



RAMAKRISHNA SARADA MISSION VIVEKANANDA VIDYABHAVAN

PROSPECTUS



HISTORY

Even before Swami Vivekananda founded the Belur Math in 1898, he wanted to establish a Math for women with the Holy Mother Sri Sarada Devi at its centre. Based on his ideals, it was during the Holy Mother's Birth Centenary, that Sri Sarada Math came into existence on **2 December, 1954**. In **1960**, the Trustees of Sri Sarada Math founded the **Ramakrishna Sarada Mission Association** with the object of propagating educational, cultural, charitable, medical and similar activities among women and children.

Through the headquarters at Dakshineswar, Kolkata and its various centers in different parts of India, the Ramakrishna Sarada Mission seeks to serve women and children in all possible ways, irrespective of caste, creed, colour and nationality. At present, the Math and Mission run about 30 centres in different parts of India and abroad.

Ramakrishna Sarada Mission Vivekananda Vidyabhavan, a partly residential degree college for women, was the **first educational institution** started by the Ramakrishna Sarada Mission. It came into existence in **1961** as a humble effort to carry out Swami Vivekananda's ideas of education among women. The inaugural meeting to set up the college took place at the **30 bigha plot donated by Late Debendra Nath Bhattacharya**, on 10th March 1961; these beautiful grounds later become the college campus. The meeting was presided over by **Most Revered Swami Madhavananda Maharaj**, the General Secretary of the Ramakrishna Math and Mission. Housed initially in a one room makeshift structure, with thirty-one students and handful of young, idealistic and enthusiastic teachers and monastic members, the college today stands among the premier women's institutions of the state.

AIMS AND OBJECTIVES

“The uplift of the women...must come first and then only can any real good come about for country, for India.” – Swami Vivekananda

Education, according to Swami Vivekananda, is not the amount of information that is put into one's brain, and undigested, runs riot there. In his opinion, the balanced combination of secular and spiritual training constitutes the true economics of education.

Ramakrishna Sarada Mission Vivekananda Vidyabhvan is founded on the ideals of Swamiji. “It is not possible for a bird to fly on only one wing,” he felt. He believed that society cannot progress depending on men alone. It has to harness female power too.

The college marks a bold departure from the existing pattern of educational institutions. It provides a peaceful academic environment, ideal for pursuit of studies. Here, the

students are placed under the direct supervision and care of dedicated teachers and monastic members of Sri Sarada Math and Mission.

The system enables the students to come into intimate contact with the teachers and to receive an all-round education in an atmosphere of serenity, peace, discipline and morality. The institution helps to nurture and strengthen the physical, intellectual, moral, and spiritual faculties of students. The college does not believe in churning out good students defined solely by academic results, but aims at building confident and self – reliant human beings with human principles and a strong sense of responsibility towards society. It works toward creating an ideal society based on the principles of equality, freedom, justice, tolerance, and respect for religious diversity and moral values, emphasized in the constitution of India.

In order to further the vision of self-reliance and strive towards the cause of women’s empowerment, the College has recently started the **School of Professional Studies**. Under its aegis, RKSMVV offers a bouquet of add-on professional courses.

LOCATION

The college is located at 33, Sri Maa Sarada Sarani, Dum Dum, Kolkata 700055. The sprawling 30-bigha campus is situated in green and picturesque surroundings, a welcome refuge from the din and bustle of city life. It is 15 minutes away from the nearest metro stations-Belgachhia and Dum Dum, and is connected to both by regular bus and auto-services. The bus routes include 3C, 3C/1, 3C/2, 30, 30D, 79B, 79C, 93, 221, 223, 219, 227, DN8 and DN18 (Bus Stop: Jessore road - Dum Dum Park and Shyamnagar).

WORKING HOURS

College

Assembly and Prayers: 10.05 a.m.

Classes: 10. 15 a.m.- 4.45 p.m.

COURSES OFFERED

[B.A. /B.Sc.]

The college follows the CBCS semester system (**B.A. / B.Sc.**) as mandated by the UGC under the West Bengal State University.

B.A.

1. Bengali (Honours and General)
2. English (Honours and General)
3. Sanskrit (Honours and General)
4. Education (Honours and General)
5. History (Honours and General)
6. Philosophy (Honours and General)
7. Political Science (Honours and General)
8. Sociology (Honours and General)
9. Economics (General)
10. Human Rights (General)
11. Journalism and Mass Communication (Honours and General)
12. Geography (General)
13. Psychology (General)

B.Sc.

