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THE EMBLEM

The EMBLEM of Rama Devi Women's University comprises of multifoliate lotus encircled by the Sun, a pen and book and epitomises the values that the institute stands for. The lotus denotes 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, Jouthi, Apah, Prithvi, Indriya, Manas, Annam, Veervam, Tapas, Mantra, Karma, Loka and Nama as described in the **Prashna Upanishad**. The sun represents the cosmic light and wisdom. The book signifies learning and knowledge and the pen stands for communication of intellect and creativity which leads to liberation. 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.

सा विद्या या विमुक्तयो
Sa vidya ya vimuktaye

(Vishnupurana, 1.19.41)
 Knowledge Leads to Liberation.

A PERSPECTIVE OF RAMA DEVI WOMEN'S UNIVERSITY

- ❑ Year of Establishment as Government Women's College : 1964
- ❑ Renamed as Rama Devi Women's College : 1969
- ❑ Functioned in the present Building : 1969
- ❑ Lead College Status : 1994
- ❑ Autonomous Status : 1999
- ❑ Ac credited by **NAAC "A" Grade** : 2004
- ❑ **CPE** Status by UGC : 2010
- ❑ Celebrated Golden Jubilee Honourable President of India **Sj. Pranab Mukherjee** as the Chief Guest : 2014
- ❑ Ac credited by **NAAC "A" Grade**(IICycle) : 2015
- ❑ Up-graded to the Status of the University : **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

CONTENTS

	<u>Page No.</u>
1. Introduction'	07
2. Post-Graduate Council	08 - 11
3. Departments'	12 - 47
4. Admissiion	48 - 59
5. Examination	60 - 74
6, Library	75 - 78
7. Hostel	79 - 84
8. Soprts Council	85
9. College Development Council	86 - 87
10. Skill Development Centre	88
11. Students' Union, Clubs, Associations and Societies	89 - 105
12. Co-curricular and Extracurricular Activities	106 - 111
13. Scholarships	112- 113
14. Committees and Societies	114 - 120
15. Ac ademic Calendar	121
16. Holiday List	122
17. Fees structure	123 - 133
18. Directory	134 - 135
19. Declaration	136

OFFICERS IN ADMINISTRATION

Vice Chancellor	–	Prof.Padmaja Mishra
Chairperson P.G. Council	–	Dr. Sarita Supkar
Registrar	–	Smt. Itishree Das
Comptroller of Finance	–	Sri Narayan Sethi
Director, College Development Council	–	Dr. Sasmita Mohanty
Controller of Examination	–	Dr. Chandi Charan Rath
Director Students Welfare	–	Dr. Sikha Singh
Public Relation Officer	–	Dr. Manas Behera
Hostel Warden	–	Prof.MadhusmitaPati
Director Sports Council	–	Prof. Chandi Charan Rath
Co-ordinator, NSS	–	Dr. Aliva Mohanty
Co-ordinator RUSA	–	Dr. Sakti Rath
First Appellate Authority	–	Dr. Sasmita Mohanty
Public Information Officer	–	Dr. Raj Kumar Toshi
Dy. Registrar	–	Dr. Niranjan 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 the allround 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 and Bio-Technology, 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 48 numbers of affiliated Women's Colleges covering Nine Districts (Khordha, Nayagarh, Puri, Jagatsinghpur, Kendrapara, Jajpur, Angul, Dhenkanal, Cuttack) of Odisha.

Location : The University sprawling over 25.56 acres is located beside the NH-16 at Bhoi Nagar in Unit- IX in the heart of the capital city of Bhubaneswar. It is 0.5 KM from NH-16; 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. PGCouncil

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 in to 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 over all 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 atleast 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 23 U.G. and 12 P.G. and 10 M.Phil Departments. A list of the 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.	B.Ed.	50
22.	Music	16 (Elective)
23.	N.C.C	32 (Elective)
Sl.No.	P.G.Courses	Students Strength
01.	Bio-Technology	32
02.	Computer Science	32
03.	Commerce	48

04.	Economics	48
05.	English	32
06.	GenderStudies	32
07.	Hindi	40
08.	HomeScience	32
09.	LifeSciences	32
10.	Odia	32
11.	Education	48
12.	Industrial Microbiology	24

Sl.No.	M.Phil Course	Students Strength
01.	English	08
02.	Hindi	08
03.	Odia	08
04.	Economics	08
05.	HomeScience	08
06.	LifeScience	08
07.	Bio-Technology	08
08.	ComputerScience	08
09.	GenderStudies	08
10.	Commerce	08
Total students strength in three year U.G. Course		– 2982
Total students strength in two year P.G. Course		– 364
Total students strength in one year M.Phil Course		– 80

Department of Biotechnology

1.	Programme Offered	:	U.G.(B.Sc.) P.G. (M.Sc.)
2.	Students Strength	:	U.G.(32) P.G.(32)
3.	Faculty Members	:	
	Professor	:	Prof. Sasmita Mohanty, M.Sc., Ph.D.(JNU),HOD
	Associate Professor	:	Dr. RajKumar Joshi, M.Sc., Ph.D.

	Dr. Sujata Mohanty, M.Sc.,MPhil, Ph.D, MBA
Associate Professor	: Dr. Dillip Kumar Bishi, M.Sc.,M.Tech,Ph.D.(IIT) Dr. Monalisa Mohanty, M.Sc.,M.Phil,Ph.D. Dr. Sanjay Kumar Raul, M.Sc., Ph.D.(Germany) Dr. Tilothama Bhotra, M.Sc., Ph.D.
4. Courses Of fered	: U.G.
Semester–I :	Core-1 : Biochemistry and Metabolism with practical Core-2 : Cell Biology with practical AECC-1 : English/EVS/MIL Communication GE : GE1
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 well are
	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

M.Phil.

Semester-I	:	
Paper Code-1.1 (Paper-I)	:	Research Methodology
Paper Code-1.2 (Paper-II)	:	Advances in Bio Technology-I
Paper Code-1.3 (Paper-III)	:	Advances in Bio Technology-II
Semester-II	:	
Paper Code-2.1	:	Review of Literature
Paper Code-2.2	:	Preparation and presentation of seminar Paper
Code-2.3	:	Dissertation
1. 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. Sujata Mahapatra, M.Sc.M.Phil,Ph.D (HOD) : 9437616831 Artist -cum-Photographer : Mr. Rehati Kanta Moharana, MFA, Appl.Art(BHU) : 8480211600
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: Archeogoniate 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)

1. Student's Facilities : Library, Seminar and Smart Classroom

Department of Chemistry

1.	Programme Offered	:	U.G.(B.Sc.)
2.	Students Strength	:	32
3.	Faculty Members	:	
	Associate Professor	:	Dr. Mamata Mohanty, M.Sc., M.Phil, Ph.D
	Demonstrator	:	Smt. Birajini Nayak

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, Hydro carbon sand 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 Hydro carbon 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 : Poly mer 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

1. Programme Offered : U.G. (B.Sc.), P.G.(M.Sc.)
2. Students Strength : U.G.-32,P.G.-32
3. Faculty Members :
 - Associate Professor : Dr. Bibudhendu Pati
ME (CSE) NITTR Chandigarh, Ph.D., HOD
Dr. Debabala Swain, Ph.D.(Utkal)
 - Associate Professor : Dr. ChhabiRani Panigrahi, Ph.D. (IIT, Kharagpur)
Miss Monalisa Jena, MCA
Mr. Purnachandra Sethi, M.Tech
 - Programmer : Mrs. Sushree Mishra, MCA
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 : Micro processor

- 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

M.Phil.

- Semester–I :
- Paper Code-1.1 (Paper-I) : Research Methodology and Algorithm Lab
 Code-1.2 (Paper-II) : Design and analysis of Algorithms
 Code-1.3 (Paper-III) : Soft Computing

- Semester-II :
 Code-2.1 (Paper-IV) : Literature review + Technical paper writing + Presentation
 Code-2.2 (Paper-V) : Synopsis seminar
 Code-2.3 (Paper-VI) : Dissertation
 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. Coordinator : Dr. Debabala Swain, Ph.D
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. Coordinator : Dr.Sujata Mohanty, MPhil, Ph.D, MBA
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 :
 - Associate Professor : Sri Prakash Chandra Parichha, M.Sc., HOD
 - Artist-cum-Photographer : Mr. Sunaram Singh, BFA (Dg.-in-FineArts)
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 : Bio instrumentation & practical
Semester–V	:	Core-XI : Developmental Biology & practical Core-XII : Molecular Biology &practical DSE-I : Animal behaviour DSE-II : Economiczoology
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	:	
	Associate Professor	:	Smt. Sandhya Rani Bhuyan, M.A., HOD
4.	Courses Offered	:	U.G.
	Semester–I	:	Core-I : Descriptive Statistics–I&Linear Algebra (Theory & Practical) Core-II : Descriptiv e 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 Quality 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 :
- Professor : Dr. Madhusmita Pati, M.A, Ph.D, HOD
- Associate Professor : Smt. Alakananda Mishra, M.A., M.Phil
- Associate Professor : Dr. Sabahat Tabriz, M.A., Ph.D.
 Dr. Manisha Mishra, M.A.(Eng), M.A (Mass Com), Ph.D.
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 18 th 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 19 th Century Core-VI : 19 th Century British Literature Core-VII : American Literature
Semester-IV	:	Core-VIII : British Literature Early 20 th Century Core-IX : European Classical Literature Core-X : Women's Writing
Semester-V	:	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 A-I : Literary Criticism A-II : American Literature AE-III : Professional Writing OE-I : Writing Skills

Semester-IV	:	HC-VIII : Women's Writing
		HC-IX : Disseratation
		A-III : American Literature
		A-IV : Post-Colonial Literature
		OE-II : Popular Literature

M.Phil.

Semester-I	:	
Paper Code-1.1(Paper-I)	:	Research Methodology
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. Students'Facilities : General Library, Seminar Library, LanguageLab.

