

Volume – 2

Annexes

**Curricular
Aspect**

Annex 48, Daily Class Routine 079 (Morning & Day shift)

Level	Physical Class Routine NEW (effective from 2079.01.05)					Room No
Per.	Period I	Period II.	Period III	Period IV	Period V	
Morning Shift	6:00-6:40	6:40-7:20	7:20-8:00	8:15-8:55	8:55-9:35	
B.B.S.II 'A' (Eng) New	OB+HRM Rakesh Tandukar	Eco Narahari Dahal	Finance Mamata Pandey	C. English Binod Adhikari	Account- Tej Pd. Dahal	
B.B.S.II 'B' (Eng) New	Finance Mamata Pandey	OB+HRM Rakesh Tandukar	C. English Binod Adhikari	Account- Tej Pd. Dahal	Eco Keshab Raj Panthi	
B.B.S. II 'C' (Eng) New	Finance Suresh Pokharel	Account- Tej Pd. Dahal	OB+HRM Poshraj Poudel	Economics Shyam Bhattarai	C. English Binod Adhikari	
B.B.S.II 'D' (Nep) New	English Bharat Ghimire	Account- Badri Pd. Upreti	OB+HRM Ramesh KC	Finance Kishor Dhakal	Economics Shyam Bhattarai	
B.B.S.II 'E' New	OB+HRM Ramesh KC	English Bharat Ghimire	Economics Tulasi K. Kandangwa	Account- Badri Pd. Upreti	Finance Kishor Dhakal	

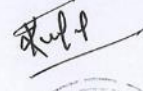
Level	Physical Class Routine (effective from 2079.02.08)						Room No.
Per.	Period I	Period II.	Period III	Period IV	Period V	Period VI	
Morning Shift	6:00-6:40	6:40-7:20	7:20-8:00	8:15-8:55	8:55-9:35	9:35-10:15	
B.Ed. I 'A' Eng + Health Group	C. English-Govinda Adhikari	C. Edu.-Nandi Keshar Nepal	C. Nep.- Keshav Bhattarai	Opt. English Agni Adhikari	Opt. Eng.- Dipendra Bhatta	Pop.Minor-Urmila Sunuwar	405
				Opt. Health.- Ram Kumar Rai	Opt. Health.- Sushila Rai		410
B.Ed. I'B' Nepali Group	C. Edu.-Chadra B. Rai	C. Nep.- Dhir K. Shrestha	C. English-Dipendra Bhatta	Opt. Nep.- Bala Krishna Adhikari	Opt. Nep.- Madan Gautam	Health Minor-Upama Bhandari	406

Level	Physical Class Routine (effective from 2079.01.05)					Room No.
Per.	Period I	Period II	Period III	Period IV	Period V	
Morning Shift	6:00-6:40	6:40-7:20	7:20-8:00	8:15-8:55	8:55-9:35	
B.A. II 'A' New	Opt. Eng.- Dataram Karki	Opt Economics Krishna Pd. Bhattarai	English- Sedunath Dhakal	C. Nepali Gokul Pokharel	Opt. R.D. Manoj Adhikari	RD/Opt Eng Group- Education Dept
	Opt. Soci.- Kalpana Marahatta	Opt R.D Suman Pokharel	Opt Sociology Narendra Mishra		Opt. Ecocomics Tulasi Kumar Kandangwa	Mass Comm/ Soc. Group - English Dept
	Opt. Nep.- Mahendra Pd Dhakal	Mass.Com. Lekh Nath Ghimire	Opt. Nepali Balakrishna Adhikari		Opt Mass Comm Sanjeev Nepal	Eco / Nep Group - Economics Dept

Level	Day Physical Class Routine (effective from 2079.01.05)					Room No
Per.	Period I	Period II	Period III	Period IV	Period V	
Day Shift	10:30-11:10	11:10-11:50	11:50-12:30	12:45-01:25	01:25-02:05	
BASW-2nd (Old)	Opt R.D Manoj Adhikari	Opt. R.D. Suman Pokharel	S.W- Parwati Thapa	Social Wrok Narendra Mishra	C. Nepali- Gokul Pokharel	

Level	Day Physical Class Routine (effective from 2079.01.05)					Room No
Per.	Period I	Period II	Period III	Period IV	Period V	
Day Shift	10:30-11:10	11:10-11:50	11:50-12:30	12:45-01:25	01:25-02:05	
BASW-2nd (New)	Opt R.D Suman Pokharel	Opt. R.D. Manoj Adhikari	C. Nepali- Gokul Pokharel	S.W- Parwati Thapa	Social Work Narendra Mishra	

Annex 49, Job letters of the students who are benefited to get time flexibility

	BALAJI ENTERPRISES PVT. LTD. Adarshnagar, Birgunj-13, Parsa, Nepal Ph. : +977-51-527745, 524830, Fax : +977-51-527329, Mobile : 9855022346	PAN No. 602459024
Ref. No.:		Date: Date: 2076/08/08
 <i>The Campus Chief</i> <i>Koteshwor Multiple Campus</i> <i>Koteshwor, Kathmandu</i> <u>Sub: a request for a half day leave</u> <i>Dear sir,</i> WE ARE GOING TO CERTIFY THAT MR. SUJAN DHAKAL HAS BEEN WORKING IN OUR OFFICE SINCE ONE YEAR. WITH DUE RESPECT WE REQUEST YOU TO GRANT HIM A HALF DAY LEAVE FOR HE HAVE TO ATTEND A OFFICE AT 9:00 AM AT KULESHWOR, KATHMANDU. <u>Your Sincerely</u> Director of Balaji Enterprises (p) LTD.  		



नेशनल हेल्थ फाउण्डेशन
NATIONAL HEALTH FOUNDATION
Affiliated to CTEVT and Accredited by NIPC

जि.प्र.का.काभ्रेपलाञ्चोक द.नं.३३४/०५३/०५४
स.क.प.द.नं.५८९३
स्थापना लेखा नं.३०२११२५५७
ठेगाना : काभ्रेपलाञ्चोक, जनगाल-८, शाखा
कार्यालय कोटेश्वर, काठमाण्डौ, नेपाल

पत्र संख्या :
च.नं. :

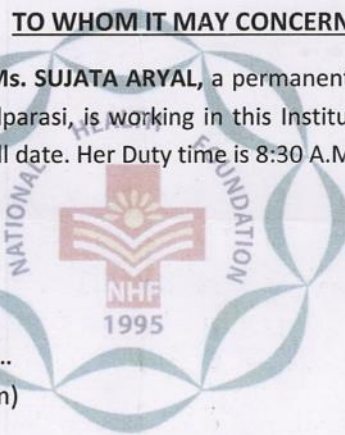


Date :30th Sep, 2019

TO WHOM IT MAY CONCERN

This is to certify that **Ms. SUJATA ARYAL**, a permanent residence of Madhyabindu Municipality -5 Nawalparasi, is working in this Institution as a Receptionist from 07th August, 2019 to till date. Her Duty time is 8:30 A.M. To 3:30 P.M.

(Ashok Kumar Gautam)
Administrator




TRIBHUVAN UNIVERSITY
KOTESHWOR MULTIPLE CAMPUS
 Mahadevsthan, Koteswor, Kathmandu-35
 Tel: 977-1-4155145

Card No: _____ **Exit Card**

Name: Sujan Dhakal
 Roll No: 90
 Level: BBS 3rd
 Time for Exit: _____
 Sign of Student: _____
 Campus Chief: _____




TRIBHUVAN UNIVERSITY
KOTESHWOR MULTIPLE CAMPUS
 Mahadevsthan, Koteswor, Kathmandu-35
 Tel: 977-1-4155145

Card No: _____ **Exit Card**

Name: Sujata Aryal
 Roll No: 143
 Level: BBS 4th, Yr
 Time for Exit: 8:15
 Sign of Student: _____
 Campus Chief: _____



Annex 50, Faculty Change

कोटेश्वर

बहुमुखी क्याम्पस

(त्रिभुवन विश्वविद्यालयबाट सम्बन्धन प्राप्त)



Koteshwor Multiple Campus
KATHMANDU, NEPAL
२०७३ भ.स. १९९५ A.D.

Koteshwor

MULTIPLE CAMPUS

(Affiliated to Tribhuvan University)

आ.व.: ०७६/०७७
च.नं.: ५/०७६

श्रीमान् प्रमुखज्यू
रजिष्ट्रेशन शाखा
त्रिभुवन विश्वविद्यालय
परीक्षा नियन्त्रण कार्यालय
बल्खु, काठमाडौं

मिति : २०७६/०४/०२



Koteshwor Multiple Campus
KATHMANDU, NEPAL
२०७३ भ.स. १९९५ A.D.

विषय: संकाय परिवर्तन गराइदिनु हुन ।

उपर्युक्त सम्बन्धमा शैक्षिक सत्र २०७५ साल (२०१७) मा यस क्याम्पसमा स्नातक तह (B.A. I) मा भर्ना भई अध्ययनरत छात्रा संगीता तिवारीको व्यावहारिक कारणले सो मानविकी तथा सामाजिकशास्त्र संकायलाई परिवर्तन गरी व्यवस्थापन संकायमा अध्ययन गर्नुपर्ने भएकोले निज छात्रालाई संकाय परिवर्तन गराइदिनु हुन सिफारिश सहित अनुरोध गर्दछु ।



(गोविन्दबहादुर कार्की)
क्याम्पस प्रमुख

कोटेश्वर, काठमाडौं-३२, नेपाल
फोन : ०१-४१५५१४५, ४१५५२६६
www.koteshworcampus.edu.np

Koteshwor, Kathmandu-32, Nepal
Tel.: 01-4155145, 4155266
info@koteshworcampus.edu.np

www.facebook.com/koteshwor.mc

Annex 51, Transfer Letter (Incoming & Out Going)



आ.व.: ०७६/०७७

च.नं.: २३४/०७६

२०७६/०८/११

श्रीमान् क्याम्पस प्रमुखज्यू
रामस्वरूप रामसागर बहुमुखी क्याम्पस
जनकपुर, धनुषा



विषय: स्थानान्तरणको सहमति दिइएको सम्बन्धमा ।

उपरोक्त सम्बन्धमा यस क्याम्पसमा स्नातक तह द्वितीय वर्ष (B.Ed. II) मा अध्ययनरत छात्रा लिलम कुमारी महतो (LILAM KUMARI MAHATO) ले त्यस विद्यालयमा स्थानान्तरण भई अध्ययन गर्नको लागि प्राप्त गराएको त्यस क्याम्पसको च.नं. २८७/०७६/०७७, मिति २०७६/०७/२५ को सहमति पत्रानुसार निजलाई त्यस विद्यालयमा स्थानान्तरण भई अध्ययन गर्नको लागि यो सहमति पत्र दिइएको व्यहोरा अनुरोध गर्दछु ।


(गोविन्दबहादुर कार्की)
क्याम्पस प्रमुख

कोटेश्वर, काठमाडौं-३२, नेपाल

फोन : ०१-४१५५१४५, ४१५५२६६

 www.kotesworcampus.edu.np

 info@kotesworcampus.edu.np

Koteswor, Kathmandu-32, Nepal

Tel.: 01-4155145, 4155266

 www.facebook.com/koteswor.mc

कोटेश्वर
बहुमुखी क्याम्पस

(त्रिभुवन विश्वविद्यालयबाट सम्बन्धन प्राप्त)



Koteswor
MULTIPLE CAMPUS

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आ.व.: ०७६/०७७

च.नं.: ४१२/०७६

२०७६/११/२३

श्रीमान् क्याम्पस प्रमुखज्यू
शहीद बहुमुखी क्याम्पस
रामपुर, पाल्पा



विषय: स्थानान्तरणको सहमति दिइएको सम्बन्धमा ।

उपरोक्त सम्बन्धमा त्यस क्याम्पसमा स्नातक तह दोस्रो वर्ष (B.B.S. 2nd Year) मा अध्ययनरत छात्रा सरस्वती घर्ती यस क्याम्पसमा स्थानान्तरण भई अध्ययन गर्नको लागि सहमति पाउँ भनी मिति २०७६ साल फागुन २३ गते दिएको निवेदन अनुसार निजलाई यस क्याम्पसमा स्थानान्तरण भई अध्ययन गर्नको लागि सहमति दिइएको व्यहोरा अनुरोध गर्दछु ।