1. Economics (Honours and General)
2. Geography (Honours and General)
3. Psychology (General)
4. Mathematics (General)

Compulsory Subjects

1. Environmental Science
2. English

3. Modern Indian Language: Bengali, English, Sanskrit

M.A. (Autonomous)

1. Philosophy

MANDATORY CLASSES

- ❖ Computer Training (NSDC Certificate Course)
- ❖ Spoken English
- ❖ Yoga

CO-CURRICULAR CLASSES AND ACTIVITY CLUBS:

- ❖ Dance
- ❖ Sports
- ❖ Drama
- ❖ Elocution
- ❖ Music

SPECIAL TRAINING

- ❖ Competitive Examination Coaching
- ❖ UGC Net Coaching

RKSMVV SCHOOL OF PROFESSIONAL STUDIES

RKSMVV has tied up with reputed organizations like the Sister Nivedita University (Techno India Group), West Bengal State University, Sri Sarada Math Rasik Bhita with NSDC Certificate Scheme, Elta Global, ARCIS under the umbrella of Kavikulaguru Kalidas Sanskrit University(Maharashtra) and Barrackpore Police Commissionerate for conducting the following add-on professional courses under the **RKSMVV School of Professional Studies**:

Courses offered by the RKSMVV School of Professional Studies

1. PG Diploma in Hospital/ Healthcare Management: RKSMVV & **Sister Nivedita University**
2. PG Diploma in Advertising and Public Relation: RKSMVV & **Sister Nivedita University**

3. Psychiatric Counselling Certificate Course: RKSMVV & **West Bengal State University**
4. Anchoring Certificate Course: RKSMVV & **West Bengal State University**
5. Computer Courses: RKSMVV & **Sri Sarada Math, Rasik Bhita (with National Skill Development Corporation Certificate)**.
6. Certificate Course on English for Academic Purpose (EAP): RKSMVV & **Elta Global**
7. Certificate Course on GIS & Remote Sensing: RKSMVV
8. DTP Course: RKSMVV & **Sri Sarada Math, Rasik Bhita (with National Skill Development Corporation Certificate)**.
9. Python Course: RKSMVV & **Sri Sarada Math, Rasik Bhita (with National Skill Development Corporation Certificate)**.
10. Certificate Course on Self Defense Training: RKSMVV & **Barrackpore Police Commissionerate**
11. Certificate course on Traditional Text: Śrīmadbhagavadgītā & Mahābhārata: The Academy of Research for Cultivation of Indian Sciences (ARCIS) & RKSMVV under the aegis of the **Kavikulaguru Kalidas Sanskrit University, Maharashtra**.

The Certificate and PG Diploma courses are offered to RKSMVV students (current and alumni), as well as for women graduates/ students from other institutions. The courses, focusing on employability, are carefully designed to cater to students of varying means and merit. All courses are economically priced, to enable students from the financially disadvantaged sections avail of this opportunity. Course details are available at the college website - www.rksmvv.ac.in.

COLLEGE MANAGING COMMITTEE

PRESIDENT : Pravrajika Jnanadaprana

VICE-PRESIDENT : Pravrajika Dhritiprana

SECRETARY : Pravrajika Pradiptaprana

PRINCIPAL : Pravrajika Vedarupaprana

MEMBERS : Pravrajika Bhaswaraprana

Pravrajika Dhyanaaprana

Pravrajika Somaprana

Pravrajika Tapanandaprana

Pravrajika Amritarupaprana

Pravrajika Amaleshaprana

TEACHERS' REPRESENTATIVES

Internal Quality Assurance Cell, Coordinator

Teachers' Council, Secretary

COLLEGE FACULTY

SECRETARY: Pravrajika Pradiptaprana

PRINCIPAL: Pravrajika Vedarupaprana

INTERNAL QUALITY ASSURANCE CELL (IQAC)

(10th December 2020 – December 2022)

