare the plan and programme of the activities of the society for the academic session.
- (b) to approve the Budget for the session within the budgetary receipt of funds.
- (c) to undertake such other activities as are consistent with the objectives of the Union in accordance with the constitution.

The first meeting of the Executive Committee will be the Budget meeting.

The Executive Committee will prepare the budget within the amount received by the University for such purpose along with the admission fee approved by the Advisory Board and the Vice-chancellor.

iv. The Secretary

The Secretary shall be elected by the students of the University from among the UG and PG science streams during the election to the students' union, and other societies, clubs and associations. The following shall be the responsibilities of the Secretary.

- (a) to convene the meetings of the executive committee after approval of the Vice-President
- (b) to record the proceedings of all meetings.
- (c) to maintain the records of the receipt and expenditure of the society activities and present the statement at the end of the session to the executive committee.
- (d) to organize seminars and competitions of scientific importance by inviting persons of eminence as per approval of the executive committee
- (e) to discharge all other functions as assigned by the executive committee .

v. The Assistant Secretary

The Assistant secretary shall be elected by the students of the University during the election to the students' union, and other societies, clubs and associations. She will be elected from among the science students of the UG 1st and 2nd year and PG 1st year classes. She shall assist the Secretary in the smooth functioning of the Society and shall discharge all the responsibilities of the secretary in her absence.

vi. Election Rules

- a) The election for the posts of Secretary & Asst. Secretary shall be held in the beginning of each Academic Session along with University Union Election. The election procedure as laid down for the University Union Election shall be followed.
- b) The Chairperson, P.G. Council has the right to make new rules if she thinks it necessary in the interest of the Science Society. The Chairperson, P.G. Council is the final authority in all matters relating to the Science Society.

6. SOCIAL SERVICE GUILD**(A) Objectives :**

There shall be a Social Service Guild of the University. All the students who are on the rolls of the University shall be members of the Social Service Guild.

- i) To grant stipend to needy and deserving students of the University.
- ii) To form a volunteer corps for rendering help to the destitute and the flood stricken people.
- iii) To arrange lectures by eminent persons for the benefit of the student community, and
- iv) To educate people in rural areas regarding the prevention of cholera, small pox, malaria, AIDS and such other epidemic.
- v) To discharge all other duties as advised by the president.

(B) The Working Committee

The working committee shall be constituted having the following members

- i. President – Chairperson, P.G. Council (ex-officio)
- ii. Vice-President - to be nominated by the Chairperson, P.G. Council from among the members of the teaching staff.
- iii. Associate Vice-Presidents - to be nominated by the Chairperson, P.G. Council on recommendation of the Vice-President from the teaching staff.
- iv. Secretary and Assistant Secretary of the Social Service Guild to be elected by the students.

(C) Functions of the Working Committee

- i. To prepare the budget for various activities of the Guild within the anticipated receipt of the fund.
- ii. To decide the disbursement of temporary loan to the poor students
- iii. To prepare the plan of action of the Guild for the academic session
- iv. All other works as assigned by the President.

(D) The Secretary

The secretary shall be elected by the students of the University from among the UG and PG students during the election to the Students' Union, and other Societies, Clubs and Associations. The following shall be the responsibilities of the Secretary :

- i. to convene the meetings of the working committee after approval of the Vice-President
- ii. to record the proceedings of all meetings.
- iii. to maintain the records of the receipt and expenditure of SSG and present the statement at the end of the session to the working committee.
- iv. to organize student volunteers to raise funds for improving the financial position of the Guild
- v. to work with dedication and loyalty to realize the aims and objectives of the Guild .

(E) The Assistant Secretary

- i) The Assistant Secretary shall be elected by the students of the University during the election to the students' union, and other societies, clubs and associations. She will be elected from among the students of the UG 1st and 2nd year and PG 1st year Classes. She shall assist the Secretary in the smooth functioning of the Guild and shall discharge all the responsibilities of the secretary in her absence.
- ii) The Chairperson, P.G. Council shall be the final authority in all matters relating to the Guild and her decision with respect to the functioning of the Guild shall be final and binding.

7. Editor - "Arundhati"

A.

- i. Subject to the provisions of the Constitution, any member of the Students' Union is eligible for election as the Editor, of "Arundhati".
- ii. The Editor, of "Arundhati" shall be responsible for publication of the magazine "Arundhati" and shall conduct such other activities as may be decided by the Editorial Board. The Editor shall act under the guidance of the Chief Editor, and the Editorial Board appointed by the Chairperson, P. G. Council from among the teachers.
- iii. The Editor, "Arundhati", shall apply to the Chairperson, P.G. Council through the Chief Editor for release of funds as per the budget prepared by the Editorial Board. However, the bulk expenses towards the cost of printing and paper may be made by the office of the Chairperson, P. G. Council as per the decisions of the Editorial Board. The Editor shall be responsible for rendering full and complete accounts of the funds received for expenditure by her as per the approved budget and in case of default the University authorities may take such action as they deem fit.
- iv. In no case, the Editor, "Arundhati" shall spend more than the funds allocated in the approved budget.

B. Editorial Board

There shall be an Editorial Board appointed by the Chairperson, P.G. Council and shall consist of :

- (i) Chief Editor to be nominated by the Chairman, PG Council from among the faculty members.
- (ii) Four members to be nominated by the Chairman, PG Council from among the faculty members.

C. Functions:

The functions of the Editorial Board shall be to monitor the publication of (i) Arundhati, (ii) Newsletter and such other publications as may be decided from time to time by the P.G. Council and to frame rules for the different printing and publication activities as above.

N:B: All the aforesaid rules are subject to amendment by the University Authorities as and when required.

ATHLETIC CLUB

There shall be an Athletic Club in the University consisting of all the members of the staff and the students. The Club shall have an Advisory Committee and an Executive Committee

i) Advisory Committee

The following shall be the members of the Advisory Committee of Rama Devi Women's University Athletic Club

- (a) President – Chairperson, P.G. Council (ex-officio)
- (b) The Vice-President – to be nominated by the Chairperson P.G. Council from among the members of the teaching staff.
- (c) Associate Vice-Presidents – to be nominated by the Chairperson P.G. Council on recommendation of the Vice-President.
- (d) The University Sports Officer.
- (e) Captains of all organized games.

