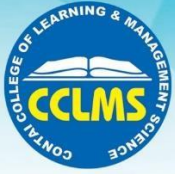


SHAPE YOUR FUTURE

**PROSPECTUS
2023**

**CONTAI COLLEGE OF LEARNING
& MANAGEMENT SCIENCE**

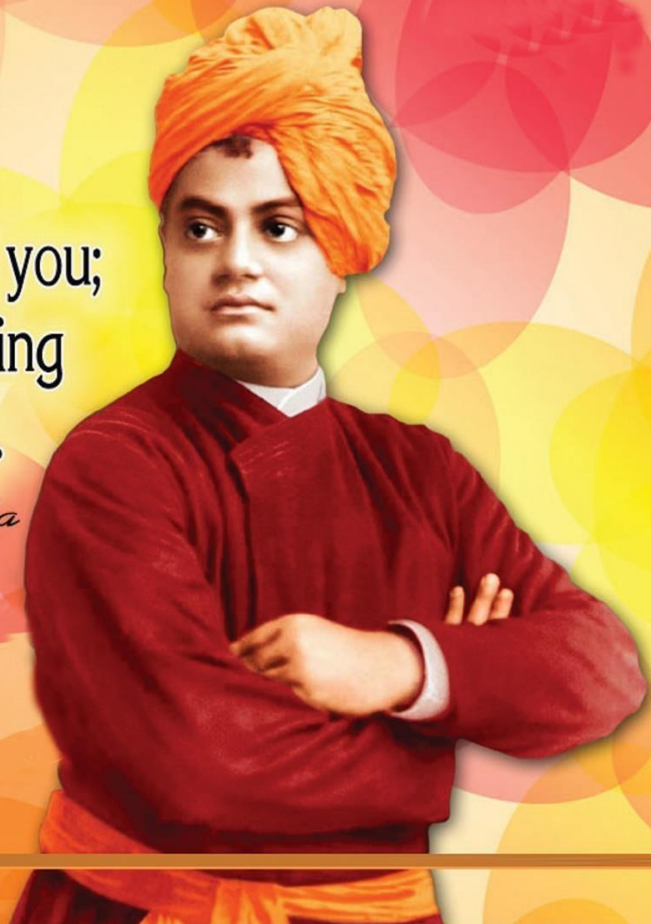
Affiliated to MAKAUT, Govt. of West Bengal
College Code - 340

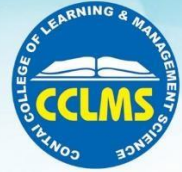


Swami Vivekananda, a great thinker and reformer of India, embraced Education. He realized that mankind is passing through a crisis. He pointed out the defects of the present day Education. It has no definite goal to pursue. He sought the solution of all these social and global evils through Education. He attempted to establish through his words and deeds, that the end of an Education was Man-Making.

All Power is within you;
you can do anything
and everything.

Swami Vivekananda





Vission

To become a landmark for Modern Educational System & keep it intact in every corner of the nation.

Mission

We are at the threshold of the 21st century. In order to build up the strong pillars of our nation by delivering the skill based technical education to our coming generations and creating thoughts morality and new perceptions, we have established the Institution.

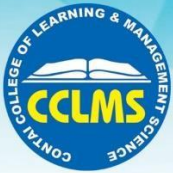
Message from the desk of Chairman

It gives me immense pleasure to welcome each one of you to "Contai College of Learning & Management Science" (CCLMS). For quite some time we have been feeling the need of an advanced learning center in this area to meet the growing needs of our great nation. We can achieve this together by your earnest help and our commitment. It is our motto to set up a new technical institution for providing quality education.



The world is changing day by day. So, a great change has come in the field of education. But in reality we find that none of us could run with other developed countries. But at present India is showing the sign of improvement in the field of education, especially in IT and management sector. We, in the technical educational world have our own strategies in place to cope up with the changes taking place around us. As a Chairman, I hope that, with the co-operation of all the faculty members, staffs and the parents of the students, we will be able to serve the industry as well as our society in a better way.