President: Pravrajika Vedarupaprana, Principal

Coordinator: Dr.Chaiti Mitra, Ass. Professor, Dept. of English

Members

Pravarjika Amritarupaprana, Office-in-charge

Dr. Bidisha Chatterjee, Associate Professor, Dept. of Philosophy

Smt. Debrupa Das, Associate Professor, Dept. of Bengali

Dr. Gargi Gangopadhyay, Associate Professor, Dept. of English

Smt. Tanju Datta, Assistant Professor, Dept. of Education

Dr. Saheli Roychowdhury, Ass. Prof., Dept. of Political Science

Dr. Anasuya Chatterjee, Assistant Professor, Dept. of Sociology

Smt. Parama Sarkhel, Librarian

Prof. Sudakshina Gupta, Dept. of Economics, Calcutta University
Sri Kalyan Kumar Nandi, Ex-Sr Accounts Officer, Govt. of India
Sri Debashish Saha, Industrialist
Smt. Arunima Kumar (Alumni Representative)
Madhurima Bairagi, Eng. Hons. (Sem IV), (Student Representative)

DEPARTMENTS

BENGALI

Dr. Rumela Banerjee, M.A., Ph.D., Associate Professor
Sm. Debrupa Das, M.A. Associate Professor
Sm. Anurima Saha, M.A. Assistant Professor
Sm. Dolon Bhattacharya, M.A., SACT 2
Dr. Debarati Chakroborty, M.A, Ph D, SACT 1

ENGLISH

Dr Chaiti Mitra, M.A, PhD, Associate Professor
Dr Rakhi Ghosh, M.A, M. Phil., Ph D, Associate Professor
Dr Gargi Gangopadhyay, M.A, M.Phil, Ph D, Associate Professor
Sm. Dwaita Dey, M.A, SACT 1
Sm. Suchetona Pal, M.A., M Phil, SACT 1

SANSKRIT

Dr. Saberi Rakshit, M.A., M.Phil, Ph.D, Associate Professor
Dr. Sanghamitra Mukherjee, MA, Ph D, Assistant Professor
Pravrajika Asaktaprana, M.A., Ph. D, Monastic faculty

PHILOSOPHY

Pravrajika Vedarupaprana, M.A., Monastic faculty

Pravrajika Ishtatmaprana, M.A., Monastic faculty

Sm. Anuradha Sadhukhan, M.A., M.Phil., Assistant Professor

Dr. Bidisha Chatterjee, M.A., M.Phil., Ph.D., Asso Professor

Pravrajika Chidatmaprana, M.A., Monastic Faculty

VISITING FACULTY (PG)

Prof. Ranjana Mukharjee, (Retd.) Rabindra Bharati University

Prof. Ratna Dutta Sharma, Retd. Prof, Jadavpur University

Sm. Shibani Saha, M.A., M.Phil., Asso Professor, Shyampur Siddheswari Mahavidyalaya

Sm. Sangita Dey Sarkar, M.A., M.Phil, Associate Professor, Sammilani Mahavidyalaya

Dr Malabika Chakrobarti, M.A., M.Phil, Ph D, Assistant Professor, Ananda Mohan College

