



# ***SYNOD COLLEGE***

(AN INSTITUTION OF THE K.J.P. SYNOD SEPNGI)  
ESTD. 1965

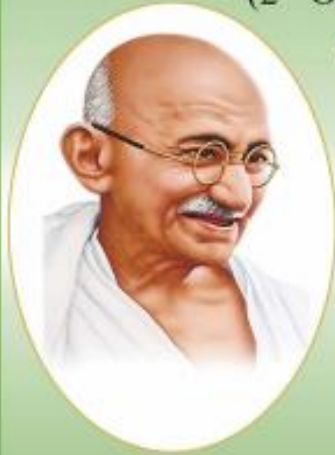
REACCREDITED 'A' GRADE BY THE NATIONAL ASSESSMENT  
AND ACCREDITATION COUNCIL (NAAC, BENGALURU)  
SHILLONG - 793002, MEGHALAYA, INDIA

A  
CO-EDUCATION INSTITUTION IN HIGHER SECONDARY  
ARTS, SCIENCE & COMMERCE

## **PROSPECTUS**



**Commemorating 150<sup>th</sup> Birth Anniversary Mahatma Gandhi**  
(2<sup>nd</sup> October 1869 - 2<sup>nd</sup> October 2019)



**Synod College, Shillong**

Unveiled by            Smt. Matsiewdor War Nongbri, IAS  
Deputy Commissioner  
East Khasi Hills District, Shillong  
Prof. David Reid Syiemlieh  
Former Chairman  
Union Public Service Commission, New Delhi

In the presence of    Rev. S.S. Majaw, President, Governing Body  
Dr. R.M. Lyngdoh, Principal  
Prof. D. War, Vice-Principal  
Prof. S. Jyrwa, Vice-Principal  
Dr. M. Rani, Coordinator, IQAC



# **SYNOD COLLEGE**

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ESTD 1965

Reaccredited 'A' Grade by the National Assessment  
and Accreditation Council (NAAC, Bangalore)

Shillong – 793002, Meghalaya, India

A  
CO-EDUCATIONAL INSTITUTION  
IN  
HIGHER SECONDARY ARTS, SCIENCE & COMMERCE

**PROSPECTUS 2022**

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Dear Students,

Welcome to Synod College, one of the premier educational Institutions located in Shillong and affiliated to the Meghalaya Board of School Education for the Higher Secondary Section. The College was started on the 1<sup>st</sup> July, 1965 in the modest borrowed premises of the present Mawkhar Christian Higher Secondary School, Mawkhar, Shillong with only a handful of courses and students. With the blessings of God and the commitment of the management, it has grown and developed over the years to become one of the leading institutions in the state. The College is now located in a permanent campus at Jaiaw-Lumdiengjri, Shillong 793002.

The College offers a variety of courses ranging from Pre-degree to Degree, in Arts, Science, Commerce and Bachelor of Computer Application. Our College is committed to quality education and duly accredited by the National Assessment and Accreditation Council, Bangalore. We have well qualified and dedicated teachers and our students are from the whole of Meghalaya, North East India and other parts of the country.

Education at the higher secondary level is a turning point in the life of the young students. As a bridge between the Secondary School Education and higher education this intermediate stage is very important as it opens doors to various courses of studies and career opportunities as students progresses in life. Having understood this we try to provide students with the best learning resources and environment in the College so that they are well equipped to face the challenges that lay ahead and to become worthy citizens of our great country. Many of our Alumni have excelled in various fields and have occupied prominent positions in various walks of life in Meghalaya as well as in Northeast India. All of us who are part of Synod College are also aware of the need of implementing a system of education that is dynamic and incorporates the need for change, preparing the young generation to meet the challenges of the future. To achieve this, we go beyond the demands of the examination system and confines of the classroom-lecture with vibrant and varied extracurricular programmes. Our duty is to guide all those who choose to become part of our family to help them in their path as they seek to fulfill their dreams.

Once again, we welcome you all and wish you all the best.