Mr. Nripen Kanti Rana
Chairman



PORTFOLIO OF PROGRAMMES :

CCLMS offers a wide spectrum of BHM and BCA programmes. The curriculum is constantly up dated to keep pace with the vulnerable global and Indian environment. Class Room Learning is facilitated by Industrial Visits, Internships, Management Games & Live Projects. The approach of management & education is focused on practical knowledge, experimental learning, continuous upgradation & committed approach towards academic excellence.

BCA

Bachelor in Computer Application- 3 Years

Eligibility: Any Student who has passed 10+2 with Mathematics or Business Math or Statistics or Computer Appication or Information Technology IT or Computer Science as a subject having pass marks in each of the main subjects or upadted criteria set by the University.

HOTEL MANAGEMENT

B.Sc. in Hospitality & Hotel Administration- 3 Years

Eligibility: Any Student who has passed 10+2 from any stream.

HOSPITAL MANAGEMENT

BBA in Hospital Management- 3 Years

Eligibility: Any Student who has passed 10+2 from any stream.



INFRASTRUCTURE :

CCMLS offers top class infrastructure & facilities. Beautifully designed class rooms which are spacious and conducive to passionate learning. Modern learning aids make education as facile as possible.



LIBRARY & INFORMATION CENTRE : To give students the right exposure, the library at CCLMS is well stocked with up-to-date collection of books, reference texts, management journals & magazines.



COMPUTER LAB : Our spacious computer labs are equipped with the latest technology and is backed up by a server with 24 hours dedicated lease line and uninterrupted internal connections.

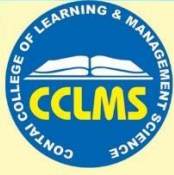
FOOD PRODUCTION LAB : CCLMS has high quality food production Lab with attractive ingredients. It is used to prepare delicious, nutritious and hygienic food.



FOOD & BEVERAGE SERVICE LAB : CCLMS provides laboratories and practical training through its well-equipped restaurant, upgraded bar and banquet hall. The students can make themselves skillful in food and beverage service.

FRONT OFFICE OPERATION LAB : CCLMS provides well-decorated front office operation lab for the students. It is equipped with all equipments related to any star category hotels.





ACCOMMODATION OPERATION LAB :

CCLMS provides fully furnished designed suite rooms with impeccable features for the students to gain expertise in the field of house keeping.



THE FACULTY & PEDAGOGY : The faculty at CCLMS consists of highly qualified and experienced subject experts to inspire the aspiring managers to pursue knowledge with passion. They carry this research experience to classrooms and labs to impart the future managers, an impeccable management education with valuable insights. The students can easily avail the guidance of faculty members and this goes a long way in making education a student centric process.

CAFETERIA : To beat the stress the cafeteria makes an ideal place to unwind & socialize. The cafeteria will make sure to give you productive leisure time.



SPORTS FACILITIES : CCLMS arranges in-door and out-door games every year with the students. It enriches their spirit and good friendship among all the members of CCLMS i.e. students, teachers & staff.

MEDICAL FACILITIES : First aid facilities are available in the campus for minor ailments and doctors visit the campus on specified days and are also available on call. A dedicated van along with a driver is available for any type of emergency or any help 24*7 for the hostel

HOSTEL : CCLMS has been providing separate hostel facility for boys & girls on demand of the students.



OVERVIEW

Salient Features :

Affiliation : The Contai College of Learning & Management Science(CCLMS) is affiliated to MAKAUT, formerly known as West Bengal University of Technology (WBUT), Govt. of West Bengal
Syllabus : The syllabus is as per the norms of WBUT and totally based on the requirements of the present trend.

Office Hours :

Office Hours are 9.30 am to 4:30 pm every day from Monday to Saturday except Holidays. **Study Hours :** Study Hours is 10:00 am to 4:30 pm every day from Monday to Saturday except holidays. **Faculty :** All Faculty are highly qualified and experienced as per the norms of WBUT, updated with latest technology and teaching abilities.

Laboratory :

Laboratory is fully equipped with Computer, Printer, internet connection, and other required materials.

