

*Policy
Document
For
Reservation*



**Sonapur College, Sonapur
Kamrup(M), Assam**



Policy for Admission:

The college has been offering B.A., B.Com., B.Voc., programmes and P.G. programmes in three subjects. The guidelines for admission into these programmes are laid down by the admission policy of the college which follows the rules and regulations of the affiliating university and the Directorate of Higher Education, Govt. of Assam.

The admission procedure to the programmes in the college as per the policy is detailed below:

- i) U.G. (B.A): As the Arts Stream of the college has come under Provincialisation Act, 2005, Govt. of Assam, the admission procedure follows the norms and guidelines of Directorate of Higher Education, Govt. of Assam.
- ii) U.G. (B.Com and B.Voc): The admission procedures for the self-financing streams of B.Com and B.Voc are also determined by State Govt. rules and regulations though the college can also exercise some amount of flexibility in this respect.
- iii) P.G.: The admission into PG programmes are mandated by State Govt. and the affiliating university guidelines.

Basic reservation policy for category wise reservation as per guideline issued by the Directorate of Higher Education, Govt. of Assam is as follows:

- i) Scheduled Caste (SC): 7%
- ii) Scheduled Tribes Plains(STP): 10%
- iii) Scheduled Tribes Hills(STH): 05%
- iv) Other Backward Classes including More Other Backward Classes: (OBC/MOBC) 15%.

A maximum of 5% of the Seats may be earmarked for outstanding Sports Persons/ NCC Cadets/Proficiency of Cultural Activities/ Wards of the employees and founders of the college. These seats are to be settled on the basis of merit list of students concerned in each category and the list is to be finalised by the approval of the Governing Body of the College.




Principal
Sonapur College
Sonapur



Reservation Policy for Employment of Non-Teaching Staff:

The reservation Policy for Employment of Non-Teaching Staff strictly follows the guideline issued by the Office of the Directorate of Higher Education, Govt. of Assam where the Roster

Register of the College is approved by the Director of Higher Education, Govt. of Assam. The College follows the Roster Points of the Directorate of Higher Education, Govt. of Assam. The rosters in Cadre of Senior Assistant, Junior Assistant/ Library Assistant and Grade –IV/ Library Bearer is maintained in L. format of the Roster Register.

Reservation Policy for Employment of Teaching Staff:

Employment Reservation Policy for Teaching Staff also strictly follows the guideline issued by the Office of the Directorate of Higher Education, Govt. of Assam where the Roaster Register of the College is approved by the Director of Higher Education, Govt. of Assam.

The rosters in Cadre of Assistant Professor are approved by the Directorate of Higher Education, Govt. of Assam SC& ST (RVSP) Act.

Appointment of temporary and full-time Teaching and Non-Teaching Staff is made on merit basis and as per the requirement to serve a specific purpose according to the need.




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