Principal

# **S E C T I O N – I**

**A PROFILE OF SYNOD COLLEGE/VISION/MISSION/VALUES/MOTTO/NAAC  
Accreditation/Re-accreditation**

# **A PROFILE OF SYNOD COLLEGE, SHILLONG**

The roots of Synod College, Shillong, may be traced back to the visionary leadership of the Khasi Jaintia Presbyterian Church which saw the need to establish an educational institution with the aim of imparting higher education to a growing generation of youths across the region and the country as a whole. The College is an educational institution of the Khasi Jaintia Presbyterian Church, belonging to and managed by the Khasi Jaintia Presbyterian Synod Sepngi. It was founded in the year 1965, registered under the Societies Registration Act of 1890: No.SR/SC-6/75 of 1975. The College is one of the deficit colleges of Meghalaya and was included under 2f and 12(B) of the University Grants Commission Act of 1956 since 1976. The Institution receives grants from the Government of Meghalaya, UGC as well other central government agencies.

The College was affiliated to Gauhati University in 1965 and from 1973 it came under the jurisdiction of the North-Eastern Hill University. From humble beginnings, the college has grown over the years and has attained high academic standards, making it one of the more well-known Institutions in the region. Supported by a dedicated team of 100 teaching and non-teaching staff, the College offers courses in Arts, Science and Commerce as well as a professional course in Computer Application at undergraduate level. There are fifteen undergraduate Honours courses. It covers over 2000 students from different parts of Northeast India and the college caters to students from both urban and rural areas as well.

**VISION** : “To provide the highest standard of academic excellence in a Christian environment, primarily for the economically disadvantaged students, in preparation for a life of purpose, service and leadership.”

**MISSION** : Shaping the lives of students particularly the economically disadvantaged, by providing education par-excellence, so as to produce well informed, equipped and responsible citizens.

**CORE VALUES** : Our core values are-Faith in God, Moral uprightness, Social responsibility and Quest for Excellence.

**COLLEGE MOTTO: “EVER HIGHER EVER BRIGHTER”**

## **NAAC ACCREDITATION/RE-ACCREDITATION**

To ensure quality in higher education, the College took up the initiative to prepare for assessment and accreditation by an external agency i.e. the National Assessment and

Accreditation Council (NAAC) Bengaluru. The College was assessed by NAAC on seven criteria namely:

- Curricular aspect
- Student support and Progression
- Teaching Learning and Evaluation
- Governance and Leadership
- Research, Consultancy and Extension
- Innovative Practices
- Infrastructure and learning recourses

Synod College was first accredited in September, 2005 at '**B**'<sup>+</sup> Grade level and Re-accredited in November, 2011 (2<sup>nd</sup> cycle) at '**A**' **Grade** and September 2017 (3<sup>rd</sup> Cycle) at '**A**' **Grade** level.



**SECTION – II**  
**ADMISSION AND FEE STRUCTURE**

## **ADMISSION PROCEDURE**

Application Forms for admission along with one copy of Prospectus shall be available in the College Office. Each duly filled in Application Form is to be accompanied with the marksheet of the last Board/University Examination at the time of submission. (Marksheet downloaded from Internet is also provisionally acceptable).

## **PROCEDURE TO APPLY**

1. Duly filled in application form accompanied with photo copies of all attested testimonials is to be submitted in the office of the college on or before the last date of submission fixed by the college.
2. No application received thereafter shall be entertained on any ground whatsoever. The institution will not be responsible for any delay in receipt or loss of applications in postal transit.
3. Application Form must be accompanied with the following:
  - Attested copy of Admit Card and Marksheet of the last Examination.
  - Pass Certificate and testimonial of character from the Head of the Institution last attended.
  - Recent passport size photograph.
  - A photo copy of either Scheduled Caste/Scheduled Tribe Certificate in case of those belonging to either category.
4. The Application Form is to be filled in by the candidate himself/herself. Forms which are incomplete or where the subject combinations are not properly mentioned are liable to be rejected. The college authority reserves the right to refuse admission without assigning any reason.
5. In case any candidate is found to have furnished false information or certificate etc. or is found to have withheld or concealed any material information in his/her application, he/she will be debarred from admission.
6. It will be the responsibility of the candidate to ensure that the correct address is entered in the Application Form. The Institute will not be responsible for any loss in transit or for incorrect address given by the applicant in the Application Form.
7. Candidate should submit only one application for a particular course. However, if submission of another application becomes necessary for any reason, the words "Second Application" should be written in red ink on top of the second application.

