

LAXMINARAYAN COLLEGE JHARSUGUDA



**COLLEGE CALENDAR
2018-19**

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PRINCIPAL

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PRINCIPAL'S MESSAGE

Education is more than just preparation for life; it embodies life itself. As such, it must continually adapt to the ongoing innovations and transformations in our society. While we educate the minds of our youth, we must also nurture their hearts. In today's rapidly changing world, the comprehensive development and grooming of our youth are of utmost importance. At Laxmianrayan College, Jharsuguda, we strive to create an environment that fosters future leaders ready to guide society forward.

Founded on August 18, 1969, Laxmianrayan College is the oldest institution of academic excellence in the Jharsuguda district. As a distinguished college within Sambalpur University, we are dedicated to providing higher education that is meaningful, impactful, and conscientious, with a special emphasis on empowering our female students.

Our goal is to deliver a holistic education that shapes our students into well-rounded individuals. Education should go beyond the mere acquisition of information; it should aim to develop the capabilities of the human mind and spirit. At Laxminarayan College, we offer an environment rich in knowledge that supports our students' academic and extracurricular interests. Alongside academic excellence, we focus on their physical, mental, social, emotional, and intellectual growth.

I take great pride in acknowledging the contributions of our highly qualified, dynamic, and multi-talented faculty, as well as our dedicated non-teaching staff and diligent students. Their unwavering support and dedication have been instrumental in the growth and success of our institution. However, we believe that the sky is the limit. With steadfast faith in God and confidence in our abilities, we will continue to pursue our goals with determination and resilience.

Let us strive, persevere, and never stop until we achieve our aspirations, regardless of the challenges we may encounter. Together, we will reach new heights and shape a brighter future for all.

DR. C.B.DUTTA
PRINCIPAL
LAXMINARAYAN COLLEGE, JHARSUGUDA

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Chapter I Our Alma Mater

History of Laxmianrayan College, Jharsuguda

Frederick Douglass once stated, “It is easier to build strong children than to repair broken adults.” This powerful sentiment likely inspired the visionary leaders of Jharsuguda who sought to create an educational institution dedicated to nurturing the minds, bodies, and spirits of the youth in the region.

On the auspicious day of August 18, 1969, the foundation stone for L. N. College was laid, marking a significant milestone in the educational landscape of Western Odisha. At that time, Jharsuguda was a bustling commercial hub and a key railway junction, yet it lacked a college, leaving many talented but underprivileged students unable to pursue higher education after completing their matriculation.

Recognizing the urgent need for a local college, several local leaders came together to turn this dream into reality. Among them were Sri Ganesh Patel, the late Sri Ishwari Prasad Patel, Dr. Narayan Shankar Behera, and Sri Hemananda Biswal, the then Chairman of the Panchayat Samiti in Jharsuguda. Their tireless efforts, combined with the support of Sri Murari Prasad Mishra, the then Forest Minister of Odisha, culminated in the establishment of L. N. College. The inaugural ceremony was a momentous occasion attended by distinguished guests, including Dr. A. N. Khosla, the then Governor of Odisha, and the late Sri R. N. Singh Deo, the then Chief Minister of Odisha.

To facilitate the college's establishment, the Ministry of Industry graciously offered the unfinished hostel building of the Engineering School for use as the college's premises at a nominal rent of just one rupee per year. The authorities of the Engineering School further assisted by lending furniture, allowing some of their teachers to conduct classes, and permitting science students to use their laboratories for practical work.

Under the nurturing guidance of its first principal, Prof. P. C. Mohapatra, and with contributions from notable figures such as Kendra Sahitya Academy award-winner Sri Binod Chandra Naik, L. N. College began to thrive. The first ex-officio president of the college was Sri S. N. Panda, O.A.S, SDO, Sambalpur.

In 1975, Dr. Krupasindhu Bhoi, the then Minister of Mines, allocated one lakh rupees for the construction of a hostel building, which is now managed by the Collector of Jharsuguda district. Today, L. N. College stands as a fully recognized non-government aided institution under the Government of Odisha, producing hundreds of responsible citizens each year. With thousands of students and hundreds of faculty and staff members, the college offers a diverse range of courses in Arts, Science, and Commerce at both the +2 and +3 levels, including honors programs in various disciplines.

While we acknowledge the importance of financial stability, our institution believes that education should extend beyond mere monetary gain. L. N. College aims to shape not just skilled professionals but also well-rounded individuals. With a rich cultural and literary heritage, the college is dedicated to providing quality education that instils social, cultural, and moral val

ues, preparing students to navigate the complexities of real life. The college's vision and mission are reflected in our crest, calendar, and the introductory meetings held for incoming students.

The continued growth and improvement of L. N. College depend on the integrity and discipline of our students, the sincerity and dedication of our faculty, and the unwavering support of the local community. Together, we can enhance our alma mater.

Our college crest embodies our motto and mission. Inscribed in Devanagari script at the top is “VIDYAMEVA JYOTIH,” meaning “Knowledge is Light,” symbolizing how learning illuminates the darkness of ignorance. The lamp featured in the crest signifies the importance of acquiring knowledge and sharing it with others. Just as a lamp brightens its surroundings, those who gain knowledge should aspire to enlighten others as well.

We view our institution as a temple of learning, where books are our idols. They guide us, offering direction even in the darkest moments. The crest also includes symbols of economic growth, represented by a wheel and chimney, emphasizing the importance of industrial advancement highlighted by our first Prime Minister, Jawaharlal Nehru.

As we approach the 50th anniversary of Laxmi Narayan College in 2019, we reflect on how the institution has transformed from a humble seedling into a thriving educational hub, nurturing thousands of students and shaping them into exemplary individuals. We strive to instil strong values in our economically disadvantaged students, helping them become responsible citizens.

In our ongoing pursuit of quality education, L. N. College proudly received NAAC accreditation with a B grade in February 2009 and is now preparing for its second cycle of accreditation. With the guiding principle of “Together we make the difference,” we aspire to achieve our educational goals and continue to honor the legacy of Laxmi Narayan Mishra, a distinguished son of Odisha, whose commitment to uplifting the downtrodden inspires us to this day.

MEMBERS OF GOVERNING BODY

1.	SRI NABAKISHOR DAS	PRESIDENT (MLA, JHARSUGUDA)
2.	PRINCIPAL I/C	SECRETARY (EX-OFFICIO)
3.	PROF PURNA CHANDRA PRADHAN	MEMBER(TEACHERS REPRESENTATIVE)
4.	SMT BASANTI PADHEE	MEMBER(W)(TEACHERS REPRESENTATIVE)
5.	SRI SURENDRA HOTA	MEMBER (NON-TEACHING STAFF REPRESENTATIVE)
6.	SRI HARISH GANATRA	MEMBER (CHAIR PERSON, JHARSUGUDA MUNICIPALITY)
7.	SRI MANORANJAN MOHAPATRA	MEMBER (MP NOMINEE)
8.	SRI PRATAP BEHERA	MEMBER (MLA NOMINEE)
9.	SMT ARUNIMA HOTA	MEMBER [DHE(O) NOMINEE] (W)
10.	SMT BHARATI DASH	MEMBER [VICE-CHANCELLOR NOMINEE(W)]
11.	SRI MOTILAL TANTY	MEMBER (SC)
12.	ER ABID ALI	MEMBER (MINORITY COMMUNITY)
13.	SRI SIDDHARTHA SARKAR	MEMBER (DONOR)
14.	SMT MARIA GORATI DUNG-DUNG	WOMAN MEMBER
15.	SMT LIPIKA MOHAPATRA	WOMAN MEMBER

CHRONOLOGY OF PRINCIPALS

1. Sri Purna Chandra Mohapatra, M.A., OES (I)	18.08.69 to 11.07.73
2. Dr. N. C. Mishra, M.Sc, Ph.D (Incharge),	12.07.73 to 07.09.73
3. Sri B. C. Naik, M.A (Patna) MA (Utkal),OES (I)	07.09.73 to 12.08.78
4. Dr. N. B Dhal, M.Sc, Ph.D (Incharge),	12.08.78 to 01.02.79.
5. Dr. B. K. Naik, M.Sc, Ph.D OES,(I)	01.02.79 to 31.01.82
6. Sri H. Mishra, M.Sc, (In charge)	01.02.82 to 28.02.82
7. Dr. N. B Dhal, M.Sc, Ph D (Incharge)	01.03.82 to 02.06.82
8. Sri A Sahani, M.A, OES, (I)	03.06.82 to 10.10.82
9. Dr. R.N Nanda, MSc, Ph.D,	11.10.82 to 07.05.86
10. Sri P. K. Kar, M.A (Incharge)	07.05.86 to 06.01.87
11. Sri B.B. Meher, MA,OES (I)	07.01.87 to 31.08.89
12. Dr. S.B Dash,. M.Sc, Ph.D	01.09.89 to 31.03.97

13. Sri D. K. Nayak, M.Sc (Incharge)	01.04.97 to 07.08.97
14. Sri D. Panda, M.Sc	08.08.97 to 30.06.98
15. Sri D.K. Nayak, MSc (Incharge)	01.07.98 to 21.07.98
16. Sri Shradhakar Patel, M.A, B.Ed	22.07.98 to 30.09.99
17. Dr. S.K Suar M.A, Ph.D (In charge)	01.10.99 to 10.11.99
18. Sri R.K Khamari M.A, (In charge)	11.11.89 to 09.08.2k
19. D.K Nayak, M.Sc	10.08.2k to 31.08.06
20. Maj. (Dr) B.K, Patel M.Sc, Ph.D	01.09.06 to 10.06.07
21. Maj(Dr) B.K, Patel M.Sc, Ph.D	11.06.07 to 16.06.07
22. Sri P.C. Behera, MA.	23.06.09 to 30.06.10
23. Sri D.S. Naik, M.Sc.	30.06.10 to 30.09.11
24. Sri G.C. Meher, M.Com	01.10.11 to 06.02.14
25. Sri S.K. Purohit, M.Sc, LLB	16.02.14 to 31.10.15
26. Sri V.B. Singh, MA, M.Phil	31.10.15 to 31.12.2017
27- DR. C.B. Dutta , M.Sc Phd	01.01.2018 to 31.05.2020