N.B.: In the absence of any Captain, the Vice Captain selected by competent Committee shall attend the meeting of the Advisory Committee and will discharge the functions of the Captain.

ii) Functions of the Advisory Committee

- (a) The members of the Advisory Committee shall attend all the meetings of the Executive Committee convened by the Secretary
- (b) The Advisory Committee can have separate meeting(s), as and when required, if desired by the President. Such meetings shall be convened by the University Sports Officer and presided over by the President.
- (c) The Committee shall select the Captains and Vice Captains of various playing teams for inter-University competitions.
- (d) The Committee in consultation with the captain shall select the players of a team to represent the University
- (e) It shall be the sole authority of the Advisory Committee to take a decision on the representation of the University team(s) in inter-University competition(s).
- (f) Any matter of dispute in the Advisory Committee shall be referred to the President, whose decision shall be final and binding.
- (g) The Committee shall have authority to discuss any other matter that the President may decide from time to time.

iii) The Vice-President

- (a) She/he will be in charge of the accounts and all correspondence in this connection including the purchase of sports articles and other equipment.
- (b) Any matter of dispute in the Executive Committee shall be referred to the President, whose decision shall be final.

iv) Executive Committee

There shall be an Executive Committee of the University Athletic Club consisting of the following:

- (a) Secretary Athletic Club
- (b) Assistant secretary Athletic Club
- (c) One class representative from each class (UG 1st, 2nd, 3rd & PG 1st and 2nd Year)
- (d) In addition, the meetings of the Executive Committee shall be attended by the members of the Advisory Committee. There shall be no meeting of the Executive Committee without the Vice-President and University Sports Officer.

v) Functions of the Executive Committee

The following shall be the functions of the executive committee

- (a) To prepare and approve the budget of expenditure for organizing the activities for sports and games in the academic session.
- (b) General Management of the Club.
- (c) Promotion of games and athletics among students.
- (d) To take a decision on the matters that are beneficial for the improvement of the games and sports in the University.

vi) The Secretary

The secretary shall be elected by the students of the University during the election to the students' union, and other societies, clubs and associations. The following shall be the responsibilities of the Secretary.

- (a) She will be the Convener of the executive committee meetings, subject to the approval of the Vice-President. The Vice-President shall preside over such meetings.
- (b) She will organize the University Games and Sports / Athletic Club with the assistance of

Assistant Secretary, Captains and Vice-Captains on the advice of the University Sports Officer.

- (c) She will prepare the Annual Report and may present the same after obtaining the approval of the President.
- (d) She shall discharge all other duties as assigned by the Advisory committee from time to time for the improvement of the sports and games in the University.

vii) The Assistant Secretary

The Assistant secretary shall be elected by the students of the University during the election to the students' union, and other societies, Clubs and associations. She will be elected from among the students of the UG 1st year and PG 1st and 2nd Year Classes. She shall assist the Secretary in the smooth functioning of the club and shall discharge all the responsibilities of the secretary in her absence.

SPORTS COUNCIL

Rama Devi Women's University, the only Women's University of the state, has 46 affiliated women's colleges under its jurisdiction. The sports activities and tournaments of the University shall be opened to all the colleges affiliated to / managed by the University. This will be governed by a body called the 'Sports Council'.

Vision : Fortification of sports and sportsmanship among the girl students of the R.D.W. University and its bearing on their firm and unflinching determination in order to render valuable service to the society and nation.

Mission : Our mission is to encourage capacity building through physical education and prepare sports persons with soaring ethical dedication to their duties towards building a strong society and nation.

Objects :

- i) To foster and encourage sportsmanship amongst the girl students of the University.
- ii) To organize, control, manage and supervise Inter-college sports and tournaments within the jurisdiction of the University.
- iii) To regulate their conduct.
- iv) To undertake and conduct inter University competitions.
- v) To infuse the spirit of competition, sportsmanship and comraderie among the students that will facilitate them to bag laurels at national level games and sports.

Director Sports Council - **Dr. Durga Sankar Sarangi**, Associate Professor; Phone No. : 9861648111
P.E.T. - **Smt. Jayashree Mohapatra**; Phone No. : 9778595195

SCHOLARSHIPS AND OTHER FINANCIAL AIDS

The following scholarships are available to the students of Ramadevi Women's University. Students desirous of availing themselves of these scholarships must apply in the prescribed form available in the scholarship section through the Chairman of the P. G. Council to the concerned authorities.

National Scholarship

National scholarships are awarded to poor and meritorious students of P.G. and U.G. Classes for their post-matric studies by the Government of India through the Directorate of Higher Education, Odisha. Selection will be made on the basis of the students' performance in +2 (C.H.S.E.) and Degree Examinations as well as the annual income of their parents.

PG Merit Scholarship

This scholarship is awarded by the Directorate of Higher Education every year on the basis of the results of the Annual Degree Examination for a period of 2 years to Post-Graduate students to complete their studies.

Senior Merit-Cum-Means Scholarship

This is awarded by the Directorate of Higher Education, Odisha, on the basis of the results of +2 Examination for 3 years to students pursuing their undergraduate studies, The criteria for selection is both the student's performance at +2 (C.H.S.E.) Examination and the annual income of her parents.

Post Matric Scholarship (For S.C./S.T. Students)

This scholarship is awarded by the T.R.W. Department, Govt. of Odisha through the Sub-Collectors of respective Sub-Divisions only to S.C. and S.T. students of degree and post-graduate classes as per the government rates.

Hindi Merit Scholarship

This scholarship is awarded by the Govt. of India through the Directorate of Higher Education, Odisha to the students who have taken admission in the Degree classes with Hindi as a subject or in Post-Graduate course in Hindi. They should belong to non-Hindi speaking areas. The scholarship is provided till the end of their studies.

Scholarship to the Physically Challenged

This scholarship is provided to the Physically Challenged students by the Social Welfare Department of

the State Government through the District Social Welfare Officer (D.S.W.O) of each district to the students of Degree and Post-Graduate Classes. The nature of disability should be more than 40 % and such certificate should have been issued by the Chief District Medical Officer.

The candidate should have secured 50% marks in the last College/Council/ University Examination. She should not be in receipt of any other scholarship, and should have 75% of attendance. She should not be enjoying free boarding and lodging anywhere.

Scholarship to the Visually Challenged (Banishree)

This scholarship is provided to the Visually Challenged students by the Social Welfare Department of the State Government through the District Social Welfare Officer (D.S.W.O) of each district to the students of U.G. Degree and Post-Graduate Classes.