Shubhabrata Chakraborty

Sanchayaita Sen

HISTORY

Dr. Soma Marik, M.A., Ph.D., Associate Professor

Dr. Panchali Majumdar, M.A., M.Phil., Ph.D., Associate Professor

Dr. Sunetra Mitra, M.A., M.Phil., Ph.D., Assistant Professor

Dr. Sheli Dutta, M.A., M.Phil. Ph.D, SACT 1

Sm. Maitrayee Sarkar, M.A., B.Ed., M.Phil., SACT 2

POLITICAL SCIENCE

Dr. Sabita Chaudhuri, M.A., Ph.D., Associate Professor

Dr. Payal Bose Biswas, M.A., MPhil, Ph.D, Assistant Professor

Dr. Saheli Roychowdhury, M.A., Ph.D., Assistant Professor

Sm. Sanju Lal, M.A., Assistant Professor

ECONOMICS

Dr. Kabita Nath, M.A., Ph.D., Assistant Professor

Dr. Sanchali Bhattacharya, MA, MPhil, PhD, Assistant Professor

Sm. Debashree Bhattacharya, M.A., SACT 1

Sm. Indrani Chakraborty, M.A., SACT 1

Sm. Reshmi Ray, M.Sc., SACT 2

EDUCATION

Dr. Sarmistha Dutta, M.A., Ph.D., Associate Professor

Pravrajika Tapomayaprana, M.A., Monastic Faculty

Sm. Tanju Dutta, M.A., Assistant Professor

Dr. Rohini Dharmapal, M.A., Ph.D., Assistant Professor

Sm. Sumana Metya, M.A., SACT 1

SOCIOLOGY

Dr. Anasua Chatterjee, MA, M Phil, Ph D, Assistant Professor

Sm Bisaka Blone, MA, Assistant Professor

Sm. Upasana Karmakar Modak, M.A., SACT 1

Sm. Aparna Chakraborty, M.A., SACT 2

MATHEMATICS

Pravrajika Bhumatmaprana, M. Sc., Ph D, Monastic Faculty

Sm. Sushobhana Pal., M.Sc., SACT 2

JOURNALISM AND MASS COMMUNICATION

Sm. Aditi Das, M.A., B.Ed., Assistant Professor

Sm. Sreejaya Chatterjee, M.A., B.Ed., SACT 2

Sm. Nabanita Bhattacharya, MA, SACT 2

Sm. Tanika Deb Roy, M.A., SACT 1

HUMAN RIGHTS

Sm. Moumita De, M.A., SACT 2

Sm Mousumi Mukherjee, MA, SACT 2

GEOGRAPHY

Sm. Amrita Pramanick, M.Sc., Assistant Professor

Sm. Nibedita Deb, M.Sc., SACT 1

Sm. Soma Mukhopadhyay, M.A. SACT 2

Sm. Kanika Das, M.Sc., SACT 1

PSYCHOLOGY

Sm. Nibedita Banerjee, M.A., SACT 2

Sm. Aiswarjya Banerjee, M.A. SACT 2

ENVIRONMENTAL SCIENCE

Pravrajika Bhumatmaprana, M. Sc., Ph D, Monastic faculty

NON-TEACHING STAFF

OFFICE

Pravrajika Amritarupaprana, M.A., Office-In-Charge

Sm. Susmita Das, B.Sc., Typist

Sm. Moumita Mallick, B.Sc., Clerk

Sm. Sakina Khatun, M.Com., Part Time Office Assistant

LABORATORY (Geography, Journalism & Mass Communication)

Sm. Poulami Chakraborty, B.Sc.

LIBRARY

Sm. Parama Sarkhel, M.A, M.Lib, Librarian

Pravrajika Mokshakamaprana, Assistant Librarian (Monastic)

Sm. Namita Mondal, B.A., Library Clerk

Sm. Munmun Mukherjee, B.A., Part Time Library Assistant

Mr. Avijit Sardar, Library Peon

❖ RULES FOR ADMISSION TO B.A/B.Sc.

Admission to B.A./B.Sc. (Honours and General) courses is conducted online. All information regarding admission process can be found at the college website: www.rksmvv.ac.in.

❖ Necessary documents for admission to B.A/B.Sc.

1. Original marksheet of Higher Secondary or equivalent examination recognized by the West Bengal State University.
2. Attested copy of same.
3. Attested copy of the admit card of Madhyamik or equivalent examination recognized by the West Bengal Council of Higher Secondary Education.
4. Attested copy of the admit card of higher secondary or equivalent examination recognized by the West Bengal State University.
5. SC/ST/OBC certificate, if applicable, in original, and attested photocopies of the same.

FEES

Honours Fees (Payable at the beginning of every session)

B.A. Hons.	SEM – I Bengali Hons. Education Hons. English Hons. History Hons. Philosophy Hons. Pol. Sc. Hons. Sanskrit Hons. Sociology Hons.	SEM – I Journalism Hons.	B.Sc. Hons.	SEM - I Economics Hons.	SEM - I Geography Hons.
Tuition Fees (July-Dec.)	450.00	450.00	Tuition Fees (July-Dec.)	660.00	660.00
Dev. Fees	600.00	600.00	Dev. Fees	600.00	600.00
Adm. Fee	150.00	150.00	Adm. Fee	150.00	150.00
Session Fee	150.00	150.00	Session Fee	150.00	150.00
Misc. Fee	150.00	150.00	Misc. Fee	150.00	150.00
Coll. Exam. Fee	120.00	120.00	Coll. Exam. Fee	120.00	120.00
Library Fee	300.00	300.00	Library Fee	300.00	300.00
Magazine Fee	20.00	20.00	Magazine Fee	20.00	20.00
Games Fee	120.00	120.00	Games Fee	120.00	120.00
St. Aid Fee	20.00	20.00	St. Aid Fee	20.00	20.00
Common Room Fee	60.00	60.00	Common Room Fee	60.00	60.00
Co-Curricular/ Celebrations Fee	450.00	450.00	Celebrations	450.00	450.00
Health Card	200.00	200.00	Health Card	200.00	200.00
Computer Fee	600.00	600.00	Computer Fee	600.00	600.00
Identity Card	50.00	50.00	Identity Card	50.00	50.00
Laboratory Fee (Journalism)	-	360.00	Laboratory Fee (Geography)	-	600.00
Total	3440.00	3800.00	Total	3650.00	4250.00