MEMBERS OF TEACHING -STAFF

DEPARTMENT OF ENGLISH		
1.	Mrs Basanti Padhee, M.A	Reader
2.	Mr Sarat Kumar Dubey M.A	Lecturer
3.	Mr Purnimamayee Dash, M.A, B.Ed,	Lecturer
4.	Dr Swarnamayee Purohit, M.A, B.Ed, Ph.D, DCA	Lecturer
5.	Mrs Sukruti Tanaya Giri, M.A. M.Phil	Lecturer
6.	Ms Rohini Baxla, M.A.	Lecturer

DEPARTMENT OF ODIA		
1	Dr Laldhari Singh, MA (Eng), M.Phil, PhD (Odia), NET	Lecturer
2	Ms Dipsikha Sohela, M.A, M.Phil, NET(UGC, CBSE)	Lecturer

3	Dr Sumati Dei, M.A, PhD , JRF-NET	Lecturer
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DEPARTMENT OF HINDI		
1.	Mrs Sanjukta Saha	Lecturer

DEPARTMENT OF ECONOMICS		
1.	SLt Uttam Charan Hota, M.A.	Reader
2.	Mrs.Japani Patel, M.A.	Reader
3.	Mrs Shephalee Devi, MA, UGC NET	Lecturer
4	Sri Tapan Kumar Barik, M.A., LL.B	Reader

DEPARTMENT OF POLITICAL SCIENCE		
1	Mr Rabindra Kumar Debata, MA	Lecturer
3	Mr Chita Ranjan Patra, M.A, M. Phil	Lecturer

DEPARTMENT OF EDUCATION		
1.	Dr.Prasanta Patel	Reader

DEPARTMENT OF HISTORY		
1.	Mr Ashwini Ku. Pattnaik, M.A.	Reader

DEPARTMENT OF PHYSICS		
1.	Lt Bibhuti Bhusan Dash, M.Sc , M.Phil, LLB,NCC(Army wing)	Reader
2.	Mr Bignan Bhusan Bhanja, M.Sc , M.Phil	Reader
3.	Mr Bharat Bhabesh Pati, MSc	Lecturer
4.	Mr Bijendra Jyotish, MSc	Lecturer

5.	Ms Rashmi Rekha Behera, MSc	Lec- turer
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DEPARTMENT OF CHEMISTRY		
1.	Sri Purnachandra Pradhan, M.Sc, M.Phil.	Reader
2.	Mrs. Smita Bose, M.Sc	Reader
3.	Dr. Snehalata Mishra, M.Sc	Reader
4.	Dr Sushanta Kumar Pradhan, M.Sc , M.Phil, PhD	Lecturer
5.	Dr Susmita Naik, M.Sc , M.Phil, PhD	Lecturer

DEPARTMENT OF MATHEMATICS		
1.	Sri Narasingha Panigrahi , M.Sc	Reader
2.	Dr. Mita Sharma, M.Sc, M.Phil, Ph.D	Lecturer

DEPARTMENT OF BOTANY		
1.	Dr Chirabrata Dutta, M.Sc, Ph.D	Reader
2.	Mr Durga Prasad Sahu, M.Sc,M.Phil	Reader
3.	Mr Jhas Kumar Khamari, M.Sc, M.Phil,	Reader

DEPARTMENT OF ZOOLOGY		
2	Mr Bikram Keshari Rout, M.Sc	Reader
2	Mrs Nima Panigrahi, M.Sc	Lecturer

DEPARTMENT OF IT & COMP. SC		
1.	Mr Sumit Kumar Sahu, B Tech	Lecturer

DEPARTMENT OF COMMERCE		
1	Mr Prahallad Behera, M.Com	Lecturer
2	Mr Himansu Sekhar Sarangi, M.Com. M.Phil, LLB,	Lecturer
3	Mr Narendra Ku.Panda, M.Com. M.Phil, LLB,	Lecturer
4	Mr Shaikh Ajhar Iqbal, M.Com, M.Phil	Lecturer
5	Mrs Pooja Shah, M.Com, M.Phil	Lecturer

6	Ms Sonali Samaria, M.Com, M.Phil	Lecturer
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DEMONSTRATORS

1.	Dr. Kailash Ku. Panda, M Sc., Ph D	Chemistry
2.	Sri Debendra Kumar Mishra, B Sc.(Hon)	Physics
3.	Sri Basudev Panda, M Sc.	Physics
4.	Ms Pragyan Parimita Nath, B.Sc.	Chemistry
5.	Ms.Rashmi Priya Kalo, M.Sc. B.Ed.	Botany

MEMBERS OF THE NON-TEACHING STAFF

Sl No	Name of the Employee	Designation
1.	Sri Surendra Ku.Hota	Head Clerk in charge
2.	Sri Jagadish Ch.Patel	Store Keeper, Physics
3.	Sri Manas Ranjan Acharya	P.E.T.
4.	Mrs. Jharana Patel	Asst. Librarian(+3)
5.	Mrs Nayami Behera	Asst. Librarian(+2)
6.	Sri Ashok Kumar Pradhan	Junior Clerk
7.	Mrs Diptimayee Mohapatra	DEO
8.	Sri Basanta Kumar Patel	Lab. Attendant, Physics.

9.	Sri Tankadhar Kalsar	Lab. Attendant, Chemistry
10.	Sri Sadhu Singh	Lab. Attendant, Botany.
11.	Sri Biramani Banchhur	Lab. Attendant, Zoology
12.	Sri Kishore Goud	Lab. Attendant, Zoology
13.	Sri Sapan Jaipuria	Lab. Attendant, Botany
14.	Sri Jogendra Patel	Lab. Attendant, Chemistry
15.	Sri Ghanashyam Ping	Lab. Attendant, Physics
16.	Mrs.Dhanamati Pandey,	Peon
17.	Mrs.Parbati Bahadur	Peon
18.	Sri Tilu Patel	Peon
19.	Sri Rohit Patel	Peon
20.	Mrs.Basanti Kaudi,	Peon
21.	Sri Mahendra Meher	Peon
22.	Sri Akash Patel	Peon
23.	Sri Ratan Majhi	Watchman
24.	Sri Mukesh Tanty	Gardner
25.	Sri Ajit Majhi	Peon
26.	Sri Bikash Sandha	Sweeper
27.	Sri Bablu Patel	Peon
28.	Sri Deba Chandra Naik	Peon

29.	Sri Tikeswar Kalo	+2 Library attendant
30.	Sri Aspini Ku Naik	Clerk
31.	Sri Goutam Bag	Gardener
32.	Sri Pramod Suna	Sweeper
33.	Sri Ranjit Tirkey	Junior Clerk

Chapter II

A Portrait of Laxmianrayan College, Jharsuguda

Laxmianrayan College, founded on August 18, 1969, was established to meet the educational needs of the local community. Named after Pundit Laxminarayan Mishra, a distinguished patriot and social worker, the college emerged when few educational options were available in the region, aside from Kuchinda College and a government college in Sundergarh. Under the leadership of Dr. Narayan Sankar Behera and Sri Ganesh Patel, the college took shape to address this gap.

Today, Laxmianrayan College offers a diverse array of programs in Arts, Science, and Commerce at both the +2 and +3 levels. The college attracts students from other institutions, thanks to its honors programs and proposals to introduce modern subjects like Information Technology.

With a faculty of experienced educators holding M.Phil and Ph.D. degrees, Laxminarayan College maintains a strong reputation for quality education. Regular seminars and conferences foster academic engagement, resulting in many +3 students consistently ranking among the top ten in Sambalpur University.

The college also prioritizes extracurricular activities, offering two National Cadet Corps (NCC) wings for boys and girls. Students actively participate in the National Service Scheme (NSS) and contribute to social causes through the Red Cross Society. Several athletes from the college have achieved recognition at the national level.

Laxmianrayan College features well-equipped ladies' hostel, a rich library with rare books, and a magnificent college building, all contributing to a robust learning environment.

In summary, Laxmianrayan College has evolved into a leading educational institution that combines academic excellence with extracurricular engagement and strong infrastructure, remaining true to its founding vision.

Chapter III

College Rules and Regulations

The following rules and regulations apply to all students at Laxminarayan College:

1. **Disciplinary Authority:** The Principal serves as the ultimate authority on discipline within the college. The college administration reserves the right to take necessary actions against students for misconduct.
2. **Academic Session:** The academic year runs from June 1st to May 31st each year.
3. **Admission Undertaking:** Before admission, students and their guardians must sign an undertaking agreeing to abide by the college's rules.
4. **Address Registration:** Students must register their residential address with the college office and notify any changes in writing immediately.
5. **Anti-Ragging Policy:** Ragging is strictly prohibited on campus. Anyone found guilty of ragging or abetting it will face severe penalties, including dismissal and police action.
6. **Political Activities:** Political activities, including meetings, are not permitted on campus.
7. **Mobile Phone Usage:** As per Government Order No. Rt/No.346/05/ HE/ Dt.1-3-2005, the use of mobile phones is prohibited in classrooms and examination halls. Vehicles are also not allowed in restricted areas.
8. **Uniform Requirement:** Students must wear the prescribed college uniform on all working days. The uniform represents unity and equality within the institution.
9. **Event Permissions:** No celebrations or events may be held on campus without written permission from the Principal. Programs organized by external agencies or paid events are prohibited, and fundraising activities by students are not allowed.
10. **Vehicle Restrictions:** No vehicles are allowed during celebrations inside the college campus or hostel.
11. **Supervision of Events:** All campus celebrations must be supervised by the Principal or designated staff.
12. **Visitor Regulations:** Public and former students may access the college for genuine reasons but are not permitted in classrooms.
13. **Media and Police:** Students are not allowed to invite police or media personnel onto campus without prior permission.
14. **Social Media Usage:** Students must not use the college emblem or photographs in social media transactions without authorization.
15. **Admission Rights :** The Principal reserves the right to refuse admission to any applicant if their admission is deemed detrimental to the college's interests.
16. **Misconduct:** Misconduct includes, but is not limited to:

- Absence from classes without valid reasons.
- Disrespect towards staff members.
- Instigating or participating in strikes or protests.
- Disrupting classes or loitering during free periods.
- Organizing unauthorized tours or meetings.
- Engaging in harassment or violence towards fellow students.
- Cheating or engaging in malpractice during examinations.
- Vandalism or graffiti on college property.

