

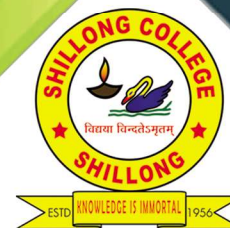


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SHILLONG COLLEGE

[An Assessed and Re Accredited Institution by N.A.A.C.,
Bangalore as Grade A Institution]

Boyce Road, Laitumkrah, Shillong - 793003
Meghalaya



Student Diary

SHILLONG COLLEGE



Motto : "Knowledge is immortal"

[An Assessed and Re Accredited Institution by NAAC.,
Bangalore with Grade A]

**Boyce Road, Laitumkhrah, Shillong - 793003
Meghalaya**

STUDENT DIARY

2022 - 2025

Name of the Student

Class Section : **Morning/Day**

**Website : www.shillongcollege.ac.in | email : shillcooll@yahoo.com
Phone : 0364-2224903 | Fax : 0364-2502143**

SHILLONG COLLEGE



Affix One
Passport size
Photograph
here

IDENTITY CERTIFICATE

Name of the Student

Class

Section : Morning / Day

Roll No.

Date of Birth

Father's Name

Signature

Mother's Name

Signature

Address

.....

District

Phone No.

Blood Group



INDIAN NATIONAL ANTHEM

Jana gana mana adhinayaka, Jaya he,
Bharata Bhagya vidhata.
Punjab, Sindhu, Gujara, Maratha,
Dravida Utkala Banga,
Vindhya Himachala Yamuna Ganga,
Uchhala Jaladhi taranga.
Tava subha na me jage
Tava subha ashisha ma ge,
Gahe tava jaya gatha,
Jana Gana mangala dayaka jaya he,
Bharata Bhagya vidhata,
Jaya he jaya he, jaya he,
Jaya jaya jaya, jaya he.

COLLEGE ANTHEM

O Arise we Shillong College
Ever zealous in our quest
For virtue, truth and knowledge
To rise above the rest.

Refrain : Light the lamp of knowledge in our hearts
Forever it will burn til we depart.

For knowledge immortal is our motto dear
A guiding force to which we all adhere
Ever striving to light the lamp of glory
Here we are to make our destiny

Refrain : Light the lamp of knowledge in our hearts
Forever it will burn till we depart.

Inspired, we shall conquer
Every fear or false belief
To emerge as triumphant victors
In every field you can perceive.

Refrain : Light the lamp of knowledge in our hearts
Forever it will burn till we depart.

God bless Shillong College
Make it fruitful in its quest
For virtue, truth and knowledge
We shall remain for ever the best.

Refrain : Light the lamp of knowledge in our hearts
Forever it will burn till we depart.



SHILLONG COLLEGE

BOYCE ROAD, LAITUMKHRAH, SHILLONG - 793003
(A NAAC Re-accredited Grade A Institution)
www.shillongcollege.ac.in | shillcoll@yahoo.co.in

MOTTO OF THE COLLEGE

"Knowledge is Immortal"

VISION OF THE COLLEGE

We envision Shillong College as a Centre of Excellence for Wisdom, a beacon of hope, a model embodiment of the ideals upon which our Great Nation was built.

MISSION OF THE COLLEGE

- * To remain socially committed and hence mould the generations of students always alive to emerging needs and the challenges of the world with constructive mind-set to develop a scientific progressive society that consists of citizens who are intellectually proficient, morally honest and also who nurtures a sense of belonging.
- * To serve and give our students a competitive edge in the employment market, in keeping with developments in educational, social, professional and personal lives of people all around world-wide.

GOALS AND OBJECTIVES

GOALS AND OBJECTIVES OF THE COLLEGE:

- * To provide quality education to all aspiring students through meaningful academic and professional courses keeping in mind the special needs of the economically, educationally and socially disadvantaged segment of the society.
- * To inculcate knowledge and need-based work skills so that the products of the college find themselves prepared for employment and self-employment avenues as required.
- * To help students to discover and tap their fullest potential through appropriate co- and extra-curricular activities leading to integrated personality development in order to become responsible and productive citizens of the country.
- * To encourage and promote moral, secular, scientific and nation-building values so that the students respect, protect and nurture the rich composite culture of the country and of each of its constituent units.
- * To create awareness, concern and care for environment by gearing various collegiate activities to sustainable environmental practices encompassing the State's land, water, flora and fauna.