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

Associate Professor	:	Dr. Tamala Patnaik, M.A., M.Phil, Ph.D. Dr. Sarita Supkar, M.A., M.Phil, Ph.D. Dr. Aparajita Biswal, M.A.,M.Phil,Ph.D.
Associate Professor	:	Dr. Niranjana Acharya,M.A.,Ph.D. Dr. Kalpana Sahoo, M.A.,M.Phil,Ph.D.
4. Course Offered : **U.G.**

Semester - I	:	Core-I : Introductory Micro Economics P-I Core-II : Mathematical Methods 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 : Macroeconomics-I Core-VII : Statistical Methods for Economics

	SEC-I :	English
	GE-III :	Macro Economics
Semester-IV	:	Core-VIII : Micro Economics-II
	Core-IX :	Macro Economics-II
	Core-X :	Public Economics
	SEC-II :	Financial Literacy and Banking
	GE-IV :	Indian Economy
Semester-V	:	Core-XI : Indian Economy -I
	Core-XII :	Development Economics-I
	DSE-I :	Basic Econometrics / 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 :	Macro Economics P-II
		HC-III :	Quantitative Methods
		HC-IV :	Financial Institutions and Market
Semester – II	:	HC-V :	Micro Economics P-I
		HC-VI :	Macro Economics P-II
		AE-I :	Mathematical Economics / Managerial Economics
		AE-II :	Indian Economic Problems and Policy / Industrial and Labour Laws.
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
		OE-I :	Odisha Economic Problems & Policy

Semester-IV	:	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

M. Phil

Semester-I	:	
Paper Code-1.1 (Paper-I)	:	Research Methodology
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
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	:	
Associate Professor	:	Dr. Bimla Patra, M.A., Ph.D (HOD) Dr. Snehalata Das, M.A., Ph.D.
4. Courses Offered	:	U.G.
Semester-I	:	Core-I : Hindi Sahitya Ka Itihas – 1 Core-II : Bhaktikaleen Hindi Kavita AECC : Prose, Poetry, Grammar
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 Kav ita-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 Riti kavya
	HC-III : Adhunik Hindi Kavya
	HC-IV : Hindi Sahitya ka itihās – I
Semester-II	: HC-V : Hindi Sahitya Ka Itihās -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

M.Phil.

- 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) : TulnatamakSahitya
 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 dissertation
 (both PPT presentation and submission of Hard Copy)
 b) Pre-Thesis submission seminar of the dissertation
 (problem, methodology, findings discussion and
 implication (scope of the study))
 Paper Code-2.3 : Dissertation
 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 :
 Asst.Prof. : Dr. Ajanta Nayak, M.Sc., Ph.D.
 Dr. Sasmita Behera, M.Sc., Ph.D.
 Dr. Suparna Patel, M.A., Ph.D.
- Demonstrator : Smt. Reenubala Panda
4. Courses Offered : **U.G.**
 Semester-I : Core-I : Fundamentals of Feed & Nutrition
 Core-II : Human Physiology
 GE-I : 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 smartclass

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

M.Phil Courses

Semester-I	:	
Paper Code-1.1(Paper-I)	:	Research Methodology and Statistics
Paper Code-1.2 (Core Paper-II, Theory)	:	Advanced study in Home Sc. Paper
Code-1.3 (Core Paper-II)	:	Practical
Semester-II	:	
Paper Code-2.1	:	Review of Literature
Paper Code-2.2	:	Preparation and presentation of seminars Paper
Code-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.	Coordinator	:	Smt. Alakananda Mishra : 9861366697
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 :
- Associate Professor : Dr. Sebat Mishra, M.A., M.Phil, Ph.D., HOD
Asst.Prof. : Dr. Sanghamitra Bhanja, M.A. M.Phil, Ph.D.(Odia), M.A.(Hindi)
4. Courses Offered : **U.G.**
- Semester-I : Core-I : Ancient Odia Literature
Core-II : Mediaval Odia Literature
AECC : MIL (Odia, Alternative English and Hindi)
- Semester-II : 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-If or 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 : Odisha ra Sanskruti kaltihas DSC-II : Katha Sahitya Adhyana (DSE-If or 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 Fiction
Semester-II	:	HC-V : Drama and Ekankika HC-VI : Linguistic AE-I : Art of Writing AE-II : Official not ingand preparation on drafting.

M.Phil

Semester-I	:	
Paper Code-1.1 (Paper-I)	:	Sahitya Gabesanara Prabidhi
Paper Code-1.2 (Core -I)	:	Tulanatmaka Sahitya
Paper Code-1.3 (Core -II)	:	Odiya Sahitya re Tatwara Prayoga
Semester-II	:	
Paper Code-2.1	:	Review of Literature
Paper Code-2.2	:	Preparation and presentation of seminar
Paper Code-2.3	:	Dissertation Submission
5. Students Facilities	:	Seminar Library

Department of Philosophy

1. Programme Offered : **U.G. (B.A.)**
2. Student's Strength : 32
3. Coordinator :
Associate Professor : Dr. Tamala Pattnaik, M.A., M.Phil, Ph.D. (Co-ordinator)
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 : Study 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 :
Asst.Prof. : Dr. Manas Behera, M.A, HOD

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
- Semester-IV : GE-I : Indian Polity
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 :
- Associate Professor : Dr. Pratima Mishra, M.A., Ph.D (HOD)
- Asst. Prof. : Sri Sudama Sahoo, M.A., B.Ed.
- Demonstrator : Dr. Priyadarshini Mohanty, M.A., Ph.D.
Smt. Kalpana Sahoo, M.A.

4. Courses Offered : **U.G.**
- Semester-I : Core-I : Introductory Psychology
Core-II : Basic Developmental Processes
- Semester-II : Core-III : Basic Psychological Processes
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 :
- Associate Professor : Dr. Indira Pattnaik, M.A., M.Phil, Ph.D., HOD
Dr. Pranati Kumari Sahu, M.A., M.Phil, Ph.D.
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 Lexicon
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. Coordinator :
- Associate Professor : Dr. Aparajita Biswal, MPhil, PhD
- Courses Offered : **U.G.**
- Semester-I : Core-I : Introduction to Sociology
Core-II : Indian Society
GE-I : Introduction to Sociology
- Semester-II : Core-III : Sociological Thought
Core-IV : Social Change & Development
GE-II : Indian Society
- Semester-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 dev iance
- Semester-V : Core-XI : Sociology of Environment
Core-XII : Sociology of Movements
DSE-I & DSE-II : (Any two of the following)
i) Pioneers of IndianSociology
ii) SocialInstitutions
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)
4. Students' Facilities : Seminar Library

Department of Education

1. ProgrammesOffered : **B.Ed.(Two-year Course) (Self-financing)**
(I Recognised by NCTE Commenced from the session 2018-19)
2. StudentsStrength : 50 (25 for Arts, 25 for Science)
Co-ordinator : Dr. Sankar Prasad Mohanty, M.A.(Edu.), M.Phil, Ph.D.,
B.Ed.
3. Courses Offered : **M.A. in Education**
Students Strength : 48
4. Faculty Members :
Associate Professor : Dr. Sankar Prasad Mohanty, M.A. (Edu.), M.Phil,Ph.D.
Asst.Prof. : Dr. SasmitaKar, M.A.,M.Ed., Ph.D.
- Semester-I : Core-I : Philosophical and Sociological
Perspectives of Education
Core-II : Advanced Educational Psychology
Core-III : Methodology of Educational Research :
Quantitative Perspective and Statistics
Core-IV: Practicum : Academic Writings, Book
Reviewand Semester Presentation
- Semester-II : Core -V : Methodology of Educational Research :
Qualitative Perspective

	Core-VI :	Method of Teaching : (Any One) English, Odia, Social Science and Mathematics (Practical + Theory)
	AE-I :	Assessment and Evaluation in Education
	AE-II :	Emerging Trends and Issues in Indian Education
Semester–III	:	Core -VII : Practicum : Research Proposal
	CE-I :	Any One : (a) Inclusive Education, (b) Teacher Education (c) Open and Distance Learning
	CE-II :	Any One : (a) Educational Technology, (b) Early Childhood Care and Education, (c) Comparative Education
	AE-III :	Curriculum Design and Development
	OE-I :	ICT in Education
Semester–IV	:	Core-VIII : History of Education
	Core-IX :	Dissertation (Practical)
	CE-III :	Any One : (a) Educational Management and Leadership, (b) Guidance and Counseling in Education, (c) Mental Health, Yoga and Physical Wellbeing
	CE-IV :	Any One : (a) Women Education, (b) Peace and Human Rights Education, (c) Economics of Education
	OE-II :	Pedagogical Perspectives in Education

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	:	
	Associate Professor	:	Dr. Sahadev Swain, M.Com, M.Phil, LLB, Ph.D, C.S (HOD) Dr. Sabat Kumar Digal, M.Com, M.Phil, Ph.D.
	Asst. Prof .	:	Dr. Gouri Prava Samal, M.Com, MBA, Ph.D.

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 TaxPlanning
		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 : BusinessStatistics
		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

M.Phil

	Semester-I	:	
	Paper Code-1.1 (Paper-I)	:	Research Methodology
	Paper Code-1.2 (Core -I)	:	Accounting
	Paper Code-1.3 (Core -II)	:	Finance
	Semester-II	:	
	Paper Code-2.1	:	Review of Literature
	Paper Code-2.2	:	Synopsis Presentation
	Paper Code-2.3	:	Dissertation
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
3. Faculty Members :
 - Professor : Dr. Jyotirmayee Acharya, M.A., M.Sc., M.Phil., Ph.D.
 - Associate Professor : Dr. Aliva Mohanty, M.A., M.Phil., Ph.D.
 - Asst. Prof. : Dr. Sayantani Behura, M.A., M.Phil., Ph.D.
Mr. Suprit Panigrahi, M.A.
Ms. Geetanjali Naik, M.A., M.Phil
4. Courses offered : **P.G.**
 - Semester-I :
 - HC-I : Gender, Culture & Society
 - HC-II : Gender & Development; Principles and Concepts
 - HC-III : Theories of Feminism and Women's Movement
 - HC-IV : Gender, Technology & Media Representations
 - EC-I : Extempore & Advocacy on Gender Issues
 - Semester-II :
 - HC-V : Women in Odisha & India
 - HC-VI : Gender relations in Agriculture
 - AE-I : Industrialisation, Globalisation & Gendered Politics
 - AE-II : Information Technology and Health in Gender Studies
 - EC-II : Learning Gender Relation through PRA
 - Semester-III :
 - HC-VII : Research Methodology: Gender Responsive Analysis & Planning
 - EC-I(A) : Gender, Poverty & Sustainable Environment
 - E-II : Gender and Law
 - E-III : Gender, Civil Society & Social Workor
Gender & Social Entrepreneurship
 - AE-V : Work, Feminist Economics & Education in India
 - AE-VI : Gender and Education in India
 - OE-I : Gender, Violence & Counselling Psychology
 - OE-II : Project Work
 - Semester-IV :
 - HC-VIII : Gender & Sustainable Rural Livelihood
 - HC-IX : Dissertation & Seminar Presentation

- CE-V : Gender, Displacement & Disaster Management or
 CE-VI : Gender, Migration & Human Trafficking in Asia
 E-VII : Gender & Governance
 E-VIII : Gender & Human Resource Management
 OE-III : Psychology of Gender
 OE-IV : Urban Management