17. **Prohibited Substances:** Smoking, consumption of alcohol, and use of narcotics are strictly forbidden. Offenders will face criminal proceedings.

18. **Vandalism Policy:** Destruction of college property will be met with severe penalties, and students will be responsible for any material losses.

19. **Campus Maintenance:** Students must keep the campus clean and avoid damaging college property, including plants and furniture.

20. **Personal Responsibility:** The College is not responsible for lost personal belongings such as textbooks, notebooks, or valuables.

21. **Respectful Conduct:** Any discourteous behavior towards staff or actions undermining college discipline may result in dismissal. Serious offenses include immorality, insubordination, and examination malpractice.

22. **Identification:** Students must carry their college identification cards at all times and present them when requested by staff.

23. **Respectful Interaction:** Students are expected to greet staff members as a sign of respect when encountered on campus or elsewhere.

24. **Dress and Behaviour:** Decency and decorum in dress and conduct are expected from all students.

25. **Class Management:** If a teacher is absent, the class leader must inform the Head of the Department or Principal for alternative arrangements.

26. **Attendance Policy:** Latecomers are not allowed to enter the classroom and will not receive attendance.

27. **Parental Communication:** Parents and guardians are expected to respond promptly to communications from college authorities.

28. **Discipline in Class:** Teachers are responsible for maintaining discipline in their classrooms.

29. **Event Attendance:** Students must promptly respond to calls for events in the auditorium or conference hall and should not remain in classrooms or other areas during these times.

These regulations aim to foster a respectful, disciplined, and conducive learning environment for all students at Laxminarayan College.

General Rules and Regulations

- 1. Movement on Campus:** Students must maintain silence when moving on the verandas during class hours to minimize disruption to neighbouring classes, especially when heading to the library, laboratory, auditorium, or activity rooms.
- 2. Classroom Access:** Students are not permitted to enter another classroom without obtaining prior permission from the teacher in charge.
- 3. Co-Curricular Participation:** All students are required to actively participate in the co-curricular activities offered by the college, as these experiences are essential for holistic development.
- 4. Campus Hours:** Students must leave the campus by 5 p.m. and are not allowed to remain after this time without explicit permission.
- 5. Suspension Policy:** Students who are charged with criminal offenses and are under suspension are prohibited from entering the campus unless they receive prior permission from the authorities.
- 6. Disciplinary Actions:** Students found participating in acts of indiscipline at other colleges or institutions, such as organizing demonstrations or strikes, will face strict consequences for their actions.
- 7. Visitor Policy:** Students from other institutions and outsiders must seek prior permission, along with valid identification, to meet with the Principal or staff members. Interaction between outside students and Laxminarayan College students on campus is strictly forbidden without written consent from the Principal.
- 8. Anti-Discrimination:** The College promotes inclusivity and prohibits discrimination against any community or category of students. Strict action will be taken against any students, faculty, or staff found engaging in discriminatory behaviour.
- 9. Campus Access for Outsiders:** No outsiders, including police or media personnel, are allowed to enter the campus without the Principal's permission.
- 10. Recording Restrictions:** Photography, video recording, and audio recording on campus are strictly prohibited unless authorized by the Principal. Coverage of college events is reserved for personnel officially designated by the administration.
- 11. Advisory Committees:** The College Council and Parent-Teacher Association are empowered to advise the Principal on internal matters concerning the college.
- 12. Grievance Redressal:** Student complaints will be addressed if presented through the proper channels. Both students and staff are encouraged to utilize the grievance redressed mechanisms available at the college.

13. Rule Amendments: The college authorities reserve the right to amend, repeal, or modify any of the above rules as necessary.

14. Principal's Authority: The Principal retains the authority to amend and adapt the rules and regulations in response to changing circumstances.

15. Responsibility for Awareness: It is the responsibility of both students and staff to stay informed about all college rules and notifications. Ignorance of these regulations will not be accepted as an excuse for non-compliance.

16. Notice Board: Students are encouraged to regularly check the notice board for updates and current information regarding college activities and regulations.

17. Final Authority: The Principal is the final authority on interpreting these rules and regulations, ensuring they serve the best interests of the institution.

College Hostel Guidelines

Hostel Accommodation:

- Hostel accommodation is available for female students. Admission must be sought separately and in a timely manner. Application forms can be collected from the college office and should be submitted after completion. Admission is confirmed only upon payment of the admission fee.

Rules and Regulations:

- All residents must comply with the hostel rules established by college authorities.
- Residents are expected to maintain a tidy room. Any damage or loss of hostel property will result in heavy fines.
- Personal alterations to rooms are not allowed.
- A cordial and respectful relationship with hostel staff is mandatory.

Study Hours:

- Strict adherence to study hours is required.
- Mobile phone use is regulated; residents should not use phones during study hours and must keep them in silent mode outside those hours.

Guest Policy:

- Residents are prohibited from receiving or entertaining guests, including classmates, without prior written permission from the hostel superintendent.

Attendance:

- Residents must return to the hostel after their classes. All movements in and out of the hostel must be logged in the movement register.

Vacation Policy:

- Residents wishing to stay in the hostel during vacation must obtain prior permission from the hostel superintendent.

Financial Obligations:

- Hostel dues must be paid by the 10th of each month. Failure to do so will result in removal from the hostel roll.

Readmission Criteria:

- Readmission is based on academic performance and behavior in the hostel and college.

Zero Tolerance for Ragging:

- Ragging is strictly prohibited and is a criminal offense. Accused individuals will be reported to law enforcement and will be expelled from the hostel and college.

Grievances and Suggestions: -

Residents are encouraged to voice grievances, complaints, or suggestions to the hostel superintendent.

Hostel Availability:

- Admission to the college does not guarantee hostel accommodation. Students are advised to confirm the availability of hostel facilities prior to enrolment.

Final Authority:

- The decision of the hostel superintendent regarding all matters will be final.

Note: Residents are encouraged to adhere to these guidelines to ensure a harmonious and conducive living environment.

Identity Card & Uniform Policy**-Identity Cards:**

Students are required to wear their identity cards visibly around their necks at all times while on campus. A fine of Rs. 500 will be imposed on students found without their identity cards. Duplicate cards may be issued only under extraordinary circumstances, upon formal application demonstrating the loss of the original, and with a payment of Rs. 200. The identity card must be surrendered upon issuance of the Transfer Certificate (T.C.).

- Uniform:

All students must wear the prescribed college uniform on all working days without exception.

Examination & Promotion Criteria

Promotion and eligibility for University Examinations will be determined by the following factors:

1. Academic progress, as indicated by marks throughout the course.
2. Regular attendance, with a minimum requirement of 75%.
3. Conduct and behaviour.

Study Tours / Excursions / Picnics**-General Guidelines:**

Study tours are integral to the academic curriculum. The following rules must be adhered to:

- Students are prohibited from organizing or conducting excursions or picnics without the Principal's knowledge and approval.
- Study tours will be organized by the respective academic departments.
- Written consent from guardians is mandatory for all students participating in excursions.
- A comprehensive itinerary, including travel plans, accommodation details, places to visit, and participant names, must be submitted to the Principal prior to any tour or excursion.
- Students from other classes are not permitted to join excursions of a specific class.
- Whenever possible, study tours will be scheduled during November and December.
- Prior permission must be obtained from the tutor, Head of Department, and Principal before organizing any tour.

- Arrangements for vehicle bookings and accommodations during the tour should be made in consultation with the supervising teachers.
- Students must follow all instructions given by the accompanying teachers during the tour.
- Any acts of indiscipline during the tour will be treated as violations of campus rules and will result in disciplinary action.
- The use of alcohol, drugs, and tobacco is strictly forbidden during study tours.

Principal's Authority:

The Principal reserves the right to cancel or modify any aspect of the tour program at any time.

We encourage all students and staff members to view themselves as vital contributors to our institution and to act in its best interest.

Our motto is: “Together We Make the Difference.”

CHAPTER IV: COLLEGE NOTICES

All college notices are posted on the notice boards. Students are expected to read these notices carefully and take the necessary actions. Any attempts to deface or remove notices from the boards will be considered an act of indiscipline, and those found responsible will face serious consequences.

Students must check the notice boards daily, as no complaints regarding missed notices will be accepted.

No notice may be displayed on the notice boards without the signature or countersignature of the Principal or Principal In-Charge.

Additionally, important notices will be made available on the college website at <http://lncollegejsg.org>

Students are encouraged to visit the website regularly for updates.

CHAPTER V: ADMISSION

1. Admission Process:

The admission process begins each year normally in June or July after the publication of matriculation result and higher secondary result , following the reopening of the college after the summer vacation.

2. Admission Guidelines:

Admissions for both +2 and +3 programs are managed by the Department of Mass Education and Higher Education through the SAMS portal. Students are advised to regularly check the portal and adhere to all guidelines provided by the government.