Prayer Book etc (to be paid by cash)

General Fees (Payable at the beginning of every session)

B.A. GEN.	SEM – I	B.Sc. GEN.	SEM - I
Tuition Fees (July-Dec.)	300.00	Tuition Fees (July-Dec.)	510.00
Dev. Fees	600.00	Dev. Fees	600.00
Adm. Fee	150.00	Adm. Fee	150.00
Session Fee	150.00	Session Fee	150.00
Misc. Fee	150.00	Misc. Fee	150.00
Coll. Exam. Fee	120.00	Coll. Exam. Fee	120.00
Library Fee	300.00	Library Fee	300.00
Magazine Fee	20.00	Magazine Fee	20.00
Games Fee	120.00	Games Fee	120.00
St. Aid Fee	20.00	St. Aid Fee	20.00
Common Room Fee	60.00	Common Room Fee	60.00
Co-Curricular/ Celebrations Fee	450.00	Co-Curricular/ Celebrations Fee	450.00
Health Card	200.00	Health Card	200.00
Computer Fee	600.00	Computer Fee	600.00
Identity Card	50.00	Identity Card	50.00
Total	3290.00	Total	3500.00

Prayer Book etc (to be paid by cash)

FEES

MA IN PHILOSOPHY (per semester)

Fees payable at the beginning of each semester

ADMISSION FEE	500.00
SEMESTER FEE	9,000.00
EXAMINATION FEE	500.00
Total	10,000.00

RULES AND REGULATIONS

Every student must conform to rules and discipline of college and hostel. The insistence on strict discipline is to help the students develop their potentialities in an orderly way, to promote a healthy relationship between the teachers and students, and to create and preserve a peaceful academic atmosphere. However, love and mutual respect always remain the guiding principles and basis of obedience.

❖ COLLEGE

1. Every student must abide by the rules of the college.
2. A prayer assembly is held daily at 10.05 am before the commencement of the classes. Attending the assembly is compulsory for all students.
3. It is compulsory for all students to come to the college in college uniform.
4. The students should be regular and punctual in attendance.
5. A minimum of 60% attendance is mandatory to be allowed to appear for the University exams.
6. In case of prolonged absence, the Principal is to be intimated within a week.
7. Attendance in the unit tests and other class examinations is compulsory.
8. It is compulsory for the students to be present in the college from 10a.m. to 2.30p.m. No student is allowed to leave the college premises during the working hours of the college without the permission of Principal.
9. The students are expected to cooperate with the College Authority to maintain the cleanliness of the college premises.
10. College discipline is to be strictly maintained.
11. Ramakrishna Sarada Mission Vivekananda Vidyabhavan is an institute under the Ramakrishna Sarada Mission, which is a non-political organization. The students of the institution must keep away scrupulously from all political activities within the college premises.
12. All students have to attend a weekly special Class devoted to study of Indian culture and religion, with assignments and examinations.

❖ HOSTEL

Ramakrishna Sarada Mission Vivekananda Vidyabhavan is a partly residential college, and the hostel forms an integral part in its scheme of imparting an all-round education. Run on the system of the ancient “GURUKUL”, it pays special attention to the cultivation of those aspects of the students’ personality, which are otherwise neglected in a conventional system.

The boarders are housed in two spacious buildings - Bharati Bhavan and Brahmananda Bhavan. The resident Superintendent, a monastic member of the order, is in charge of hostel, under the supervision and guidance of the Principal. Here, under the love and sincere care of resident monastic members, the students receive an all-round training in an atmosphere of peace, discipline and purity.