Identity Card :

Every student will be issued a plastic photo Identity Card which should be carried by them at all times inside the Institute campus.

Cafeteria :

Institute has its own cafeteria in the college campus itself where students can have their Tiffin at a very minimal cost.

Communication & Soft Skill :

Every student will get Communicative English Training which will develop their presentation skill, grooming, personality development and soft skill.

Placement cell :

The Institute has its own placement cell, established for the students' training & placement assistance.



ADMISSION GUIDANCE

The following admission procedures should be followed by all prospective students:

a) Submit the filled in Provisional Admission Form at CCLMS office within the specified dates.

b) Attach six copies colour photographs (2.5 X 3.5 cm)

c) The Declaration Form provided with the prospectus is to be duly signed and submitted along with the Provisional Admission Form.

d) Following documents are required at the time of Admission:

Mark sheets : Two sets of duly self-attested photocopies of 10th pass Mark sheet & Higher Secondary (10+2) pass Marksheet. Date of Birth Proof : Two copies of duly/self attested photocopy of the Madhyamik Admit Card.

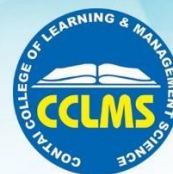
e) Two sets of duly self attested photocopies of Aadhar- Card. Collection of prospectus does not mean the confirmation of Admission. All Candidates have to enroll themselves by paying Admission fees within the specified and stipulated time frame, failing which the seats will be offered to the wait listed candidates.

The selection is made strictly on the basis of merit and no separate entrance fee is charged. Regarding selection of the students, the decision of CCLMS Management is final. Any candidate found indulging in any sort of unfair means during the selection procedure is automatically disqualified.

f) All Admission shall be provisional subject to confirmation of admission by the University.

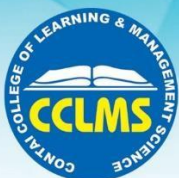
N.B. : Fees paid for provisional admission or other is not refundable under any circumstances. The process of admission will be continued till the availability of allotted seats only.

RULES & REGULATIONS



GENERAL DISCIPLINE :

1. Students can avail CCLMS facilities only after the batch commences and only till the batch is completed.
2. Students are expected to behave in a decorous manner with fellow students on and out side campus. They must wear institute uniform on regular basis, students are expected to dress decently.
3. Parents or Guardians may visit the designated person of the college on all working days within 10 am to 4 pm except Sunday and Holidays. Any other person visiting the student, is required to bring a letter of authorization from the guardian of the students according to our admission record.
4. Students will get back the caution deposit only after successful completion of the course and after producing NOC.
5. Students are liable to security checks on entry or exit from the CCLMS premises.
6. CCLMs will not be responsible for any loss of belongings left unattended by the students at the CCLMS premises.
7. Intake of any sort of intoxicating substance is strictly prohibited at CCLMS premises. Chewing of pan/gum is also prohibited.
8. Uses of Cell phone inside the CCLMS premises is strictly prohibited.
9. A student must have at least 75% attendance for appearing in the Exam.
10. Being late for classes is not only detrimental to the academic progress of the latecomer, but it is disruptive for the entire classes. Students arriving late are not allowed to enter the college campus and may be marked as absent. Disciplinary actions may be taken against persistent offenders.
11. A medical certificate is required if there are three day's consecutive absence owing to illness.
12. All CCLMS properties have to be handled carefully. Any damage or pilferage caused to CCLMS properties by any students will be appropriately charged.
13. Students should strictly adhere to instruction regarding entry / exit regulations, parking of vehicles etc. They should not accompany friends, visitors and relatives to the classrooms or practical rooms.
14. Telephone at CCLMs are meant for official purpose and not for personal calls (incoming and outgoing) for students. Only in case of dire emergencies, telephone calls are allowed for students. This facility can not be claimed as a matter of right.
15. Ragging is strictly banned in CCLMS and anyone indulging in ragging process are likely to be punished appropriately.
16. The Disciplinary Committee is empowered to investigate, decide on all matters concerning indiscipline activities of the students and to convey the same to all concerned.
17. In case of any absence, the Batch Co-ordinator should be intimated, if not for each day Rs. 100/- will be charged.
18. The Students must abide by the separate Industrial & Placement an Annual.
19. The Students must follow the website of the College & the University regularly to get all the latest news & information.
20. Fees related information will be available from additional annexure.
20. Fees related information will be available from additional annexure.