3. Required Documents:

The government will inform students about the necessary documents required for admission. However, the following documents are mandatory:

- School Leaving Certificate (SLC) or College Leaving Certificate (CLS)
- Conduct certificate
- Mark sheet
- Aadhar card
- Bank passbook
- Caste certificate

- Any claimed weightage
- Five passport-sized photographs
- Migration certificate (if applicable)

CHAPTER VI: REGISTRATION AND MIGRATION

A. Registration

1. Registration Requirement:

It is essential for students to register their names with the CHSE or University to be eligible for any CHSE or University examinations.

2. Registration Receipt:

The registration receipt, which includes the student's registration number and year, must be presented when filling out the application form for the CHSE or University examinations.

3. Payment of Fees:

Students' names are registered upon payment of the prescribed fees.

B. Migration

1. Migration Certificate:

Students from boards other than BSE, Orissa, CHSE, Orissa, and Sambalpur University must submit migration certificates along with the prescribed fee at the time of admission.

2. Equivalence Certificates:

Students transferring from outside BSE and CHSE must provide equivalence certificates from BSE and CHSE, Orissa.

CHAPTER VII: College Fees & Subscriptions

(Fees Payable by Students)

Students are required to pay the prescribed college fees and subscriptions as outlined below. Timely payment is essential to ensure continued enrolment and access to college facilities.

Documents to be uploaded)

In addition to fee payment, students must upload the following documents as part of their admission and registration process:

- [List of required documents, if applicable]

Students are encouraged to ensure that all documents are submitted accurately and on time to facilitate a smooth enrolment process.

CHAPTER - IX

COURSE STRUCTURE

Higher Secondary students have been informed about the syllabus and course structure in the classes. The concerned teachers guide them to download the syllabus from SAMS, Odisha website <https://www.samsodisha.gov.in/about.html> or from the CHSE website <https://chseodisha.nic.in/?q=syllabus>.

For UG syllabus the students are informed about the course in the induction meeting and in the introductory classes of each department. They are guided to download the syllabus from the DHE, Government of Odisha website <https://dhe.odisha.gov.in/> or from the website of our institution. <http://lncollegejsg.org/Syllabus.aspx>

CHAPTER X: EXAMINATION

A. College Examinations

1. Examination Requirements:

Students in promotion years (+2 classes) are required to take two examinations each academic year: the Half-Yearly and the Annual examinations. To be considered for promotion in the Annual examination, students must appear for both assessments, or at the very least, one of them. Students admitted after the second (Supplementary) examinations are obligated to participate in the Annual promotion examinations. Students who fail to attend at least one of the required examinations will not be considered for promotion, even if they provide a medical certificate.

2. Test Examinations:

Students in the +2 second year classes will have only one examination, the Test Examination, each academic year to qualify for the Higher Secondary or University examinations, respectively. Promotion for these students is contingent upon their performance in the Test Examination. Therefore, it is imperative that students approach the Test Examination with seriousness and dedication.

3. Promotion Criteria:

Students must achieve the prescribed percentage of marks and maintain the required attendance as per college regulations to be promoted or eligible for examinations.

4. Fee Payment:

Students with outstanding college dues will not be permitted to sit for any examinations.

5. Unfair Practices:

Any instance of unfair means during examinations will be met with strict penalties. Consequences may include fines, disqualification from specific papers, detention, or restrictions from college activities.

6. Absenteeism:

Deliberate absence from examinations will incur penalties, which may include fines or detention.

B. University Examinations

At Laxmianrayan College, Jharsuguda, which has adopted the Choice-Based Credit System (CBCS) syllabus, semester examinations will be conducted according to the guidelines set by

Sambalpur University. All undergraduate students are required to participate in six semester examinations, including internal assessments and practical for all subjects.

CHAPTER XI: ATTENDANCE

1. Attendance Requirements:

Students are required to attend a minimum of 75% of lectures in all general, tutorial, and practical classes throughout the academic year. In exceptional circumstances, the CHSE or the University may grant condonation for a shortage of attendance, but this is limited to a maximum of 15%.

2. Attendance Register Issues:

If a student notices that their name has not been entered in the Attendance Register for any class and they have not been marked present, they must promptly inform the Clerk or Lecturer in charge. If necessary, the matter should be escalated to the Principal.

3. Consequences of Insufficient Attendance:

Failing to meet the required percentage of attendance in any subject is considered an offense and may result in penalties, including fines or detention during examinations.

CHAPTER XII: LIBRARY RULES

A. General Library Information

The library has been named after Dr. Binod Chandra Naik, the Famous Odia poet of the region a former principal of the College. It has come to existence along with the inception of the college in 1969. It has a very rich collection of books. Every year new books have been accumulated keeping view on the needs of the students.

There are separate libraries for +2 and +3 students. +3 library has been automated.

1. Library Facilities:

The college houses two libraries: one for Degree students and another for Higher Secondary students. Both libraries are equipped with a sufficient collection of books, and all staff and students automatically become members, allowing them to utilize the library resources.

2. Library Hours:

The library operates from 10 A.M. to 5 P.M. on working days. Note that no books can be issued or returned after 2 P.M., except for those being used in the Reading Room.

3. Book Borrowing Procedures:

Books may not be taken out of the library without the Librarian's knowledge and must be properly recorded in the Issue Register. Borrowers are responsible for checking the condition of books at the time of borrowing and should report any defects to the Librarian immediately. If any damage is discovered later, the borrower will be held accountable.

4. Book Returns:

All borrowed books must be returned to the Librarian and cannot be transferred to other individuals. When returning books, borrowers must ensure that the Librarian signs the register to acknowledge the return.

5. Care of Library Books:

Underlining, marking, or removing pages from library books is strictly prohibited. If damage occurs, the borrower will be required to replace the book with a similar copy.

6. Returning Books on Holidays:

If the return date for a book falls on a holiday, it must be returned on the first day the library reopens.

7. End-of-Term Returns:

All books borrowed by staff must be returned to the library before the summer vacation, or by the date specified by the Principal. Students must return books before filling out forms for Higher Secondary or University examinations, or before Annual Class Exams.

8. Requisition Notices:

Borrowers must return library books immediately upon receiving a requisition notice for their return.

9. Outstanding Charges:

Borrowers with overdue or outstanding charges will not be permitted to borrow additional books until their accounts are cleared.

10. Borrowing Duration and Fines:

Students may keep library books for one week. A fine of 10 paise per day per book will be charged for the first week, increasing to Rs. 1.00 for each subsequent day.

11. Lost or Damaged Books:

Any lost or damaged book must be replaced with a similar book. If the book is irreplaceable, the borrower will be required to pay two to five times its catalog price. In the case of rare or out-of-print books, a higher recovery amount, as determined by the Principal, will be charged. The Librarian will report such cases.

12. Staff Borrowing Policy:

Staff members may retain borrowed books for a period of two months. If they wish to renew the borrowing period, they must present the books for re-issue, provided that no one else has requested them.

13. Book Reissue:

A book can be reissued to a borrower only if no other individual has requested it.

14. Requisition Slips:

Borrowers must submit requisition slips with the names of books listed in order of preference at least one hour before the books are issued. Books will be issued on designated days as announced by the Principal.

15. Borrowing Limits:

The maximum number of books that may be issued to various borrowers is as follows:

- Readers & Lecturers: 10 books
- Demonstrators: 2 books
- Librarian/P.E.T.: 2 books
- Ministerial Staff: 2 books
- Honours Students: 3 books
- Other Students: 1 book

16. Cataloguing of New Books:

All new books added to the library, whether purchased or donated, must be cataloged by the Librarian under the appropriate headings.

17. Library Conduct:

The Librarian is responsible for maintaining silence in the library and reading room. Any willful breaches of library rules will be reported.

18. Library Usage Restrictions:

The library premises are designated solely for reading and consulting library materials. Spitting, smoking, and sleeping inside the library are strictly prohibited.

19. Reporting Misuse:

The Librarian will report the names of individuals responsible for the improper use of library books to the Principal.

20. Consultation of Reference Materials:

Periodicals, journals, reference books, and reserve books may only be consulted in the reading room and are not permitted to be removed from the library. Reference and reserve books that cannot be issued will be designated by the respective Heads of Departments or the Principal.

21. Inter-Departmental Borrowing Restrictions:

Books belonging to a specific department will not be generally issued to staff members from other departments.

22. Identity Card Requirement:

The Librarian may require students to present their identity cards when borrowing books from the library.

23. Lost Library Cards:

If a student loses their library card, a replacement will be issued upon application and payment of Rs. 10.

24. Principal's Authority:

The Principal reserves the right to restrict the issuance of certain books without providing reasons.

25. New Book Issuance:

Newly acquired books cannot be issued until they have been recorded in the library register and assigned an accession number.

26. Long-term Borrowing Consequences:

Books held by staff members for more than one year will be considered lost, and the cost of the book may be recovered.

27. Clearance Certificate:

No student will be issued a College Leaving Certificate (C.L.C.) without obtaining clearance from the library.

28. Library Dues Payment:

All necessary library dues must be paid to the Accountant at the office counter.

29. Defaulter Lists:

Before vacations (Puja & Summer), the Librarian will provide a list of defaulters to the office, which will be verified by the Clerk when issuing C.L.C.s. This also applies to staff members who are transferring.

30. Acceptance of Library Rules:

All members are expected to have read and understood the library rules and are presumed to agree to abide by them. Ignorance of the rules will not be accepted as an excuse for violations.

B - READING ROOM

The libraries shall include Reading Rooms that provide essential facilities for staff and students to read during their leisure hours. These rooms are designated for the use of books and journals borrowed from the library. The following rules govern the use of the Reading Rooms:

1. Borrowing Materials:

Encyclopaedias, dictionaries, rare books, reference books, magazines, journals, and periodicals can be borrowed for use in the Reading Rooms.

2. Return of Materials:

Any materials borrowed for use in the Reading Rooms must be returned to the respective librarians before 4 P.M. on the same day.