M.Phil

- Semester-I :
 Paper Code-
 GES-RM 2.1 (Paper-I) : Research Methodology: Gender Responsive Analysis and Planning
 Paper Code-
 GES-RGD 2.2(Paper-II) : Gender and Development : principles and concepts
 Paper Code-
 GES-GPES 2.3(Paper-III) : Gender, poverty and Sustainable Environment
 Semester-II :
 Paper Code-
 GES-RL 2.1(Paper-IV) : Review of literature writing & PPT Presentation
 Paper Code-
 GES-PPS 2.2 (Paper-V) : Preparation and Presentation of Seminar Synopsis & Pre thesis Submission Seminar presentation
 Paper Code-
 GES-D 2.3 (Paper-VI) : Dissertation
 5. Student's Facilities : Library, Seminar and SmartClass

Department of Life Science

1. Programme Offered : **P.G. (M.Sc.)**
 2. Students Strength : 32

3. Faculty Members :
- Professor : Dr. Chandi Charan Rath, M.Sc., M.Phil., Ph.D (HOD)
- Associate Professor : Dr. (Mrs.) Shikha Singh, M.Sc., Ph.D.
Dr. Sakti Kanta Rath, M.Sc., Ph.D.
- Asst. Prof . : Dr. Alok Prasad Das, M.Sc., M.Tech., Ph.D.
Dr. Navneet Kaur, M.Sc., Ph.D.
Dr. Mukta Mayee Kumbhar, M.Sc., M.Phil, Ph.D.
Ms. JamunaTudu, M.Sc.
4. Courses Offered : **P.G.**
- Semester-I : HC-I : Cell Biology and Genetics
HC-II : Microbiology and Immunology
HC-III : Bio physics and Bio physical 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

M.Phil

- 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
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), Sangeet Bhusan, Yoga Prashikshyika

ADMISSION**U.G. PROGRAMME****Programme Offered and Number of Seats in Different Streams :**

Sl. No.	Stream	No. of Seats
1.	+3 Arts (Hons)	512
2	+3 Sc. (Hons) Physical Science	112
3	+3 Sc. (Hons) Biological Science	96
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, Zoology and Bio-technology come under Biological Sciences.

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
1	Sociology
2	Indian Economy
3	Home Science
4	Philosophy
5	Sanskrit
6	N.C.C.
7	Hindi

Sl. No.	GE-III & GE-IV
1	Mathematics
2	Statistics
3	Psychology
4	Indian Polity
5	Indian History
6	Indian Music
7	Odia
8	Alternative English

*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/Comp Sc	Mathematics
2	Chemistry	Physics/Comp Sc	Mathematics
3	Mathematics	Physics/Comp Sc	Chemistry/Statistics
4	Botany	Chemistry	Zoology/Bio-Tech
5	Zoology	Botany/Chemistry	Bio-Tech
6	Computer Science	Mathematics	Physics/Statistics
7	Bio-Technology	Botany / Chemistry	Chemistry Zoology
8	Statistics	Mathematics/Comp Sc	Physics

ELIGIBILITY FOR ADMISSION

- ◆ Only Women candidates can apply.
- ◆ The minimum eligibility for admission to UG classes(+3) shall be +2 or equivalent (see **Annexure-1**)
- ◆ A student who wishes to apply for +3 Sc. Honours (Botany / Zoology / Biotechnology) should have Biology at +2 level.
- ◆ A student who wishes to apply for +3 Sc. Honours (Physics/ Chemistry/ Mathematics/ Statistics / Computer Science) should have Mathematics at +2 level.
- ◆ A student passing + 2 Arts / +2Commerce 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)

Seats in each 5% of total number of seats in each subject will be reserved for (PWD) students with extent of disability not below 40% (blindness and low vision, hard of hearing, Locomotor disability including cerebral palsy, leprosy cured, dwarfism, acid attack victims and muscular dystrophy, autism, intellectual disability, specific learning disability and mental illness

C. Ex-service man (ESM), Serving Defense Personnel (SDP) & Children of Martyrs (CoM)

1% of the sanctioned seats shall be reserved for Self/ Children /Wife /Husband of Ex-Serviceman, Serving Defense Personnel & Children of Martyrs.

P.G. COURSES

The University offers post graduate courses in 12 subjects as given below. The course duration is 02(Two) years consisting of 04 semesters under Choice Based Credit System (CBCS) pattern.

1. **School of Science: Biotechnology, Computer Science, Life Science, Industrial Microbiology**
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.**
5. **School of Pedagogical Science: Education**

A. Details of Seat Availability in Different Courses:

Schools	Subjects	Subject Seats	No. and Types of Seats
School of Science	Biotechnology	32	Normal
	Computer Science	32	Normal
	Life Science	32	16 Free 16 Paid
	Industrial Microbiology (Self Financed)	24	100 % Self Financed
School of Humanities & Liberal Arts	Odia	32	Free Seats
	Hindi	40	Free Seats
	English	32	Free Seats
School of Social Science	Economics	48	16 Free 32 Paid
	Gender Studies	32	16 Free 16 Paid
	Home Science	32	16 Free 16 Paid
School of Commerce and management	Commerce	48	16 Free 32 Paid
School of Pedagogical Science	Education	48	Normal

Eligibility for Admission for P.G. Courses 2019-20:

Only Women Candidates can apply as follows:

- **Biotechnology:** 45% of marks secured in Honours in Biotechnology/ Botany/ Zoology/ Environmental Sciences/ Microbiology/ Bioinformatics/ Genetics/ Biochemistry/ Life Sciences at graduation level.
- **Computer Science:** 45% of marks secured in Honours in Computer Science/ Information technology/Information science and Technology/Information technology and management at graduation level or Bachelor in Computer Application with 45% marks in concerned subject
- **Life Science:** 45% marks secured in Honours in Botany/Zoology/ Life science at graduation level.
- **Industrial Microbiology:** 45% marks secured in Honours in Micro Biology/ Botany/ Zoology/ Bio-Technology/ Bio-Chemistry 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.
- **Education:** 45% of marks secured in Honours in Education 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.G. courses provided they have passed the examination in the concerned subject with minimum of 8 papers carrying at least 800 marks, subject to the fulfilment of the minimum eligibility condition. (45% in the concerned subject)*

B. 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*

- ❑ 5 % 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/Pw Dcertificate/ ID should be issued by District Welfare Officer/comrriunity Development Officer/ Social Welfare Department of State Government Officer Or certificate issued by the CDMO /Chief Medical Officer, Capital Hospital, Bhubaneswar.

- ❑ **Sports**

- I. One seat is reserv ed f or 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

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

- a) Original Certificates & Marksheets 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) Threeself-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 Orcertificate 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.

M. PHIL PROGRAMME

1. About the Programme

The University offers M.Phil programme in subjects as **English, Odia, Hindi, Homescience, Commerce, Bio-Tech, Economics, Life Science, Comp. Sc. and Gender Studies**. The course duration is 01 (one) year & consists of 02 semesters.

DETAILS OF SEAT AVAILABILITY IN DIFFERENT PROGRAMMES :

2. Subject	Subject Seats	Subject	Subject Seats
English	08	Life Science	08
Hindi	08	Biotechnology	08
Odia	08	Computer Science	08
Economics	08	Gender Studies	08
Home Science	08	Commerce	08

However, number of Seats offered for admission will be finalised on the basis of availability of supervisor

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

- Only Women Candidates can apply.
- A consistently good academic career with not less than 55% marks or equivalent grade at Masters level in the concerned subject.
- For M.Phil. in Biotechnology & Life Sciences (a consistently good academic career with not less than 55% marks or equivalent grade in concerned or allied subjects at Masters level in Biotechnology/Botany/Zoology/Microbiology/Life-Sciences).
- For M.Phil. in Gender Studies, consistently a good academic career with not less than 55% marks in concerned or allied subjects at Masters level. (Sociology/ Pol.Science/History/Economics/Geography/Anthropology/Management/Psychology/ English Language/Odia Language).
- A relaxation of 5% of mark i.e. from 55 % to 50% Marks for SC /ST/OBC and Differently abled Students.

4. SELECTION PROCEDURE

Admission to M. Phil course will be made through written entrance test, career assessment and viv a-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, OBC 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	1st Division	2 nd Division	3rd 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.

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

- Original Certificates & Mark sheet of 10th, +2 and +3 degree examination/ Equivalent Examination & P.G examination.
- Original Transfer Certificate and Conduct Certificate from the Institution last attended.
- Original University Registration Receipt of R.D. Women's University (for students from RDWU)
- Original Migration Certificate (for students from other University)
- Original Certificate of qualifying National level test such as, NET, GATE, SLET, ICAR etc. (Who have qualified such National level test.)
- 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 SC Candidate the original Caste Certificate must be in the name of the candidate.
- For ST Candidate her father's Caste Certificate or her own may be taken into consideration.
- Persons with Disability (PWD) certificate and ID card issued by District welfare officer/ Community Development officer / 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)
- Undertaking form on Anti Ragging duly signed by the candidate & her parents.
- Relieve order & NOC in case of employees from the competent authority.
- Income certificate of Father/mother from the competent Authority (Tahasildar /Revenue officer).

7. GENERAL INFORMATION:

1. Course fee will be collected for two semesters along with admission fees.
2. In case of any doubt regarding the authenticity of documents produced, the same will be provided to the DIG, Crimebranch, Bhubaneswar for scrutiny.
3. Application without copies of certificates in support of reservation / relaxation of dues will not be considered for the same.
4. Suppression of facts/submission of incorrect information will lead to rejection of the Application Form, your forfeiture of Application fee, and thereby admission in to the Department.
5. Incomplete application in any form will be rejected.
6. Ragging in any form is strictly prohibited. Each applicant has to furnish an undertaking in this regard
7. Indiscipline in any form on the campus, department or in the Hostel will not be allowed. This may lead to rustication from the University.
8. 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.
9. Examination: In order to be eligible to appear at the University Examination, a student 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.
10. 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, Vidya Vihar Bhubaneswar.
11. 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.
12. Students must come to the campus in proper uniform.

Doctor of Philosophy (Ph.D)**Rama Devi Women's University offers Ph.D. Program in following 11 subjects**

1. Biotechnology
2. Computer Science
3. Commerce
4. Economics
5. English
6. Education
7. Gender Studies
8. Hindi
9. Home Science
10. Life Science
11. Odia

Regulation for Doctor of Philosophy**ELIGIBILITY OF SCHOLAR :**

- 1.1 Master Degree holders having secured atleast 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 Ph.D 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 a fresh for registration .In case the revised synopsis is not approved by the SRC the candidates may apply a fresh 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 there commendation 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 some body 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.Philprogramme.