Scholarship to the Wards of Mine Workers

This scholarship is awarded by Department of Welfare, Govt. of India to the children of mine workers who are pursuing their studies in the Degree and Post-Graduate Classes.

Scholarship to the Wards of Bidi Workers

This scholarship is awarded by the Ministry of Labour, Govt. of India to the children of the Bidi Workers for pursuing their undergraduate and Post-Graduate studies. The scholarship will be tenable till the students complete their studies.

Prerana Scholarship

This scholarship is provided to the undergraduate and Post-Graduate students belonging to the SC/ST/OBC/SCBC category through the District Social Welfare Officer.

Minority Scholarship

This scholarship is provided by the Central Govt. of India to the undergraduate and Post-Graduate students belonging to the Minority communities.

Besides these there are two types of grants available for the meritorious and economically backward students of Ramadevi Women's University viz. grants from the Social Service Guild and the Students' Aid Fund. Each UG student of the University contributes Rs.10/- and 1 rupee towards the SSG Fund and SA Fund, respectively. For PG students and the contribution is Rs.20/- for each fund. The Chairman of PG Council is ex-officio President controls the funds. A committee is especially constituted for the purpose of sanctioning necessary aids to the deserving applicants.

COMMITTEES/BODIES/SOCIETIES & ASSOCIATIONS

1)	DISCIPLINE AND GRIEVANCE REDRESSAL COMMITTEE		
	i) Dr. Namita Panda, Psy.	-	Convener
	ii) Advisor Students Union.	-	Member
	iii) Dr. Rita Choudhury, Home Sc.	-	Member
	iv) Warden	-	Member
	v) All Hostel Superintendents	-	Member
	vi) DSW	-	Member
	vii) Dr. Basanta Ku. Dash, Phil.	-	Member
2)	ANTI- RAGGING COMMITTEE		
	i) Dr. Arati Biswal, Reader in English	Warden	Convener
	ii) All Hostel Superintendents	-	Member
	iii) Dr. Alaka Das, Physics	-	Member
	iv) Dr. Sarita Supkar, DSW	-	Member
	v) Advisor Student Union	-	Member
	vi) Dr. Bidyut prava Dash, Bot.	-	Member
3.	COMMITTEE FOR PREVENTION OF SEXUAL HARASSMENT		
	i) Dr. Arati Biswal, Reader in English	Warden	Convener
	ii) All Hostel Superintendents	-	Member
	iii) Dr. Alaka Das, Physics	-	Member
	iv) Dr. Sarita Supkar, DSW	-	Member
	v) Advisor Student Union	-	Member
	vi) Dr. Bidyut prava Dash, Bot.	-	Member
	vi) One Member from the out side	-	Member
4.	RESIDENTIAL COMMITTEE		
	i) Dr. Arati Biswal, English	Warden	Convener
	ii) Dy. Registrar, Establishment	-	Member
	iii) All Hostel Superintendents	-	Member
	iv) Dr. Sarita Supkar, DSW	-	Member
	v) Dr. Mrudhasini Sahu, Bot.	-	Member

5.	LIBRARY COMMITTEE		
	i) Chairperson P.G. Council	–	Convener
	ii) Dr. Pradipta Ku. Panda, Odia	–	Member
	iii) Dr. Bandita Mohanty, Phy.	–	Member
	iv) Dr. Harihar Mishra, Com.	–	Member
	v) Dr. Soubhagyalaxmi Saran, Socio	–	Member
	vi) Smt. Soudamini Bhuyan, Lib.	–	Member
6.	INFORMATION BULLETIN COMMITTEE		
	i) Dr. Namita Panda, Psy.	–	Convener
	ii) Dr. Alakananda Mishra, Eng.	–	Member
	iii) Dr. Bandita Mohanty, Phy.	–	Member
	iv) Dr. Rita Das, Chem.	–	Member
	v) Sri Rebati Kanta Moharana, Bot.	–	Member
7.	GARDEN & ENVIRONMENT COMMITTEE		
	i) Dr. Sujata Mohapatra, Bot.	–	Convener
	ii) OIC (NCC/NSS/Red Cross/Ranger)	–	Member
8.	PUBLIC RELATION COMMITTEE		
	i) Dr. Durga Shankar Sarangi, Eco.	–	Convener
	ii) Dr. Manas Behera, Pol. Science.	–	P.R.O.
	iii) Sri Rebati Kanta Moharana, Bot.	–	Member
9.	ADMISSION COMMITTEE		
	i) Dr. Trupti Mohapatra, Math., UG, admission	–	Secretary
	ii) Dr. Puspanjali Mishra, Bot, UG, admission	–	Coordinator
	iii) Dr. Tamala Pattnaik, Eco. Coordinator	–	P.G. Admission
	iv) Dr. Sarita Supkar, DSW	–	Member
	v) Dr. Sujata Mohapatra, Bot.	–	Member
	vi) Dr. Mamata Barik, Lect. in Odia	–	Member
	vii) Dr. Snehalata Das, Lect. in Hindi	–	Member
	viii) Dr. Rita Choudhury, Home-Science	–	M.Phil. Admn.
	ix) Dr. Gayatri Biswal, Home Science	–	M.Phil Admn.
10.	MAGAZINE COMMITTEE		
	i) Dr. Pradipta Ku. Panda, Odia	–	Chief Editor
	Editorial Board		
	ii) Dr. Indira Pattnaik, Sans.	–	Member
	iii) Dr. Kuna Panda, Hindi.	–	Member
	iv) Dr. Aparimita Mishra, Eng.	–	Member
	v) Sri Rebati Kanta Moharana, Bot.	–	Member
11.	LITERARY & CULTURAL COMMITTEE		
	i) Dr. Alakananda Mishra, Eng.	–	Convener
	ii) Dr. Jyostna Das, Odia	–	Member
	iii) Dr. Snehalata Das, Hindi	–	Member
	iv) Dr. Gayatri Biswal, Home-Science	–	Member
	v) Sri Susil Ku. Pattnaik, Music	–	Member
12.	PUJA COMMITTEE		
	i) Dr. Indira Pattnaik, Sans.	–	Convener
	ii) Dr. Subash Ch. Karua, Hist.	–	Member
	iii) Dr. Minati Samal, Math.	–	Member
	iv) Dr. Suparna Patel, H.Sc.	–	Member
13.	HEALTH CARE COMMITTEE		
	i) Dr. Indir-a Pattnaik, Sanskrit	–	Convener
	ii) Dr. Bishnu Pr. Panda, Chem	–	Member
	iii) Dr. Sarita Supkar, DSW	–	Member
	iv) Sri Rebati kanta Moharana, Bot.	–	Member
14.	STUDENT'S WELFARE COMMITTEE		
	i) Dr. Sarita Supkar, DSW	–	Convener
	ii) OIC (NSS/NCC/Ranger/YRC)	–	Member
	iii) Sri Susil Ku. Pattnaik, Music	–	Member
	iv) Sri. Rebati Kanta Moharana, Bot.	–	Member
15.	JOURNAL COMMITTEE		
	i) Chairperson P.G. Council	–	Convener
	ii) Dr. Basanta Ku. Dash, Phil.	–	Member
	iii) Dr. Harihar Mishra, Comm.	–	Member
	iv) Dr. Soubhagyalaxmi Saran, Socio.	–	Member