3. Returning Materials:

Students are not permitted to leave the Reading Room until all borrowed materials have been returned.

4. Usage Restrictions:

The Reading Room is not to be used as a common room; socializing or engaging in loud conversations is prohibited.

5. Silence and Discipline:

All users are expected to maintain silence, discipline, and decorum within the Reading Room.

6. Food and Beverages:

The consumption of food and beverages is strictly prohibited in the Reading Room to maintain cleanliness and prevent distractions.

7. Personal Belongings:

Students should not leave personal belongings unattended in the Reading Room. The college is not responsible for lost or stolen items.

8. Mobile Phones:

Mobile phones must be kept on silent mode, and calls should be taken outside the Reading Room to avoid disturbing others.

9. Study Groups:

While group study is allowed, discussions must be kept to a minimum volume. If a group becomes disruptive, they may be asked to leave the Reading Room.

10. Booking and Time Limits:

If the Reading Room has limited seating, students may be required to book time slots in advance. Each student may be allowed a maximum time limit of two hours if others are waiting.

11. Furniture Use:

Students must use the furniture appropriately and are not allowed to rearrange it. Damage to furniture will be charged to the responsible student.

12. Reporting Issues:

Any issues or concerns regarding the Reading Room facilities should be reported to the librarian or the designated staff member immediately.

13. Conduct:

Any form of misconduct, including abusive language or harassment of fellow students, will not be tolerated and may result in disciplinary action.

14. Violation of Rules:

Failure to adhere to these rules may result in loss of Reading Room privileges and further disciplinary measures as deemed appropriate by the college authorities.

By following these rules, we can ensure a conducive and respectful environment for all users of the Reading Room.

C - SEMINARS

Importance of Seminars at the Undergraduate Level

Seminars play a crucial role in the educational journey of undergraduate students, particularly in Honours programs. They serve as platforms for interactive learning and personal development. The importance of seminars can be summarized as follows:

1. Enhancement of Critical Thinking:

Seminars encourage students to think critically and analytically. By engaging in discussions and debates, students learn to evaluate various perspectives, formulate arguments, and present their viewpoints effectively.

2. Development of Communication Skills:

Participating in seminars helps students improve their verbal and written communication skills. Presenting papers and engaging in discussions enhances their ability to articulate ideas clearly and confidently, which is essential in both academic and professional settings.

3. Encouragement of Research and Inquiry:

Seminars foster a spirit of inquiry and research among students. They encourage students to explore topics in depth, conduct research, and present findings, which enhances their understanding of the subject matter and promotes independent learning.

4. Fostering Collaboration and Teamwork:

Working on seminar topics often involves collaboration with peers. This teamwork helps students develop interpersonal skills, learn the value of cooperation, and gain experience in working towards a common goal.

5. Exposure to Real-World Issues

Seminars often focus on current socio-economic, political, and scientific issues. This exposure helps students connect their academic learning with real-world challenges, preparing them to address societal needs and contribute positively to their communities.

6. Networking Opportunities:

Inviting guest speakers and resource persons allows students to network with professionals in their fields of interest. This exposure can lead to mentorship opportunities and valuable connections for future career prospects.

7. Preparation for Future Challenges:

Engaging in seminar activities prepares students for the competitive job market. The skills and knowledge gained through seminars equip them to face challenges and adapt to various situations in their careers.

Rules for Conducting Seminars

To ensure that seminars are effective and run smoothly, the following rules should be adhered to:

1. Participation Requirement:

All Honours students are expected to actively participate in seminars, either by presenting papers or contributing to discussions. Attendance and engagement are mandatory.

2. Preparation of Papers:

Students must prepare their seminar papers in advance, ensuring that they are well-researched, organized, and relevant to the seminar theme. Papers should adhere to any formatting guidelines provided by the department.

3. Respectful Communication:

All participants are expected to communicate respectfully during discussions. Personal attacks, derogatory remarks, and disruptive behavior will not be tolerated.

4. Time Management:

Presenters must adhere to the allotted time for their presentations. This ensures that all participants have the opportunity to present and engage in discussions.

5. Use of Visual Aids:

Students are encouraged to use visual aids (such as PowerPoint presentations) to enhance their presentations. However, these aids should be clear and relevant to the topic.

6. Submission of Papers:

Finalized versions of seminar papers must be submitted to the department by the designated deadline. Late submissions may not be accepted.

7. Feedback and Evaluation:

Students should be open to receiving constructive feedback from faculty and peers after their presentations. This feedback is vital for personal and academic growth.

8. Guest Speaker Etiquette:

When guest speakers are invited, students should demonstrate professionalism and respect. Questions should be relevant and thoughtful.

9. Collaboration with Faculty:

Students should work closely with faculty members, particularly the Head of the Department (HOD), for guidance and support in their seminar activities.

10. Documentation of Activities:

All seminar activities, including attendance, topics discussed, and presentations made, should be documented and submitted to the department for record-keeping.

By following these guidelines, students can maximize the benefits of seminar participation and contribute to a vibrant academic community.

D - EXTRAMURAL LECTURES

The college regularly organizes extramural lectures featuring guest speakers from outside the institution, as well as members of the college staff. These lectures cover a variety of topics of common interest, including scientific advancements and cultural discussions that extend beyond the regular curriculum.

Students are strongly encouraged to attend these lectures, as they provide valuable insights and enrich the knowledge gained in the classroom.

Extramural lectures can be organized by various college bodies, including the College Union, the Cultural Society, the Science Society, and the Kala Sansad. These events aim to foster a well-rounded educational experience and stimulate intellectual curiosity among students.

E. CAREER GUIDANCE AND PLACEMENT:

This facility is quite unique for the college as we provide career counselling and Placement drives to the students. Students get informed about the programmes. Different companies, private sector banks are invited to help the students in choosing their careers.

CHAPTER - XIII

AIDS TO STUDENTS

A - STIPENDS, SCHOLARSHIPS, AND FREE STUDENTSHIP

1. Free Studentships:

The college offers Free Studentships each year based on merit and financial need. Additionally, assistance may be granted from the Student Support Group (SSG) to exceptionally deserving students.

2. Government Scholarships:

Various scholarships and stipends are provided by both Central and State Governments for eligible students, including:

- Scholarships for students belonging to Scheduled Tribe (ST) and Scheduled Caste (SC) communities.
- Scholarships for Non-Hindi students who choose Hindi as an optional subject.
- Scholarships for students with orthopedic disabilities.
- Scholarships for children of primary and secondary school teachers.
- Scholarships for the children of ex-army personnel.
- Scholarships for the children of bidi and mine workers.
- Junior College Scholarships and Senior College Scholarships.

3. Application Process:

All students are encouraged to inquire about their eligibility for any scholarships or financial assistance as outlined above. Students should apply promptly according to the notices issued by the Principal regarding application procedures and deadlines.

4. Attendance Requirements:

Scholarship recipients must maintain regular attendance. Absences without prior approval may result in a reduction or forfeiture of their scholarships.

5. Criteria for Financial Aid:

The progress and conduct of students play a crucial role in both the awarding and continuation of financial aid and scholarships. Consistent academic performance and good behavior are essential for retaining these benefits.

D - Students Safety Insurance Scheme

The "Students Safety Insurance Policy" has been made compulsory in all colleges of Orissa, as per DHE letter No. 18022 dated April 15, 1993, and this policy is also applicable at our college.

1. Eligibility and Enrolment:

- All bona fide students of the institution are automatically insured upon payment of Rs. 3/- (Rupees Three only) per annum at the time of admission.
- The insurance is provided by New India Assurance Co. Ltd., a subsidiary of the General Insurance Corporation of India, located at New India Assurance Building, 87, Mahatma Gandhi Road, Fort, Mumbai-400001.

2. Coverage:

The insurance policy covers bodily injuries sustained solely and directly from accidents caused by external, violent, and visible means. The benefits provided under the policy include:

a) Death Benefit:

- In the event that the insured person sustains an injury that directly results in death within six calendar months, the sum of ****Rs. 10,000**** will be paid.

b) Loss of Sight or Limbs:

- For the loss of sight of both eyes or the complete loss (by physical separation) of both hands, both feet, or one hand and one foot, or for the loss of sight in one eye combined with the loss of one hand or one foot, the sum of Rs. 10,000 will be paid.
- Additionally, for the use of two hands, two feet, one hand and one foot, or for the loss of sight in one eye along with the loss of use of one hand or one foot, the insured will receive Rs. 10,000

c) Partial Loss:

- If the injury results in the total and irrecoverable loss of sight in one eye, or the actual loss (by physical separation) of one hand or one foot, the sum of Rs. 5,000 will be provided.
- For the total and irrecoverable loss of use of a hand or foot without physical separation, the insured will receive Rs. 5,000.

d) Permanent Disablement:

- If the injury leads to permanent, total, and absolute disablement from engaging in normal activities, the sum of Rs. 10,000 will be paid.

e) Medical Expenses:

- If the injury necessitates treatment in a hospital or nursing home, the policy will cover medical expenses incurred, up to a maximum of Rs. 500 for any single accident.

This insurance policy is designed to provide financial support to students in case of unfortunate accidents, ensuring their safety and well-being during their time in college.

CHAPTER - XIV

PUBLICATION

A - College Magazine

The college publishes an annual magazine, subject to the availability of funds, featuring articles in Oriya, English, Hindi, and Bengali contributions from both students and staff members. The magazine also includes suitable photographs, sketches, and paintings. The Editorial Board is appointed by the Principal and consists of members from the teaching staff.

Every student is required to pay an annual subscription for the magazine at the time of admission.

B - College Calendar (Prospectus)

The College Calendar, published by the college, contains essential information that serves as a guide for both students and staff members. It outlines the rules and regulations of the institution to prevent misunderstandings and errors due to ignorance. Students and staff are encouraged to

read the College Calendar thoroughly, as ignorance of the rules will not be accepted as an excuse for any violations.