PAYMENT OF FEES :

1. Fees must be paid as mentioned in (Fees Structure Page). Students who fail to pay their fees within the stipulated time will be charged a late fine of Rs 500/- for 1st 10 days and thereafter Rs. 1,000/- will be charged for next 20 days. The requisite fees, along with the late fine must positively be paid within 30 days.
2. Students wish to rejoin the same course after discontinuance, due to default in payment of fees have to pay:
 - a) Fees according to the revised fee structure, if in the New Batch.
 - b) Late fine as applicable.
 - c) The student will have to pay Rs. 3000/- (Three thousand) to continue his/her studies.
3. All kinds of payment to be made in Cash or Demand Draft favouring & CONTAI COLLEGE OF LEARNING & MANAGEMENT SCIENCE; payable at Contai. In case a student repeats a year/semester, he/she has to pay all fees applicable for the year/semester.
4. Fees once paid will not be refunded under any circumstances.
5. Expenses of extra curricular activities, event, Industrial Training, major or minor project or any other activities required for their academic and other development or as instructed by the University will have to be borne by the students.
6. Date of fees submission may be changed according to the arrangement of Industrial Training. In that case the students will be informed earlier.

COMMUNICATION TO STUDENTS :

1. Any changes, which affect the students in anyway, will be communicated to them through the students & Notice Board.
2. It is the responsibility of the students to take note of all communication made from time to time and inform their parents.
3. Students as well as guardians should have all important phone numbers of CCLMS.
4. The students are advised to be aware of the University (WBUT) Rules & Regulations before taking admission in any programme.

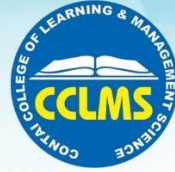
COURSE COMPLETION PROCEDURE :

The course is to be completed within the stipulated period as laid down by the University. On satisfactory completion of the course the followings must be fulfilled :

- a) Students should hand over the Identity Card & Library Card to CCLMS office.
- b) Students have to collect their clearance certificate from the Institute.

DISCONTINUANCE :

1. In case any student is found not paying his/her fees within 30 (thirty) days from the due date, he/ she will fetch strong disciplinary measures.
2. If any student, on his/ her own, opts to dropout from the batch, the case will also be treated as discontinuance. In such situation, the course fee already paid will not be refunded under any circumstances.
3. In case of absence for 15 (fifteenth) consecutive day, the college must be informed of valid reason or the case will also be treated as discontinuance.
4. In case of unruly conduct and violation of college norm, students may fetch disciplinary action leading to discontinuance.



RE-ADMISSION

Any student, after discontinuance of the course, wishes to join the course later will have to go through fresh admission procedure. The re-admission procedure is strictly dependent on CCLMS management and subject to availability of seats and not to be claimed as a matter of right.

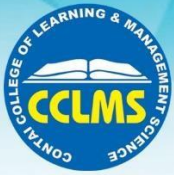
PENALTIES & FINE

1. Identity Card- Rs. 100/-
2. Library Card- Rs. 100/-
3. Fine for Late Arrival- Rs. 10/- (per day)
4. Return of Library Books Rs. 5/- (Per day)
5. Absence without intimation Rs. 100/- (Per day)
6. Late Fine of College Fees Rs. 500/- for 1st 10 days and thereafter Rs. 1,000/- will be charged for next 20 days.

If the due fees is not cleared within 30 days from the due date with Late Fine, the student's admission in the college will be cancelled automatically without any notice. If the student wish to continue his / her studies at CCLMS, he/ she has to take fresh admission by paying Rs. 3,000/- (three Thousand).