नोट : व्यवस्थापन डिनको कार्यालयलाई सम्बोधन गरेको पत्र र कोटेश्वर बहुमुखी क्याम्पसलाई छुट्टाछुट्टै पत्र पठाउनुहोला ।


(गोविन्दबहादुर कार्की)
क्याम्पस प्रमुख

कोटेश्वर, काठमाडौँ-३२, नेपाल

फोन : ०१-४१५५१४५, ४१५५२६६

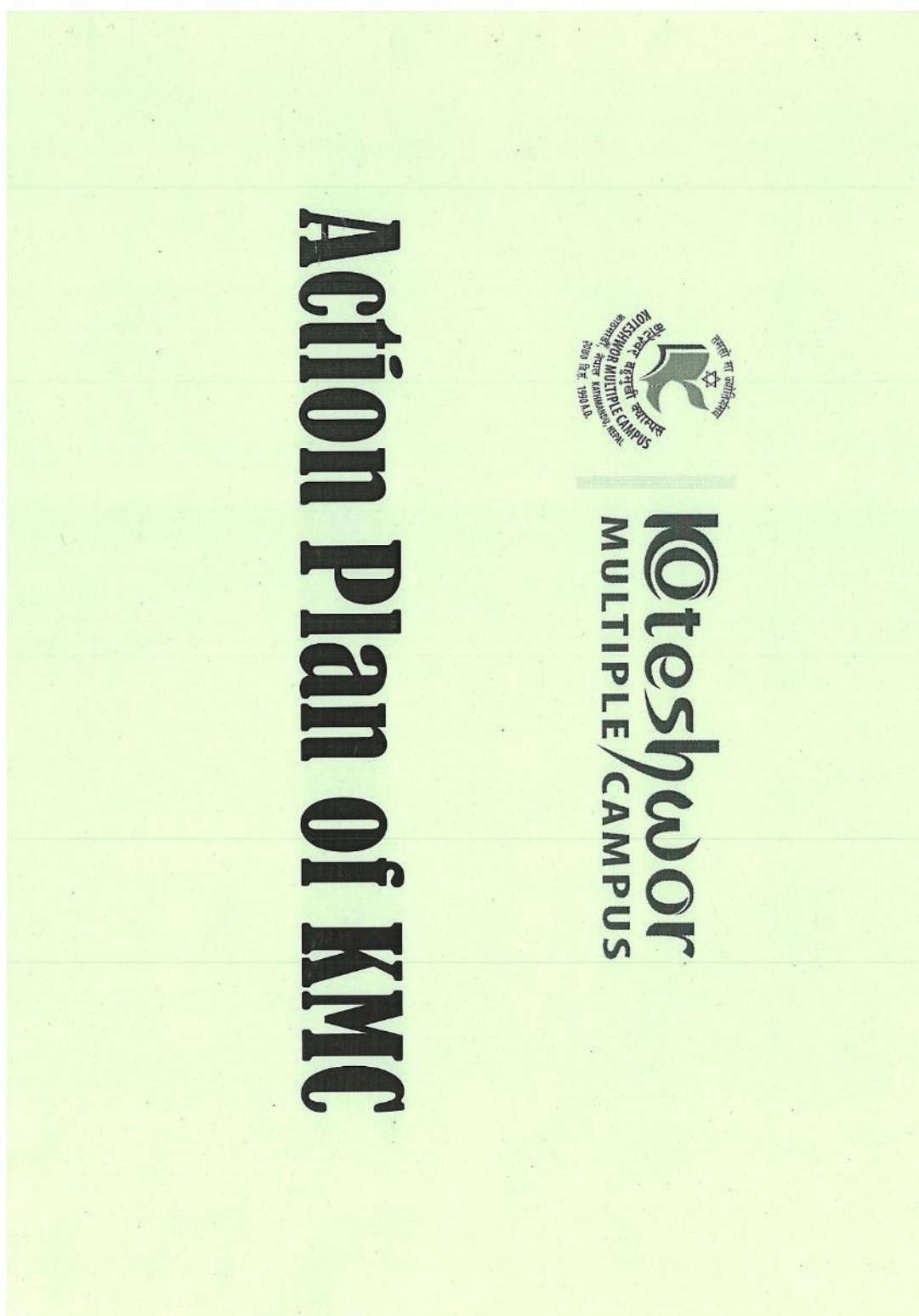
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Koteswor, Kathmandu-32, Nepal

Tel.: 01-4155145, 4155266

 www.facebook.com/koteswor.mc



Action Plan of KMC

Goal	Objectives	Strategies/Activities	Person/Committee Responsible	Time Line	Evaluation
I Developing physical infrastructures as per the need of campus.	a	The campus will manage to buy the sufficient land from the budget allocated on the different titles received after being accredited with QAA.	Land and Infrastructure Management Committee under CMC	By the end of 2025/26	Evaluation Committee formed as per the provision of Public Procurement Act
	b	The campus will upgrade and expand the existing physical facilities through repair, renovation and maintenance.	Construction Committee under CMC	As per requirement	Evaluation Committee formed as per the provision of Public Procurement Act
	c	The campus will construct four storey at the top of the main building situated at Kathmandu Metropolitan Ward no:32, Jadhuri on the basis of the technical report or by managing the buildings on lease.	Construction Committee under CMC	By the end of 2025/26	Evaluation Committee formed as per the provision of Public Procurement Act
	d	The campus will construct new physical facilities to meet the growing need of the campus	Construction Committee under CMC	By the end of 2025/26	Evaluation Committee formed as per the provision of Public Procurement Act
	e	The campus will maintain the quality for establishing it as a Deemed university developing the campus as the autonomous institution.	Campus Chief	By the end of 2025/26	CMC
	f	The campus will manage the infrastructure for the library.	Construction Committee under CMC	2021/22	Evaluation Committee formed as per the provision of Public Procurement Act
	g	The campus will contract with other organizations which are providing hostel service through MOU and manage itself after the construction of sufficient buildings for hostel.	IQAC for MOU and Construction Committee under CMC for Construction	MOU within 2021/22 and Construction by the end of 2025/26	Evaluation Committee formed as per the provision of Public Procurement Act
	h	The campus will extend canteen and other laboratory block.	Construction Committee under CMC	2021/22 for Canteen and by the end of 2025/26 for others	Evaluation Committee formed as per the provision of Public Procurement Act

Goal	Objectives	Strategies/Activities	Person/Committee Responsible	Time Line	Evaluation
1 Enriching access in qualitative education, fulfilling well-equipped physical infrastructures and the assurance of good governance in all sectors for achieving sustainable development.	2 Maintaining the administrative activities effective, clear and smart.	a Forming student's quality circle as well as other committee.	IQAC	2021/22	CMC
		b Students-centred teaching learning such as project work, term paper presentation, field work etc.	IQAC	Ongoing	Campus Chief
		c Computer facilities to the faculty and students with free WIFI.	IQAC	Ongoing	Campus Chief
		d Skilled Human Resources for using latest technology in teaching.	IQAC	Ongoing	Campus Chief
		e Regular class attendance of students with effective monitoring.	Respective Department	Ongoing	IQAC
	3 Creating a time-tested educational environment.	a Create a friendly working and learning environment enhancing the creation, acquisition and transfer of knowledge.	Respective Department	Ongoing	IQAC
		b Show our commitment to the collective and inclusive decision making by respecting the opinions of all stakeholders.	IQAC	Ongoing	CMC
		c Continue to make tutoring and other learning support services available to all students.	IQAC	Ongoing	Campus Chief
		d Provide advocacy and support to students as needed.	IQAC	Ongoing	Campus Chief
		e Provide services for disabled students who provide appropriate documentation and proof.	Scholarship Committee	Ongoing	IQAC
		f Develop an advanced evaluation tool to promote quality.	IQAC	Ongoing	Campus Chief
		g Collaborate efforts between academic advising and academic support with targeted student populations to ensure advising meets academic strengths.	IQAC	Ongoing	Campus Chief
		h Academic advice and support with career services will be collaborated to help targeted students' groups	IQAC	Ongoing	Campus Chief
		i Introduce the short term and long term skill training for students and teachers like:			
		▪ Banking and insurance Training	Respective Department	Ongoing	IQAC

Goal	Objectives	Strategies/Activities	Person/Committee Responsible	Time Line	Evaluation
	4 Maintaining greenery, cleanliness, peaceful and hygienic environment in Campus premises.	Accounting Software Training	Respective Department	Ongoing	IQAC
		Periodic teachers Training	Respective Department	Ongoing	IQAC
		Proposal and Report Writing	Respective Department	Ongoing	IQAC
		Public Service Commission preparation class	Respective Department	Ongoing	IQAC
		The campus will manage a good cafeteria to provide healthy food for lectures, staff, students etc.	Canteen Management Committee	Ongoing	IQAC
		The campus will monitor about the food provided by the cafeteria and may suggest for the quality, hygiene and cost.	Canteen Management Committee	Ongoing	IQAC
		The campus will manage for the proper sanitation conducting the different cleanliness programs mobilizing students, lecturers, staff and other stakeholders.	Health, safety and environment management committee	Ongoing	IQAC
		The campus will ahead towards the plantation of trees to maintain the green and clean environment in campus.	Health, safety and environment management committee	Ongoing	IQAC
		The campus will conduct programs for promoting awareness to protect the environment associating with the related subjects.	Health, safety and environment management committee	Ongoing	IQAC
		The campus will make conscious to other concerned agencies for maintaining the peaceful environment around the campus premises, i.e (Signboard)	Health, safety and environment management committee	Ongoing	IQAC
		The campus will coordinate with other environment protection agencies to maintain the environment sustainability.	Health, safety and environment management committee	Ongoing	IQAC
		The campus will encourage social gatherings/celebrations for faculty and staff (e.g.- holiday party, winter picnics).	Discipline and ECA department	Ongoing	IQAC



**Koteswaror
MULTIPLE CAMPUS**

Action Plan of KMC

Goal	Objectives	Strategies/Activities	Person/Committee Responsible	Time Line	Evaluation
1	Expanding interpersonal relationships among concerned stakeholders.	b The campus will encourage communal activities (e.g., community gardening, yoga, friendly competitions among faculty, students, and staff)	Discipline and ECA department	Ongoing	IQAC
		c The campus will interact with other institutions for promoting the interrelationship and quality education.	Respective Department	Ongoing	IQAC
		d The campus will provide a forum for other campuses and agencies for the discussion which is supportive to enhance the better understanding between the campus and other institutions.	RMC	Ongoing	IQAC
		e Promote discussion forums drawing on subjects that engage the campus community (i.e., campus symposiums, Travel Series, Afternoons with the Chancellor, and Conversations with Administration).	Respective Department	Ongoing	IQAC
		f The campus will encourage faculty and staff to engage with students outside of class (e.g., House Calls, assisting on Move-In and Student Welcome Days, attending and sponsoring student activities, collaborating with Student Affairs).	SOC	Ongoing	IQAC
		g The campus will visit the different campuses to promote the mutual cooperation and understanding on a reciprocal basis.	IQAC	Ongoing	Campus Chief
		h The campus will invite and host businesses and organizations on campus (e.g., chamber events, superintendents/guidance counselors, conferences).	IQAC	Ongoing	Campus Chief
		i The campus will strengthen town/gown relations (e.g., Fire Company, Borough Council, and mayor).	IQAC	Ongoing	Campus Chief
		j The campus will invite community business leaders and professionals to visit classes and serve on program advisory boards.	IQAC	Ongoing	Campus Chief
		k The campus will hold on-campus alumni gatherings.	Alumni Association	As per requirement	IQAC

