



Office of the Principal
গুৱাহাটী মহাবিদ্যালয়
GUWAHATI COLLEGE

Recognised under UGC 2 (f) and 12 (B)
[Reaccredited by NAAC with B Grade (CGPA 2.62) in 2015]

ORIENTATION AND INDUCTION POLICY

Ref. No. ... Policy

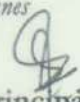
Date

Student Orientation and Induction Programme is to help new students adjust and feel comfortable in the new environment, inculcate in them the ethos and culture of the institution, help them build bonds with other students and faculty members, and expose them to a sense of larger purpose and self-exploration. They to be motivated to actively participate in institution-building process. The Induction Programme to engage with the new students as soon as they come into the institution, before regular classes start. At the beginning of the induction, the incumbents to be introduced to the institutional policies, processes, practices, culture and values, and their mentor groups to be formed.

Procedure:

1. Orientation programme to be conducted for newly admitted students within the first week of opening of academic session by Orientation/Induction committee under the guidance of the Admission committee.
2. Orientation programme to introduce students about the mission and history of the college. The students to be familiarized about the code of conduct to be strictly followed in the college.
3. Orientation programme to introduce students to overall Academic framework of the college including infrastructural facilities, various curricular modalities and evaluation patterns.
4. Orientation programme to introduce students to various policies of the colleges that are relevant and applicable to them.
5. Hence, it shall be mandatory for all students to attend the Orientation programme. The Identity cards to be issued at the venue of Orientation. However, the Admission committee to take decisions in regard to extraordinary situations.
6. As per UGC, Students Induction could cover a number of different aspects (SAGE):
 - ❖ **Socializing:** meeting other new students, senior students, students union, lectures by eminent People;
 - ❖ **Associating:** with various societies of the college at various levels
 - ❖ **Governing:** rules and regulations, student support etc;
 - ❖ **Experiencing:** Subject lectures, study skills, small-group activities, physical activity, creative and performing arts, literary activities, universal human values, etc.
7. The curriculum structure to be explained in detail and they to be given options to choose between the papers/subjects as per guidelines of the University.
8. As per their choice/preference they to be allotted different optional papers, subject to availability of seats.
9. The details of allotted seats to be shared with the respective department for record purposes.
10. The entire process is to be documented and accordingly shared with the Admission Committee and Documentation committee for archiving and future reference.

The Policy is subject to modification in concurrence with updation of UGC/ Government guidelines


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