REVISION & INTERPRETATION OF RULES:

1. These rules come into effect immediately and are equally applicable on all the students of CCLMS.
2. CCLMS holds the right to introduce, alter, ammend or changes any or all rules from time to time if found necessary.
3. Interpretation of the rules always be made by designated person of CCLMS and shall be final and binding on all concerned.
4. Any legal dispute, the jurisdiction will be at Contai only.



CORPORATE ASPIRANTS



HOSPITALITY ASPIRANTS



Fortune Select Goa



Fortune Select Tirupati



Fortune Select Bangalore



Hayatt Hotel Kolkata



The Lalit Ashok Bangalore



The Lalit Jaipur



The Lalit Golf & Spa



JW Mariott Musoorie



Fortune Bangalore



Grand Hayat Goa



Gurgaon Hayat Palace



ITC Rajputana



Jaipur Greens



Hotel Jaipuriyatra



Kalwar Jaipur



LE Meridian Jaipur



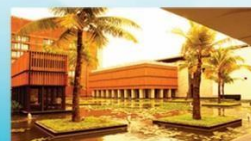
Regal Inn Delhi



Hotel Tulip Goa

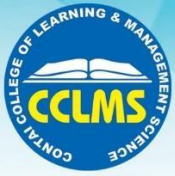


Hayatt Bangaluru



ITC Sonar Banla





CCLMS FEES - 2023

BCA- General												
Admission Fees		Installments										
1st		2nd	3rd	4th	5th	6th	7th	8th	9th	10th	11th	12th
Seat Booking	Within 2days of HS Result	31st August 2023	15th November 2023	15th February 2024	15th May 2024	15th August 2024	15th November 2024	15th February 2025	15th May 2025	15th August 2025	15th November 2025	15th February 2026
10,200	16,500	8,500	10,500	10,500	10,500	10,500	10,500	10,500	10,500	10,500	10,500	10,500
140,200												
BBA-In-Hospital Management - General												
Admission Fees		Installments										
1st		2nd	3rd	4th	5th	6th	7th	8th	9th	10th	11th	12th
Seat Booking	Within 2days of HS Result	31st August 2023	15th November 2023	15th February 2024	15th May 2024	15th August 2024	15th November 2024	15th February 2025	15th May 2025	15th August 2025	15th November 2025	15th February 2026
15,200	18,500	11,500	11,500	11,500	11,500	11,500	11,500	11,500	11,500	11,500	11,500	11,500
160,200												
BHM - General												
Admission Fees		Installments										
1st		2nd	3rd	4th	5th	6th	7th	8th	9th	10th	11th	12th
Seat Booking	Within 2days of HS Result	31st August 2023	15th November 2023	15th February 2024	15th May 2024	15th August 2024	15th November 2024	15th February 2025	15th May 2025	15th August 2025	15th November 2025	15th February 2026
15,200	26,000	14,000	14,000	14,000	14,000	14,000	14,000	14,000	14,000	14,000	14,000	14,000
195,200												

Bank Details for Online Payment:-

Account holder Name: Sarada Devi Educational and Charitable Trust

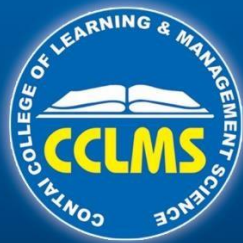
Account Number: 18231131000051

Bank Name: Punjab National Bank

Branch: Contai

IFSC: PUNB0182310

- 1) The above fees structure includes Admission, University Registration and Practical Lab Fees.
- 2) University Exam fees 1,200/- per semester or as decided by the University & the cost of recommended uniform will have to be born by the students.
- 3) All the University (MAKAUT) related fees are subject to change without any prior notice.



CONTAI COLLEGE OF LEARNING & MANAGEMENT SCIENCE

Affiliated to MAKAUT, Govt. of West Bengal
College Code - 340

Padmapukhuria (Kumarpara), P.O. - Contai, Dist. - Purba Medinipur,
West Bengal, PIN- 721 401 Ph. No.- (03220) 288 070,
Mobile- +91 7797 147 090 / +91 8373 084 200
Email : cclms13@gmail.com, Website : www.cclms.org