Goal	Objectives	Strategies/Activities	Person/Committee Responsible	Time line	Evaluation
Promoting access in the participation of concerned stakeholders for the mobilization of local means and resources.	Inspiring the donors and well-wishers for further contribution of institutional development.	g The campus will increase opportunities for school groups, teachers, parents, and organizations to participate in campus-sponsored programs (e.g., camps, musical events and competitions, professional development activities for teachers).	Discipline and ECA department	As per requirement	IQAC
		a The campus will conduct the different formal programs and invite the donors and well-wishers as the guests to make them feel pride.	IQAC	As per requirement	Campus Chief
		b The campus will honor the donors and well-wishers for making them feel pride for their contribution and encouraging them for the further support.	IQAC	As per requirement	Campus Chief
		c The campus will allocate certain percent of students' scholarship in the names of donors and well-wishers.	Scholarship Committee	As per requirement	IQAC
		d The campus will announce the names of special donors and wishers in the program like campus assembly, public hearing so that they would be motivated and inspired for further contribution.	IQAC	As per requirement	Campus Chief
		e The campus will make close connections with them through frequent visit and by means of mass media.	IQAC	As per requirement	Campus Chief
		f The campus will make a frequent discussion informing them about the condition of campus appreciating their previous contribution and encouraging for further support.	IQAC	As per requirement	Campus Chief
		g The campus will promote the sense of good cooperation and understanding among donors and well-wishers.	IQAC	As per requirement	Campus Chief
		h The campus will publish the names of special donors in the college brochures, pamphlets, college magazines on a regular basis.	IQAC	As per requirement	Campus Chief
		a The campus at first identify its needs and priorities for the proper mobilization of the resources available.	Campus Chief	As per requirement	CMC

Goal	Objectives	Strategies/Activities	Person/Committee Responsible	Time Line	Evaluation
3	Mobilizing internal as well as external resources for the institutional development.	b The campus will map the institutional needs and priorities and identify institutional leaders through institutional assessments	Campus Chief	As per requirement	CMC
		c The campus will hold preliminary meetings with concerned personalities to support for the mobilization of resources.	Campus Chief	As per requirement	CMC
		d The campus will allow communities to galvanize local participation for the mobilization of external resources for the sake of institutional interest.	Campus Chief	As per requirement	CMC
		e The campus will engage the concerned stakeholders for better utilization of resources.	Campus Chief	As per requirement	CMC
		f The campus will negotiate with other related agencies for the implementation of resources for institutional interests.	Campus Chief	As per requirement	CMC
		g The campus will manage and report about the achievement it has got after the successful implementation of internal as well as the external resources.	Campus Chief	As per requirement	CMC
		h The campus will keep the records of each and every activity during the implementation of the resources.	Campus Chief	As per requirement	CMC
		a The campus will conduct organizational development study and review the existing organizational structure, rules and regulations.	IQAC	As per requirement	Campus Chief
1	Preparing time- tested and need-based plan and introduce it into effect.	b It will take necessary initiatives for academic autonomy.	IQAC	As per requirement	Campus Chief
		c The campus will formulate necessary rules, regulations and organizational structure of the campus as required.	IQAC	As per requirement	Campus Chief
		d The campus will take necessary actions to amend statute of the organization for the institutional development of the campus.	IQAC	As per requirement	Campus Chief
		e The campus will prepare the required time tested regulation, bylaw and directives as well as code of conduct as per need.	IQAC	As per requirement	Campus Chief

Action Plan of KMC

Goal	Objectives	Strategies/Activities	Person/Committee Responsible	Time Line	Evaluation
Extending and amending the statute, regulation, bylaws, and directives, code of conduct and teaching-learning activities as per the necessity for the institutional development of Campus.	Adopting the measures to control the activities that cause the negative impacts on Campus.	f The campus will conduct feasibility study and capacity assessment of the campus.	IQAC	As per requirement	Campus Chief
		g The campus will prepare necessary rules to fulfill the demand for technical education.	IQAC	As per requirement	Campus Chief
		h The campus will reconstruct the campus organization if needed.	IQAC	As per requirement	Campus Chief
		a The campus will identify about the activities that may cause the negative impacts on campus.	IQAC	As per requirement	Campus Chief
		b The campus will develop guidelines for controlling such activities.	IQAC	As per requirement	Campus Chief
		c It will continue to be proactive in identifying risks that could negatively impact the campus.	IQAC	As per requirement	Campus Chief
		d It will prepare the statute, bylaws and other necessary provisions to control the activities.	IQAC	As per requirement	CMC
		e It will create appropriate peaceful environment in the campus premises.	IQAC	As per requirement	Campus Chief
		f The campus will develop the strong mechanisms for monitoring and giving warnings for any activities that cause negative impact on campus.	IQAC	As per requirement	Campus Chief
		g The campus will provide the necessary moral and ethical classes for making self-realization to the personal who are likely to involve in the activities that bring the negative impacts.	IQAC	As per requirement	Campus Chief
		h The campus will gear up for the process to control such negative effects.	IQAC	As per requirement	Campus Chief
		3		i The campus will educate students on academic integrity and the Student Code of Conduct.	IQAC
j The campus will integrate content on ethical decision making in appropriate courses.	IQAC			As per requirement	Campus Chief
k The campus will offer educational programs to faculty and staff on ethics issues.	IQAC			As per requirement	Campus Chief
l The campus will widely disseminate the campus' shared values.	IQAC			As per requirement	Campus Chief

Action Plan Of KMC

Action Plan of KMC

Goal	Objectives	Strategies/Activities	Person/Committee Responsible	Time Line	Evaluation
		m The campus will clearly communicate to all members of the campus community the expectation that they will follow campus policies and procedures.	IQAC	As per requirement	Campus Chief
		a The campus will improve the organizational and management efficiency of the campus.	IQAC	Ongoing	Campus Chief
		b It will improve the service delivery of the administrative units of the campus.	IQAC	Ongoing	Campus Chief
3	Managing advanced education management information system.	c It will provide facilities for EMIS to each and every department and prepare the academic audit through department head.	Respective Department	Ongoing	IQAC
		d It will conduct the all the classes through the management information system.	EMIS	Ongoing	IQAC
		e The campus will manage for the construction of technology friendly infrastructures.	EMIS	Ongoing	IQAC
4	Emphasis is given to manage additional educational programs vertically and horizontally.	a The campus will introduce the market oriented courses like BSW, BBA, BIM, BCA, MSW, MBA, MIM, MCA etc.	Academic Committee	As per requirement	IQAC and CMC
		b The campus will attract professional students.	Academic Committee	Ongoing	IQAC
		c The campuses will modernize teaching learning process.	Academic Committee	Ongoing	IQAC
		d The campus will consult with other institution about the management of additional educational programs.	Academic Committee	Ongoing	IQAC
		e The college will understand the market demand for designing the life efficient education programme.	Academic Committee	Ongoing	IQAC
		f The campus will invite the expert and discuss about the management of additional educational programs.	Academic Committee	As per requirement	IQAC
		g The campus will introduce the M.Phil. AndP. Hd. course if university provides the affiliation.	Academic Committee	By the end of 2025/26	IQAC
		a The campus will provide the integrated counseling from admission point to post-graduation.	Student Counseling, Feedback and Job Placement Committee	Ongoing	IQAC

Action Plan of MMC

Goal	Objectives	Strategies/Activities	Person/Committee Responsible	Time Line	Evaluation
1	Managing properly the teaching-learning pedagogy, research-based education and record management system.	b. The campus will provide early intervention programs to ensure student success.	Student Counseling, Feedback and Job Placement Committee	Ongoing	IQAC
		c. The campus will ensure extra-curricular activities catering the need and experience of students.	Discipline and ECA department	As per requirement	IQAC
		d. The college will establish itself as financially capable institution for providing the reasonable salary and other benefits like gratuity, expense for medicine etc... to the appointed teachers and other staff.	Executive Committee	As per requirement	IQAC
		e. The campus will identify and ensure the diverse needs and aspirations of our students. Entice and retain excellent and talented faculties and provide them complete pedagogical freedom for applying innovative teaching learning methods aiming to explore full potentials of students.	Student Counseling, Feedback and Job Placement Committee	Ongoing	IQAC
		f. The campus will assure all our students that they have been utilized meaningful workplace or experiential learning opportunities.	Respective Department	Ongoing	IQAC
		g. The campus will ensure student participation in applied research activities.	RMC	Ongoing	IQAC
		h. The campus will provide them opportunities to develop and practice entrepreneurial skills and ensure their access to technology to support learning and success.	Respective Department	As per requirement	IQAC
		i. The campus will introduce flexible and innovative programs and services that provide greater choice for students.	Respective Department	As per requirement	IQAC
		j. The campus will focus on pedagogy that develops graduates' essential skills, as well as job-specific skills.	Respective Department	As per requirement	IQAC
		k. The campus will conduct research methodology training, workshop related with research seminar, etc...	RMC	As per requirement	IQAC



Action Plan of KMC

Goal	Objectives	Strategies/Activities	Person/Committee Responsible	Time Line	Evaluation
4 Conducting different activities of human resource development for the career enhancement and employee motivation of teachers and staff.	2 Conducting seminar, training, workshop and other programs for the career development of teachers and staff.	1. It will conduct the organized training for preparing lesson plan, making favorable class room environment, teaching pedagogy, etc...	Respective Department	As per requirement	IQAC
		m It will manage for computer training for teachers for making friendly with latest technology of teaching like smart class.	EMIS	As per requirement	IQAC
		n SPSS and Strata training will be conducted to make research activity easier.	EMIS	As per requirement	IQAC
		o The research journal will be published to enhance research orientated activities.	RM/C	Yearly Two	IQAC
		The campus will manage for the utilization of E-library, E-resources, etc...	EMIS	As per requirement	IQAC
		a The campus will encourage greater participation in disciplinary communities.	Discipline and ECA department	As per requirement	IQAC
		b The campus will expand opportunities for undergraduate research and creative accomplishments.	RM/C	As per requirement	IQAC
		c The campus will encourage and recognize faculty publications in quality scholarly journals, presentations at appropriate scholarly conferences, and the production of creative works.	RM/C	As per requirement	IQAC
		d The campus will offer mentoring and workshops to develop faculty skills to secure grants.	RM/C	As per requirement	IQAC
		e The campus will enhance the research and supervision skills of the faculties.	RM/C	As per requirement	IQAC
		f It will provide opportunity to the faculty for higher level courses.	Academic Committee	As per requirement	IQAC
		g It will provide opportunity to the faculty to attend refresher course, workshop, seminar, etc...	RM/C	As per requirement	IQAC
		a The campus will create to make organization's moral ethics in its premises.	Discipline and ECA department	As per requirement	IQAC

Action Plan Of KMC

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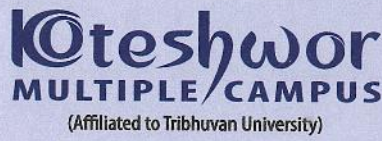


Action Plan of KMC

Goal	Objectives	Strategies/Activities	Person/Committee Responsible	Time Line	Evaluation
3	Creating Organizational values and norms for the overall quality management.	b It will motivate students and teachers for maintaining the organizational values and norms.	Discipline and ECA department	As per requirement	IQAC
		v It will design organizational code of conduct and implement it.	Discipline and ECA department	As per requirement	IQAC
		d Students 'charter will be implemented around the campus premises.	Discipline and ECA department	As per requirement	IQAC
		e The campus will manage for the assessment of students on the basis of moral and ethical values	Discipline and ECA department	As per requirement	IQAC
		f The desired culture which supports organizational vision and strategy will be guaranteed.	Discipline and ECA department	As per requirement	IQAC
		g The desired culture to all organizational members will be communicated.	Discipline and ECA department	As per requirement	IQAC
		h The campus leader will play Modeling of desired behavior.	Discipline and ECA department	As per requirement	IQAC
		i An appropriate training at all levels to imbibe new culture will be conducted.	Discipline and ECA department	As per requirement	IQAC
		j The campus will reinforce the desired behavior	Discipline and ECA department	As per requirement	IQAC
		k The campus will evaluate progress towards desired culture.	Discipline and ECA department	As per requirement	IQAC

Annex 53, Curricular & ECA





(Tribhuvan विश्वविद्यालयबाट सम्बन्धन प्राप्त)

(Affiliated to Tribhuvan University)