5. ThePre-doctoral Course Work would consist of the following four papers carrying100 marks each.

- a) Research Methodology
- b) Computer application
- c) Review of literature presentation
- d) Seminar presentation.

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 CoE 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 detail 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) Take steps for appointment of examiners, tabulation of marks and publication of result in accordance with statutes and Regulations.

Structure of Examination Committee :

Chairperson	:	Prof. (Dr.) Padmaja Mishra, Vice-Chancellor
Member	:	Dr. Sarita Supkar, Chairperson P.G. Council
Controller of Examinations	:	Prof. (Dr.) Chandi Charan Rath
Deputy Controller of Examinations	:	Dr. Sebati Mishra
	:	Dr. Mamata Mohanty,
		Dr. Sanjay Kumar Rout

MID SEMESTER EXAMINATION:

THREE YEAR DEGREE COURSE

1. DURATION OF THE EXAMINATIONS - MID SEMESTER & END SEMESTER :

The Choice Based Credit System (CBCS) examination shall be implemented in Semester pattern. Exam time table for the odd semester will be communicated by 20th June and even semester by 7th December. Each semester examination shall consist of a Mid-Semester (Internal) Examination and End Semester examination. Mid Semester examination shall be conducted only for theory papers. End Semester Examination in theory papers carrying full marks above 50(e.g. 60, 75, 80 etc) shall be of 3 hours duration and practical shall be of 3hours (for full marks carrying 25). On the other hand, theory papers carrying 50 marks or below shall be of 2 hours duration.

2. MID SEMESTER EXAMINATION:

- i. Mid semester examination will be of 01 hour duration for 20/15 marks(20 for subjects having no practical and 15 for subject with practical papers). There shall be no pass mark in Mid Semester examination. The type of questions will be decided by the University authority.
- ii. The Mid-Semester Examination shall be conducted and valued by the Teacher(s) who are teaching the corresponding paper or any external faculty in the college(s). A student who fails to appear in a Mid-Semester Examination will be allowed one more chance to take the same examination. There will be no provision to re-appear in the Mid-Semester Examination for improvement.
- iii. The University has to conduct the Mid-Term Examination between September 15th to 30th October for 1st, 3rd, & 5th Semester and in between March 1st - 15th for 2nd, 4th, & 6th Semester respectively and will feed the marks online under the University/College Examination management System within 15 days from the date of examination. In case of First Semester, Mid-Term, marks shall be fed by 30th November.
- iv. The University authority will preserve the Answer Script of the Mid-term examination for 06 months from the date of publication of result for future reference.
- v. The University authority at the valuation zones/University authority will preserve the Answer Script of the End-Term examination for 06 months from the date of publication of result for future reference.
- vi. A student has to appear the Mid Term Examination. Absence in a Mid Term paper will be declared as failed in that Paper. A student who was absent in the Mid Term examination during both the chances but has passed at the University End Term examination shall be treated as failed in that Semester. Such candidates would be required to appear Mid--Semester Examinations in subsequent semester.

3. MARK DISTRIBUTION:**A. Subjects Without Practical**

Mid Term	Term End	Total
20	80	100

B. Subjects With Practical

Mid Term	Term End		Total
15	A-Theory 60	B-Practical 25 (15+05+05 (Record))	100

4. GRADE SYSTEM IN EACH PAPER (MID +END SEM EXAM) IN A SEMESTER**5. GRADING SYSTEM**

Qualification	Grade	Mark Secured from 100	Grade Point
Outstanding	'O'	90-100	10
Excellent	'A+'	80-89	9
Very Good	'A'	70-79	8
Good	'B+'	60-69	7
Above Average	'B'	50-59	6
Fair	'C'	45-49	5
Pass	'D'	40-44	4
Failed	'F'	Below 40	0
Absent	'AB'	00	0
Malpractice	'M'	00	0

Qualification	Grade	Mark Secured from 100	Grade Point	Classification for Hons.	Classification for Pass
Outstanding	'O'	90-100	10	First Class Hons.	Pass
Excellent	'A+'	80-89	9		
Very Good	'A'	70-79	8		
Good	'B+'	60-69	7		
Above average	'B'	50-59	6	Second Class Hons.	
air	'C'	45-49	5		
Pass	'D'	40-44	4	Pass	
Failed	'F'	Below 40	0		Fail
Absent	'AB'	00	0		Fail
Malpractice	'M'	00	0		MP

- The candidate obtaining Grade-F is considered failed and will be required to clear the back paper(s) in the subsequent examinations within the stipulated time.
 - For candidate in both Pass and Honours Courses securing 'B' Grade and above in aggregate in their first appearance will be awarded Distinction. However, students who could not appear at an examination due to their representing the University or State for Inter-University or inter-state competitions in Games and Sports at national/international level or attending National level NCC/NSS camps will get one chance exemption for distinction.
 - ALL MP/HARD CASE and Back Paper Clearance candidates in any Semester Examination are not eligible for award of Distinction.
6. 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) **GRADEPOINT** : 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) = " CREDIT POINT of course items in a Semester

SEMESTER GRADE POINT AVERAGE (SGPA) =

CREDIT INDEX for a Semester

\sum CREDIT

CUMULATIVE GRADE POINT AVERAGE (CGPA) =

\sum CREDIT INDEX (of all previous Semesters up to 6th Semester)

\sum CREDIT

7. Formula for Equivalent Percentage of Marks:

The following formula will be used to obtain the equivalent percentage of marks for the CGPA awarded to the students of the University.

Equivalent Percentage of Mark = (CGPA - 0.50) x 10

8. REPEAT EXAMINATION:

A student has to clear back paper(s) (if failed) by appearing at subsequent / alternate semester examinations within six years from the year/session of admission. (refer Clause 5)

A student may appear in improvement (having passed in that paper) in any number of papers **ONLY ONCE** in the next immediate subsequent semester examination. There is no improvement in Practical papers.

9. MINIMUM PERCENTAGE AND MARKS TO BE OBTAINED FOR PASS:

i. Paper Without Practical :

MidTerm	Term End	Pass Mark Term End	Total	Paper Pass Mark
20	80	30% out of 80 (i.e. 24 marks)	100	40 out of By taking both components (i.e. Mid-Term + End TermExam.)

- Term End (University Examinations) Total Mark: 80, 30% out of 80 (i.e. 24 mark)
- Total Mark: 100 (40% out of 100)
- No Pass mark for Mid Term Exam. A student has to appear the Mid Term Exam. Securing 'ABS' in both the chances in Mid Term exam student declares fail in that paper, though he/she secures pass mark in theory paper.

ii. Paper With Practical :

Mid Term		Term End			Total	Paper Pass Mark
	A-Theory	Pass Mark A-Theory	B-Practical	Pass Mark B-Practical		
15	60	30% out of 60 (i.e. 18 mark)	25	40% out of 25 (i.e. 10 mark)	100	40 out of 100 By taking (i.e. Mid-Term + End Term Exam +Practical)

- Term End (University Examinations) Total Mark: 60, 30% out of Total Mark (i.e. 18 mark)
- Minimum pass mark for practical paper is 40%.
- Total Mark: 100 (40% out of 100)

POST GRADUATE EXAMINATION

Mid Semester

1. Mid semester (internal) examination will be of 01 hour duration for 20marks, 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 (incase of affiliated college) in plain paper showing sufficient reasons there of. 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 atleast for aperiod 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 :

	Mid Term	TermEnd	Total
B.	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 atleast 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 (Inc 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 or 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%.

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
Excellent	80-89	E
Very Good	70 – 79	A
Good	60-69	B
Fair	45-59	C
Pass	33-44	D
Fail	Below 33	F

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 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 GRADEPOINT 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) = **CREDIT POINT** of course items in a Semester

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

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

(of all previous Semesters up to a Semester)

POST GRADUATE REGULATION

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 (incase 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 6hours.
- 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 field work notebook of each candidate who of fers a subject, in which there is practical examination, shall be evaluated by one internal and one external examiner. Every note book 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 rati odepending 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, incase 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 f rom 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 atleast 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 atleast 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 passmark 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 gether self 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 otherwise one requests exemption under clause (i) and (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:

5.1	<u>Grade</u>	<u>Mark Secured from 100</u>	<u>Points</u>	
	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 : CREDIT POINT of course items in a Semester

GRADE POINT AVERAGE = CREDIT

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

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

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 back side 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 Regulation

Effective from the Academic Session 2017-18 onwards

1. Objectives:

- (a) Master of Philosophy (MPhil) 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, field work 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	
			Total	300	16

Semester-II

Sl. No.	Paper Code	Name of the Paper	Mark	Credit	
1.	2.1	A	Review of Literature	100	4
		B	Review of Literature Writing (Hard Copy)	50	
			Presentation of Review of Literature (through ppt)	50	
2.	2.2	A	Preparation and Presentation of Seminars. Synopsis presentation of the proposed dissertation (both ppt presentation and submission of Hard Copy)	100	4
		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	

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 her self 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 January.
- ♦ The question papers for semester examinations (theory) shall contain alternative questions from each unit based on the syllabus 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 period and submit the certificate there of at the time of pre-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 other wise 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. PassRule:

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

B.Ed.

1. DURATION OF THE COURSE & EXAMINATIONS

- (a) The duration of the B.Ed. (Secondary) Course is Two Years and consists of Two Year-end Examinations—1st Year and 2nd Year (final) Examination.
- (b) The 1st Year-end and 2nd Year-end Examinations will be conducted by the University during the month of May.
- (c) A student is required to complete the examinations to pass such course within three consecutive chances from the year of admission. However, she has to complete each year-end Examination within three consecutive chances maximum for each year-end examination including 1st chances. (For example those who have taken admission in 2016 are eligible to appear for passing 1st year 2017, 2018 & 2019 and 2nd year (final) in 2018, 2019 & 2020 Examinations respectively).
- (d) The University Examination shall be conducted by means of Written Test (for Theory Papers) and test of Practical (for Practical Papers) specified in each year Course of Studies and shall be in accordance with such instructions
 - i. Theory Paper(s) Examination
(carrying above 50 marks to 100 marks- 3 Hrs.)
 - ii. Theory Paper(s) Examination (carrying 50 marks and below-2 Hrs.)
 - iii. Practical Paper(s) Examination
(carrying 50 marks and above - 6 Hrs.)

iv. Practical Paper(s) Examination

(carrying below 50 marks - 3 Hrs.)