1. The boarders are required to bring the following items at the time of admission:

- i. Bedding, including bed sheet, bed cover and mosquito-net.
- ii. Plate-1
- iii. Glass-1
- iv. Bowl-1
- v. Cup and saucer-1
- vi. Jug-1
- vii. Umbrella-1
- viii. Torch-1
- ix. Bucket and mug-1
- x. Xerox copies of S.F and H.S. admit Card and Marksheets

2. The boarders are taught to be self-reliant, active, and efficient, and responsible. They are entrusted with various duties and responsibilities not only in the hostel, but also in the shrine, the garden, and the sick-rooms.

3. The aim of Ramakrishna Sarada Mission Vivekananda Vidyabhavan is to impart value-based education to its students. Accordingly, it is compulsory for the boarders to join in the morning and evening prayers daily at hostel prayer hall. They also have to attend the regular religious classes held for them in the hostel. The boarders also organize various socio-religious functions and actively participate in periodical religious celebrations of Sri Sarada Math.

4. All students must strictly adhere to prescribed schedule for study, work and prayer.
5. A student is not allowed to be absent from class and stay back at the hostel unless she is physically unfit or is specially permitted by the Principal.
6. No visitors are allowed during college hours.
7. It is compulsory for a student to be present on the day the college and hostel reopen after any vacation. Failure may lead to an imposition of fine.
8. Boarders are allowed to go home only during the long vacations, i.e. the Summer Vacation and Puja Vacation. For any other leave, a letter from the guardian is necessary for permission to leave the hostel.
9. In case of serious illness, especially in case of contagious diseases like measles, chicken pox, mumps, etc, the local guardian should take the boarder away immediately from the hostel to avoid further infection.
10. Boarders are advised not to carry money or valuables with them. Personal cash may be deposited with the superintendent. They must be careful about all their belongings including books and other valuables.
11. If a student's progress in studies is found to be unsatisfactory by the college authority, she will not be allowed to continue her studies in this institution, or to stay in the hostel.

VISITING HOURS

Sundays 8 a.m. to 10 a.m.

3 p.m. to 5 p.m.

The last Sunday of every month is a non-visiting day. No outsider is permitted to stay in the hostel at night under any circumstances.

HOSTEL SCHEDULE

Given below is the general daily routine to be followed by the boarders. The routine is subject to seasonal alternation.

Leaving bed --- 5.00 a.m.

Prayer --- 5.30 a.m.

Household duties --- 5.30 a.m. to 6.00 a.m.

Breakfast --- 6.10 a.m.

Study --- 6.30 a.m. to 9.00 a.m.

Meal --- 9.00 a.m.

Classes --- 10.00 a.m. to 4.45 p.m.

Tea & Refreshments --- 4.15 p.m. to 4.30 p.m.

Games and Recreation--- 5.00 p.m. to 6.00 p.m.

Prayer --- 6.30 p.m.

Study --- 6.30 p.m. to 8.00 p.m.

Supper --- 8.15 p.m.

Study --- 9.00 p.m. to 10.30 p.m.

Bedtime --- 11.00 p.m.

HOSTEL CHARGERS

A. At the Time of Admission

Admission Fee --- 50.00

Medical Fee --- 50.00

Boarding Charges --- 3,000.00

Establishment fee @ Rs. 400/- per month. For 12 months to be deposited in advance (Non refundable)--- 4,800.00

Misc. Fee --- 125.00

Total--- 8,025.00

B. Monthly Charges (To Be Paid By the 10th of Each Month)

Boarding Charges --- 3,000.00

C. Required Documents for Hostel Admission:

1. Character Certificate (From School)
2. Character Certificate (From Local Councillor)

3. Medical Certificate

LIBRARY

The Ramakrishna Sarada Mission Vivekananda Vidyabhvan Library is located in a separate building with a spacious reading room extensively used by faculty and students. Apart from the large holding of books, journals and magazines, the library also houses an Internet Resources Centre with printing facilities for student and faculty.

FACILITIES

- The Central Library has a collection of over 23,000 books, 40 journals, and access to several online databases catering to the academic needs of the students and the faculty.
- The library has an open-access system. Users have direct access to the books from the shelves.
- The library catalogue is fully computerized.
- The library subscribes to INFLIBNET. The students and faculty members can access more than 6000 e-journals and 97,000 e-books from <http://nstl.inflibnet.ac.in>.
- The IRC provides free internet browsing for students and faculty members. Students can take print-outs for nominal fees.
- The library has the special section devoted to Gender resources. It is also currently building up a collaborative archive on the history of Sri Sarada Math and Mission and its Women Missionaries.
- Besides the central library, all Honours students enjoy the facilities of respective departmental seminar libraries and book-banks.