	v)	Dr. Jyoshtna Das, Odia	–	Member
	vi)	Dr. Sujata Mohapatra, Bot.	–	Member
	vii)	Dr. Kuna Panda, Hindi	–	Member
16.	BUILDING COMMITTEE			
	i)	Registrar	–	Chairperson
	ii)	Dr. Santosini Patra, Chemistry	Development Officer	Member
	iii)	Comptroller of Finance	–	Member
	iv)	Dy. Registrar (Estt.)	–	Member
	v)	Dy. Registrar (Admn.)	–	Member
	vi)	Dr. Manas Behera, Pol. Sc.	–	Member
	vii)	Dr. Gayatri Biswal, H. Sc.	–	Member
	viii)	Sri P.K. Dalai, Head Clerk	–	Member
17.	STUDENTS UNION ADVISORY BOARD			
	i)	Dr. Jayashree Samal, Psy.	–	Advisor & Convener
	ii)	Dr. Soubhagyalaxmi Saran, Socio	–	Associate
	iii)	Dr. Mihir Ranjan Sethi, Dy. Registrar	–	Associate
	iv)	Dr. Indira Pattnaik, Sans.	–	Associate
	v)	Dr. Sahadev Swain, Comm.	–	Associate
	vi)	Dr. Gayatri Biswal, H.Sc.	–	Associate
	vii)	Dr. Manas Behera, Pol.Sc.	–	Associate
	viii)	Dr. Bimala Patra, Hindi	–	Associate
	ix)	Dr. Sabahat Tabriz, Eng.	–	Associate
18.	DRAMATIC SOCIETY			
	i)	Dr. Aparimita Mishra, Eng.	–	Vice-President
	ii)	Dr. Snehalata Das, Hindi	–	Associate
	iii)	Dr. Subash Chandra Karua, Hist.	–	Associate
	iv)	Dr. Pratima Kumari Mishra, Psy.	–	Associate
	v)	Dr. Sasmita Behera, H. Sc.	–	Associate
	vi)	Dr. Sandhya Rani Bhuyan, Stat.	–	Associate
	vii)	Dr. Suparna Patel, H.Sc.	–	Associate
	viii)	Sri Susil Kumar Pattnaik, Music	–	Associate
19.	SCIENCE SOCIETY			
	i)	Dr. Mrudhasini Sahu, Bot.	–	Vice-President
	ii)	Dr. Trupti Mohapatra, Math.	–	Associate
	iii)	Dr. Bidyutprava Das, Bot.	–	Associate
	iv)	Dr. Bandita Mohanty, Phy.	–	Associate
	v)	Dr. Sujata Mohapatra, Bot.	–	Associate
	vi)	Dr. Mamata Mohanty, Chem.	–	Associate
	vii)	Sri Promod Kumar, Sahoo, Zool.	–	Associate
	viii)	Sri Rebatu Kanta Moharana, Bot.	–	Associate
20.	ATHLETIC CLUB			
	i)	Dr. Hari Hara Mishra, Com.	–	Vice-President
	ii)	Dr. Indira Pattnaik, Sans.	–	Associate
	iii)	Dr. Tamala Pattnaik, Eco.	–	Associate
	iv)	Sri Prakash Ch. Parichha, Zool.	–	Associate
	v)	Dr. Sasmita Behera, H.Sc.	–	Associate
	vi)	Dr. Satyashree Jagdev, H.Sc.	–	Associate
	vii)	Smt. Jayashree Mohapatra, PET	–	Associate
21.	SSG			
	i)	Dr. Sabiha Khatoon, Chem.	–	OIC
	ii)	Dr. Kuna panda, Hindi	–	Member
22.	STUDENTS COUNSELING & PLACEMENT CELL			
	i)	Dr. Sahadev Swain, Comm.	–	OIC
	ii)	Dr. Manas Ranjan Behera, Pol.Sc.	–	Member
	iii)	Smt. Sushree Mishra, Comp. Sc.	–	Member
23.	CANTEEN			
	i)	Dr. Sujata Mohapatra, Bot.	–	OIC
	ii)	Dr. Bichitra Pani, Math.	–	Member
24.	TIMETABLE			
	i)	Dr. Trupti Mohapatra, Math.	–	OIC
	ii)	Dr. Sandhya Rani Bhuyan, Stat.	–	Member
25.	NSS			
	i)	Dr. Mamata Barik, Odia.	–	Prog. Officer