## **INSTRUCTION FOR PHOTOGRAPHS**

- Two (2) recent high contrast passport size photographs with light background are required. Polaroid photos are NOT acceptable.

- Photograph should NOT have cap or sunglasses. Spectacles are allowed.
- One photograph should be pasted (NOT stapled) on Application Form. Use good quality adhesive to paste the photograph.
- The photograph pasted on the Application Form should be unattested.
- Another Photograph (for Identity card) attested by a Gazetted Officer/Principal with a clear stamp is to be submitted only after taking admission.
- Applications not complying with these instructions or with unclear photographs will be rejected.

## **PROCEDURE OF SELECTION**

- Admission to Class XI Arts/Science/Commerce shall be selected in order of merit on the basis of the result of the Board examination passed only in the current year. List of selected candidates will be displayed in the Notice Board of the College.
- Selected candidates should pay the fees within the stipulated time given. Failure to pay the admission fees before the date and time specified, the seats of such selected candidates would stand forfeited.
- In case the available seats are not filled after the last date of admission for selected candidates, the remaining seats will be given to those in the waiting lists.
- After timely payment of Fees, the candidate is considered to be provisionally admitted. The admission is confirmed after verification of the marks secured by the candidate from the original marksheet issued by the Board/University.

**Note: Position Holders or those securing an aggregate of 80% for Science, 70% for Commerce and Arts and above are to submit their Application Forms directly to the Admission Cell (Principal and Vice Principals) for the Spot Admission.**

When a student is Provisionally Admitted, the following Documents **MUST BE SUBMITTED** to the College Office **WITHIN ONE MONTH**.

- An attested copy of the Marksheet of last Board/University Examinations.
- A Testimonial of character from the Principal of the School last attended.
- A recent Passport size photograph of the student.
- Original Transfer Certificate from the School last attended.
- A Scheduled Tribe Certificate
- Migration Certificate (in Original) for those students passed from outside the MBOSE.

## FEE STRUCTURE

### HIGHER SECONDARY FEE STRUCTURE

#### For Class XI Arts, Science and Commerce

1. Admission Fee	₹	400/-	One time
2. Tuition Fee	₹	15150/-	Per Year
3. Session Fee	₹	7050/-	Per Year
4. MBOSE Registration Fee	₹	300/-	One time
5. Laboratory Fee & Expendables	₹	2200/-	Per Paper/Year
6. Library Fee	₹	800/-	Per Year
7. Library Caution Money	₹	800/-	Refundable

#### Fees to be paid at the time of Admission (1<sup>st</sup> Installment)

XI Arts <b>without Practical</b>	16,040/-
XI Arts with <b>1 (One) Practical</b>	16,040/-
XI Arts with <b>2 (Two) Practicals</b>	16,040/-
XI Science	16,040/-
XI Commerce <b>without Practical</b>	16,040/-
XI Commerce with <b>1 (One) Practical</b>	16,040/-

**Fees to be paid in the month of October (2<sup>nd</sup> Installment)**

XI Arts <b>without Practical</b>	8,500/-
XI Arts with <b>1 (One) Practical</b>	10,700/-
XI Arts with <b>2 (Two) Practicals</b>	12,900/-
XI Science	15,100/-
XI Commerce <b>without Practical</b>	8,500/-
XI Commerce with <b>1 (One) Practical</b>	10,700/-

**Note:** Fees can be paid in full or in installments as given above at the **State Bank of India**, Lumdiengjri Branch, Shillong. Fees should be paid online through **SBI Collect** by logging in to **<https://onlinesbi.com>**, select **SB Collect** and **Synod College Higher Secondary** in the Institution Option by Debit/Credit/Internet Banking and by selecting the **streams for fees are to be paid**.

The above fees are only for one academic year ( Class XI).

Fees once paid cannot be refunded.

Students who wish to take transfer after admission should pay the full amount of fees due.

Fees are subject to revision as and when required.

**SECTION III**  
**PROGRAMME AND COURSE STRUCTURE**

## **PROGRAMME AND COURSE STRUCTURE**

Synod College is affiliated to the Meghalaya Board of School Education (MBOSE) for class XI and XII in the Arts, Science and Commerce streams. Admission is opened to aspiring and eligible candidates who have cleared their Secondary School Leaving Certificates Examination or its equivalent from any recognized Board of Secondary Education during the current year 2022.