An annual subscription fee, as determined periodically, will be collected from each student at the time of admission. The Principal holds the ultimate authority regarding any changes, interpretations, additions, or removals from this document.

CHAPTER - XV

A - National Service Scheme (N.S.S.)

The National Service Scheme (N.S.S.), established on September 24, 1969, is a vital student youth program dedicated to community service. Its primary focus is to address socio-economic challenges and enhance the quality of life within communities by tackling issues such as health, education, nutrition, sanitation, population control, environmental sustainability, and overall development.

Importance of N.S.S.:

1. **Community Empowerment:** N.S.S. engages students in grassroots initiatives that aim to eliminate socio-economic evils. By actively participating in community service, students contribute to uplifting the community to meet basic life standards.
2. **Holistic Development:** The program fosters a comprehensive approach to development, emphasizing health, education, and nutrition. This holistic perspective encourages students to understand and address the multifaceted challenges faced by communities.
3. **Youth Engagement:** N.S.S. promotes active youth participation in societal issues, allowing students to rethink development through community involvement. This engagement nurtures a sense of responsibility among young people, empowering them to become change agents.
4. **Women's Empowerment:** Recognizing the importance of women's participation in community development, N.S.S. prioritizes initiatives that enhance women's roles and contributions, fostering gender equality and empowerment.
5. **Awareness and Advocacy:** The scheme cultivates awareness among students about various social issues, motivating them to advocate for change. By transforming urban anxieties into actionable solutions, N.S.S. encourages proactive community engagement.
6. **Building Life Skills:** Participation in N.S.S. helps students develop essential life skills such as leadership, teamwork, and communication. These skills are invaluable not only for personal growth but also for future career opportunities.
7. **Sustainable Development:** N.S.S. promotes sustainable practices by encouraging students to engage in projects that enhance environmental awareness and conservation, contributing to a healthier planet.

The N.S.S. operates as a Central Government-sponsored initiative, functioning in collaboration with state governments and adhering to university guidelines. Through its various programs and projects, N.S.S. establishes a vital connection between students and the community, ultimately improving the quality of life and fostering a spirit of service and solidarity.

B - Youth Red Cross

The Red Cross, founded out of a commitment to provide assistance without discrimination to those in need—particularly the wounded on the battlefield during the Crimean War (1854-1856)—is dedicated to preventing and alleviating human suffering globally. It embodies not just a movement or an ideal but a way of life rooted in the principles of humanity, impartiality, neutrality, independence, voluntary service, unity, and universality.

The Youth Red Cross (YRC) serves as the youth wing of the Red Cross Society, which was established by Henry Dunant. Our college hosts a dedicated YRC wing, comprising 50 student volunteers guided by three lecturer-counsellors. This wing has earned recognition as the nodal (leading) unit of our district, reflecting its active engagement in community service.

Key Activities of the Youth Red Cross:

Community Service: Our YRC volunteers are actively involved in serving the underprivileged and marginalized members of society.

Blood Donation Drives: Organizing and promoting blood donation campaigns to support local hospitals and healthcare facilities.

Environmental Protection: Engaging in tree plantation initiatives and various activities aimed at protecting the environment.

Safety Training: Conducting training programs on road safety and fire-fighting to empower students and community members with essential life-saving skills.

Health Awareness Campaigns Fighting against issues such as AIDS through awareness programs and community outreach.

Disaster Response: Providing assistance during natural calamities, showcasing solidarity and support to affected individuals.

Our volunteers participate in national, state, regional, and college-level camps, gaining valuable theoretical and practical training while building friendships and networking with like-minded individuals. Each year, our YRC members attend at least four camps, enriching their experiences and commitment to service.

To sustain our efforts, each student contributes an annual fee of Rs. 5/- (five rupees) during admission, of which Rs. 2/- (two rupees) supports the Red Cross Fund.

We encourage all students to embrace the ideals of the Youth Red Cross and become a part of this impactful initiative. Joining the YRC not only allows you to contribute to meaningful causes but also provides a fulfilling path for personal growth and community engagement.

National Cadet Corps (N.C.C.)

Introduction

The National Cadet Corps (N.C.C.) was established in 1948 through an act of Parliament, officially recognized in the Gazette of India. As a premier youth organization, N.C.C. aims to instil discipline and character in young individuals, preparing them to be responsible citizens and future leaders. With a cadet strength of approximately 4.33 lakh for the senior division and 7.30 lakh for the junior division, its influence spans across the country.

The college has both NCC Army and NCC Navy.

Enrolment

Timing: Fresh enrolment for new cadets typically begins in September, with training commencing shortly after the admission process.

Training Schedule: N.C.C. parade classes are held at the college parade ground or the OSAP 2nd Battalion parade ground from 7:30 AM to 11:30 AM every Sunday (unless otherwise notified) until February/March, covering a total of 120 classes (each class lasting 40 minutes).

Training

The NCC officers conduct parade classes under the guidance of the Company Commander. Cadets receive basic training in various subjects, including:

- **Drill**
- **Weapon Training**
- **Field Craft**
- **Map Reading**
- **Military History and Geography**
- **Leadership Training**
- **First Aid**
- **Civil Defence**
- **Social Service**
- **Adventure Activities**

Camps

Throughout the academic session, various state and centrally organized camps are held. Attendance at these camps is mandatory for selected cadets. Notable camps include:

- **Combined Annual Training Camp (CATC)**
- **Annual Training Camp (ATC)**
- **National Integration Camp (NIC)**
- **All India Trekking Expedition (A.I. Trek)**
- **Army Attachment Camp**
- **Rock Climbing Training Camp (RCTC)**
- **Volunteering Expeditions**

Cadets may also undergo a rigorous selection process for specialized camps such as:

- **Basic Leadership Camp (BLC)**
- **Republic Day Camp (RDC)**
- **Independence Day Camp (IDC)**
- **Youth Exchange Programme (YEP), which provides opportunities to visit foreign countries like Canada, Sri Lanka, Britain, and Bhutan for three months.**

Certificate Examination

A significant goal of N.C.C. training is to prepare cadets for the 'B' and 'C' certificate examinations. These exams are held in March/April to avoid conflicts with the college examination schedule. Eligible cadets are nominated for these examinations, which typically take place at the Battalion Headquarters.

Incentives for Cadets

The N.C.C. offers various incentives for cadets who excel at different levels, including:

- Scholarships from state and central governments for outstanding cadets
- Special weightage in admissions for cadets holding 'A', 'B', and 'C' certificates.

- Exemption from written tests for 'C' certificate holders (above 'B' grading) for entry into the Officer's Training Academy (OTA) in Chennai.
- Reserved seats in the Indian Military Academy (IMA) in Dehradun for 'C' certificate holders.
- Cash incentives and free transport for cadets participating in the ****Republic Day parade**** in Delhi.
- Special consideration for N.C.C. cadets with 'B' and 'C' certificates in state police and other para-military services under the Central Government.

Guidelines for College Elections (Student's Union / Association / Societies)

Rule 1: General

a) Election Schedule

- Annual elections for Students' Union and Allied Associations.
- Elections may be cancelled due to unwarranted situations.
- Principal/Returning Officer will notify the date, time, and procedure.

b) Returning Officer

- Principal or a designated Teaching Staff member acts as Returning Officer.

c) Assistant Returning Officer

- Principal may appoint an Assistant Returning Officer from Teaching Staff.

d) Election Officers

- Principal may appoint Election Officers from Teaching Staff to assist.

e) Dues Collection

- No college dues collection on polling day.
- Students must clear dues in advance.

f) Identification

- Students must have proper identification to enter and vote.
- Identity Cards must be obtained/renewed in advance.

g) Provisions Modification

- Returning Officer can modify or repeal provisions for the institution's interest.

h) Dispute Resolution

- Principal/Returning Officer's decisions are final in disputes and interpretations.

Rule 2: Eligibility

I. General Eligibility

- Bonafied tudents with no outstanding dues and no disqualification.

II. Degree and Higher Secondary Students

- Degree students can participate in Degree student elections.
- Higher Secondary students can participate in their respective elections.

III. Membership and Candidacy

- All bonified Degree students are members of the Students' Union.
- Only Degree students can contest for President, Vice-President, General Secretary, and Asst. General Secretary.

IV. Age Requirement

- Undergraduate students between 17 and 22 years old may contest.

V. Academic Requirements

- No academic arrears in the year of contesting.

VI. Attendance Requirement

- Minimum attendance as prescribed by the university or 75%, whichever is higher.

VII. Contesting Opportunities

- One opportunity to contest for office bearer, two for executive member.

VIII. Criminal and Disciplinary Record

- No previous criminal record or disciplinary action by University authorities.

IX. Full-Time Status

- Must be regular full-time students, not distance/proximate education students.

Rule 3: Filing of Nominations

a) Nomination Forms

- Available from the cash counter upon payment.

b) Submission Deadline

- Submit forms to the Returning Officer by the notified date and time.

c) Money Receipts

- Attach receipts with nomination forms or submit during scrutiny.

d) Maximum Nominations

- A candidate may file up to 5 nominations for one post.

e) Proposers and Seconders

- A student can propose or second only one candidate per post.

f) Security Deposit

- Candidates for major posts must deposit Rs. 50/- (refundable if securing at least 20% of votes).

Rule 4: Scrutiny of Nominations

a) Scrutiny Committee

- Staff committee will scrutinize forms and notify valid nominations.

b) Candidate Presence

- Candidates or their authorized nominees may be present during scrutiny.

Rule 5: Withdrawal of Nominations

- Candidates must appear in person to withdraw by the notified date and time.

Rule 6: Passes

- Passes for entry to scrutinizing centres, polling booths, and counting centres.