	ii) Dr. Sasmita Behera, H.Sc.	–	Prog. Officer
26.	SCHOLARSHIP		
	i) Dr. Sandhyarani Bhuyan, Stat.	–	OIC
	ii) Dr. Soubhagyalaxmi Saran, Socio	–	Member
	iii) Dr. Rita Das, Chem.	–	Member
	iv) Dr. Suparna Patel, H.Sc.	–	Member
27.	YRC		
	i) Dr. Rita Das, Chem.	–	OIC
	ii) Sri Sushil Ku. Pattnaik, Music	–	Counsellor
28.	RANGERS		
	i) Dr. Bimala Patra, Hindi	–	OIC
29.	ST/SC & EQUAL OPPORTUNITY CELL		
	i) Dr. Tamala Pattnaik, Eco.	–	OIC
	ii) Dr. Alaka Das, Phy.	–	Member
	iii) Sri Manas Ranjan Behera, Pol.Sc.	–	Member
	iv) Dr. Subash Ch. Karua, Hist.	–	Member
	v) Smt. Anesthesia Samaria, Phil.	–	Member
30.	GYM		
	i) Alakananda Mishra, English	–	Coordinator
	ii) Ms. Jayashree Mohapatra, PET	–	Member
31.	STUDENTS COMMON ROOM		
	i) Dr. Alakananda Mishra, Eng.	–	OIC
	ii) Anesthesia Samaria, Phil.	–	Member
32.	UNIVERSITY WEBSITE/WI-FI/ CC TV		
	i) Smt. Binodini Pradhan, Phy.	–	OIC
	ii) Dr. Alakananda Mishra, Eng.	–	Member
	iii) Dr. Rita Das, Chem.	–	Member
	iv) Smt. Sushree Mishra, Comp. Sc.	–	Member
33.	IQAC		
	i) Dr. Mrudhasini Sahoo, Bot.	–	OIC
	ii) Dr. Meena Mishra, Hist.	–	Member
	iii) Dr. Alakananda Mishra, Eng.	–	Member
	iv) Dr. Bishnu Pr. Panda, Chem.	–	Member
	v) Dr. Subash Ch. Karua, Hist.	–	Member
34.	CIVIL SERVICE COACHING		
	i) Dr. Mihir Ranjan Sethi, Pol.Sc.	–	Coordinator
	ii) Dr. Puspanjali Mishra, Bot.	–	Asst. Coordinator
35.	SKILL ENHANCEMENT		
	i) Dr. Harihar Mishra, Com.	–	Member
	ii) Dr. Nibedita Mishra, H. Sc.	–	Member
	iii) Dr. Minati Samal, Math.	–	Member
	iv) Dr. Manas Behera, Pol.Sc.	–	Coordinator
36.	PROQUEST		
	i) Dr. Minati Samal, Math.	–	OIC
	ii) Smt. Sushree Mishra, Comp. Sc.	–	Member
37.	CYCLE STAND		
	i) Dr. Subash Chandra Karua, Hist.	–	OIC
38.	RUSA		
	i) Dr. Harihar Mishra, Comm.	–	Coordinator
	ii) Dr. Tamala Pattnaik, Eco.	–	Asst. Coordinator
39.	CBCS		
	i) Dr. Sujata Mohapatra, Bot.	–	Coordinator
	ii) Dr. Trupti Mohapatra, Math.	–	Asst. Coordinator
40.	LANGUAGE LAB.		
	i) Dr. Arati Biswal, Eng.	–	Coordinator
	ii) Dr. Sahadev Swain, Com.	–	Asst. Coordinator
41.	STUDENTS I-CARD		
	i) Dr. Bandita Mohanty, Phy.	–	OIC
	ii) Dr. Bimala Patra, Hindi	–	Member
42.	STAFF CLUB		
	i) Dr. Gayatri Biswal, H.Sc.	–	Secretary
	ii) Dr. Snehalata Das, Hindi.	–	Member
	iii) Dr. Sabahat Tabriz, Eng.	–	Member

43. **LEGAL CELL**
 i) Deputy Registrar, Est. – OIC
 ii) Dr. Sahadev Swain, Com. – Member
44. **FOREIGN LANGUAGE**
 i) Dr. Arati Biswai, Eng. – Coordinator
 ii) Dr. Pradipta Ku. Panda, Odia – Member
 iii) Dr. Indira Patnaik, Sans. – Member
 iv) Dr. Sahadev S.wain, Com. – Member
 v) Dr. Snehalata Das, Hindi – Member
45. **CAMPUS SECURITY**
 i) Dr. Kuna panda, Hindi. – OIC
 ii) Dr. Bishnu Pr. Panda, Chem. – Member
 iii) Dr. Bichitra Pani, math. – Member
46. **E-ABHIYOGA**
 i) Dr. Basanta Ku. Dash, Phil. – OIC
47. **GUEST FACULTY RECRUITMENT**
 i) Dr. Namita Panda, Psy. – OIC
 ii) Dr. Sahadev Swain, Com. – Member
48. **MID-SEM. EXAM.**
 i) Dr. Meena Mishra, Hist. – OIC
 ii) Dr. Puspanjali Mishra, Bot. – Member
 iii) Dr. Sandhyarani Bhuyan, Stat. – Member
49. **PURCHASE COMMITTEE for University**
 i) Registrar – Chairman
 ii) Dr. Ajit Ku. Kar, Com. – OIC
 iii) Sri Sanjay Lugun, COF – Member
 iv) Dr. Durga Sankar Sarangi, Eco. – Member
 v) Dr. Basanta Ku. Dash, Phil. – Member
 vi) Dr. Minati Panda, COE – Member
- (Only with regard to purchase for Examination section)
50. **PURCHASE COMMITTEE for P.G. Departments**
 i) Dr. Sitanshu Ku. Dash, CPGC – Chairman
 ii) Dr. Ajit Ku. Kar, Com. – OIC
 iii) Sri Sanjay Lugun, COF – Member
 iv) H.O.D of concerned Departments for Departmental Purchase – Member
 vi) Dr. Santosini Patra, OIC, UGC – Member

The List is strictly not in order of seniority

ACADEMIC CALENDAR OF PG/M.PHIL PROGRAMME FOR THE SESSION : 2017-18

Sl. No.	Subject	Timeline
01	Reopening of University after Summer Vacation	21.06.2017
02	Admission	
	P.G. 1 st year	21.06.2017 – 11.08.2017
	M.Phil	20.06.2017 – 05.08.2017
03	Commencement of Classes	
	P.G. 2 nd year	27.06.2017
	P.G. 1 st year	09.08.2017
	M.Phil	10.08.2017
04	Students Union Election	As per Govt. Notification
05	Semester End (Odd) Examination	
	P.G. 2 nd year	1 st week of December, 2017
	P.G. 1 st year	3 rd week of December, 2017
	M.Phil	1 st week of January, 2018

06	Annual Sports / Cultural Week to conduct all Competitions & Functions	5 th January to 20 th January, 2018
07	Semester End (Even) Examination	
	P.G. 2 nd year	4 th week of April, 2018
	P.G. 1 st year	3 rd week of April, 2018
	M.Phil	1 st week of May, 2018
08	Form fill up	For different examination it will start 45 days before the Commencement of each examination and completed 15 days before the Commencement of examination invariably.
09	Mid-semester Examinations	For Odd semesters it will be held in the month of September before the process of student election. Mid semester for even semesters will be held in the month of February invariably.
10	Total No. of Teaching days	180 days (Minimum)