मिति : २०७८/११/२९

विषय : वक्तृत्वकला (Speech Competition) सम्बन्धी सूचना ।

उपरोक्त सम्बन्धमा मिति २०७८/११/१३ गते शैक्षिक क्यालेन्डरमा उल्लेख भए पनि वि.वि. परीक्षा सञ्चालन गर्नुपर्ने कारणले स्थगित भएको यस क्याम्पसको अतिरिक्त क्रियाकलाप अन्तर्गत हुने वक्तृत्वकला **(Speech Competition)** प्रतियोगिता यही मिति २०७८/१२/०७ गते सोमबार विहान ७:०० बजेदेखि सञ्चालन हुने भएकोले उक्त प्रतियोगिताको लागि सहभागी हुन इच्छुक विद्यार्थीहरूले मिति २०७८/१२/०४ गते अपरान्ह ३:०० सम्ममा निम्नलिखित शाखा/व्यक्तिहरूमा आफ्नो नाम दर्ता गराउनको लागि सूचित गरिन्छ । प्रतियोगिता निम्न शीर्षकमा हुने व्यहोरा सम्पूर्ण विद्यार्थीहरूमा सूचित गरिन्छ ।

<u>सि.नं.</u>	<u>शीर्षक</u>
१.	समृद्ध राष्ट्रको आधार, प्राकृतिक सम्पदा र जलाधार ।
२.	महिला हिंसा नियन्त्रणमा समाजको भूमिका ।
३.	उन्नत राष्ट्रको आधार, युवा स्वरोजगार ।

नाम दर्ता गराउने शाखा/व्यक्ति

१. रिसेप्शन शाखा
२. श्री टीका न्यौपाने, उपप्राध्यापक

नोट :

१. तीन वटा शीर्षकमध्ये चैत्र ६ गते सम्बन्धित स्थानमा दिउँसो २:०० बजे गोलाप्रथाबाट शीर्षक निर्धारण गरिनेछ ।
२. विवादित विषय भएमा निर्णायक मण्डलको निर्णय अन्तिम हुनेछ ।
३. भर्ना भएका विद्यार्थीले मात्र प्रतियोगितामा भाग लिन पाउने छन् ।
४. नाम दर्ता गराउँदा आफ्नो कक्षा, तह र मोबाइल नं. पनि अनिवार्य उल्लेख गर्नुहोला ।



(गोविन्दबहादुर कार्की)
क्याम्पस प्रमुख

जडीबुटी, काठमाडौँ-३२, फोन : ०१-४५५२५३०

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www.facebook.com/koteshworcampus



मिति : २०७८/०८/०८

विषय : हाजिरी जवाफ प्रतियोगिता हुने बारेको सूचना ।

उपयुक्त सम्बन्धमा यस क्याम्पसको अतिरिक्त क्रियाकलाप अन्तर्गत यही मिति २०७८/०८/१७ गते शुक्रवार विहानी सत्र र दिवा सत्रको छुट्टाछुट्टै रूपमा सञ्चालन हुने भएकोले सम्बन्धित सम्पूर्ण विद्यार्थीहरूमा सूचित गदै उक्त प्रतियोगिताको लागि देहायबमोजिम आ-आफ्नो टोली दर्ता गराउनको लागि यो सूचना प्रकाशित गरिएको छ ।

कार्यक्रम

१. टोली दर्ता गराउने अन्तिम मिति : २०७८/०८/१४ गते मंगलवार दिउँसो ३:०० बजेसम्म मात्र ।
२. टोली बनाउने तरिका : हरेक सेक्सनबाट एक छात्रा सहित ३ जनाको १ टोली बनाउनुपर्ने छ ।
३. कार्यक्रम स्थान : क्याम्पस भवन, जडीबुटी
४. टोली दर्ता गर्ने
 - विहानी सत्रको लागि महेन्द्र ढकाल सम्पर्क नम्बर ९८४९३३७७४
 - दिवा सत्रको लागि सम्पर्क : टिका न्यौपाने-९८४३७७२४०९ र पडानन्द गुरागाई ९८९७३५८९४९

- नोट : १. एउटै सेक्सनबाट १ भन्दा बढी टोली भएमा १५ गते आन्तरिक प्रतियोगिताबाट उत्कृष्ट तीन जनाको टोली छनोट गरिने छ ।
२. १४ गते मंगलवार दिउँसो ३:०० बजेपछि आउने टोलीको दर्ता गरिने छैन ।

गोविन्दबहादुर काकी
क्याम्पस प्रमुख

Annex 54, Decision of IQAC to provide feedback about curriculum to TU

कोटेश्वर बहुमुखी क्याम्पस आन्तरिक गुणस्तर सुनिश्चितता समिति

.....०१.०२.०१,०१.०२.०१ २०७६

अध्यक्षता : क्याम्पस प्रमुख श्री गोविन्दबहादुर कार्की

समय : विहान ७:०० बजे

स्थान : आन्तरिक गुणस्तर सुनिश्चितता समितिको सचिवालय, का.म.न.पा.-३२, जडिबुटी, काठमाडौं ।

उपस्थिति

क्र.सं.	नाम थर	पद	हस्ताक्षर
१.	श्री गोविन्दबहादुर कार्की	संयोजक	
२.	श्री नन्दीकेशर नेपाल	सदस्य	
३.	श्री सुमन पोखरेल	सदस्य	
४.	श्री प्रकाश पोखरेल	सदस्य	
५.	श्री लेखनाथ घिमिरे	सदस्य, प्राध्यापक संघ सभापति	
६.	श्री मदन गौतम	सदस्य, विभागीय प्रमुख	
७.	श्री सेदुनाथ ढकाल	सदस्य, ,, ,,	
८.	श्री धीरज बुढाथोकी	सदस्य, ,, ,,	
९.	श्री उर्मिला सुनुवार	सदस्य, उपप्राध्यापक	
१०.	श्री न्हुच्छेलाल महर्जन	सदस्य, सामान्य प्रशासन शाखा प्रमुख	
११.	श्री गंगाप्रसाद शिवाकोटी	सदस्य, शैक्षिक प्रशासन शाखा प्रमुख	
१२.	श्री हरिकेशव अधिकारी	सदस्य, आर्थिक प्रशासन विभाग प्रमुख	
१३.	श्री भिम पतङ्गवा	सदस्य, शिक्षक अभिभावक संघ अध्यक्ष	
१४.	श्री माधव अधिकारी	सदस्य, स्वतन्त्र विद्यार्थी यूनियन अध्यक्ष	
१५.	श्री नारायण पराजुली	सदस्य, भूतपूर्व विद्यार्थी संघ(KMC Alumni) अध्यक्ष	

प्रस्तावहरू

१. विभिन्न तहका पाठ्यक्रममा देखिएका कैफियतबारे त्रि.वि. पाठ्यक्रम विकास केन्द्रलाई पृष्ठपोषण उपलब्ध गराउने सम्बन्धमा ।
२. Aptitude Test को Guidelines तयार पार्ने सम्बन्धमा ।
३. Aptitude Test सञ्चालन गर्ने सम्बन्धमा ।
४. दिवासत्रमा दिउँसो ३ :०० बजेसम्म पुस्तकालय खुला गर्ने सम्बन्धमा ।
५. सुभाष पेटीका राख्ने सम्बन्धमा ।
६. विद्यार्थी भर्नाको लागि Student Counselling Centre लाई जिम्मेवारी तोक्ने सम्बन्धमा ।
७. विविध ।

निर्णयहरू

१. प्रस्ताव नं.१ माथि छलफल गर्दा अध्यापनका सन्दर्भमा त्रिभुवन विश्वविद्यालयले विभिन्न तहका लागि तोकेको पाठ्यक्रममा केही थपघट गर्नुपर्ने देखिएमा त्यसको औचित्यता र आवश्यकताको आधारमा त्रिभुवन विश्वविद्यालयले आयोजना गर्ने सेमिनार, कार्यशाला गोष्ठीमा उपस्थित भई तथा सम्बन्धित कार्यालयमा लिखितरूपमा पृष्ठपोषण दिने निर्णय गरियो । यस्तै गर्दा समय सान्दर्भिक, इकाई अनुसार औचित्यपूर्ण, व्यवहारीक र उपयोगी पाठ्यक्रम अध्यापन गराउने अवसर मिल्नुका साथै लक्षित वर्गपनि लाभान्वित हुनुको साथै पाठ्यक्रमपनि न्यायोचित देखिने हुँदा सो कार्यको थालनि गर्ने निर्णय गरियो ।
२. प्रस्ताव नं. २ माथि छलफल गर्दा Aptitude Test को Guidelines निम्नलिखित क्षेत्रहरू समेटिने गरी प्रश्नहरू तयार पर्ने निर्णय गरियो । साथै उक्त निर्देशिका पनि सोही बमोजिम तयार पार्ने निर्णय गरियो ।

Annex 55, Minute of Keeping Suggestion box.

कोटेश्वर बहुमुखी क्याम्पस आन्तरिक गुणस्तर सुनिश्चितता समिति

.....०१/०२/०७,०२/०२/०७,०३/०२/०७

अध्यक्षता : क्याम्पस प्रमुख श्री गोविन्दबहादुर कार्की

समय : विहान ७:०० बजे

स्थान : आन्तरिक गुणस्तर सुनिश्चितता समितिको सचिवालय, का.म.न.पा.-३२, जडिबुटी, काठमाडौं ।

उपस्थिति

क्र.सं.	नाम थर	पद	हस्ताक्षर
१.	श्री गोविन्दबहादुर कार्की	संयोजक	
२.	श्री नन्दिकेशर नेपाल	सदस्य	
३.	श्री सुमन पोखरेल	सदस्य	
४.	श्री प्रकाश पोखरेल	सदस्य	
५.	श्री लेखनाथ घिमिरे	सदस्य, प्राध्यापक संघ सभापति	
६.	श्री मदन गौतम	सदस्य, विभागीय प्रमुख	
७.	श्री सेदुनाथ ढकाल	सदस्य, " "	
८.	श्री धीरज बुढाथोकी	सदस्य, " "	
९.	श्री उर्मिला सुनुवार	सदस्य, उपप्राध्यापक	
१०.	श्री न्हुच्छेलाल महर्जन	सदस्य, सामान्य प्रशासन शाखा प्रमुख	
११.	श्री गंगाप्रसाद शिवाकोटी	सदस्य, शैक्षिक प्रशासन शाखा प्रमुख	
१२.	श्री हरिकेशव अधिकारी	सदस्य, आर्थिक प्रशासन विभाग प्रमुख	
१३.	श्री भिम पतङ्गवा	सदस्य, शिक्षक अभिभावक संघ अध्यक्ष	
१४.	श्री माधव अधिकारी	सदस्य, स्वतन्त्र विद्यार्थी यूनियन अध्यक्ष	
१५.	श्री नारायण पराजुली	सदस्य, भूतपूर्व विद्यार्थी संघ(KMC Alumni) अध्यक्ष	

प्रस्तावहरू

१. विभिन्न तहका पाठ्यक्रममा देखिएका कैफियतबारे त्रि.वि. पाठ्यक्रम विकास केन्द्रलाई पृष्ठपोषण उपलब्ध गराउने सम्बन्धमा ।
२. Aptitude Test को Guidelines तयार पार्ने सम्बन्धमा ।
३. Aptitude Test सञ्चालन गर्ने सम्बन्धमा ।
४. दिवासत्रमा दिउँसो ३ :०० बजेसम्म पुस्तकालय खुला गर्ने सम्बन्धमा ।
५. सुभाष पेटीका राख्ने सम्बन्धमा ।
६. विद्यार्थी भर्नाको लागि Student Counselling Centre लाई जिम्मेवारी तोक्ने सम्बन्धमा ।
७. विविध ।