- (e) The medium of instructions and Examinations in all Theory & Practical Paper(s) except the Pedagogy of Language in Odia under CPS-10 shall be in English

2. PASS MARK IN THEORY & PRACTICAL

- (a) Minimum percentage of pass mark in each Theory paper(s) / Course **shall be 40 (forty)** and in each **Practical Paper(s) / Course 50 (fifty)**. In aggregate, a candidate has to **secure 45% marks in order** to be **declared pass** Subject to condition that she must have in each individual Theory and Practical Paper(s)/Course.
- (b) The performance of each candidate in courses such as EPC and OCSD shall internally be assessed continuously on periodical basis (CCA) **and the marks secured by her in different events of assessment shall be combined and be converted to a score out of 50 marks** and the same shall be added to her aggregate marks. The minimum pass mark shall be 40% in each individual course above.
- (c) At the final qualifying examination, the Final result in respect to, award of class shall be considered out of 1700 marks i.e. (850 + 850 Marks for each year taken together). In award of class, marks obtained by a candidate in 1st Year and 2nd Year Examinations, both in Theory and Practical Papers, shall be taken together for consideration. Class shall be awarded as per the following marks.

First Class : 1020 Marks and above (60% and above)

Second Class : 765 to 1019 Marks (45% and above but below 60%)

- (d) After publication of 1st year and 2nd year B.Ed. Examination results the mark sheet shall be issued to the candidates for the respective Examinations.

Minimum Pass Mark in each Task and Assignment under Theory Course PE, CPS & EPC) to Fill Up Form to sit in the Year-end Examination.

Each candidate has to secure minimum Pass Marks (40%) in each Task and Assignment under Theory Course (PE, CPS & EPC) ; If a candidate **fails to secure the minimum Pass Mark in each Task and Assignment**, she cannot be **eligible to Fill Up the Form to sit in the year-end Examinations**.

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 forth with 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 noticeis sued 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 Cancellation of the result of mark anywhere in the answer script except in the examination place provided for the purpose
 - ii. For possession (but not used) of Cancellation of the result of unauthorized or incriminating materials that examination
 - iii. For misbehaviour with the centre superintendent /Cancellation of the result of invigilators /supervisors/others connected with the that examination conduct of the 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 Cancellation of the result of that combined with misbehaviour with the centre examination and debarring the superintendent / invigilators /observers /supervisors/candidate from appearing at the other sconnected with the conduct of the examination next 02 (two) examination

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 became 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 100ft. Long & 56ft. 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 11.00 AM to 5.00 PM on all working days of the year except Sundays and holidays. Books from this section are not issued to any one 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 11.00 AM to 5.00 PM 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 textbooks, 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 presentation on the reading room so that students can search the library database 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 11.00 AM to 5.00 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 he 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 volume scan be issued to any borrower or to any department.

Rules for the Library users

- 1) Teachers, Students, Officers, other employees of the University and member so fauthorities 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 CUG Student	03	14days
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 theLibrary.
- 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 one time Indian conversion price in case of foreign edition books +10% as service charge against the costs 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	98531 52451
Smt. Swapna Mohanty, M.A., Lib., Asst	94376 31791

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

Officers in Charge of Hostel

- Warden of Hostels – Prof . MadhusmitaPati, Prof essor in English \
1. Anindita Hostel – Supdt. – Dr. Snehalata Das, Assistant Professor in Hindi
Asst. Supdt. – Geetanjali Naik, Assistant Professor in Gender Studies
2. Ananya Hostel – Supdt. – Dr. SikhaSingh, Associate Professor in Life Science
Asst. Supdt. – Dr. Sabahat Tabriz, Assistant Professor in English
3. Annapurna Hostel– Supdt. – Dr. Indira Pattnaik, Associate Professorin Sanskrit
Asst. Supdt. – Dr. Ajanta Nay ak, Assistant Professor in Home Science
Dr. Bimala Patra, Assistant Professor in Hindi
Dr. Tilotama Bhotra, Assistant Professor in Bio-Technology
4. Asima Hostel – Supdt. – Dr.Debabala Swain, Associate Prof. in Computer Science
- | | |
|--|--------------------------|
| i) Anindita Hostel | 120seats |
| ii) Ananya Hostel | 120seats |
| iii) Asima Hostel (Hostel for the visually challenged) | 30 seats for PG students |
| iv) Annapurna Hostel | 400seats |
5. Indira Gandhi Post Matric Adivasi Women’s Hostel

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 in to 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. Incase 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 alongwith 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 requireing 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 6.00p.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 anyday 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 over night with local guardians unless otherwise specifically permitted by their parents.

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

The hostel remains closed during the Puja and Summer v acation.

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 University.
- ◆ 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 guests 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 the 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 in to 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 MESSRULES.
- 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 in to 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 Odisha 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.

SPORTS COUNCIL

Rama Devi Women's University, the only Women's University of the state, has 48 staff 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.

Objectives :

- 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 comradeship among the students that will facilitate them to bag laurels at national level games and sports.

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 Councils 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 Councils 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 48 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 survey 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 under graduate 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; 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
- ❑ performs such other functions as may be prescribed by the University with a view to advancing the course of collegiate education.

CENTRE FOR SKILL DEVELOPMENT TRAINING

Centre for Skill Development Training (CSDT) under the onus of Rama Devi Women's University has been established in the year 2019 with a grant of Rs. 90 Lakhs from the Higher Education Department, Govt. of Odisha. The Centre aims at training the undergraduate and post-graduate students of the university to develop technical skills & behavioral traits in their respective domain. For the academic year 2019-20, 420 undergraduate students of the university have been enrolled under seven different skill traits in collaboration with Centurion University of Technology and Management (CUTM), Bhubaneswar. The seven skill courses includes 1) Medical lab Technology, 2) Digital electronics, 3) Unity Gaming & Animation, 4) Computer accountancy, 5) Retail & Hospitality, 6) Fashion Designing and 7) Heritage and Eco-tourism. The courses will comprise technical & soft skills aligned to National Skill Qualification Framework (NSQF), Sector Skill Council (SSC) job roles, Qualification Pack (QP) and National Occupational Standard (NOS). The skill training aim at development of strategic communication skills, grooming skills, professional etiquettes, leadership qualities, customer service skills, financial literacy, IT skills, health hygiene & sanitation and entrepreneurial skills as per the requirements of different domains. The expected end outcome will be either a possible employment in their respective domain after graduation or to inspire students to take more advanced specialized training after completion of their graduation which can result in employment or self-employment. The Centre aims at introducing many other skill development courses in subsequent years for women students based on feasibility and scope for employability.

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 alongwith 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 in to 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.

- ◆ **Students' Union**
- ◆ **Athletic Club and Sports Council**
- ◆ **Day Scholars' Association**
- ◆ **Drama Society**
- ◆ **Science Society**
- ◆ **Social Service Guild**
- ◆ **Student Magazine**

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 with in 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 Committees 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 when ever necessary, in the proper conduct of the meeting. The President may refer to the Advisor any rule or 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 Advisor and the Associate Advisor 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 v ouchers 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 where by 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 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- 22 years (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 full time 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 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 in flow 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 with out 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 a criminal offence 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, with drawal 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 dayscholars.
- (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 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 faculty.
- 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.

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 Captains elected 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 (UG1st, 2nd, 3rd & PG1st 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.

CO-CURRICULAR AND EXTRACURRICULAR ACTIVITIES

(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 firstaids, 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. v olunteers. Volunteers also visit the adopted slum and clean the roads with the help of the beneficiaries.

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

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 out door activities, which promote development of character, encourage formation of health habit, impart skill useful in every day life and prepare the individual for service to society and fellow men. 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 Prof essor (Hindi);

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 apart 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 aAverage 80-100 units of blood are donated.

Officer-in-charge - **Dr. Pranati Kumari Sahu**, Associate Professor;

National Cadet Corps (N.C.C.)

The motto of NCC is unity and discipline. Liv ing 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 the minto 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.

Officer-in-charge - **Dr. Navneet Kaur**, Assistant Professor;

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 in formation 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 stage 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 : **Prof. Madhusmita Pati**,

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 Courses 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 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) Officer-in-charge : **Dr. Manisha Mishra**, Assistant Professor.

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 use 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.

Officer-in-charge - **Dr. Chhabirani Panigrahi**, Assistant Professor.

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.

Officer-in-charge - **Dr. Sahadev Swain**, Associate Professor.

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 come from July 2017.

Co-ordinator : **Dr. Sakti Kanta Rath**, Associate Professor; Life. Sc.

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 4.00p.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 tread mills, exercise bikes for cardio work out sands strength training equipments as well.

The PET is incharge 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. Officer-in-charge - **Alakananda Mishra**, Associate Professor.

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.

SCHOLARSHIPS

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 is 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 DWO, Khordha only to S.C. and S.T. Students of UG, PG and M.Phil 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 any where.

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, Gov t. 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 Post-Graduate and M.Phil students belonging to the SC/ST/ OBC/SCBC/EBC 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 to wards 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. Madhusmita Pati, Prof. Eng.- Warden | - Member |
| ii) Advisor Students Union. | - Member |
| iii) All Hostel Superintendents | - Member |
| iv) Director Students Welfare | - Member |
| v) Dr. Bibudhendhu pati, Asso. Prof. Comp. SC | - Member. |
| vi) Dr. Sankar Prasad Mohanty, Asso. Prof. Edn.. | - Convener. |

2). **ANTI-RAGGING COMMITTEE.**

- | | |
|--|------------|
| i) Dr. Madhusmita Pati, Prof. Eng., Warden | - OIC |
| ii) Advisor Student Union | - Convener |
| iii) All Hostel Superintendents | - Member |
| v) Dr. Sujata Mohapatra, Reader in Botany | - Member |

(The Committee will be extended as per UGC norm & it will be notified later)

3) **COMMITTEE FOR PREVENTION OF SEXUAL HARASSMENT.**

- | | |
|--|------------|
| i) Dr. Madhusmita Pati, Prof. Eng., Warden | - OIC |
| ii) Dr. Alakananda Mishra, Reader in English | - Member |
| iii) Director Student's Welfare | - Convener |
| iv) All Hostel Superintendents | - Member |
| v) Advisor Student Union | - Member |
| vi) One Member from outside. | - Member |

4) **RESIDENTIAL COMMITTEE**

- | | |
|--|----------|
| i) Dr. Madhusmita Pati, Prof. Eng. Warden | - OIC |
| ii) Dr. Sasmita Mohanty, Prof, Biotechnology | - Member |
| iii) Dy. Registrar | - Member |
| iv) Director Student's Welfare | - Member |
| v) All Hostel Superintendents | - Member |