**ADMISSION PROCESS:** Admission to Class XI Arts, Science and Commerce (Day Sections only) will be given on the basis of merit subject to fulfillment of the following conditions:

### **Arts Stream**

A student should have passed the SSLC/Equivalent examination in 2<sup>nd</sup> Division with a minimum marks aggregate of 50%. The number of seats available in Arts is 120

Subjects Combination

Compulsory Subjects:

1. English
2. Environmental Education
3. MIL (Khasi/Hindi/Mizo) or Alternative English and

Elective Subjects: A student may choose any three subjects and a fourth subject from the following subjects:

1. Political Science
2. Economics
3. History or Mathematics
4. Education or Geography
5. Second Language or Computer Application

Note: \*Students taking Mathematics as one of the subjects must get 70% in Mathematics at the last SSLC/Equivalent Examination.

### **Science Stream**

A student should have passed the SSLC or Equivalent examination in the 1<sup>st</sup> Division with the minimum marks of 65% in Mathematics and 65% in Science. The number of seats available in Science is 80.

**A Student may choose any one of the following combinations.**

<b>Compulsory Subjects</b>	<b>Elective Subjects</b>	<b>Fourth Subject</b>
English, Environment, MIL (Khasi/Hindi/Mizo)/ Alt. English	Physics, Chemistry, Mathematics	Biology/CAP
English, Environment, MIL (Khasi/Hindi/Mizo)/ Alt. English	Physics, Chemistry, Biology/CAP	Mathematics
English, Environment, MIL (Khasi/Hindi/Mizo)/ Alt. English	Physics, Chemistry, Mathematics	Geography

### **Commerce Stream**

A student should have passed the SSLC/Equivalent examination in 2<sup>nd</sup> Division with the minimum of 50% marks in aggregate of the above examination and scoring not less than 60% in Mathematics. The number of seats available in Commerce is 80.

Student may choose any one of the following combinations:

<b>Compulsory Subjects</b>	<b>Elective Subjects</b>	<b>Fourth Subject</b>
English, Environment, MIL (Khasi/Hindi/Mizo)/ Alt. English	Accountancy, Economics, Business Studies	Mathematics
English, Environment, MIL (Khasi/Hindi/Mizo)/ Alt. English	Accountancy, Economics, Business Studies	CAP
English, Environment, MIL (Khasi/Hindi/Mizo)/ Alt. English	Accountancy, Economics, Business Studies	Entrepreneurship



## COURSE STRUCTURE

<b>Subject</b>	<b>Class XI</b>	<b>Class XII</b>
English	100	100
MIL/Alt. English	100	100
Elective I	100	100
Elective II	100	100
Elective III	100	100
Elective IV (4 <sup>th</sup> subject)	-	-
Environmental Education	-	-
<b>TOTAL:</b>	<b>500</b>	<b>500</b>

**SECTION – IV**  
**GENERAL INFORMATION**

## GENERAL INFORMATION

- Registration:** A student has to get himself/herself registered in the MBOSE through the College office immediately after his/her admission into Class XI.
- Uniforms:** Students are to wear the college uniforms. Students without full uniform as prescribed by the College will not be allowed to attend classes.  
**Uniforms are available at M/S Shubham, Police Bazar, Shillong.**

## EXAMINATION

Students admitted to this course of study are required to clear two annual examinations.

- (i) An Internal Examinations at the end of Class XI to be conducted by the College under the supervision of Meghalaya Board of School Education based on the course earmarked for Class XI.
- (ii) The Final Examinations at the end of Class XII to be conducted by Meghalaya Board of School Education based on the course of Class XII.  
In order to pass the Higher Secondary Leaving Certificate Examination of the Board, a candidate shall be required to secure minimum marks (i.e. pass marks) both at Class XI and XII Examination as below:
  - i. Thirty marks in each paper of 100 marks (without Practical).
  - ii. Twenty-one marks in each theory paper of 70 marks.
  - iii. Nine marks in each practical paper of 30 marks.

Besides the examinations conducted by the Board, the College also conducts class tests regularly. These tests are compulsory for all the students; any student who fails/is absent in the tests shall not be considered to appear for the Final Board Examinations or Promotion Examination.