The library is open on all days except holidays, Puja and Christmas vacation.

WORKING HOURS:

Mon to Fri: 10.15 a.m. to 4.30p.m.

Saturday: 10.15 a.m. to 4.00p.m.

- Users are allowed to carry only loose papers and a pen or pencil. All bags & personal belongings are to be kept outside the library.
- Books are issued to students on all days except Saturdays.
- Books lost or damaged by a user are to be replaced.

- Students are provided with two leading cards against which two books can be issued from the library, which are to be returned within 15 days. Overdue books incur a fine of Re 1/- per day.

REPROGRAPHIC AND INTERNET FACILITIES

The students can avail photo copying and internet facilities at the Reprographic Centre and the Cyber Room respectively.

ACADEMIC ACTIVITIES

Apart from regular classes and tutorials, the college conducts regular Extension Lectures, Seminars and Educational Excursions.

EXTRA –CURRICULAR ACTIVITIES

Extra-curricular activities are an integral part of college life. They make for academic excellence, apart from providing opportunities for all-round development and mental and physical relaxation. The teaching staff is fully integrated into the students' cultural and other extra-curricular work through several committees set up for this purpose.

❖ Cultural Competitions

Cultural competitions are an eagerly awaited annual affair, aptly named SRIJANI, spread over 4-5 days, offering students an opportunity to nurture and cultivate their talents and interests in such diverse fields as music, dance, painting, recitation, creative writing, debating, and oratory.

❖ Sports and Games

Regular training under a qualified Sports Teacher is conducted round the year for interested students. Annual sports are held in the college grounds every year in winter.

❖ Magazine and Wall-Magazine

Students' creativity is further demonstrated through the regularly published College Magazine and Wall Magazines put up by the students of various departments.

❖ Festival and Social Functions

Events like Vidyarthini Home and Nobin Baran, Vriksharopana Utsav, Independence Day Celebrations, Puja Social, Youth Day Celebrations, Annual Puja (Holy Mother's Birthday), Saraswati Puja, Alumni Reunion, Annual Function and Prize Distribution are organized by the college at different times of the year.

❖ **Donation Drive**

To include spirit of community service and sharing, donation drives are organized where students and faculty donate spare clothes, books, toys and other house hold and personal items. These are distributed among the underprivileged members of neighbourhood slums.

❖ **Blood Donation & Awareness camps**

Annual blood donation camps are organized in campus preceded by awareness cum orientation programmes on organ and blood donation.

❖ **Gender Sensitization Programmes**

The college regularly organizes awareness and training sessions on gender equality and sexual harassment.

❖ **NSS**

The National Service Scheme (NSS) promotes social service and also instil ideas of social welfare, humanity, magnanimity and philanthropy amongst students. The college has quite a few underprivileged neighbourhoods around its vicinity, which were catered with provisions by the college itself so long, and now they have been taken under the wings of NSS-RKSMVV. A variety of campaigns and activities have since been conducted and held. The NSS kick started its innings with an Anti-Plastic campaign to arouse a consciousness amongst the underprivileged not just about the harmful ills of using plastic, but also about the options available to them instead.

A Blood Donation Orientation Camp was conducted prior to the blood donation camp, to address the various questions and prejudices, and pre-conceived notions relating to blood donation. A door-to-door Dengue campaign had been organized by the volunteers to create awareness.

The Menstrual Health and Hygiene Awareness Programme, a topic much ignored and most in need for attention, was conducted by the NSS team.

Even during the pandemic, the NSS, living by its motto, had come forward and selflessly served these communities, beginning with COVID awareness to supplying provisions that come under necessities; all of which had been carried out on behalf by the college monastics.

MENTORING SESSION

Each student has a teacher mentor to guide them and help them in any of their problems.

COLLEGE COUNSELLING CELL

1. With a view to extend support to students and help nurture their mental health, the College has set up a dedicated psychological counselling cell using the expertise and experience of the skilled teachers of the Psychology department. College has allotted 4 hours in a week for counselling session. The students in need or suggested by the teacher mentor can avail this facility.