5) **LIBRARY COMMITTEE**

- | | |
|--|----------------|
| i) Dr. Sasmita Mohanty, Prof. Biotech. | - OIC, Library |
| ii) Dr. Aparajita Biswal, Asso. Prof. Eco. | - Member. |
| iii) Dr. Sasmita Kar, Asst. Prof. Edu. | - Member. |
| iv) Dr. Gouriprava Samal, Asst. Prof. Commerce | - Member |

- v) Dr. Mukta Mayee Kumbhar, Asst. Prof. Life-Sc. - Member
- vi) Smt. Soudamini Bhuyan, Lib. - Convener
- 6) **INFORMATION BULLETIN COMMITTEE.**
- i) Dr. Aparajita Biswal, Asso. Prof. Eco. - OIC
- ii) Dr. Sujata Mohanty, Asso. Prof. Biotechnology - Member
- iii) Dr. Manisha Mishra, Asst. Prof. Eng. - Member.
- iv) Dr. Sayantani Behura, Asst. Prof. Gender Studies - Member
- v) Sri Rebat Kanta Moharana, Bot. - Member
- 7) **GARDEN COMMITTEE**
- i) Dr. Sujata Mohapatra, Reader Bot. - OIC
- ii) Dr. Monalisa Mohanty, Asst. Prof. Biotechnology - Member
- iii) Ms. Jamuna Tudu, Asst. Prof. L.S. - Member.
- iv) Dr. Alok Prasad Das, Asst. Prof. L.S. - Member.
- v) Sri Rebat Kanta Moharana, Bot. - Member
- 8) **ADMISSION COMMITTEE**
- i) Dr. Sahadev Swain, Reader in Commerce - Secretary
- ii) Dr. Aliva Mohanty, Asso. Prof. Gender Studies- - Coordinator, M. Phil Adm
- iii) Dr. Bimla Patra, Lecturer Hindi - Member, M. Phil. Admission
- iv) Dr. Tamala Pattanaik, Reader in Eco. - OIC, PG Admn.
- v) Dr. Shakti Kanta Rath, Asso. Prof. Life-Sc. - Coordinator- P.G. Admn.
- vi) Dr. Sujata Mohapatra, Reader in Bot. - Member P.G. Admission
- vii) Dr. Gouri Prava Samal, Asst. Prof. Commerce - Member P.G. Admission
- viii) Sri Purna Chandra Sethi, Asst. Prof. Comp. Sc. - Member P.G. Admission
- ix) Dr. Pranati Kumari Sahoo, Reader in Sans. - OIC, U.G. Admission
- x) Dr. Raj Kumar Joshi, Asso. Prof. Biotech. - Coordinator, U.G. Admission
- xi) Dr. Snehalata Mishra, Lect. in Hindi - Member U.G. Admission
- xii) Dr. Sabat Ku. Digal, Asso. Prof. Com. - Member U.G. Admission
- xiii) Dr. Kalpana Sahoo, Asst. Prof. Eco. - Member U.G. Admission
- xiv) Sri Suprit Panigrahi, Asst. Prof. Gender Studies - Member U.G. Admission
- xv) Dr. Sankar Prasad Mohanty, Asso. Prof. Edn.. - OIC, B.Ed. Admn.
- xvi) Dr. Sasmita Kar, Asst. Prof. Education - Member, B.Ed. Admission
- 09) **MAGAZINE COMMITTEE**
- i) Dr. Indira Pattanaik, Reader in Sans. - Chief Editor
- Editorial Board**
- i) Dr. Alakananda Mishra, Reader in Eng. - Member
- ii) Dr. Sikha Singh, Asso. Prof. Life-Sciences - Member

- iii) Dr. Snehalata Das, Lecturer in Hindi - Member
- iv) Dr. Sanghamitra Bhanj, Asst.Prof. Odia - Member.
- v) Dr. Sayantani Behura, Asst. Prof. Gender Studies - Member
- vii) Sri Rebatika Moharana, Bot. - Member.
- 10). **LITERARY & CULTURAL COMMITTEE**
- i) Dr. Alakananda Mishra, Reader in Eng. - O.I.C
- ii) Dr. Aparajita Biswal, Asso. Prof Eco. - Member
- iii) Dr. Sanghamitra Bhanj, Asst. Prof Odia - Member
- iv) Dr. Monalisha Mohanty, Asst. Prof Biotech. - Member.
- v) Dr. Sayantani Behura, Asst. Prof. Gender Studies - Member
- 11). **PUJA COMMITTEE.**
- i) Dr. Indira Pattnaik, Reader in Sans. - Convener
- ii) Dr. Sasmita Kar, Asst. Prof Edn. - Member.
- iii) Dr. Sanghamitra Bhanja, Asst Prof Odia - Member.
- iv) Sri Suprit Panigrahi, Asst Prof G. Studies - Member
- v) Dr. Suparna Patel, Lecturer in H.Sc. - Member.
- 12). **HEALTH CARE COMMITTEE.**
- i) Dr. Indira Patnaik, Reader in Sanskrit. - Convener
- ii) Dr. Tilothama Bothra, Asso. Prof. Biotech. - Member
- iii) Dr. Sayantani Behura, Asst. Prof. Gender Studies - Member
- iv) Dr. Sasmita Behera, Lect. in Home-Sc. - Member
- v) Sri Rebatikanta Moharana, Botany - Member
- 13). **STUDENTS COUNSELLING CELL**
- i) Dr. Pratima Kumari Mishra, Reader Psychology - O.I.C
- ii) Dr. Sujata Mohanty, Asso. Prof. Biotechnology - Member
- iii) Dr. Sayantani Behura, Gender Studies - Member
- 14) **STUDENT'S WELFARE WORKING COMMITTEE**
- i) Dr. Sikha Singh, Asso. Prof Life-Sciences - Member
- ii) Dr. Snehalata Das, Lecturer Hindi - Member.
- iii) Dr. Kalpana Sahoo, Asst. Prof Eco. - Member.
- iv) Dr. Sanghamitra Bhanja, Asst. Prof Odia - Member.
- v) Sri Suprit Panigrahi, Asst. Prof. Gender Studies - Member.
- 15) **STUDENT'S UNION ADVISORY BOARD**
- i) Dr. Tamala Pattanaik, Reader in Eco. - Advisor & Convener
- ii) Dr. Sahadev Swain, Reader in Com. - Associate

- iii) Dr. Sakti Kanta Rath, Asso. Prof. Life-Science - Associate
 iv) Dr. Sabat Kumar Digal, Asso. Prof Com. - Associate
 v) Dr. Manas Behera, Lect. in Pol.Sc. - Associate.
 vi) Dr. Bimla Patra, Lect. in Hindi - Associate.
 viii) Dr. Sabahat Tabriz, Lect. in English - Associate.
 vii) Dr. Kalpana Sahoo, Asst. Prof Eco. - Associate
- 16) **DRAMATIC SOCIETY**
- i) Dr. Pratima Kumari Mishra, Reader in Psy. - Vice-President
 ii) Dr. Aliva Mohanty,, Asso. Prof Gender Studies - Associate
 iii) Dr. Ajanta Nayak, Reader in H. Sc. - Associate
 iv) Dr. Sanghamitra Bhanj, Asst Prof Odia. - Associate
 v) Dr. Monalisha Nohanty, Asst. Prof Biotech. - Associate
 vi) Sri Suprit Panigrahi, Asst. Prof. Gender Studies - Associate.
 vii) Dr. Suparna Patel, Lect. of H.Sc. - Associate
 viii) Sri Susil Kumar Pattnaik, Music. - Associate.
- 17) **SCIENCE SOCIETY**
- i) Dr. Sasmita Mohanty, Prof. Biotech. - Vice- President.
 ii) Dr. Sikha Singh, Asso. Prof. Life-Science - Associate
 iii) Dr. Sujata Mohanty, Asso. Prof. Biotech. - Associate
 iv) Dr. Bibudhendu Pati, Asso. Prof Comp. Sc. - Associate
 v) Dr. Debabala Swain, Asso. Prof. Comp. Sc. - Associate
 vi) Dr. Navneet Kaur, Asst Prof Life-Sciences - Associate
 vi) Dr. Alok Prasad Das, Asst. Prof Life-Sc.. - Associate
 vii) Sri Rebatika Kanta Moharana, Bot. - Associate.
- 18) **ATHLETIC CLUB**
- i) Dr. Jyotirmayee Acharya, Prof. G. Studies. - Vice-President
 ii) Dr. Raj Kumar Joshi, Asso. Prof Biotech. - Associate.
 iii) Dr. Sankar Prasad Mohanty, Asso. Prof Edn. - Associate.
 iv) Dr. Sasmita Behera, Lecturer in H.Sc. - Associate
 v) Sri Prakash Ch. Parichha, Lecturer in Zool. - Associate.
 vi) Sri Sudam Sahoo, Lecturer in Psychology - Associate
 vii) Smt. Jayashree Mohapatra, PET. - Associate.
- 19) **SSG**
- i) Dr. Jyotirmayee Acharya, Prof. Gender Studies - OIC
 ii) Dr. Gouri Prava Samal, Asst. Prof. Com. - Member

20) **CAREER COUNSELING & PLACEMENT CELL.****(A) Advisory Committee**

1. Dr. Chandi Charan Rath, Prof. Life-Sciences
2. Dr. Sasmita Mohanty, Prof. Biotechnology
3. Dr. Madhusmita Pati, Prof. English.
4. Dr. Jyotirmayee Acharya, Prof. Gender Studies

- (B)** i) Dr. Sahadev Swain, Reader in Comm. - OIC
 ii) Dr. Debabala Swain, Asso. Prof Comp. Sc. - Member
 iii) Dr. Manisha Mishra, Asst. Prof. English - Member
 iv) Sri Sudam Sahoo, Lecturer in Psy. - Member.
 v) Dr. Dillip Ku. Bishi, Asst. Prof. Biotechnology - Member

21) **CANTEEN**

- i) Dr. Sujata Mohapatra, Reader in Bot. - OIC
- ii) Dr. Debabala Swain, Asso. Prof Comp. Science - Member
- iii) Dr. Ajanta Nayak, Lecturer in Home-Sc. - Member.
- iv) Sri Suprit Panigrahi, Asst. Prof Gender Studies - Member

22) **TIME TABLE**

- i) Dr. Sandhya Rani Bhuyan, Reader in Stat.. - OIC
- ii) Dr. Sabat Ku. Digal, Asso. Prof Com. - Member
- iii) Dr. Dillip Kumar Bishi, Asst. Prof. Biotech. - Member
- iv) Dr. Monalisha Jena, Asst. Prof. Comp. Sc. - Member

23) **NSS**

- i) Dr. Monalisha Mohanty, Asst. Prof. Biotech - Prog. Officer
- ii) Dr. Gouri Prava Samal, Asst. Prof. Com. - Prog. Officer

24) **N.C.C**

- i) Dr. Navneet Kaur, Asst. Prof. Life-Science - OIC

25) **SELF DEFENCE**

- i) Dr. Navneet Kaur, Asst. Prof. Life-Science - OIC
- ii) Dr. Sasmita Kar, Asst. Prof. Education - Member

26) **SCHOLAR SHIP.**

- i) Dr. Aparajita Biswal, Asso. Prof. Eco. - OIC
- ii) Dr. Monalisha Jena, Asst Prof Comp. Sc. - Member.
- iii) Dr. Muktamayee Kumbhar, Asst. Prof. Life-Sc. - Member.
- iv) Ms. Jamuna Tudu, Asst. Prof Life-Sc. - Member.
- v) Dr. Gouri Prava Samal, Asst. Prof. Com. - Member.
- vi) Sri Purna Chandra Sethi, Asst. Prof. Comp. Sc. - Member.
- vii) Dr. Tilothoma Bothra, Asst. Prof. Biotech. - Member

27) **YRC**

- i) Dr. Pranati Kumari Sahu, Reader in Sans. - OIC
- ii) Sri Sushil Ku. Pattnaik, Music, - Counselor.