ACADEMIC CALENDAR OF U.G PROGRAMME FOR THE SESSION : 2017-18

Sl. No.	Subject	Timeline
01	Reopening of University after Summer Vacation	21.06.2017
02	+3 1 st year (UG Students) Admission	20.06.2017 – 23.08.2017
03	Commencement of Classes	
	+3 2 nd year & +3 3 rd year	27.06.2017
	+3 1 st year	09.08.2017
04	Students Union Election	As per Govt. Notification
05	Semester End (Odd) Examination	
	+3 3 rd year	1 st week of December, 2017
	+3 2 nd year	2 nd week of December, 2017
	+3 1 st year	3 rd week of December, 2017
06	Annual Sports / Cultural Week to conduct all Competitions & Functions	5 th January to 20 th January, 2018
07	Semester End (Even) Examination	
	+3 3 rd year	1 st week of April, 2018
	+3 2 nd year	2 nd week of April, 2018
	+3 1 st year	3 rd week of April, 2018
08	Form fill up	For different examination it will start 45 days before the Commencement of each examination and completed 15 days before the Commencement of examination invariably.
09	Mid-semester Examinations	For Odd semesters it will be held in the month of September before the process of student election. Mid semester for even semesters will be held in the month of February invariably.
10	Total No. of Teaching days	180 days (Minimum)

Chairperson
P.G. Council, RDWU, Bhubaneswar

**ADMISSION FEE TO BE DEPOSITED AT THE TIME OF ADMISSION
FEE STRUCTURE FOR +3 1ST YEAR ARTS 2017-18**

SL. NO.	PARTICULARS	AMOUNT	TOTAL
1	ADMISSION FEE	10	10
2	ATHLETIC	40	863
3	INFORMATION BULLETIN	40	
4	STUDENTS UNION	30	
5	NATIONAL DAY CELEBRATION	5	
6	COMMON ROOM	10	
7	CYCLE STAND	25	
8	DSA	2	
9	DEVELOPMENT	250	
10	DRAMATIC SOCIETY	10	
11	MAINTENANCE CHARGES	5	
12	I-CARD	50	
13	LIB.-CARD	20	
14	YRC	10	
15	LIBRARY	10	
16	MAGAZINE	50	
17	HEALTH CENTRE CHARGES	15	
18	TIME TABLE	15	
19	LESSON PLAN	15	
20	RANGER	12	
21	READING ROOM	6	
22	SEMINAR	150	
23	SSG	10	
24	SAF	1	
25	STUDENTS INSURANCE	2	
26	CAREER COUNSELLING	50	
27	NCC	5	
28	NSS	10	
29	UNIVERSITY FOUNDATION DAY FUND	15	
30	EXAMINATION (INTERNAL)	150	
31	UNIVERSITY REGD. FEES	70	190
32	SYLLABUS	70	
33	UNIVERSITY SPORTS FEE	50	
34	E-FACILITY		100
35	COMPUTER CENTRE CHARGES		500
	TOTAL		1813
36	LAB & PRACTICAL FEE (IF APPLICABLE)	190	190
37	HOSTEL FEE FOR BOARDERS		62
	GRAND TOTAL		2065

FEE STRUCTURE FOR +3 1ST YEAR COMMERCE 2017-18

SL. NO.	PARTICULARS	AMOUNT	TOTAL
1	ADMISSION FEE	10	10
2	ATHLETIC	40	863
3	INFORMATION BULLETIN	40	
4	STUDENTS UNION	30	
5	NATIONAL DAY CELEBRATION	5	
6	COMMON ROOM	10	
7	CYCLE STAND	25	
8	DSA	2	
9	DEVELOPMENT	250	
10	DRAMATIC SOCIETY	10	
11	MAINTENANCE CHARGES	5	
12	I CARD	50	
13	LIB.CARD	20	
14	YRC	10	
15	LIBRARY	10	
16	MAGAZINE	50	
17	HEALTH CENTRE CHARGES	15	
18	TIME TABLE	15	
19	LESSON PLAN	15	
20	RANGER	12	
21	READING ROOM	6	
22	SEMINAR	150	
23	SSG	10	
24	SAF	1	
25	STUDENTS INSURANCE	2	
26	CAREER COUNSELLING	50	
27	NCC	5	
28	NSS	10	
29	UNIVERSITY FOUNDATION DAY FUND	15	
29	EXAMINATION (INTERNAL)	150	150
31	UNIVERSITY REGD. FEES	70	190
32	SYLLABUS	70	
33	UNIVERSITY SPORTS FEE	50	
34	E-FACILITY		100
35	COMPUTER CENTRE CHARGES		500
	TOTAL		1813
36	HOSTEL FEE FOR BOARDERS		62
	GRAND TOTAL		1875

FEE STRUCTURE FOR +3 1ST YEAR SCIENCE 2017-18

SL. NO.	PARTICULARS	AMOUNT	TOTAL
1	ADMISSION FEE	10	10
2	ATHLETIC	40	
3	INFORMATION BULLETIN	40	
4	STUDENTS UNION	30	
5	NATIONAL DAY CELEBRATION	5	
6	COMMON ROOM	10	
7	CYCLE STAND	25	
8	DSA	2	
9	DEVELOPMENT	250	
10	DRAMATIC SOCIETY	10	
11	MAINTENANCE CHARGES	5	
12	I-CARD	50	
13	LIB.-CARD	20	
14	YRC	10	
15	LIBRARY	10	
16	MAGAZINE	50	863
17	HEALTH CENTRE CHARGES	15	
18	TIME TABLE	15	
19	LESSON PLAN	15	
20	RANGER	12	
21	READING ROOM	6	
22	SEMINAR	150	
23	SSG	10	
24	SAF	1	
25	STUDENTS INSURANCE	2	
26	CAREER COUNSELLING	50	
27	NCC	5	
28	NSS	10	
29	UNIVERSITY FOUNDATION DAY FUND	15	
30	EXAMINATION (INTERNAL)	150	150
31	UNIVERSITY REGD. FEES	70	
32	SYLLABUS	70	190
33	UNIVERSITY SPORTS FEE	50	
34	PRACTICAL FEE	100	
35	SCIENCE SOCIETY	20	210
36	LAB DEVELOPMENT	90	
37	E-FACILITIES		100
38	COMPUTER CENTRE CHARGES		500
	TOTAL		2023
39	HOSTEL FEE FOR BOARDERS		62
	GRAND TOTAL		2085
40	COMPUTER SCIENCE COURSE FEE	15000	17085
41	BIOTECHNOLOGY COURSE FEE	20000	22085

