



OFFICE OF THE PRINCIPAL  
**MAHENDRA NARAYAN CHOUDHURY BALIKA MAHAVIDYALAYA**

NALBARI :: ASSAM :: PIN - 781 335

*Accredited 'A Grade' by NAAC*

Email : mncbm\_nalbari@rediffmail.com, Website : www.mncbm.ac.in

98540-16768

Ref. : M.N.C.B.M/Misc/2024-290

Date ..... 30/01/2024 .....

**Statutory Declaration under Section 4 (1) (b) of Right to Information (RTI) Act – 2005**

**PARTICULARS OF THE ORGANIZATION, FUNCTION AND DUTIES**

**Name of the Society** : M.N.C. Balika Mahavidyalaya - Governing  
Body  
**Name of the Institution** : M.N.C. Balika Mahavidyalaya  
**Address** : College Road, Nalbari,  
District : Nalbari,  
Pin code : 781335

Our college is affiliated to Gauhati University, Assam since 1984-85. The college discharges its functions in accordance with the rules and regulations established by Gauhati University and amended from time to time and instructions/ orders issued by Directorate of Higher Education, Government of Assam.

**Major activities**

- ❖ The major activities are in accordance with the vision and mission of the college that is to provide opportunities for the girls students and enable them perform better in every area of life.
- ❖ Higher education up to the level of B.A. is provided from our college to the students of all sections of the community without any discrimination.
- ❖ Employment opportunities are provided through campus interviews.



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- ❖ Technology enabled courses are given to the students at free of cost through NPTEL and SWAYAM.
- ❖ Employment oriented vocational courses and training programmes are offered.
- ❖ Communal harmony is established through NSS, NCC, Sports and Value Education, Cultural Programmes, Association Meetings and Extension Activities
- ❖ Through quality education, skill training and awareness building programmes, upliftment of socially and economically suppressed students and their parents is being ensured.

Profile of the Institution

Government Aided College included under 2(f) and 12(B) Schedule of UGC since 1996.

**Head of the Institution**

Principal,  
M.N.C. Balika Mahavidyalaya,  
College Road, Nalbari,  
District : Nalbari,  
Pin code : 781335

Contact Number : Landline: 03624-220567  
Email : [mncbm\\_nalbari@rediffmail.com](mailto:mncbm_nalbari@rediffmail.com)  
Website : [www.mncbm.ac.in](http://www.mncbm.ac.in)  
Working Hours : 09.00 A.M to 5.00 P.M  
College Office Time : From 10.00 A.M. to 5.00 P.M



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Date ...30/01/2024

Class Time : From 09.00 A.M. to 4.00 P.M.  
Visiting hours for the public : From 10.00 A.M. to 5.00 P.M. on all working days  
Library Hours : It remains open on all working days from  
10.00 A.M. to 4.00 P.M.  
Holidays : The College remains closed on all Public Holidays.

Courses Offered:

Under Graduate Programmes

1. B.A. Assamese
2. B.A. Economics
3. B.A. Education
4. B.A. English
5. B.A. Information Technology
6. B.A. History
7. B.A. Philosophy
8. B.A. Political Science
9. B.A. Tourism & Travel Management
10. B.A. Sanskrit





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**Certificate and Diploma Courses**

1. Vocational course in Principles and Practice of Insurance
2. P.G.D.C.A.
3. Diploma in Computer Application
4. Certificate in Computer Application
5. Arhipath Sangbad Madhyam Aru Anubadkala
6. Women and Society
7. Certificate in M.S Office
8. Women's Studies
9. Special Education
10. Certificate in MS Word of Excel
11. Ethno History of the Bodos
12. Certificate Course on Spoken English
13. Certificate Course on Communicative Skill
14. Abrittikala
15. Research Methodology
16. Introduction to Stock Market
17. Continuing Education

The College is governed by the society "M.N.C. Balika Mahavidyalaya Governing Body". It runs as per rules and regulations declared by the Govt. of Assam and U.G.C. The College comes under "Government Aided College" category; therefore financial transactions are audited by Government Auditors. The College has different Bodies to maintain all types of disciplines in the campus. All the cells/committees of the institution are under Statutory Bodies and come under section 4(1) (b) of RTI Act, 2005. The applications submitted under the RTI Act along with a postal order/demand draft for Rs.10.00 obtained in favour of Principal, M.N.C Balika Mahavidyalaya, Assam will be properly responded on time. All information about the college under Section 4 (1) (b) of RTI Act, 2005 is open to the public and it can be obtained by any citizen of India.



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Date 30/01/2024

**Information Officer**

Mr. Tridip Thakuria  
Assistant Professor & I.Q.A.C Co-ordinator  
M.N.C. Balika Mahavidyalaya,  
College Road, Nalbari,  
District : Nalbari,  
Pin code : 781335  
Landline: 03624-220567

**Appellate Officer**

Principal,  
M.N.C. Balika Mahavidyalaya,  
College Road, Nalbari,  
District : Nalbari,  
Pin code : 781335  
Landline: 03624-220567

Signature of the Principal

M.N.C. Balika Mahavidyalaya

Principal  
M.N.C. Balika Mahavidyalaya  
Nalbari : Assam