- 28) **RANGERS:**
- i) Dr. Bimala Patra, Lecturer in Hindi - OIC
 - ii) Ms. Geetanjali Naik, Asst. Prof GenderStudies. - Member
- 29) **ST/SC & EQUAL OPPORTUNITY CELL**
- i) Dr. Tamala Pattnaik, Reader in Eco, - OIC
 - ii) Dr. Manas Behera, Lecturer in Pol.Sc - Member
 - iii) Sri Sudam Sahoo, Lecturer Psy. - Member.
 - iv) Sri Purna Chandra Sethi, Asst. Prof. Comp. Sc. - Member
 - v) Ms. Gitanjali Naik. Asst. Prof Gender Studies. - Member
- 30) **GYM.**
- i) Dr. Jyotirmayee Acharya. Prof Gender Studies - O.I.C
 - ii) Dr. Alakananda Mishra, Reader in English - Member
 - ii) Ms. Jayashree Mohapatra, PET. - Member
- 31) **STUDENTS COMMON ROOM**
- i) Dr. Sasmita Kar, Asst. Prof. Edn. - OIC.
 - ii) Ms. Geetanjali Nayak, Asst. Prof G. Studies - Member
- 32) **PROQUEST**
- i) Dr. Debabala Swain, Asso. Prof Comp. Sc. - OIC
 - ii) Dr. Navneet Kaur, Asst Prof Life-Sciences - Member
 - iii) Dr. Sasmita Kar, Asst. Prof. Education - Member
 - iv) Smt. Sushree Mishra, Comp. Sc. - Member
- 33) **CYCLE STAND.**
- i) Dr. Alok Prasad Das, Asst Prof life-sciences - OIC
- 34) **CBCS**
- i) Dr. Sujata Mohapatra, Reader Bot. - Coordinator
 - ii) Dr. Shakti Kanta Rath, Asso. Prof Life-Sc. - Asst. Coordinator
 - iii) Dr. Chhabirani Panigrahi, Asst. Prof. Comp. Sc. - Asst. Coordinator
- 35) **LANGUAGE LAB.**
- i) Dr. Madhusmita Pati, Prof. Eng. - O.I.C
 - ii) Dr. Sahadev Swain, Reader Com. - Coordinator.
- 36) **STUDENTS I. CARD.**
- i) Dr. Bibudendhu Pati, Asso. Prof Comp. Sc.. - OIC
 - ii) Dr. Bimala Patra, Lecturer Hindi. - Member.
 - iii) Dr. Kalpana Sahoo, Asst. Prof. Eco. - Member.
- 37) **STAFF CLUB.**
- i) Dr. Snehalata Das, Lecturer in Hindi - Secretary.
 - ii). Dr. Sabahat Tabriz, Lecturer in Eng. - Asst. Secy.

- iii). Dr. Sanghamitra Bhanj, Asst. Prof. Odia. - Asst. Secy.
- 38) **LEGAL CELL.**
- i) Dr. Bibudhendhu Pati, Asso. Prof. Comp. Sc. - OIC
- ii) Dr. Sahadev Swain, Reader in Com. - Member.
- iii) Deputy Registrar - Member
- 39) **FOREIGN LANGUAGE COMMITTEE**
- i) Dr. Manisha Mishra, Asst. Prof. Eng. - OIC
- ii) Dr. Sanghamitra Bhanj, Asst. prof. Odia - Coordinator
- 40) **CAMPUS SECURITY**
- i) Sri Purna Chandra Sethi, Asst. Prof. Comp. Sc. - Member.
- ii) Sri Suprit Panigrahi, Asst. Prof. Gender Studies. - Member.
- 41) **E-ABHIYOGA**
- i) Dr. Bibudhendhu Pati, Asso. Prof. Comp. Sc. - OIC

The List is prepared not in order of seniority.

ACADEMIC CALENDAR OF U.G PROGRAMME FOR THE SESSION : 2019 - 20

Sl.No.	Subject	Timeline
01	Reopening of University after Summer Vacation	24.06.2019
02	+31st year (UG Students) Admission	25.06.2019 – 23.08.2019
03	Commencement of Classes	
	+3 2nd yr., +3 3rd yr. & P.G. 2nd yr.	25.06.2019
	+3 1st year & P.G. 1st year	18.08.2019
04	Students Union Election	As per Govt. Notification
05	Semester End (Odd) Examination	
	+3 3 rd year & P.G. 2nd year	1 st week of December, 2019
	+3 2 nd year & P.G. 1st year	2 nd week of December, 2019
	+3 1 st year	3 rd week of December, 2019
06	Annual Sports / Cultural Week to conduct all Competitions & Functions	5 th January to 20 th January, 2020
07	Semester End (Even) Examination	
	+33 rd year	1 st week of April, 200
	+32 nd year	02 nd week of April, 2020
	+3 1 st year	3 rd week of April, 2020
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 in variably.
10	Total No. of Teaching days	180 days (Minimum)

LIST OF HOLIDAYS FOR THE YEAR, 2019

SI.No.	Name of the Occasion	Date	Day of the Week	No. of Days
01	New Years Day	01.01.19	Thursday	01
02	Makar Sankranti	14.01.19	Monday	01
03	Shamba Dasami	16.01.19	Wednesday	01
04	Netaji Jayanti	23.01.19	Wednesday	01
05	Republic Day	26.01.19	Saturday	01
06	Maha Shiva Ratri	04.03.19	Monday	01
07	Panchayatiraj Divas	05.03.19	Tuesday	01
08	Dola Purnima	21.03.19	Thursday	01
09	Holi	22.03.19	Friday	01
10	Utkal Divas	01.04.19	Monday	01
11	Rama Navami	13.04.19	Saturday	01
12	Good Friday	19.04.19	Friday	01
13	Akhaya Trutiya	07.05.19	Tuesday	01
14	Summer Vacation	20.05.19 to 22.06.19	Thursday to Saturday Excluding 5 Sundays	30 days
15.	Rath Yatra	04.07.19	Tuesday	01
16	Bahuda Yatra	12.07.19	Friday	01
17	Id-UI-Juha	12.08.19	Monday	01
18	Independence day / Takhi Purnima	15.08.19	Thursday	01
19	Janmastami	23.08.19	Friday	01
20	Nanda Ustaba	24.08.19	Saturday	01
21	Ganesh Puja	02.09.19	Monday	01
22	Nuakhai	03.09.19	Tuesday	01
23	Maharum	09.09.19	Monday	01
24	Mahalaya	28.09.19	Saturday	01
25	Gandhi Jayanti	02.10.19	Tuesday	01
26	Puja Holidays	05.10.19 to 12.10.19	Saturday to Saturday Excluding One Sunday	07 days
27	Diwali	28.10.19	Monday	01
28	Anla Navami	05.11.19	Tuesday	01
29	Bada Osha	11.11.19	Monday	01
30	Rasha Purnima	12.11.19	Tuesday	01
31	Prathamastami	20.11.19	Wednesday	01
32	Manabasa Gurubar	12.12.19	Thursday	01
33	Christmass Holidays	25.12.19 30.12.19	Wednesday to Monday Excluding Sundays	05 days
			Total	72 Days

LIST OF THE OPTIONAL HOLIDAYS

01	Mahaveer Jayanti	17.04.19	Wednesday	01
02	Snana Purnima	28.06.19	Thursday	01
03	Guru Purnima	16.07.19	Tuesday	01

N.B. - The Employees may avail one optional holiday on any festive occasion / commemorative days as listed above

FREE STRUCTURE

Fees Structure (2019-20):

Arts Stream without practical subject (except Psychology & Home Sc)	- Rs 3325/-
Arts Stream with practical subject (Psychology & Home Sc)	- Rs 3525/-
Science Stream	- Rs 3600/-
Commerce	- Rs 3325/-

1. Fees & Other Charges for P.G. Admission (2019–20)

Part- I Annual Fee

P.G. Admission Fees and other Charges (Annual)

	Sl. No.	PARTICULARS	Amount (in Rs.)
A	1	Admission fee	10
	2	Athletic charges	50
	3	Information Bulletin charges	50
	4	Student's Union	50
	5	Common room charges	20
	6	Cycle stand charges	30
	7	Health Centre charges	50
	8	Development	500
	9	Dramatic Society	50
	10	Identity card charges	50
	11	Library card charges	20
	12	Library charges	120
	13	Magazine charges	50
	14	Time table charges	30
	15	SSG	20
	16	SAF	10
	17	Student's insurance	3
	18	NSS	10
	19	Student's counselling Cell	50

	20	Career counselling Cell	50
	21	Gym charges	50
	22	Syllabus	50
	23	University sports fee	100
	24	Youth Red Cross	10
	25	Celebration of National Day & Other Important Days	30
	26	DSA	10
	27	University Foundation Day charges	20
	28	e-Facilities Charges	200
	29	University registration fee	70
	30	Computer Centre Charges	500
	31	Mid Semester fee	150
	32	Seminar charges	500
	33	Semester fee for all subjects except Biotech	1080
		SUB TOTAL for all subject except Biotech. Dept.	3993
	34	Semester fee For Biotech	2480
		SUB TOTAL FOR BIOTECHNOLOGY	5393
B	1	Science Society for Science Students	25
C	1	Hostel admission fee for Boarders	62
D	1	Lab Development charges, Biotechnology	20000
	2	Lab Development charges, Computer Science	20000
	3	Lab development charges (Education, Home Sc., Life Sc., & Ind. Microbiol.)	500
E	1	Paid seat for Economics, Commerce & Gend. Studies	10000
	2	Paid seat for Life Sciences	20,000
F	1	Industrial Microbiology (Self Financing)	40,000

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

Subjects	Seat Type	Admission Fee & other Charges (in Rs.)	Total Amount to be paid at the time of admission (in Rs.)
Bio-Technology	Normal	25418	25418
Computer Science	Normal	24018	24018
Industrial	Self	4518	44518
Micro Biology	Financing		
Life Science	Free	4518	4518
	Paid	4518	24518
Gender Studies	Free	3993	3993
	Paid	3993	13993
Commerce	Free	3993	3993
	Paid	3993	13993
Economics	Free	3993	3993
	Paid	3993	13993
English	Free	3993	3993
Hindi	Free	3993	3993
Home Science	Free	4493	4493
Education	Free	4493	4493
Odia	Free	3993	3993

For ODIA P.G., No Fee to be paid at the time of admission as per the Govt. Letter No. HEFEI(B) policy -1/2018 1340/HE, Bhubaneswar dated 12.01.2018.