FEE STRUCTURE FOR +3 2ND YEAR ARTS 2017-18

SL. NO.	PARTICULARS	AMOUNT	TOTAL
1	ADMISSION FEE	10	10
2	ATHLETIC	40	793
3	INFORMATION BULLETIN	40	
4	STUDENTS UNION	30	
5	NATIONAL DAY CELEBRATION	5	
6	COMMON ROOM	10	
7	CYCLE STAND	25	
8	DSA	2	
9	DEVELOPMENT	250	
10	DRAMATIC SOCIETY	10	
11	MAINTENANCE CHARGES	5	
12	YRC	10	
13	LIBRARY	10	
14	MAGAZINE	50	
15	HEALTH CENTRE CHARGES	15	
16	TIME TABLE	15	
17	LESSON PLAN	15	
18	RANGER	12	
19	READING ROOM	6	
20	SEMINAR	150	
21	SSG	10	
22	SAF	1	
23	STUDENTS INSURANCE	2	
24	CAREER COUNSELLING	50	
25	NCC	5	
26	NSS	10	
27	UNIVERSITY FOUNDATION DAY FUND	15	
28	EXAMINATION (INTERNAL)	150	150
29	UNIVERSITY SPORTS FEE	50	50
30	E-FACILITY		100
	TOTAL		1103
31	LAB & PRACTICAL FEE (IF APPLICABLE)	190	190
32	HOSTEL FEE FOR BOARDERS		62
	GRAND TOTAL		1355

FEE STRUCTURE FOR +3 2ND YEAR COMMERCE 2017-18

SL. NO.	PARTICULARS	AMOUNT	TOTAL
1	ADMISSION FEE	10	10
2	ATHLETIC	40	793
3	INFORMATION BULLETIN	40	
4	STUDENTS UNION	30	
5	NATIONAL DAY CELEBRATION	5	
6	COMMON ROOM	10	
7	CYCLE STAND	25	
8	DSA	2	
9	DEVELOPMENT	250	
10	DRAMATIC SOCIETY	10	
11	MAINTENANCE CHARGES	5	
12	YRC	10	
13	LIBRARY	10	
14	MAGAZINE	50	
15	HEALTH CENTRE CHARGES	15	
16	TIME TABLE	15	
17	LESSON PLAN	15	
18	RANGER	12	
19	READING ROOM	6	
20	SEMINAR	150	
21	SSG	10	
22	SAF	1	
23	STUDENTS INSURANCE	2	
24	CAREER COUNSELLING	50	
25	NCC	5	
26	NSS	10	
27	UNIVERSITY FOUNDATION DAY FUND	15	
28	EXAMINATION (INTERNAL)	150	
29	UNIVERSITY SPORTS FEE	50	50
30	E-FACILITY		100
	TOTAL		1103
31	HOSTEL FEE FOR BOARDERS		62
	GRAND TOTAL		1165

FEE STRUCTURE FOR +3 2ND YEAR SCIENCE 2017-18

SL. NO.	PARTICULARS	AMOUNT	TOTAL
1	ADMISSION FEE	10	10
2	ATHLETIC	40	793
3	INFORMATION BULLETIN	40	
4	STUDENTS UNION	30	
5	NATIONAL DAY CELEBRATION	5	
6	COMMON ROOM	10	
7	CYCLE STAND	25	
8	DSA	2	
9	DEVELOPMENT	250	
10	DRAMATIC SOCIETY	10	
11	MAINTENANCE CHARGES	5	
12	YRC	10	
13	LIBRARY	10	
14	MAGAZINE	50	
15	HEALTH CENTRE CHARGES	15	
16	TIME TABLE	15	
17	LESSON PLAN	15	
18	RANGER	12	
19	READING ROOM	6	
20	SEMINAR	150	
21	SSG	10	
22	SAF	1	
23	STUDENTS INSURANCE	2	
24	CAREER COUNSELLING	50	
25	NCC	5	
26	NSS	10	
27	UNIVERSITY FOUNDATION DAY FUND	15	
28	EXAMINATION (INTERNAL)	150	
29	UNIVERSITY SPORTS FEE	50	50
30	PRACTICAL FEE	100	210
31	SCIENCE SOCIETY	20	
32	LAB DEVELOPMENT	90	
33	E-FACILITIES		100
	TOTAL		1313
34	HOSTEL FEE FOR BOARDERS		62
	GRAND TOTAL		1375
35	COMPUTER SCIENCE COURSE FEE	10000	11375
36	BIOTECHNOLOGY COURSE FEE	15000	16375

FEE STRUCTURE FOR +3 3RD YEAR ARTS 2017-18

SL. NO.	PARTICULARS	AMOUNT	TOTAL
1	ADMISSION FEE	10	10
2	ATHLETIC	40	793
3	INFORMATION BULLETIN	40	
4	STUDENTS UNION	30	
5	NATIONAL DAY CELEBRATION	5	
6	COMMON ROOM	10	
7	CYCLE STAND	25	
8	DSA	2	
9	DEVELOPMENT	250	
10	DRAMATIC SOCIETY	10	
11	MAINTENANCE CHARGES	5	
12	YRC	10	
13	LIBRARY	10	
14	MAGAZINE	50	
15	HEALTH CENTRE CHARGES	15	
16	TIME TABLE	15	
17	LESSON PLAN	15	
18	RANGER	12	
19	READING ROOM	6	
20	SEMINAR	150	
21	SSG	10	
22	SAF	1	
23	STUDENTS INSURANCE	2	
24	CAREER COUNSELLING	50	
25	NCC	5	
26	NSS	10	
27	UNIVERSITY FOUNDATION DAY FUND	15	
28	EXAMINATION (INTERNAL)	150	
29	UNIVERSITY SPORTS FEE	50	50
30	E-FACILITY		100
31	CERTIFICATE FEES		200
	TOTAL		1303
32	LAB & PRACTICAL FEE (IF APPLICABLE)	190	190
33	HOSTEL FEE FOR BOARDERS		62
	GRAND TOTAL	1555	