निर्णयहरू

१. प्रस्ताव नं.१ माथि छलफल गर्दा अध्यापनका सन्दर्भमा त्रिभुवन विश्वविद्यालयले विभिन्न तहका लागि तोकेको पाठ्यक्रममा केही थपघट गर्नुपर्ने देखिएमा त्यसको औचित्यता र आवश्यकताको आधारमा त्रिभुवन विश्वविद्यालयले आयोजना गर्ने सेमिनार, कार्यशाला गोष्ठीमा उपस्थित भई तथा सम्बन्धित कार्यालयमा लिखितरूपमा पृष्ठपोषण दिने निर्णय गरियो । यस्तो गर्दा समय सान्दर्भिक, इकाई अनुसार औचित्यपूर्ण, व्यवहारीक र उपयोगी पाठ्यक्रम अध्यापन गराउने अवसर मिल्नुका साथै लक्षित वर्गपनि लाभान्वित हुनुको साथै पाठ्यक्रमपनि न्यायोचित देखिने हुँदा सो कार्यको थालनी गर्ने निर्णय गरियो ।
२. प्रस्ताव नं. २ माथि छलफल गर्दा Aptitude Test को Guidelines निम्नलिखित क्षेत्रहरू समेटिने गरी प्रश्नहरू तयार पार्ने निर्णय गरियो । साथै उक्त निर्देशिका पनि सोही बमोजिम तयार पार्ने निर्णय गरियो ।



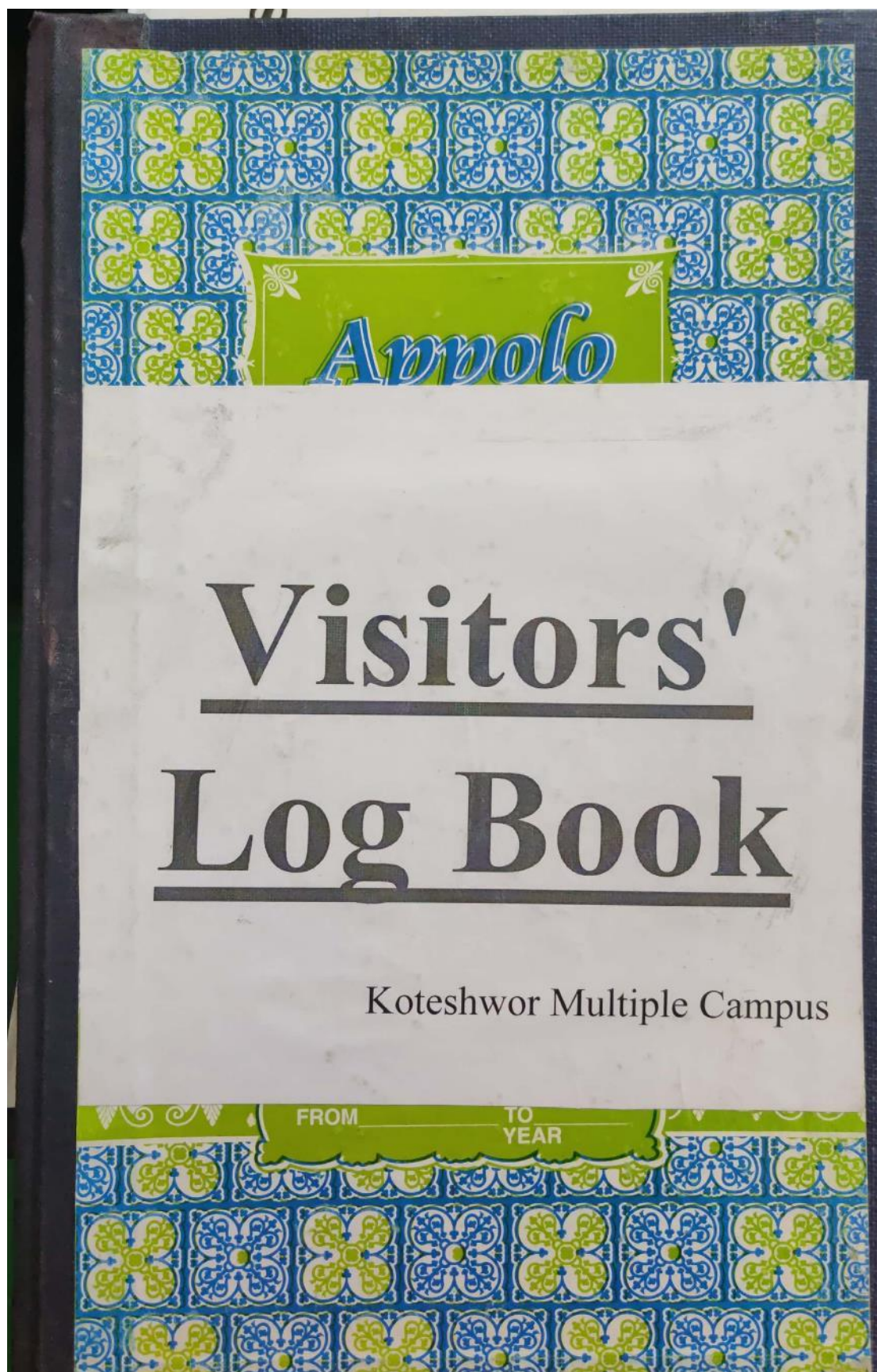
५. प्रस्ताव नं. ५ माथि छलफल गर्दा विद्यार्थी लगायत क्याम्पससँग सम्बन्धित सरोकारवालाहरूको सुझाव संकलनको लागि सुझावपेटीका राख्ने निर्णय गरियो ।

६. प्रस्ताव नं. ६ माथि छलफल गर्दा विद्यार्थी भर्नाको लागि Student Counselling Centre लाई जिम्मेवारी तोक्ने निर्णय गरियो ।

७. प्रस्ताव नं. ७ विविध शीर्षकमा छलफल गरी निर्णय गर्नुपर्ने प्रस्ताव नआएकोले आजको बैठकको समापन गरियो ।



Annex 56, Visitor Log Books



KOTESHWOR MULTIPLE CAMPUS

LIBRARY VISITORS' LOG BOOK

Sl. No. Name of the Student Library Visit Date Visit Purpose Signature Remarks

Sl. No.	Name of the Student	Library	Visit Date	Visit Purpose	Signature	Remarks
1	Pranisha Bhandari	1	20/08/2023	book renew	Pranisha Bhandari	
2	Dipak Chandra	1	20/08/2023	"	"	
3	Yasoda Shiwakoti	1	20/08/2023	"	"	
4	Arjun Bhandari	1	20/08/2023	"	"	
5	Sujan Bhandari	1	20/08/2023	"	"	
6	Sudip Bhandari	1	20/08/2023	"	"	
7	Sashi Bhandari	1	20/08/2023	"	"	
8	Sunil Meher	1	20/08/2023	"	"	
9	Tangshi Tamang	1	20/08/2023	"	"	
10	Bashu Meher	1	20/08/2023	"	"	
11	Anshu Bhandari	1	20/08/2023	"	"	
12	Rajul Thapa	1	20/08/2023	"	"	
13	Bal Kumbhar	1	20/08/2023	"	"	
14	Ravita Thakur	1	20/08/2023	"	"	
15	Kamal Regmi	1	20/08/2023	"	"	
16	Chandra K. Singh	1	20/08/2023	"	"	
17	Sushanta Singh	1	20/08/2023	"	"	
18	Dipesh Kishor	1	20/08/2023	"	"	
19	Ashok Choudhary	1	20/08/2023	"	"	
20	Sabitra Neopane	1	20/08/2023	"	"	
21	Yagna Rai	1	20/08/2023	"	"	
22	Ranjana Karki	1	20/08/2023	"	"	
23	Amita Paudyal	1	20/08/2023	"	"	
24	Soma Singh	1	20/08/2023	"	"	
25	Narayan Singh	1	20/08/2023	"	"	
26	Kamal Singh	1	20/08/2023	"	"	
27	Samir Singh	1	20/08/2023	"	"	
28	Sonu Rawal	1	20/08/2023	"	"	
29	Suresh Karki	1	20/08/2023	"	"	
30	Niraj K. Bhandari	1	20/08/2023	"	"	
31	Melina Pahari	1	20/08/2023	"	"	
32	Sunil B. Pahari	1	20/08/2023	"	"	

Library

Sl No	Name of the Student	Time	Visit Date	Mobile No.	Visit Purpose	Signature
24	Bal Krishna Neupane	7:24	20/05/16	9802020202	Nil Roll	<i>[Signature]</i>
25	Prithvi Choudhary	9:00	20/09/17	9825607500		<i>[Signature]</i>
26	Tej Bahadur Bhatta	9:10	"	98255392076		<i>[Signature]</i>
27	Chitranarayan Lama	9:10	06/09/17	98350555		<i>[Signature]</i>
28	Preraj Singh	9:35	08/17	9818531982		<i>[Signature]</i>
39	Pooja Koiri	9:30	18/17	9855252000		<i>[Signature]</i>
40	Pooja Koiri	9:49	18/17	98246792092		<i>[Signature]</i>
41	Kabita Shrestha	9:52		9823656651		<i>[Signature]</i>
42	Surya Poudel	10:00	09-11-2022	9840551771		<i>[Signature]</i>
43	Prabin Poudel	10:00	28-11-2022	9844381502		<i>[Signature]</i>
44	Jaywardan Ghimire	10:00	"	9851102533	Book Return	<i>[Signature]</i>
45	Rejina Jaishi	10:10	23-11-2022	9851102533	Book Return	<i>[Signature]</i>
46	Savita Rijal	10:15	23-07-18-2022	9818136030	Book Return	<i>[Signature]</i>
47	Martha Samuwar	10:15	07-08-2022	9818515153	Book Return	<i>[Signature]</i>
48	Subham Pamiyar	10:25	07-08-2022	9822625451	Book Return	<i>[Signature]</i>
49	Binita Thapa	10:45	07-08-2022	9863445146	Book Return	<i>[Signature]</i>
50	Abhishek Samarkota	10:15	07-08-2022	9849804360	Book Return	<i>[Signature]</i>
51	Sagar Phadkat	11:05	07-08-2022	981537412	Book Return	<i>[Signature]</i>
52	Arish Karki	11:20	07-08-2022	976225815	Reading	<i>[Signature]</i>
53	Prasanna Karki	11:32	"	9809101847		<i>[Signature]</i>
54	Rishi Bhatta	11:31	"			<i>[Signature]</i>
55	Bren Bhatta	11:31	"	984597720		<i>[Signature]</i>
56	Madan Guratan	11:31	"	98855308		<i>[Signature]</i>
57	Manisha Nepal	11:31	"	9823100800		<i>[Signature]</i>
58	Amita Thapa	11:50	"	9823051800	Book Return	<i>[Signature]</i>
59	Pooja Gupta	11:50	"	9819101357	Book Return	<i>[Signature]</i>
60	Amit Singh	12:10	"	9819101357	Book Return	<i>[Signature]</i>
61	Rajendra Chaudhary	12:00	"	9819101357	Book Return	<i>[Signature]</i>
62	Sandeep Chaudhary	12:00	"	9819101357	Book Return	<i>[Signature]</i>
63	Shakti Chaudhary	12:00	"	9819101357	Book Return	<i>[Signature]</i>
64	Sadika Basnet	12:01	"	9819101357	Book Return	<i>[Signature]</i>
65	Rishi Chaudhary	12:02	"	9819101357	Book Return	<i>[Signature]</i>
66	Sandeep Chaudhary	12:03	"			<i>[Signature]</i>

Annex 57, Grants for Mini research and collaborative research.



KOTESHWOR MULTIPLE CAMPUS

KOTESHWOR, KATHMANDU

01-4455145, 01-4155266

Campus

V.No. 64.