Rule 7: Polling Process

a) Direct Voting

- Each student can cast one vote per office.

b) Distribution of Materials

- Leaflets/handbills approved by the Principal/Returning Officer.

c) Platform Meeting

- Contestants explain their manifesto a day before elections.

d) Voting Procedure

- Mark a cross (x) within the space provided against the candidate's name.

e) Ballot Box Checking

- Candidate/polling agent can check empty ballot boxes before voting starts.

f) Voter Queue

- Voters can queue and receive slips to vote beyond prescribed time if needed.

g) Ballot Box Sealing

- Ballot boxes sealed and kept under proper custody post-polling.

Rule 8: Election Offenses

1. Canvassing

- Prohibited inside or outside the booth on polling day.

2. Disfigurement

- Prohibited disfigurement of college property.

Rule 9: Counting

a) Counting Process

- Starts immediately after polling as prescribed.

b) Candidate Presence

- Candidate/authorized agent can observe counting.

c) Declaration of Results

- Candidates with maximum votes are elected; tie resolved by lot.

d) Recounting

- Candidates defeated by 5 votes or less may appeal for one recounting with a fee of Rs. 50/-.

Rule 10: Declaration of Results

- Elected candidates are notified on the general notice board.

Rule 11: Election Offenses & Petitions

a) Submission Deadline

- Offenses/petitions must be submitted within one hour post-polling with a fee of Rs. 50/-.

b) Election Committee

- Principal (President), +2 in charge (Vice-President), Advisor, and all Vice-Presidents of Associations.

Rule 12: Oath Taking

- Oath-taking for all office bearers conducted by the Principal.

Rule 13: Vote of No-confidence

- Removal by a vote of No-Confidence by 2/3 of the executive body members.

Rule 14: Dissolution

- Principal can dissolve the Union/Association or remove office-bearers for non-functionality or misconduct.

Rule 15: Filling up of Vacancies

- Principal fills vacancies through nominations.

Rule 16: Tenure of Office

- Tenure is for the academic year for elected office-bearers.

Rule 17: Tenure of Office of Ex-Officio Members

- Ex-officio members hold office until an official change.

Rule 18: Amendments to the Constitution

- Amendment Committee: Principal, Advisor, Vice-Presidents, President, Secretaries of College Union and Allied Associations.
- Two-thirds majority required for amendments.

Rule 19: Meetings of the Executive Bodies

a) Presiding Over Meetings

- College Union: President/Vice-President, no meeting without an Advisor.
- Allied Associations: Vice-Presidents, no meeting without an Advisor.

b) Principal's Meetings

- Principal may convene and invite attendees to meetings.

c) Member Attendance

- Absence from two consecutive meetings results in loss of membership.

d) Meeting Notices

- Three days' notice for ordinary meetings; emergency meetings can be called on short notice.

e) Quorum

- Fifty percent of total membership for quorum.

f) Recording Proceedings

- Secretary records proceedings and submits to Advisor/Vice-President for Principal's review.

Rule 20: Finance

a) Custodian of Funds

- Principal is custodian, sanctioning authority, and operator of funds.

b) Annual Fees

- Students pay prescribed fees for Union and Allied Associations.

c) Budget Approval

- Budgets must be approved by the Principal.

d) Expenditure Limits

- Expenditure must match income; Secretaries are accountable.

e) Financial Control

- Secretaries under control of Advisor/Vice-President.

f) Advances

- Money can be drawn in advance; previous advance must be accounted for before new advance.

g) Credit Purchases

- Authority slips required for credit purchases.

h) Diversion of Funds

- Decided by a committee: Advisor, Vice Presidents, President, General Secretary, and Secretaries.

i) Account Submission

- Secretaries submit accounts with vouchers to Advisors/Vice-Presidents.

j) Principal's Verification

- Principal may verify accounts anytime.

k) Audit

- Accounts audited by a lecturer, report submitted to Principal, and presented at General Body meeting.

Chapter XVIII: The Preamble of the Constitutions

Rule-21: The Preamble

We, the students of Laxminarayan College, Jharsuguda, District - Jharsuguda, humbly acknowledging all our obligations to our sacred institution and resolving to constitute the Union and the Allied Associations referred to hereunder into academic and cultural societies, and to promote social service, charity, fraternity, dignity, and the all-round development of the students and our ALMA MATER, do hereby enact, adopt, and give to ourselves and to our successors this constitution on the 18th day of August 1969.

Notes:

a) Union refers to the Students' Union, and Allied Associations refer to the Cultural Association, Athletic Association, and other such associations and societies formed hereunder or to be formed in the future. "Successors" means the students who shall be admitted to this College hereafter.

b) There shall be the following Associations of the students:

For +3:

- a) Student's Union
- b) Athletic Association
- c) Cultural Association
- d) Dramatic Association
- e) Science Society
- f) Vanijya Parishad
- g) Sahitya Sansad
- h) Social Service Guild
- i) Student's Common Room

For +2:

- a) Cultural Societies
 - b) Dramatic Association
 - c) Athletic Association
- c) Nothing in this constitution shall prevent the Principal from forming new associations or deleting any association formed hereunder.
- d) Nothing in this constitution shall prevent the Principal from amending, abridging, or deleting any provision or provisions in part or in full, either at his discretion or by power conferred on him, in the interest of the students, the State of Orissa, and the Union.
- e) This constitution shall/may include:
1. Acts, orders, notifications, rules, and regulations made by the Government or authority acting on its behalf, from time to time.
 2. Orders, notifications, rules, and regulations made by the Principal in conformity with the rules and orders passed by the Government.
 3. Customs and usages.
 4. The resolutions passed by the authorized body of the Student's Union and the Allied Associations and duly approved by the Principal.

Chapter XIX: The Constitutions

Rule-22: Students' Union

The name of the students' union of the college shall be "Laxminarayan College Students' Union". Every bonafide student of the +3 classes of the college ipso facto becomes a member of the Union.

Rule-23: Functions of the Union

- a) To hold the Annual Function of the College and to award prizes to the winners of the different cultural competitions conducted under its auspices.
- b) To organize debates, seminars, discussions on general, cultural, academic, national, and international problems.
- c) To organize social and extramural activities such as excursions and study tours.
- d) To invite eminent persons to address the union.
- e) To promote social and cultural trends, uphold moral values of the students, and work for the well-being of the College.
- f) To take up other activities bestowed upon the union by the Principal or proposed by the union and approved by the Principal.

The Union shall remain the sole spokesman of students' opinion inside and outside the college campus.

Rule-24: Executive Body of the Union

The following persons shall constitute the executive committee of the Union:

1. The President
2. The Vice-President
3. The General Secretary
4. The Assistant General Secretary
5. Class representatives - one from each class, elected by the students of the respective classes
6. Two lady-students' representatives, to be elected by the students

Rule-25: Advisor

- a) There shall be an Advisor and some Associate Advisors, appointed by the Principal from among the members of the teaching staff. In the absence of the Advisor, the Associate Advisor (according to seniority) shall act as the Advisor.
- b) The Advisors shall be present at all meetings of the Union. They will assist with helpful suggestions whenever necessary for the proper conduct of the meetings. The President may also refer to the Advisors for rule interpretation, and the decision of the Advisor shall be final.
- c) The Advisor may explain the scope and effect of the motion or amendments during a meeting upon the President's request.
- d) None of the Advisors will preside over a meeting of the Union unless specifically requested by the President.
- e) Associate Advisors shall assist the Advisor in discharging duties properly.
- f) The Advisor shall control the finances of the Union on behalf of the Principal.

Rule-26: The President

- a) The President shall preside over all Executive Body and ordinary meetings of the Union.
- b) The President shall be responsible for maintaining order and interpreting rules.
- c) The President's ruling shall be considered final, except when requesting any of the Advisors to do so.
- d) The President's voice shall be considered the opinion of the Union in all external affairs relating to the Union.

Rule-27: The Vice-President

The Vice-President shall assist the President and, in the absence of the President, perform all his functions.

Rule-28: The General Secretary

- a) The General Secretary shall arrange debates, give notice of all meetings, and maintain records of the proceedings of all such meetings.
- b) The General Secretary shall be responsible for the accounts of the Union's fund.
- c) The General Secretary shall select subjects for debates or discussion in consultation with the President and the Advisor.
- d) The General Secretary shall be guided by the Advisors in financial matters.

Rule-29: The Assistant General Secretary

The Assistant General Secretary shall assist the General Secretary and, in his absence, perform all his functions.

Rule-30: Functions of the Executive Body

The functions of the Executive Body shall be:

1. To draw up the program of the Union activities for the session.
2. To prepare the Union budget.
3. To undertake such other activities as are consistent with the objectives of the Union in accordance with the constitution and with the approval of the Principal.

Rule-31: Meetings

1. An ordinary meeting of the Executive Committee shall be called by the Secretary in consultation with the President and the Advisor. Notice of such meetings with date, time, place, and agenda shall be given to the members at least 48 hours prior to the meeting.
2. An extraordinary meeting of the Executive Committee may be convened at any time by the Principal.
3. A meeting of the Executive Committee shall be presided over in the absence of both the President and the Vice-President by any member of the committee elected at the meeting, such election being conducted by the Advisor.
4. No meeting of the Executive Committee can be conducted without the Advisor or, in his absence, the Associate Advisors.
5. Fifty percent of the members of the Executive Committee shall constitute the quorum.
6. The minutes of the meeting shall be maintained by the Secretary, and a copy thereof shall be communicated by the Secretary to the Principal within two days through the Advisor.

Rule-32: Annual Meeting

- a) Immediately after the elections, there shall be a meeting called the Annual Meeting of the Union, to be convened by the Principal, in which the Principal or his nominee shall preside. In this meeting:
 1. The newly elected office bearers will assume office (oath-taking).
 2. The new members of the Union will be welcomed.
 3. Amendments to the existing constitution, if any, may be moved.
 4. The previous year's audited accounts may be presented by the Advisor.
- b) Towards the end of the session, on a date fixed by the Principal, there shall be the last Annual Meeting of the Union to discuss and adopt the Annual Report and accounts to be presented by the Secretary.