FEE STRUCTURE FOR +3 3RD YEAR COMMERCE 2017-18

SL. NO.	PARTICULARS	AMOUNT	TOTAL
1	ADMISSION FEE	10	10
2	ATHLETIC	40	793
3	INFORMATION BULLETIN	40	
4	STUDENTS UNION	30	
5	NATIONAL DAY CELEBRATION	5	
6	COMMON ROOM	10	
7	CYCLE STAND	25	
8	DSA	2	
9	DEVELOPMENT	250	
10	DRAMATIC SOCIETY	10	
11	MAINTENANCE CHARGES	5	
12	YRC	10	
13	LIBRARY	10	
14	MAGAZINE	50	
15	HEALTH CENTRE CHARGES	15	
16	TIME TABLE	15	
17	LESSON PLAN	15	
18	RANGER	12	
19	READING ROOM	6	
20	SEMINAR	150	
21	SSG	10	
22	SAF	1	
23	STUDENTS INSURANCE	2	
24	CAREER COUNSELLING	50	
25	NCC	5	
26	NSS	10	
27	UNIVERSITY FOUNDATION DAY FUND	15	
28	EXAMINATION (INTERNAL)	150	
29	UNIVERSITY SPORTS FEE	50	50
30	E-FACILITY		100
31	CERTIFICATE FEES		200
	TOTAL		1303
32	HOSTEL FEE FOR BOARDERS		62
	GRAND TOTAL		1365

FEE STRUCTURE FOR +3 3RD YEAR SCIENCE 2017-18

SL. NO.	PARTICULARS	AMOUNT	TOTAL
1	ADMISSION FEE	10	10
2	ATHLETIC	40	793
3	INFORMATION BULLETIN	40	
4	STUDENTS UNION	30	
5	NATIONAL DAY CELEBRATION	5	
6	COMMON ROOM	10	
7	CYCLE STAND	25	
8	DSA	2	
9	DEVELOPMENT	250	
10	DRAMATIC SOCIETY	10	
11	MAINTENANCE CHARGES	5	
12	YRC	10	
13	LIBRARY	10	
14	MAGAZINE	50	
15	HEALTH CENTRE CHARGES	15	
16	TIME TABLE	15	
17	LESSON PLAN	15	
18	RANGER	12	
19	READING ROOM	6	
20	SEMINAR	150	
21	SSG	10	
22	SAF	1	
23	STUDENTS INSURANCE	2	
24	CAREER COUNSELLING	50	
25	NCC	5	
26	NSS	10	
27	UNIVERSITY FOUNDATION DAY FUND	15	
28	EXAMINATION (INTERNAL)	150	
29	UNIVERSITY SPORTS FEE	50	50
30	PRACTICAL FEE	100	210
31	SCIENCE SOCIETY	20	
32	LAB DEVELOPMENT	90	
33	E-FACILITY		100
34	CERTIFICATE FEES		200
	TOTAL		1513
35	HOSTEL FEE FOR BOARDERS		62
	GRAND TOTAL		1575
36	COMPUTER SCIENCE COURSE FEE	10000	11575
37	BIOTECHNOLOGY COURSE FEE	15000	11575

LIST OF HOLIDAYS FOR THE YEAR, 2017

It is here by declared that all PG and UG Teaching Departments including Self-financing Courses shall remain closed on Sundays and the following days during the Calendar Year,2017 as per the approval of the Vice-Chancellor on 23.12.2016.

In addition the Vice-Chancellor may grant 04(four) days as holidays at her discretion during Calendar Year-2017 on Special Occasions/Circumstances.

Sl. No.	Name of the Occasion	Date	Day of the Week	No. of Days
01	Makar Sankranti / Fungal	14.1.17	Saturday	01
02	Netaji Jayanti	23.01.17	Monday	01
03	Republic Day	26.01.17	Thursday	01
04	Sripanchami/ Saraswati Puja	01.02.17	Wednesday	01
05	Maha Shiva Ratri	24.02.17	Friday	01
06	Day following Mahashiva Ratri	25.02.17	Saturday	01
07	Holi	13.03.17	Monday	01
08	Utkal Divas	01.04.17	Saturday	01
09	Ashoka Astami/Sriram Nabami	04.04.17	Tuesday	01
10	Maha Vishuva Shankranti & Good Friday	14.04.17	Friday	01
11	Akhaya Tritiya	29.04.17	Saturday	01
12	Budha Jayanti	10.05.17	Wednesday	01
13	Summer Vacation	15.05.17 to 20.06.17	Mon. to Tuesday (excluding 5 Sunday)	32 days
14	Idul-Fitre	26.6.17	Monday	01
15	Bahuda Dasami	03.07.17	Monday	01
16	Jhulan Purnima/Rakhi Purnima	07.08.17	Monday	01
17	Janmastami	14.08.17	Monday	01
18	Independence Day	15.08.17	Tuesday	01
19	Ganesh Puja	25.08.17	Friday	01
20	Nuakhai	26.08.17	Saturday	01
21	Id-UI-Juha	02.09.17	Saturday	01
22	Mahalaya	19.09.17	Tuesday	01
23	Dashara, Gandhi Jayanti & Laxmipuja	27.09.17 to 05.10.17	Wednesday to Thursday	08
24	Kalipuja & Diwali	19.10.17	Thursday	01
25	Rasha Purnima	04.11.17	Saturday	01
26	Prathamastami	11.11.17	Saturday	01
27	Birthday of Mahamad	02.12.17	Saturday	01
28	X-Mass Holiday	25.12.17 to 30.12.17	Monday to Saturday	06
Total				71 Days
List of Optional Holidays				
01	Guru Govind Singh Birthday	05.01.17	Thursday	01
02	Magha Saptami	03.02.17	Friday	01
03	Sramika Diwas	01.05.17	Monday	01
Total				03 Days

DECLARATION FORM IV

(See Rule-8)

1. Place of Publication : Bhubaneswar
2. Periodicity of Publication : Annual
3. Printer's Name : Sneha Press
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Nationality : Indian
Address : Chairperson, P.G. Council
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5. Co-ordinator : Dr. Namita Panda
Nationality : Indian
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7. Name & Address of Authority : Dr. Sitanshu Kumar Dash
who owns the publication : Chairperson, P.G. Council
Rama Devi Women's University

I, Dr. Sitanshu Kumar Dash, hereby declare that the particulars given above are true to the best of my knowledge and belief.

2017**Dr. Sitansu Kumar Dash
Publisher**