COLLEGE HOURS

MORNING SHIFT

7:00 A.M. TO 12 Noon

DAY SHIFT

10:00 A.M. TO 04:30 P.M.

Students are not allowed to leave the College during College hours without prior permission of the Principal.

ATTENDANCE

A minimum of 80% attendance is required to be eligible to appear in University Examinations.

Parents/Guardians are requested to check the attendance diary from time to time, give reasons for leave and sign in the pages provided for the purpose.

Students are required to produce the Diary and Identity Card whenever asked to.

any student who is absent for more than one month without prior permission, will have his/her name struck off from the College register.

LIBRARY

Student may borrow books from the Lending Section of the library. Care must be taken while using the books and the same must be returned in good condition and also within the specified time. Students who borrow books should return them directly to the library and not to pass them on to another student.

Each student will be issued a Library Card which will maintain a record of books borrowed. A Library Card will be issued by the Librarian at the beginning of the academic session on production of the College Identity Card.

Students are allowed to borrow a maximum number of 2 (two) books at a time from the Library lending section. A book may be kept by a student for a maximum number of 14 days only. A fine of **Rs. 5/-** per day will be charged for delay in returning the books.

A Library clearance certificate is to be produced before the issue of University/Board Exam Admit Card/Mark Sheet and for Transfer Certificate.

RULES OF DISCIPLINE

- * All bonafide students of the College must always have College Identity Cards with them and produce the same whenever asked for.
- * Students are to attend all lectures/tutorials/practical except in such cases where due leave is obtained from the Principal, Vice-Principal/Heads of Departments.
- * Attendance in all College tests/examinations is compulsory.
- * Students must read the Notice Board everyday. Ignorance of any notification, such as tests, examinations, special classes etc, will not be accepted as an excuse for not performing a required activity.

- * Students shall maintain silence in classrooms and should not loiter in the corridors or speak loudly near other classrooms, library and office premises.
- * College lawns and premises must be kept clean. Disciplinary action will be taken against any student who causes damage to College property or defaces the walls, classrooms and toilets. Desks and benches must not be taken outside the classrooms.
- * Misconduct or misbehavior of any kind towards a teacher or an employee of the College or to any fellow students in the College will be viewed seriously and strong action against such students will be taken by the College authority.
- * Students indulging in misconduct or misbehavior of any kind at the time of election to the student bodies or during examination/meeting/conduct of co-curricular activities will be strictly punished by the College authority.
- * Use of mobile phones, smoking, drinking, or eve-teasing in any form in the College is strictly prohibited and any student indulging in any such activity will be suitably punished.
- * Students must be decently and neatly dressed. Revealing or inappropriate clothing is not allowed.
- * No Society or Association may be formed by students in the College without the permission of the Principal nor shall any person be invited to address a meeting in the College premises without the prior permission of the Principal.

- * No Posters/Banners/Notice/Pamphlets etc. be placed/ pasted/distributed without prior permission of the Principal.
- * Students cannot take part in any activity under the name of the College, without prior permission of the Principal.
- * Parents/Guardians are requested to contact the Principal regularly regarding Attendance and Progress of the ward(s).
- * 'Ragging' in any form is strictly prohibited and shall lead to legal action.

RECORD OF ABSENCE					
Date(s)	No. of Days	Reason for Absence	Signature of Parent/Guardian	Signature of Principal/Vice Principal	

RECORD OF ABSENCE

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Date(s)	No. of Days	Reason for Absence	Signature of Parent/Guardian	Signature of Principal/Vice Principal

INTERNAL ASSESSMENT				
Semester	Subject	Marks Obtained	Teacher's Signature	Signature of Parent/Guardian

INTERNAL ASSESSMENT				
Semester	Subject	Marks Obtained	Teacher's Signature	Signature of Parent/Guardian

INTERNAL ASSESSMENT

Semester	Subject	Marks Obtained	Teacher's Signature	Signature of Parent/Guardian

NOTES TO PARENTS

Date	Remarks from Teacher/Principal/ Vice Principal	Signature of Parent/Guardian	Signature of Principal/ Vice Principals

LIST OF IMPORTANT ANNUAL EVENTS (HELD IN THE COLLEGE)

Date	Name of the Event	Experience of the Student