2. Stress management workshops are organized in collaboration with Jadavpur University to address the students' academic and personal problems.

MEDICAL AND COUNSELLING FACILITIES

1. Health Card provided by Ramakrishna Sarada Mission Matri Bhavan. Student can avail of OPD, investigative & indoor services at nominal concessional rates.

2. Regular health awareness & medical camps are organized in collaboration with Ramakrishna Sarada Mission Matri Bhavan.

3. First-aid, limited medical diagnosis and medication are available on the campus.

4. Besides, there is a charitable dispensary run by experienced homoeopath doctors for students and women and children of the neighbouring slums.

COLLEGE CANTEEN

The college runs an in-campus and reasonably priced canteen amidst the college greens. Hours: 11-00 a.m. to 3.00 p.m.

PLACEMENT CELL & PLACEMENT CONNECTS

Ramakrishna Sarada Mission Vivekananda Vidyabhavan has an active and engaged placement cell which plays an important role in coordinating placement related activities, ensuring a smooth placement process for the students. This helps in providing a platform for interested students of the College to have an early exposure to employment avenues and explore their orientations and aptitudes.

Our college has tied up with companies such as TCS and Ujjivan Bank, management firms like Development Connects and initiatives such as Lok Prerna, Folk, Magic Bus India Foundation for facilitating employability among students. TCS has been conducting an

extensive one-month training programme for students under the aegis of its CSR Programme (Youth Employability Programme).

RIGHT TO INFORMATION CELL (RTI)

APPELLATE AUTHORITY Pravrajika Vedaruparana, Principal

STATE PUBLIC INFORMATION OFFICER Dr. Rakhi Ghosh, (Asso Prof, Department of English)

GRIEVANCE REDRESSAL COMMITTEE/CELL

ANTI RAGGING CELL

CONVENER Dr. Rohini Dharmapal

TEACHERS' REPRESENTATIVES Dr.Saberi Rakshit, Smt. Aditi Das

STUDENTS' REPRESENTATIVES From first Year Day Scholar and Hostel Boarders

INTERNAL COMPLAINT COMMITTEE

CHAIRPERSON Dr. Soma Marik

MEMBERS (TEACHERS) Sm. Indrani Chakraverty, Sm. Maitrayee Sarkar
and Sm. Aishwarjya Banerjee

MEMBERS (NON-TEACHING STAFF) Smt. Parama Sarkhel, Smt. Susmita Das

EXTERNAL MEMBER Smt. Soma Roy Karmakar

SCHOLARSHIPS AND ENDOWMENTS

Needy and meritorious students are awarded free ships and partial-free ships according to the college rules. Various prizes of excellence are awarded to successful students in both academic and co-curricular activities.

COVID CELL

Following UGC Guidelines, a Covid Cell has been formed to monitor students' and staff's queries, grievances, and other academic matters relating to the pandemic Covid 19. The cell comprises of

1. Pr. Vedaruparana, Principal (vrp.ramk@gmail.com)
2. Dr. Chaiti Mitra, Associate Professor, Dept. of English (Chairperson) (chaitamitra@gmail.com)
3. Sm. Tanju Datta, Associate Professor, Dept. of Education (tanjudatta@rediffmail.com)

POST PANDEMIC MEASURES

The institution is trying its best to adapt to the Pandemic situation prevailing worldwide. Measures are being taken to maintain physical distance and keep the premises sanitized as far as possible. While the Office and Library are functioning with reduced staff and alternate working days, the teaching-learning activities are being carried out online.

Following are some of the academic activities planned for the coming session:

- ❖ No-contact online teaching on all six days of the week to ensure complete syllabus coverage
- ❖ Real-time online classes and material sharing using the College's G-suite for Education account, with teaching-learning platforms G Meet and Google Classroom.
- ❖ Regular online class work, assignments, short-tests are regularly conducted through Google Classroom.
- ❖ Webinars arranged with invited guest speakers to enliven and develop the students' critical thoughts.
- ❖ The College Central Library to remain open and accessed by teachers for books as well as online resources. Relevant reference materials can thus be shared with students.
- ❖ Online PTMs to be conducted at regular intervals to discuss the over-all students' progress and for any other important matters.

A Covid Helpdesk has been created with all the important information related to Covid such as vaccine, available beds, hospitals, available doctors, etc. that would be helpful for Covid affected families.

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