JOURNAL VOUCHER

Date: 13-05-2079

S.N.	Particulars	L/F	Debit	Credit
	Advance salary	000		
	Mini Research Grant			
	→ Chandra Badana Rai - 15000			
	→ Devraj Upadhyay - 15000			
	→ Bharat Rai - 10000			
	→ Gokul Pokhrel - 10000			
	→ Sata Ram Rana - 10000		60,000/-	
	Tg Kumari Basak			60,000/-
	(Being mini Research Advance purchase - teacher paid to KSL)			
	Total			
	Written By:		Recommended by:	Approved By:

दिनांक : 20/03/20

श्री म्यामल प्रमुख ज्यू

कोलेजल व. म्यामल (ए. एडिबुटी), मुंबाई

विषय : Faculty Research Grants के फॉर्मो लिखना उपलब्ध
जराइ पाउ

महोदय

उपरोक्त सन्वयना पर कोलेजल व. म्यामल (ए. एडिबुटी) RMC में
Mini-Research र Collaborative Research जका लागे proposal
आवेदन गाले चेश गला proposal एके RMC के guidelines
मा पालना गर वमोजिम मुल्याङ्कन समितिके viva/defense
काम सम्पन्न जराइ एके र RMC ले उत्तु Research
सम्पन्न गाले Grant निबन्धन गाले एके RMC Guidelines
मा उपलब्ध गर वमोजिम पर म्यामल (ए. एडिबुटी) विगतको पुचलन
अनुसार Agreement गाले एके मुक्तानि जनुपे 90 %
(Collaborative Grant के जमा 60,000 के र Mini-Research
Grant के 80,000 के) रकम Agreement जाले वमोजिम
मुक्तानि जराइ दिनु अनुसूचि गरिनु ।
Agreement के copy म्यामल (ए. एडिबुटी) संलग्न छे

लेखा
20/03/2020/06/06 के Budget
जराइ एके RMC
उपलब्ध गरिनु मागे
जराइ एके RMC
जराइ एके RMC
20/03/20

निवेदन
मुक्तानि जनुपे 90 %
RMC प्रमुख



**Koteshwor
MULTIPLE CAMPUS**

Faculty Research Grant Agreement
F.Y. 2078/79 (2021/22)

This agreement is made on this 19th day of June, 2022 by and between:

1. Koteshwor Multiple Campus, Koteshwor, Kathmandu, Nepal
and
2. Principal Researcher: Chandra Badana Rai
3. Co-Researcher-1: Bisad Kumar Karki
4. Co-Researcher-2, [if any]:

in connection with the following KMC Mini- Research / Collaborative Research Grant:

Type and Year of Grant: KMC Mini- Research / Collaborative Research Grant 2078/79
Research Project:

Determining factors of Dropout Rate in Bachelor's
level at Koteshwor Multiple Campus

Date of Award: June 19, 2022

Date of Signing of Agreement by the KMC Research Management Cell Head: June 19, 2022

The parties hereby agree to abide by the following terms and conditions:

Terms and Conditions

A. Right, Duties and Obligation of the KMC

1. Determine the amount of the grant to be awarded for the Faculty Research Project based on the proposed budget on the Research Proposal and the need assessment made by the Research Management Cell (RMC).
2. Disburse the approved grant in installments to the Principal Researcher according to the scheme outlined in KMC Mini-Research Guideline.
3. Periodically monitor the progress.
4. Take action in the case of unsatisfactory progress, negligence or misconduct on the part of the Researchers.
5. Provide a Certificate of Grant Award and Completion to the Principal Researcher and the Co-Researchers upon the completion of the project marked by the submission of the final report of the Project to the KMC.

B. Grant Disbursement

1. The Faculty Research Budget Estimate prepared based on the budget estimate outline given on guideline and approved by KMC as an estimate is attached in the Annex of this agreement and shall be used as reference for allowable expenditure and approval by the RMC for adjustment during the project period.



2. The Research Fund is transferred to the Principal Researcher in installments outlined in guideline to be disbursed.
3. The procedure for the disbursement of the Research Fund from the Institution to the Principal Researcher in installments is as follows:
 - a. The Principal Researcher and Co-Researchers prepare a plan for research activities/procurement with cost estimation and submit it to the RMC for approval.
 - b. The RMC provides a letter of approval to the Principal Researcher. The RMC may also suggest a revision in the plan.
 - c. The Principal Researcher submits a request for the fund to the Institution along with the plan of activities/procurement and cost estimation, and the letter of approval received from the RMC.
 - d. The Institution disburses the requested funds to the Principal Researcher.
 - e. The RMC audits the Research Project expenditure following the rules of the Institution.
4. The Overhead Cost is for covering research management costs incurred by the RMC. The Research Management Cell in the Institutions is expected to receive a whole of the Overhead Cost.
5. The Final Report must include the expenditure report of the research project.

Table 1: Grant Disbursement Scheme:

KMC Mini- Research / Collaborative Research Grant

Installments
I. 25% after the signing of the agreement.
II. 75% after submitting the duly completed final report to the RMC of KMC.

C. Obligation of the Principal Researcher and Co-Researchers

1. The Researchers and the students conducting the research must maintain a Research Logbook recording all activities and relevant notes on a daily basis (on all active days).
2. Maintain the highest level of academic integrity and research ethics.
3. Make honest and best use of the research fund. The research fund can only be used to cover allowable expenditure as specified in the Budget Estimate. All applicable financial rules must be followed for payments.
4. Accommodate the RMC's reviewers' suggestions on the research proposal and periodic progress reports. Submit a progress report on every two months. The progress report should be 5-10 pages (3,000-5,000 words) and should include information about progress in research, academic activities along with expenditure details.

D. Other Conditions

1. The Principal Researcher and Co-Researchers declare that the proposed research is original and has not been submitted in full to any funding agency other than the KMC for funding.
2. The Principal Researchers and Co-Researchers declare that they have read and understood The KMC Guidelines regarding Research Misconduct.
3. Before the agreement, the RMC will provide the research team with the comments by the proposal reviewers, the oral presentation evaluators and information about the grant approved by the KMC. The team is required to revise the research proposal and budget details accordingly.
4. After signing the agreement, any major changes in the title or the objectives of the research project are not allowed. A minor change may be permitted by the RMC upon the recommendation of the RMC reviewers or the Evaluation Committee.



5. Progress reports, publications in peer-reviewed journals, paper presentations in seminars/workshops, etc. are the major output indicators to be used to evaluate the performance of the Researchers.
6. If the progress is found unsatisfactory by the RMC reviewers, the RMC will notify the Principal Researcher, Co-Researchers and the Institution and give directions for improvement. The RMC might take action; withhold the disbursement of the Research Fund or the termination of the contract if a persistent lack of progress or negligence is found.
7. Research misconduct and any unethical activity are punishable. It is the RMC's obligation to conduct the investigation on any suspected or alleged research misconduct. RMC that do not have adequate resources to conduct such an investigation might request the KMC for assistance. Any proceeding in the case of research misconduct will involve four steps of action consisting of Inquiry, Investigation, Adjudication and Appeal, and shall be carried out with fairness and expedience as fundamental principles.
8. The Research must be completed within 6 month from the date of the first installment of the grant is disbursed. The contract will be effective from the date of release of first installment. If the research team is unable to submit the final report on stipulated time, the whole research team will be listed in the KMC barred list (will not be eligible to apply for further KMC grants).
9. In case of disputes with any issues with this agreement, the KMC reserves the right to give the final decision.

1. On behalf of the KMC

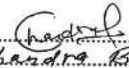
Signature: 
 Name: Sedunath Dhakal
 Position: RMC Head
 Koteswor Multiple Campus
 Date: June 10, 2022
 [Official Seal]



3. On behalf of KMC

Signature:
 Name:
 Position:
 Institution:
 Address:
 Telephone:
 Mobile:
 Email:
 Date:

2. Principal Researcher

Signature: 
 Name: Chandra Badana Rai
 Position: Lecturer
 Institution: Koteswor Multiple Campus
 Address: Tadiwaha, Kathmandu
 Telephone:
 Mobile: 9841526189
 Email:

4. Co-Researcher-1

Signature: 
 Name: Binod Kumar Karki
 Position: Lecturer
 Institution: Koteswor Multiple Campus
 Address: Tadiwaha, Kathmandu
 Telephone: 0
 Mobile: 9841897410
 Email: binodkarki42@gmail.com
 Date:

Annex: KMC Mini- Research / Collaborative Research Grant - Budget Estimate

Principal Researcher:

Chandra Badana Rai

Title of Project:

*Determining Factors of Dropout Rate in Bachelor's Level
at Koteswar Multiple Campus*

Award No.: KMC Mini- Research / Collaborative Research Grant -78/79-.....

Date of Award: *June 19, 2022*

Date of Signing of Agreement by the KMC Coordinator: *June 19, 2022*

Budget Estimate:

[Select the headings relevant to your project. Delete unused rows.]

SN	Particulars	Remarks	Total cost (Rs.)
A	Special Task Based Remuneration ($\leq 10\%$)		
	Proposal preparation		5,000/-
	Tools development		3,000/-
	Progress report preparation		5,000/-
	Data analysis		5,000/-
	Research article manuscript preparation		4,000/-
	Special experiment/task (specify)		
D	Field Costs		
	Travel cost		
	Daily allowance (Researchers, Assistants, Enumerators)	As per rule	20,000/-
	Travel gears		
	Other (specify)		7,000/-
	Special Professional Service		
	Data Analysis		5,000/-
G	Student Support		
	Research Cost (if separate)	As per need	
H	Facilities and Administrative Cost		
	Institutional Overhead Cost (10%)		6,000/-
	Subtotal		
	Grand Total		60,000/-
	KMC Grant Approved		
	Fund from other source [if identified, specify]		
	Fund from other source (not yet identified)		

Chandra
Principal Researcher

Prakash
KMC RMC Head
(For official use)





Koteshwor
MULTIPLE CAMPUS

Faculty Research Grant Agreement
F.Y. 2078/79 (2021/22)

This agreement is made on this 19th day of June, 2022 by and between:

1. Koteshwor Multiple Campus, Koteshwor, Kathmandu, Nepal
and
2. Principal Researcher: Dev Raj Upadhyay
3. Co-Researcher-1: Dr. Binod Ghoshore
4. Co-Researcher-2, [if any]:

in connection with the following KMC Mini- Research / Collaborative Research Grant:

Type and Year of Grant: KMC Mini- Research / Collaborative Research Grant 2078/79
Research Project:

Determinants of Employees' Performance in
Nepalese Commercial Banks

Date of Award: June 19, 2022

Date of Signing of Agreement by the KMC Research Management Cell Head: June 19, 2022

The parties hereby agree to abide by the following terms and conditions:

Terms and Conditions

A. Right, Duties and Obligation of the KMC

1. Determine the amount of the grant to be awarded for the Faculty Research Project based on the proposed budget on the Research Proposal and the need assessment made by the Research Management Cell (RMC).
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3. Periodically monitor the progress.
4. Take action in the case of unsatisfactory progress, negligence or misconduct on the part of the Researchers.
5. Provide a Certificate of Grant Award and Completion to the Principal Researcher and the Co-Researchers upon the completion of the project marked by the submission of the final report of the Project to the KMC.

B. Grant Disbursement

1. The Faculty Research Budget Estimate prepared based on the budget estimate outline given on guideline and approved by KMC as an estimate is attached in the Annex of this agreement and shall be used as reference for allowable expenditure and approval by the RMC for adjustment during the project period.

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3. The procedure for the disbursement of the Research Fund from the Institution to the Principal Researcher in installments is as follows:
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 - b. The RMC provides a letter of approval to the Principal Researcher. The RMC may also suggest a revision in the plan.
 - c. The Principal Researcher submits a request for the fund to the Institution along with the plan of activities/procurement and cost estimation, and the letter of approval received from the RMC.
 - d. The Institution disburses the requested funds to the Principal Researcher.
 - e. The RMC audits the Research Project expenditure following the rules of the Institution.
4. The Overhead Cost is for covering research management costs incurred by the RMC. The Research Management Cell in the Institutions is expected to receive a whole of the Overhead Cost.
5. The Final Report must include the expenditure report of the research project.

Table 1: Grant Disbursement Scheme:

KMC Mini- Research / Collaborative Research Grant

Installments
I. 25% after the signing of the agreement.
II. 75% after submitting the duly completed final report to the RMC of KMC.

C. Obligation of the Principal Researcher and Co-Researchers

1. The Researchers and the students conducting the research must maintain a Research Logbook recording all activities and relevant notes on a daily basis (on all active days).
2. Maintain the highest level of academic integrity and research ethics.
3. Make honest and best use of the research fund. The research fund can only be used to cover allowable expenditure as specified in the Budget Estimate. All applicable financial rules must be followed for payments.
4. Accommodate the RMC's reviewers' suggestions on the research proposal and periodic progress reports. Submit a progress report on every two months. The progress report should be 5-10 pages (3,000-5,000 words) and should include information about progress in research, academic activities along with expenditure details.