3. FEE STRUCTURE FOR M.PHIL (FULL-TIME-ONE-YEAR) COURSE

S.I. NO.	DETAILS	ARTS/ COMMERCE	HOME SCIENCE	SCIENCE
01	Admission fee	50	50	50
02	University Registration fee (For other University Students Only)	200	200	200
03	University Recognition fee	100	100	100
04	Department Development charges	2000	2000	2000

05	Lab Development charges (only for practical subjects)	-	1000	3000
06	Library charges	100	100	100
07	Computer centre charges	500	500	500
08	Charges for Celebration of days of National Importance and University Foundation Day)	100	100	100
09	R.D.W.U. Information Bulletin and Journal	50+50=100	50+50=100	50+50=100
10	Health Centre Charges	50	50	50
11	Fees for two Semester Examinations	1930	1930	1930
12	Seminar charges	5000	5000	5000
	Total	10,130.00	11,130.00	13,130.00
	Amount To be paid at the time of Admission	10,130.00	11,130.00	13,130.00

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/-

**FEES & CHARGES TO BE PAID AT THE TIME OF ADMISSION
FOR +3 1ST YEAR ARTS / SCIENCE / COMMERCE 2019-20**

	SL.NO	PARTICULARS	AMOUNT(in Rs.)
A	1	ADMISSION FEE	10
	2	ATHLETIC CHARGES	40
	3	INFORMATION BULLETIN CHARGES	40
	4	STUDENTS UNION	50
	5	CELEBRATION OF NATIONAL DAY & OTHER IMPORTANT DAYS	30
	6	COMMON ROOM CHARGES	15
	7	CYCLE STAND CHARGES	25
	8	DSA	5
	9	DEVELOPMENT	500
	10	DRAMATIC SOCIETY	20
	11	I CARD	50
	12	LIB.CARD	20
	13	YRC	10
	14	LIBRARY CHARGES	30
	15	MAGAZINE CHARGES	50
	16	HEALTH CENTRE CHARGES	40
	17	TIME TABLE CHARGES	15
	18	RANGER	12
	19	SEMINAR	150
	20	SSG	10
	21	SAF	5
	22	STUDENTS INSURANCE	3
	23	CAREER COUNSELLING CHARGES	50
	24	GYM CHARGES	20
	25	NCC	5
	26	NSS	10
	27	UNIVERSITY FOUNDATION DAY CHARGES	20
	28	EXAMINATION (MID SEM)	150
	29	UNIVERSITY REGD. FEES	70
	30	SYLLABUS	70
	31	UNIVERSITY SPORTS FEE	100
	32	E-FACILITIES CHARGES	200
	33	COMPUTER CENTRE CHARGES	500
	34	SEMESTER EXAM FEE (FOR 01 YEAR)	1000
		TOTAL	3325
B	1	LAB CHARGES(For Science category)	250
	2	LAB CHARGES(For Arts category as applicable)	200
	3	SCIENCE SOCIETY CHARGES(for Science category)	25
C	1	HOSTEL ADMISSION FEE FOR BOARDERS	62

FEE STRUCTURE FOR + 3 2ND YE AR ARTS 2019 -20

SL. NO.	PARTICULARS	AMOUNT
1	ADMISSION FEE	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	500
10	DRAMATIC SOCIETY	10
11	MAINTENANCE CHARGES	5
12	YRC	10
13	LIBRARY	10
14	MAGAZINE	50
15	HEALTH CENTRE CHARGES	20
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	3
24	CAREER COUNSELLING	50
25	NCC	5
26	NSS	10
27	UNIVERSITY FOUNDATION DAYFUND	15
28	UNIVERSITY SPORTS FEE	100
29	E-FACILITY	100
30	EXAMINATION (INTERNAL)	150
31	SEMESTER EXAM. FEES (3 RD & 4 TH)	190
	TOTAL	2449
32	LAB & PRACTICAL FEE (If Applicable)	190
33	HOSTEL FEE FOR BOARDERS	62
	GRAND TOTAL	2701

Psychology(H), Home Science (H),Mathematics(H), Statistics (H), Statistics (Elect.), Music (Elect.), Psychology (Elect.)

FEE STRUCTURE FOR +3 2ND YEAR COMMERCE 2019-20

SL. NO.	PARTICULARS	AMOUNT
1	ADMISSION FEE	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	500
10	DRAMATIC SOCIETY	10
11	MAINTENANCE CHARGES	5
12	YRC	10
13	LIBRARY	10
14	MAGAZINE	50
15	HEALTH CENTRE CHARGES	20
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	3
24	CAREER COUNSELLING	50
25	NCC	5
26	NSS	10
27	UNIVERSITY FOUNDATION DAYFUND	15
28	UNIVERSITY SPORTS FEE	100
29	E-FACILITY	100
30	EXAMINATION (INTERNAL)	150
31	SEMESTER EXAM FEES (3RD& 4TH)	1040
	TOTAL	2449
32	HOSTEL FEE FOR BOARDERS	62
	GRAND TOTAL	2511

FEE STRUCTURE FOR +3 2ND YEAR SCIENCE 2019-20

SL. NO.	PARTICULARS	AMOUNT
1	ADMISSION FEE	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	500
10	DRAMATIC SOCIETY	10
11	MAINTENANCE CHARGES	5
12	YRC	10
13	LIBRARY	10
14	MAGAZINE	50
15	HEALTH CENTRE CHARGES	20
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	3
24	CAREER COUNSELLING	50
25	NCC	5
26	NSS	10
27	UNIVERSITY FOUNDATION DAY FUND	15
28	UNIVERSITY SPORTS FEE	100
29	PRACTICAL FEE	100
30	SCIENCE SOCIETY	20
31	LAB DEVELOPMENT	90
32	E-FACILITIES	100
33	EXAMINATION (INTERNAL)	150
34	SEMESTER EXAM FEES (3RD& 4TH)	1040
	TOTAL	2659
35	HOSTEL FEE FOR BOARDERS	62
	GRAND TOTAL	2721
36	COMPUTER SCIENCE COURSE FEE	15000
37	BIOTECHNOLOGY COURSE FEE	20000

FEE STRUCTURE FOR +3 3RD YEAR ARTS 2019-20

SL. NO.	PARTICULARS	AMOUNT
1	ADMISSION FEE	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	500
10	DRAMATIC SOCIETY	10
11	MAINTENANCE CHARGES	5
12	YRC	10
13	LIBRARY	10
14	MAGAZINE	50
15	HEALTH CENTRE CHARGES	20
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	3
24	CAREER COUNSELLING	50
25	NCC	5
26	NSS	10
27	UNIVERSITY FOUNDATION DAY FUND	15
28	EXAMINATION (INTERNAL)	150
29	UNIVERSITY SPORTS FEE	100
30	E-FACILITY	100
31	CERTIFICATE FEES	200
32	SEMESTER EXAM FEES (5TH& 6TH)	1040
33	PROVISIONAL CERTIFICATE	50
	TOTAL	2699
34	LAB & PRACTICAL FEE (IF APPLICABLE)	190
35	HOSTEL FEE FOR BOARDERS	62
	GRAND TOTAL	2951

Psychology (H), Home Science (H), Mathematics (H)

FEE STRUCTURE FOR +3 3RD YEAR COMMERCE 2019-20

SL. NO.	PARTICULARS	AMOUNT
1	ADMISSION FEE	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	500
10	DRAMATIC SOCIETY	10
11	MAINTENANCE CHARGES	5
12	YRC	10
13	LIBRARY	10
14	MAGAZINE	50
15	HEALTH CENTRE CHARGES	20
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	3
24	CAREER COUNSELLING	50
25	NCC	5
26	NSS	10
27	UNIVERSITY FOUNDATION DAYFUND	15
28	UNIVERSITY SPORTS FEE	100
29	E-FACILITY	100
30	EXAMINATION (INTERNAL)	150
31	CERTIFICATE FEES	200
32	SEMESTER EXAM FEES (5TH& 6TH)	1040
33	PROVISIONAL CERTIFICATE	50
	TOTAL	2699
34	HOSTEL FEE FOR BOARDERS	62
	GRAND TOTAL	2761

FEE STRUCTURE FOR +3 3RD YEAR SCIENCE 2019 -20

SL. NO.	PARTICULARS	AMOUNT
1	ADMISSION FEE	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	500
10	DRAMATIC SOCIETY	10
11	MAINTENANCE CHARGES	5
12	YRC	10
13	LIBRARY	10
14	MAGAZINE	50
15	HEALTH CENTRE CHARGES	20
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	3
24	CAREER COUNSELLING	50
25	NCC	5
26	NSS	10
27	UNIVERSITY FOUNDATION DAY FUND	15
28	UNIVERSITY SPORTS FEE	100
29	PRACTICAL FEE	100
30	SCIENCE SOCIETY	20
31	LAB DEVELOPMENT	90
32	E-FACILITY	100
33	EXAMINATION (INTERNAL)	150
34	CERTIFICATE FEES	200
35	SEMESTER EXAM FEES (5TH& 6TH)	1040
36	PROVISIONAL CERTIFICATE	50
	TOTAL	2909
37	HOSTEL FEE FOR BOARDERS	62
	GRAND TOTAL	2971
38	COMPUTER SCIENCE COURSE FEE	10000
39	BIOTECHNOLOGY COURSE FEE	15000

DIRECTORY

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

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Dr. Sarita Supkar
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