

OFFICE OF THE REGISTRAR : : SIBSAGAR UNIVERSITY

SU/RG/Academic/2025/628

Date : 06-08-2025

Notification for Selection of OEC in PG 1st & 3rd Semesters

All the Heads of the Departments and the 1st and 3rd Semester students of Post Graduate Programme of Sibsagar University that the selection of Open and Elective Course (OEC) by PG 1st and 3rd Semester students are being processed w.e.f. today i.e. 06-08-2025 and the same shall be completed latest by 09-08-2025. The Maximum limit and Procedure for selection of OEC in the Academic Session 2025-26 are stated below.

A. Basic conditions for selection of OEC :-

1. Payment of admission fee (i.e. PG 1st / 3rd Semester (Arts) = Rs. 19,000/- and PG 1st / 3rd Semester (Science) = Rs. 21,000/-) by the student.
2. As per Master's Degree (CBCS) Programme Regulations of the University, OEC means a paper or course that a student shall choose from across all disciplines/subjects in different Semesters without being restricted to a particular stream including the Core Discipline/ Subject/ Department he/she belongs to. (*Explanation : If a student chooses English as main subject shall choose a course from either his/her own Discipline/ Subject/ Department or from the pool of the subjects of Arts stream, or Science Stream or both*).
3. Enrolling a student in OEC of different Discipline/ Subject/ Department other than his/her core Discipline/ Subject/ Department is subject to incorporation of OEC in the Semester in syllabus/curriculum and availability of seats in that particular OEC Discipline/ Subject/ Department. (*Explanation : If a student is pursuing PG in Life Sciences as core disciplines/subjects and he/she approaches the HoD of History seeking a seat in History as OEC, granting a seat to him/her will depend on incorporation of OEC in the Semester in the syllabus/curriculum and availability of seats in History OEC which will be determined by the HoD of History. In that case the student of Life Sciences shall approach another PG Department for seat in OEC. In the event a student finds no seat in any of the Departments, the Academic Registrar i/c shall intervene and manage a seat for him/her by making additional provision*)

B. The Procedure and Selection Criteria for selection of OEC :-

1. The desiring student shall apply in the prescribed format to the Head of the Department of the Discipline/Subject in which he/she wishes to take OEC along with a copy of admission fee receipt. (*Explanation: If a student having core Discipline/Subject in Geology desires to take OEC in English, he/she shall apply to the HoD of English.*)
2. The last date of receiving applications/intimations for OEC is 09-08-2025 (Saturday) up to 4.00 pm.
3. On 11-08-2025, each HoD (*OEC subject concerned*) shall calculate the number of vacant seats that may be available in the Department/Discipline/Subject on the basis of pre-existing vacancies and applications submitted by desiring students. For the sake of the students, seat capacity may be increased by adding more desk-benches and other facilities to the classroom. If there is no OEC in the Department/Discipline/Subject, the same should be immediately informed to the applicant student(s).
4. The selection criterion for preparing the List of Permitted Students shall be fixed by the HoD (*OEC subject concerned*), which is, however, subject to fulfillment of basic conditions stated in Point No. 'A' above.



T. C. 8/2025

5. On 12-08-2025, each HoD (*OEC subject concerned*) shall prepare a List of Permitted Students for OEC and paste the List in the Departmental Notice Board and send a copy of the same to the Academic Registrar i/c for necessary updating in the University web portal.
6. After the List of Permitted Students for OEC being updated in the web portal of Sibsagar University, the same can not be reversed for whatsoever reason.
7. Simultaneously, the up-dation about selection of OEC shall get reflected in the Online Class Attendance System of the University as well as a centralized List of Permitted Students of all subjects shall be available in the Notice Board.
8. The whole process shall be completed by 14-08-2025.

T. 6/8/2025

(Dr. Tridib Mahanta)
Academic Registrar i/c
Sibsagar University



Copy to :-

- 1) The Registrar for information
- 2) The Dean of Students' Welfare for information
- 3) All HoDs (PG) for information and necessary action
- 4) Guard file

SIBSAGAR UNIVERSITY

(Format of Application for OEC in Academic Session – 2025-26)

To,

Date :/...../.....

The Head of the Department of
(*in which the student wants to take OEC*)
Sibsagar University

Subject : Application for OEC

Sir/Madam,

With reference to the subject cited above, I have the honour to request you to permit
me to take OEC in your Department / Subject / Discipline i.e.
.....

Yours faithfully

Full signature :

Core Discipline/Subject :

PG Semester (I/III) :

Class Roll Number :

Mobile number :

Enclosure : 1) Xerox copy of Admission fee payment receipt of PG I/III Semester