D. Other Conditions

1. The Principal Researcher and Co-Researchers declare that the proposed research is original and has not been submitted in full to any funding agency other than the KMC for funding.
2. The Principal Researchers and Co-Researchers declare that they have read and understood The KMC Guidelines regarding Research Misconduct.
3. Before the agreement, the RMC will provide the research team with the comments by the proposal reviewers, the oral presentation evaluators and information about the grant approved by the KMC. The team is required to revise the research proposal and budget details accordingly.
4. After signing the agreement, any major changes in the title or the objectives of the research project are not allowed. A minor change may be permitted by the RMC upon the recommendation of the RMC reviewers or the Evaluation Committee.



5. Progress reports, publications in peer-reviewed journals, paper presentations in seminars/workshops, etc. are the major output indicators to be used to evaluate the performance of the Researchers.
6. If the progress is found unsatisfactory by the RMC reviewers, the RMC will notify the Principal Researcher, Co-Researchers and the Institution and give directions for improvement. The RMC might take action; withhold the disbursement of the Research Fund or the termination of the contract if a persistent lack of progress or negligence is found.
7. Research misconduct and any unethical activity are punishable. It is the RMC's obligation to conduct the investigation on any suspected or alleged research misconduct. RMC that do not have adequate resources to conduct such an investigation might request the KMC for assistance. Any proceeding in the case of research misconduct will involve four steps of action consisting of Inquiry, Investigation, Adjudication and Appeal, and shall be carried out with fairness and expedience as fundamental principles.
8. The Research must be completed within 6 month from the date of the first installment of the grant is disbursed. The contract will be effective from the date of release of first installment. If the research team is unable to submit the final report on stipulated time, the whole research team will be listed in the KMC barred list (will not be eligible to apply for further KMC grants).
9. In case of disputes with any issues with this agreement, the KMC reserves the right to give the final decision.

1. On behalf of the KMC

Signature: 
 Name: Sedunath Dhakal
 Position: RMC Head
 Koteswor Multiple Campus
 Date: June 19, 2022
 [Official Seal]

3. On behalf of KMC

Signature:
 Name:
 Position:
 Institution:
 Address:
 Telephone:
 Mobile:
 Email:
 Date:

2. Principal Researcher

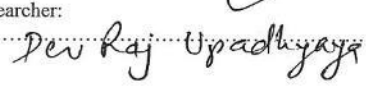
Signature: 
 Name: Dev Raj Upadhyaya
 Position: Lecturer
 Institution: KMC
 Address: Lalasattal,
 Telephone:
 Mobile: 9849152584
 Email:

4. Co-Researcher-1

Signature: 
 Name: Dr. Binod Ghimire
 Position: Lecturer
 Institution: KMC
 Address: Bhaletapur
 Telephone:
 Mobile: 9851080972
 Email: bin.ghimire@gmail.com
 Date: June 19, 2022

Annex: KMC Mini- Research / Collaborative Research Grant - Budget Estimate

Principal Researcher:



Title of Project:

Determinants of Employees' Performance in Nepalese Commercial Banks

Award No.: KMC Mini- Research / Collaborative Research Grant -78/79.....

Date of Award: *June 19, 2022*

Date of Signing of Agreement by the KMC Coordinator: *June 19, 2022*

Budget Estimate:

[Select the headings relevant to your project. Delete unused rows.]

SN	Particulars	Remarks	Total cost (Rs.)
A	Special Task Based Remuneration ($\leq 10\%$)		
	Proposal preparation		5,000/-
	Tools development		3,000/-
	Progress report preparation		5,000/-
	Data analysis		5,000/-
	Research article manuscript preparation		4,000/-
	Special experiment/task (specify)		
D	Field Costs		
	Travel cost		
	Daily allowance (Researchers, Assistants, Enumerators)	As per rule	20,000/-
	Travel gears		
	Other (specify)		7,000/-
	Special Professional Service		
	Data Analysis		5,000/-
G	Student Support		
	Research Cost (if separate)	As per need	
H	Facilities and Administrative Cost		
	Institutional Overhead Cost (10%)		6,000/-
		Subtotal	
		Grand Total	60,000/-
		KMC Grant Approved	
		Fund from other source [if identified, specify]	
		Fund from other source (not yet identified)	

[Signature]
Principal Researcher

[Signature]
KMC Head
(For official use)



श्री प्रबन्धक ज्यू,
कुमारी बैंक लि.
शाखा- कोटेश्वर, काठमाडौं ।



२०७९/१०/१३

विषय: Mini Reasearch रकम ट्रान्सफर बारे ।

उपर्युक्त विषयमा यस क्याम्पसका शिक्षकहरुको Mini Reasearch बापतको रकम त्यस बैंकमा खोलिएको यस क्याम्पसको चलित खाता नं. C1082 KTS बाट संलग्न लिष्टमा उल्लेख गरिएको नाम र खाता नं.मा वर्गीकरण अनुसार हुन आउने जम्मा रु ६०,०००।०० अक्षरेपि साठि हजार हजार रुपैया मात्र) ट्रान्सफर गरिदिने व्यवस्थाको लागिहार्दिक अनुरोध गर्दछौं ।


हरि केशव अधिकारी
लेखा अधिकृत

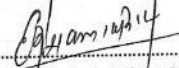
संलग्न:
शिक्षक/कर्मचारीहरुको
नाम, खाता नं. र रकम विवरण



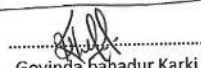

गोविन्दबहादुर कार्की
क्याम्पस प्रमुख

Koteshwor Multipal campus

Name	A/c No.	Amount
Chandra Badana Rai	0210013561000001	15000
Dev raj upadhaya	0210013694800001	15000
Bharat Rai	0210013563500001	10000
Gokul Pokhrel	0050006640600001	10000
Data Ram Karki	0210038580700001	10000
Total		60000


 Hari Keshab Adhikari
 Account Officer




 Govinda bahadur Karki
 Campus Chief

Annex 58, Minutes of conducting different social activities

आज मिति २०८१/०८/२६ गते बुधवारका दिन यस कोटेश्वर. व. क्याम्पसको मानविकी तथा समाजशास्त्र संकाय अन्तर्गत ग्रामीण विकास, आमशासन र समाजशास्त्र विभागको विभागीय बैठक विभागीय प्रमुख मनोज अधिकारीको अध्यक्षतामा वसी निम्न लिखित प्रस्तावहरू माथि छलफल गरी निम्न निर्णय गरियोः-

- | | | |
|--------------------|----------------|--|
| १. मनोज अधिकारी | विभागीय प्रमुख | |
| २. सुमन पोखरेल | स. क्या. प्र. | |
| ३. लखनाथ धोम्रे | सदस्य | |
| ४. चेतनाथ धोम्रे | " | |
| ५. नरेन्द्र मिश्रा | " | |
| ६. कल्पना मरहठ्ठा | " | |
| ७. पार्वती थापा | " | |
| ८. सञ्जीव नेपाल | " | |
| ९. गोकुल पोखरेल | विशेष उपस्थिति | |
| १०. भरत धोम्रे | " | |

प्रस्तावहरूः

१. समाजकार्यमा अध्ययनरत विद्यार्थीको दक्षता अभिवृद्धि गर्न स्रोत-व्यक्ति द्वारा विशेष कक्षा सञ्चालन गर्ने।

२. विविध :-

निर्णयहरूः

१. प्रस्ताव नं. १ मा छलफल गर्दा यस क्याम्पसमा अध्ययनरत समाज-कार्य प्रथम वर्ष र द्वितीय वर्षका विद्यार्थीहरूको दक्षता अभिवृद्धि गर्न NAIT नेपालका श्री सुधीर भट्टराईबाट स्रोत व्यक्तिको रूपमा 'वैदिक अपाङ्गता र विशेष शिक्षा' विषयमा मिति २०८१/०८/२६ गते १०-१२ बजेसम्म विशेष कक्षा सञ्चालन गर्ने निर्णय गरियो।
२. प्रस्ताव नं. २ मा छलफल गरी यस्ता अतिरिक्त विशेष दक्षता अभिवृद्धि गर्ने कक्षाहरूलाई निरन्तरता दिने निर्णय गरियो।

उपास्थिती

- [illegible]

28. Sajan Tamang
29. Baikuntha Dahal
30. Resant Rai
31. Raju Manato
32. Shashi Bham Sidor
33. Ganga Baelai
34. Ananta Nepali
35. Sarita yasmali
36. Sarita K. C
37. Asha Thapa
38. Nabina Karki
39. Sangita Khadka
40. Swasthani Giri
41. Saru Upadhyay
42. Pooja Dulal
43. Kabita Rai
44. Aparajita Tamang
45. Bhawana Batahari
46. Mahatamni uprett
47. Sajana Bajagain

Sajan Tamang
 Baikuntha Dahal
 Resant Rai
 Raju Manato
 Shashi Bham Sidor
 Ganga Baelai
 Ananta Nepali
 Sarita yasmali
 Sarita K. C
 Asha Thapa
 Nabina Karki
 Sangita Khadka
 Swasthani Giri
 Saru Upadhyay
 Pooja Dulal
 Kabita Rai
 Aparajita Tamang
 Bhawana Batahari
 Mahatamni uprett
 Sajana Bajagain

Memorandum of Understanding (MoU)

Between

Koteshwor Multiple Campus, Kathmandu, Nepal

And

Kumari Bank Limited, *Hereinafter referred as parties*



[Handwritten signature]

This **Memorandum of Understanding** is intended to promote internship program between the aforementioned two parties

The MoU is entered into on the 4th of September, 2018 by and between Koteswor Multiple Campus and Kumari Bank Limited, Koteswor

Purpose of Agreement:

The purpose of this agreement is to work together towards aligning learning obtained by students of academic institution with professional banking system.

Areas of Cooperation

Subject to the availability of funds, resources and approval of the authorized representatives both institutions agree to develop collaborative projects.

- I. Internship
- II. Institutionalization of cooperation
- III. Enhance closer relations between two parties
- IV. Collaboration in banking and academics
- V. Community service through effective collaboration
- VI. Explore opportunities and develop joint projects to collaborate in future.

Objectives of the MoU:

- I. To enhance cooperation between KMC and Kumari Bank.
- II. To collaborate in internship system.
- III. To collaborate in facilitating the process of sending students to Kumari Bank for internship at Kumari Bank.
- IV. To encourage students of KMC for banking research and internship at Kumari Bank.
- V. To advocate for banking and business friendly environment.
- VI. To generate new human resource for banking sector.

Proposed Modes of Partnership:

- I. Specific projects will be worked out by the institutes depending upon availability of resources. A specific agreement will be entered into for each project activity.
- II. Joint projects will be worked out by institutes depending upon availability of resources.

Implementation:

- I. All programs or activities implemented under the terms of this Memorandum of Understanding shall be mutually agreed
- II. The parties will develop and coordinate specific programs or activities between them.

Duration and Renewal of Agreement:

This Memorandum of Understanding will become effective immediately after signature by the representatives of both institutions for a period of five years and is subject to revision of modification by mutual agreement.



[Handwritten signature]



[Handwritten signature]



Amendments:

- I. This Memorandum of Understanding may be amended by a written agreement signed by the representatives of both institutions.
- II. In the event of any unforeseen incidents during collaborative activities in either institution, both institutions agree to negotiate a mutually acceptable solution.
- III. Should any disagreement arise out of the application, interpretation or implementation of this MoU, both institutions agree to negotiate a mutually acceptable solution.

Termination of Agreement:

- I. This MoU shall be terminated automatically if it is not renewed within three months of expiry date.
- II. This MoU may, at any time during its period of validity, be terminated by either party upon prior notice to the other in writing not later than three months before expected date of termination, provided that such termination shall not affect the completion of any project activity underway at this particular time.

Governing Law:

- I. This MoU shall be construed and governed by the laws of Nepal

Approval:

- I. In MoU with the above terms of participation, the authorized representatives of Koteswor Multiple Campus and Kumari Bank hereby affix signatures.

Name and Signature of Representative,

Mr. Govinda Bahadur Karki, M. Phil.

