

ORIENTAL COLLEGE

East Circular Road
Post Box – 82
Kohima: Nagaland



CALENDER

ORIENTAL COLLEGE

Kohima: Nagaland

STUDENT PROFILE

Name.....

Class..... Roll No.....

Father's Name

Mother's Name.....

Permanent Address.....

.....

Present Address.....

.....

Phone No ,.....

Email: orientalcollege96@yahoo.com

Oriental College was established in 1996 by a group of individuals of the Christian Revival Church Kohima Village. The establishment of the College is a bold positive initiative in view of the growing demand for higher education in the state.

The College seeks to provide a cultural ambience in which discipline, moral and ethical values, and scholastic excellence are encouraged.

The College has its own campus and the necessary infrastructure already exist. A high-qualified faculty with long experience in teaching dedicates itself not only in helping the students in their academic pursuits but also in shaping their future.

The college offers courses from Higher Secondary to Honors Level on both Arts and Commerce Streams.

RULES AND REGULATIONS

1. Student's daily attendance will be strictly monitored. 80% attendance for Degree and higher Secondary is mandatory to sit for Terminal and Final Examination.
2. Bunking of classes will not be allowed. Students should seek permission from the Dean, Student's Welfare or Vice Principal to leave the college in case of emergency.
3. Absentees without leave record signed will not be allowed to attend the classes. Leave record should be signed from the Principal /Vice Principal/Dean before 9:30 A.M to sit in the class.
4. A student will be allowed to avail only 2 (two) days leave in a month.
5. Students remaining absent for more than 2 days consecutively should submit an application along with reason/proof/medical certificate for being absent. Prior submission of application

through post/hand post is mandatory for those who are under medical treatment for more than 15 days. If a student failed to report within the stipulated period, their name will be strike off the register.

6. The College gate will be closed at 10:00 A.M. and no students will be allowed to come or go out till the classes are over.
7. Information pertaining to payment of fees, submission of forms should be done within the stipulated period. Consideration for late payment or submission will be entertained only if prior application is given before the last date.
8. Chewing of pan, pan masala, smoking, drinking of alcohol within the college campus is strictly prohibited. Students indulging in these habits will be penalized with Rs. 500/- for the first offence and will lead to expulsion if repeated.
9. It is compulsory for all students to put on college uniform. Students without uniform will not be allowed to attend the classes.
10. Use of mobile/cell phone within the campus is strictly prohibited. If anyone is found using, a fine of Rs.500/- will be imposed for the first offence and for the 2nd offence, the mobile will be confiscated and it will not be returned.

Follow the norms to serve you better

JUNE

LEAVE RECORDS

Date/No. of days	Reason & signature parent/Guardian	Signature of DSW / VP / Principal

JULY

LEAVE RECORDS

Date/No. of days	Reason & signature parent/Guardian	Signature of DSW / VP / Principal

AUGUST

LEAVE RECORDS

Date/No. of days	Reason & signature parent/Guardian	Signature of DSW / VP / Principal

SEPTEMBER

LEAVE RECORDS

Date/No. of days	Reason & signature parent/Guardian	Signature of DSW / VP / Principal

OCTOBER

LEAVE RECORDS

Date/No. of days	Reason & signature parent/Guardian	Signature of DSW / VP / Principal

NOVEMBER

LEAVE RECORDS

Date/No. of days	Reason & signature parent/Guardian	Signature of DSW / VP / Principal

DECEMBER

LEAVE RECORDS

Date/No. of days	Reason & signature parent/Guardian	Signature of DSW / VP / Principal

JANUARY

LEAVE RECORDS

Date/No. of days	Reason & signature parent/Guardian	Signature of DSW / VP / Principal

FEBRUARY

LEAVE RECORDS

Date/No. of days	Reason & signature parent/Guardian	Signature of DSW / VP / Principal

MARCH

LEAVE RECORDS

Date/No. of days	Reason & signature parent/Guardian	Signature of DSW / VP / Principal

APRIL

LEAVE RECORDS

Date/No. of days	Reason & signature parent/Guardian	Signature of DSW / VP / Principal

MAY

LEAVE RECORDS

Date/No. of days	Reason & signature parent/Guardian	Signature of DSW / VP / Principal

NOTE (FOR OFFICE USE ONLY)

DAILY ROUTINE

DAY	09:00 -10:00	10:00 -11:00	11:00 -12:00	12:00 -12:30	12:30 -01:30	01:30 -02:30
Monday						
Tuesday						
Wednesday				BREAK		
Thursday						
Friday						