In addition to regular tests conducted by the different Departments for different subjects, the College authority will conduct two terminal tests and Selection Test. Any students who is absent in the Terminal/Test will be treated as failed and will not be allowed to appear for the Final Examination. The dates for Terminal Tests and Selection Test will be notified. Students should not indulge in any unfair means and if anyone is found using such methods shall be expelled from the College and shall not be re-admitted.

## ATTENDANCE

80% class attendance is compulsory. Student with less than 80% attendance will not be allowed to sit for the Selection Test or Final Board Examinations. Any student who is absent continuously for 15 days without the permission of the Principal will have his or her name removed from the College register.

## **DISCIPLINE**

1. All students are required to bring the Identity Card to the College every day, and should produce the I.D. whenever asked for by the College authorities. Students will not be allowed to enter the College Campus without their College I.D. Card.
2. Dress and general appearance: All admitted students must wear uniforms as prescribed by the College and students will not be allowed to enter the campus without uniforms. The general appearance must be decent and acceptable to the College authority (See detailed instructions in the College Notice Board).
3. Students are expected to keep the College Campus clean.
4. Smoking, chewing tobacco, taking alcohol or any other intoxicating drinks are strictly forbidden in the College Campus. Anyone found breaking this rule is liable to be expelled from the College.
5. Communal harmony is to be preserved. Every student should behave in a disciplined manner. Foul language and ill-mannered behavior will not be tolerated.
6. Using of Mobile phones in a manner that disrupts the academic sessions inside the class room is strictly prohibited. Anyone found breaking this rule will have his/her phone confiscated by the College authorities.

## **SCHOLARSHIP**

The College offers the College scholarship for Position Holders in the last Board Examination, 2022

## **RAGGING**

**Ragging in any form whether physical, verbal or mental inside or outside the college campus is strictly prohibited. Anyone found directly or indirectly committing this offence whereby he/she participates or instigates ragging shall be suspended/expelled from the college.**

Principal  
Synod College, Shillong



# SYNOD COLLEGE

(Re-Accredited "A" Grade by NAAC, Bangalore)

CLASS - XI Arts  XI - Science  XI Commerce



## ADMISSION FORM FOR THE SESSION: 2022-23

College Roll No.....

To,

The Principal  
Synod College, Shillong.

Sir,

I request your honour to kindly admit me as student of your Institution. I have read your Prospectus and I agree to abide all the Terms, Rules and conditions laid down therein. I promise to pay the fees and all other College dues/Charges before the specific dates.

Yours faithfully,

Dated ..... 2022

Signature of the Student

1. Name of the Student (in full): .....

(Block Letters)

2. Date of birth: ..... Sex: Male  Female

(According to Matric/HSLC/SSLC Certificate)

3. Blood Group:  A  B  O  AB  ve+  ve-

4. Father's/Mother's/Guardian's Name: ..... Contact No.....

5. Permanent Address: .....

Village/City:..... P.O.: ..... Dist: ..... State:.....

6. Nationality: ..... State: ..... Religion .....

7. Disability (if any): Physical  Visual  Hearing

8. Whether Scheduled Tribe  Scheduled Caste  OBC  General

9. Whether from Border  Rural  Urban

10. Details of Class SSLC/ICSE/CBSE Result:

Class	Board	Year	Division	Total Marks	Percentage
SSLC					
ICSE					
CBSE					

11. Subjects to be taken for Class XI: English, MIL/Alt. English, Environmental Education

Elective subjects: 1. .... 2. ....  
3. .... 4. ....

Admission Granted/Refused

Principal

## COLLEGE ANTHEM

March on, Synodians, March on,  
With heads held high hands swinging,  
There're goals ahead that beckon,  
God's helping hands e'er guiding,  
The journey sure and true,  
In God our hearts renew;  
"Ever higher and brighter,"  
Is our motor-loud and clear,  
We'll build bridges together,  
Our steps will never falter;  
Create new goals, break new grounds,  
Strive to win, wear the crown.





— ◆ COLLEGE ANTHEM ◆ —

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With heads held high hands swinging,  
There're goals ahead that beckon,  
God's helping hands e'er guiding,  
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is our motto- loud and clear,  
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Strive to win, wear the crown.*