Rule-33: Ordinary Meetings

- a) Ordinary meetings of the Union shall be arranged by the Secretary after consultation with the President and with the approval of the Advisor to hold debates and for other purposes.
- b) In the first ordinary meeting, the budget shall be placed for approval.
- c) No ordinary meeting of the Union can be conducted if the members present for the purpose are less than 500 in number.

Rule-34: Notice

The Secretary shall cause a notice to be issued at least two days before each ordinary meeting containing the following particulars:

1. Date, time, and place of the meeting.
2. Subject for debate or discussion.
3. Names of at least the first four speakers.
4. The meetings of the Union shall be open to all the members of the Teaching Staff, who, if they so desire, can take part in the proceedings of the meetings without the right to vote.

Rule-35: Procedure in the Meeting

In the absence of both the President and the Vice-President from an ordinary meeting, the members present will elect a President from among themselves, with the Advisor or his deputy taking the chair until the election is over. The elected President shall assume all the rights and discharge all the duties of the President during the meeting.

At the commencement of each ordinary meeting, the Secretary shall read the minutes of the last ordinary meeting and subsequent extraordinary meeting of the Union, if any. The minutes, upon being approved by the members present, shall be signed by the President.

Every speech shall be relevant to the subject of discussion, and no personal reflection shall be made in the course of the speech.

The President or the Vice-President may take part in a discussion, and in that case, the Advisor shall take the chair.

At the conclusion of the debate, as soon as the mover of the original motion has exercised his right of reply, the amendment, if any, shall first be put to vote. If the amendment is lost, the original motion shall then be put to vote. If the amendment is carried through, the

B. Cultural Association

Rule 39: Membership

The college maintains two Cultural Associations, one for Higher Secondary students and the other for Degree students, each with the same constitution. All bonafide +2 students belong to the +2 Association, and +3 students belong to the +3 Association. These associations are managed by Executive Committees comprising:

Rule 40: Executive Committee Composition

1. The Executive President: Principal (ex-officio)
2. Vice-President: A member of the teaching staff nominated by the Principal.
3. Associate Vice-President: A member of the teaching staff nominated by the Principal.
4. Secretary: Elected by the students.
5. Assistant Secretary: Elected by the students.
6. Class Representatives: One from each class, elected by the students.
7. Lady Student's Representative: A female student representative elected by the students.

Rule 41: Aims and Objectives

1. Celebrate notable cultural figures.
2. Organize literary and intellectual meetings and discussions.
3. Hold literary/cultural competitions and award prizes.
4. Lead and represent cultural/literary teams externally.
5. Publish a wall magazine.
6. Organize Ganesh and Saraswati Puja within the college.

Rule 42: Functions of Office Bearers

The Executive Body will prepare and pass the budget for the year.

Vice-President:-

- a) He will preside over the meetings of the Executive Committee.
- b) He will control and supervise all expenditures of the Society.

Secretary:-

1. He will be in charge of the accounts of the Society and keep careful records of all expenses.
2. He will convene meetings of Executive Body in consultation with the Vice-President and keep all records in this connection.

Asst Secretary:-

In the absence of the Secretary he will discharge his duties as Secretary

C. Athletic Association**Rule 43: Membership**

The college has two Athletic Associations: one for Higher Secondary (L.N. College Athletic Association +2) and one for Degree stage (L.N. College Athletic Association +3). Each student is a member of their respective association, and the annual athletic meet for both streams is held simultaneously.

Rule 44: Athletic Council Composition

1. President: Principal (ex-officio)
2. Vice-President: A member of the teaching staff nominated by the Principal.
3. Associate Vice-President: A member of the teaching staff nominated by the Principal.
4. P.E.T. (Physical Education Teacher)
5. Secretary: Elected by the students.
6. Assistant Secretary: Elected by the students.
7. Class Representatives: One from each class, elected by the students.
8. Lady Student's Representative: Elected by the students.

Rule 45: Aims and Objectives

1. Promote various games and athletic activities.
2. Organize annual athletic meets and select athletes for higher competitions.
3. Encourage participation in games like football, volleyball, hockey, and cricket.
4. Prepare the annual budget.
5. Form sub-committees for different games.

Rule 46: Functions of Office Bearers

1. Vice-President:
 - Presides over council and sub-committee meetings.
 - Oversees all games and activities.
 - Guides the P.E.T. and appoints captains for various games.
2. Secretary:
 - Convenes all executive and sub-committee meetings and keeps records.
 - Prepares the annual report and organizes college games.
 - Manages the association's accounts under the Vice-President's guidance.
3. Assistant Secretary: Performs the Secretary's duties in their absence.
4. Captains:
 - Select players for games and oversee game grounds.
 - Ensure regular practice attendance.
5. P.E.T.:
 - Manages athletic department stock and stores.

- Works as a member of the purchase committee for sports items.
- Organizes games and selects players along with the Secretary and captains.
- Encourages student participation in games and provides coaching.

D. Science Society

Rule 47: Membership

The L.N. College Science Society includes all bonafide science stream students.

Rule 48: Aims and Objectives

1. Spread scientific knowledge through popular science lectures.
2. Organize seminars, discussions, and symposia on scientific topics.
3. Hold science exhibitions to popularize science.
4. Conduct cultural competitions among science students and award prizes.
5. Prepare the annual budget.

Rule 49: Executive Committee Composition

1. President: Principal (ex-officio)
2. Vice-President: Nominated by the Principal from science faculty teachers.
3. Associate Vice-President: by the Principal from science faculty teachers.
4. Secretary: Elected by science society (from Degree class).
5. Assistant Secretary: Elected by science society (from Higher Secondary class).
6. Class Representatives: One from each science class, elected by the students.
7. Lady Student's Representative: One from +2 and one from +3, elected by science students.

Rule 50: Functions

1. Secretary:
 - Issues notices for meetings, discussions, and symposia.
 - Records meeting proceedings and manages accounts.
2. Assistant Secretary: Acts as Secretary in their absence.
3. Expenditures can be incurred by the Secretary with Vice-President's approval.

E. Vanijya Parishad

Rule 51: Membership

The Vanijya Parishad is an association of all commerce students.

Aims and Objectives

1. Organize debates, discussions, lectures, and symposia on commerce-related topics.

Rule 52: Executive Body Composition

1. President: Principal (ex-officio)
2. Vice-President: Head of the Commerce Department.
3. Associate Vice-President: Commerce faculty member nominated by the Principal.
4. Secretary: Elected by +3 commerce students.
5. Assistant Secretary: Elected by +2 commerce students.
6. Class Representatives: One from each commerce class, elected by the students.
7. Lady Student's Representative: One from +2 and one from +3 commerce classes, elected by the students.

Rule 53: Functions

1. Vice-President:
 - Presides over meetings and controls finance.
 - Directs the Secretary for proper functioning.
2. Associate Vice-President: Assists the Vice-President and acts in their absence.

3. Secretary:
 - Keeps records and issues meeting notices.
 - Manages the accounts and records all expenses.
4. Assistant Secretary: Acts as Secretary in their absence.

F. Sahitya Sansad

Rule 54: Membership

Kala Sansad includes all Arts stream students.

Aims and Objectives

1. Organize debates, discussions, lectures, and symposia on arts-related topics.

Rule 55: Executive Committee Composition

1. President: Principal (ex-officio)
2. Vice-President: Senior Arts faculty member nominated by the Principal.
3. Associate Vice-President: Arts faculty member nominated by the Principal.
4. Secretary: Elected by +3 Arts students.
5. Assistant Secretary: Elected by +2 Arts students.
6. Class Representatives: One from each Arts class, elected by the students.
7. Lady Student's Representative: One from +2 and one from +3, elected by Arts students.

Functions

1. Vice-President:
 - Presides over meetings, controls finances, and directs the Secretary.
2. Associate Vice-President: Assists the Vice-President and acts in their absence.
3. Secretary:
 - Issues meeting notices, records proceedings, and manages accounts.
4. Assistant Secretary: Acts as Secretary in their absence.

G. Dramatic Associations

Rule 56: Membership

The college has two Dramatic Associations, one for Higher Secondary and one for Degree students, to foster interest in theater and provide cultural recreation.

Executive Committee Composition

1. President**: Principal (ex-officio)
2. Vice-President: Teacher nominated by the Principal.
3. Associate Vice-President: Teacher nominated by the Principal.
4. Secretary: Elected by the students.
5. Assistant Secretary: Elected by the students.
6. Class Representatives: One from each class, elected by the students.
7. Lady Student's Representative: Elected by the students.

Rule 57: Functions

1. Vice-President:
 - Presides over meetings and supervises expenditures.
 - Oversees drama selection, participant selection, and rehearsals.
2. Secretary:
 - Manages accounts and records.
 - Convenes meetings and maintains records.
3. Assistant Secretary: Acts as Secretary in their absence.

H. Social Service Guild

Rule 58: Membership

The college has a Social Service Guild to promote social services.

Rule 59: Aims and Objectives

1. Promote literacy through night schools.
2. Provide financial aid to needy students.
3. Form volunteer corps for community service.
4. Educate the public on health issues and family planning.
5. Organize lectures for student benefit.

Rule 60: Funds

1. Members contribute annually to the Guild's fund.
2. Staff may voluntarily contribute.
3. Donations may be sought from high officials and well-to-do individuals.

Rule 61: Executive Body Composition

1. President: Principal (ex-officio)
2. Vice-President: Teaching staff member nominated by the Principal.
3. Secretary: Elected by +3 students.
4. Assistant

OUR MOTTO: TOGETHER WE MAKE THE DIFFERENCE



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