Campus Chief, Koteswor Multiple Campus



Witness:

Nandi Keshar Nepal,
Asst. Campus Chief, KMC

Name and Signature of Representative

Ms. Samjhana Rana

Branch Manager, Kumari Bank, Koteswor



Witness

Bashudev Giri

Relationship Manager-KBL

Date: 2075/05/19

Memorandum of Understanding (MoU)

Between

Koteshwor Multiple Campus¹, Kathmandu, Nepal

And

NIC ASIA Bank Limited

Hereinafter referred as parties

¹Koteshwor Multiple Campus (KMC) establish in 2047 B.S. is located at Koteshwor, Kathmandu, Nepal. It offers Ten plus two (10+2) programs on Management, Humanities and Education affiliated with National Examination Board (NEB) and Bachelor of Business Studies (BBS), Bachelor of Arts (BA) and Bachelor of Education (B.Ed.) affiliated with Tribhuvan University (TU). It also offers Master of Business Studies (MBS) affiliated with Tribhuvan University (TU).

This **Memorandum of Understanding** is intended to promote internship program between the
aforementioned two parties

The MoU is entered into on the -----day of -----, 2018 by and between Koteshwor Multiple
Campus and NIC ASIA Bank Limited

Purpose of Agreement:

The purpose of this agreement is to work together towards aligning learning obtained by students of
academic institution with professional banking system.

Areas of Cooperation

Subject to the availability of funds, resources and approval of the authorized representatives both
institutions agree to develop collaborative projects.

- I. Internship
- II. Institutionalization of cooperation
- III. Enhance closer relations between two parties
- IV. Collaboration in banking and academics
- V. Community service through effective collaboration
- VI. Explore opportunities and develop joint projects to collaborate in future.

Objectives of the MoU:

- I. To enhance cooperation between KMC and NIC ASIA Bank.
- II. To collaborate in internship system.
- III. To collaborate in facilitating the process of sending students to NIC ASIA Bank for internship at
NIC ASIA Bank.
- IV. To encourage students of KMC for banking research and internship at NIC ASIA Bank.
- V. To advocate for banking and business friendly environment.
- VI. To generate new human resource for banking sector.

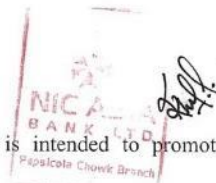
Proposed Modes of Partnership:

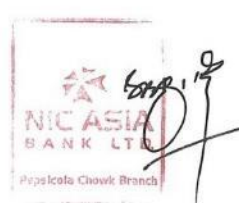
- I. Specific projects will be worked out by the institutes depending upon availability of resources.
A specific agreement will be entered into for each project activity.
- II. Joint projects will be worked out by institutes depending upon availability of resources.

Implementation:

- I. All programs or activities implemented under the terms of this Memorandum of Understanding
shall be mutually agreed
- II. The parties will develop and coordinate specific programs or activities between them.

Duration and Renewal of Agreement:





- I. This Memorandum of Understanding will become effective immediately after signature by the representatives of both institutions for a period of two years and is subject to revision of modification by mutual agreement.

Amendments:

- I. This Memorandum of Understanding may be amended by a written agreement signed by the representatives of both institutions.
- II. In the event of any unforeseen incidents during collaborative activities in either countries, both institutions agree to negotiate a mutually acceptable solution.
- III. Should any disagreement arise out of the application, interpretation or implementation of this MoU, both institutions agree to negotiate a mutually acceptable solution.

Termination of Agreement:

- I. This MoU shall be terminated automatically if it is not renewed within one months of expiry date.
- II. This agreement may, at any time during its period of validity, be terminated by either party upon prior notice to the other in writing not later than three months before expected date of termination, provided that such termination shall not affect the completion of any project activity underway at this particular time.

Approval:

- I. In agreement with the above terms of participation, the authorized representatives of Koteswor Multiple Campus and NIC ASIA Bank hereby affix signatures.

Name and Signature of Representative,

Mr. Govinda Bahadur Karki, M.Phil.

Campus Chief

Koteswor Multiple Campus

Shreeram Gili, Deputy Chief of Regional Office

Name and Signature of Representative

NIC ASIA Bank, Baymali Regional Office,
Bade Benda, Kathmandu.

AGREEMENT
BETWEEN
EVEREST BANK LTD
AND
Koteshwor Multiple COLLEGE

This Contract is made on *Koteshwor Multiple campus* between Everest Bank Limited a public limited company incorporated under the laws of Nepal, having its registered office at EBL House, Kathmandu Metropolitan City, G. P. O. Box 13384, Lazimpat, Kathmandu, Nepal, (hereinafter called the "Bank") and *Koteshwor Multiple campus* college affiliated with *Tribhuvan University* university of Nepal with registration No. at Office, Govt. Of Nepal, having its registered office at Nepal, (hereinafter called the "College").

WHEREAS, the College is desirous to provide Students for the purpose of 3 months Academic internship course approved by the college and Bank is accepting the offer of the College based on the terms and conditions stipulated in this Agreement.

THEREFORE, now both the parties agree to comply with the terms and conditions set forth herein below:

- 1) The college shall provide their students to perform internship course in Bank with the Recommendation Letter of College. Academic internship course detail, name and photograph of their students along with the ID card and copy of citizenship of those students. Those students must wear their ID cards with photo depicting ID at all times during their duty at the Bank premises, otherwise entry may be restricted by the security personnel of the Bank.
- 2) The reporting time shall be 9: 45 AM to 5: PM from Sunday to Thursday and for Friday 9: 45 AM to 3: 00 PM will be the working hours at Bank and Saturday and other public holiday Bank also remains closed.
- 3) The assigned student shall work under the supervision of Bank's staff for daily functions as a intern student learner only.
- 4) These student will be assigned in different units/branches of the Bank as per the requirement of Bank. If he/she does not perform the assigned duty due to any reason whatsoever, he/she must inform the Bank promptly and Bank will forward the information to the college through the mode of Telephonic call/SMS/ email/letter at the discretion of Bank.
- 5) The Bank has the right to accept/reject such internship package of students without mentioning the reason whatsoever.
- 6) If the student willing to visit other Branch of the Bank, permission must be taken from the concerned Branch Manager or incumbent where he/she is assigned, without permission of Branch Manager or incumbent he/she cannot leave the bank premises.
- 7) The relationship of the student with the Bank will be a intern student only for the purpose of fulfilling his/her academic course only. He/She shall not be entitled to any benefits or rewards from the Bank as consideration of his/her contribution towards the Bank. However, Bank can provide any assistance/refreshment/allowance/support to such students as per the policy at its own discretion.

कोटेश्वर
बहुमुखी क्याम्पस
(त्रिभुवन विश्वविद्यालयबाट सम्बन्धन प्राप्त)



Koteswor
MULTIPLE CAMPUS
(Affiliated to Tribhuvan University)

आ.व.: ०७७/०७८

च.नं. १५/०७७

२०७७/०५/२८

श्रीमान् प्रबन्धकज्यू
एन. आई. सी एशिया बैंक लिमिटेड
उर्लावारी, मोरङ्ग ।



विषय: इन्टर्नसिप सम्बन्धमा ।

उपर्युक्त सम्बन्धमा स्नातक तह व्यवस्थापन संकाय, वि.वि.एस.का विद्यार्थीहरूको पाठ्यक्रम अनुसार इन्टर्नसिपको लागि पठाउनुपर्ने भएकोले यस क्याम्पसबाट वि.वि.एस. चौथो वर्षमा अध्ययनरत छात्रा एनी मोतेलाई त्यस बैंकमा इन्टर्नसिपको लागि पठाइएकोले आवश्यक व्यवस्था मिलाईदिनु हुन अनुरोध सहित सिफारिश गर्दछु ।


(गोविन्दबहादुर कार्की)
क्याम्पस प्रमुख

कोटेश्वर, काठमाडौं-३२, नेपाल
फोन : ०१-४१५५१४५, ४१५५२६६

 www.kotesworcampus.edu.np

 info@kotesworcampus.edu.np

Koteswor, Kathmandu-32, Nepal
Tel.: 01-4155145, 4155266

 www.facebook.com/koteswor.mc

Annex 60, Minutes of orientation programs

आज मिति: २०७९/०८/२९ गतेका दिन केरेक्टर
बहुमुखी क्याम्पस स्नातक तह प्रथम बर्ष मा
भर्ना भएका विद्यार्थीहरुको अभिमुखिकरण
कार्यक्रम सम्पन्न भयो।

क्र.सं.	उपास्थिति	हस्ताक्षर
	सभापति: - श्री रामबाबु नेपाल	रिजुल.
	प्रमुख अतिथि: श्री महेश्वर बहादुर पाँके	महेश्वर
	अतिथि: डा. सावित्री खरे	
"	प्रद्युम्न कुमार पौरेल	
"	प्रा. डा. जीवन कुमार गुरुङ	प्रा. डा. जीवन
"	अनादन अधिकारी	अनादन
	रत्न कुमार खरे	
	सुवर्ण कुमार कुर्मीचार्य	सुवर्ण
	गोविन्द पहाडु बाँकी	गोविन्द
	सुरेश पौरेल	सुरेश
	नवीन्द्र शर्मा नेपाल	नवीन्द्र
	सुभा पौरेल	सुभा
	मदन गौतम	मदन
	विजय कुमारी	विजय
	चन्द्रकान्त राई	चन्द्रकान्त
	कृष्ण प्रसाद गुरुङ	कृष्ण
	सौदाम्य ढाल	सौदाम्य
	मनोज्ञ अधिकारी	मनोज्ञ
	रुद्र महर्जन	रुद्र
	दिवा न्यौपाने (कार्यक्रम सञ्चालक)	दिवा
	गोविन्द वरुण	गोविन्द
	आर्य अधिकारी	आर्य
	विजय कुमारी	विजय
	नवराज अधिकारी	नवराज
	छदानन्द गुरुङ	छदानन्द
	गुल्मी प्रसाद पराजुली	गुल्मी

क्र.सं.	नाम	हस्ताक्षर
1	Nishan Mahat	Nishan
2	Bishal Tamang Theeng	B. T.
3	Nitaj Roka	Nitaj
4	Rajan Patel	Rajan
5	Nimisha Dhungana	Nimisha
6	Aaxju Gadhola	Aaxju
7	Baxsha Dahal	B. D.
8	Puspakala Kalle	P. K.
9	Tika Devi Neupane	T. D.
10	Aditi Banjara	Aditi
11	Samjhana Luitel	Samjhana
12	Susmita Luitel	Susmita
13	Apshara Thapa	Apshara
14	Rakul Kumar Mahale	Rakul
15	Nikita Rana	Nikita
16	Artana Khatwa	Artana
17	Rajan Rai	Rajan
18	Diksha Baniya	Diksha
19	Sangita maghi	Sangita
20	Abisha Dangol	Abisha
21	Milan Pariyar	Milan
22	Jyesh Chhimre	Jyesh
23	Prabhat Auje	Prabhat
24	Tejendra Luitel	Tejendra
25	Sabina Jitli	Sabina
26	Tika Kumari Khatri	Tika
27	Rachmila Bishwakarma	Rachmila
28	Deeya Nayajin	Deeya
29	Arisama Rai	Arisama
30	Sajana Mijar	Sajana
31	Santa Sunar	Santa
32	Lalita Shrestha	Lalita

क्र.सं.	नाम	हस्ताक्षर
33	Biparna Singh	Biparna
34	Triya Bhagel	Triya
35	Rabina Karki	Rabina
36	Sonika Rai	Sonika
37	Prithi Shrestha	Prithi
38	Sima Acharya	Sima
39	Sunila Ghatani	Sunila
40	Agusha Subedi	Agusha
41	Uma Kumari	Uma
42	Yogesh Khadai	Yogesh
43	Sushila Tamang	Sushila
44	Kopila Rai	Kopila
45	Pinju Kumari Shah	Pinju
46	Kamana Rai	Kamana
47	Alisa Karki	Alisa
48	Sormila Khatiwala	Sormila
49	Anisha Kuinkel	Anisha
50	Kashada Ghale	Kashada
51	Roshani Shahi	Roshani
52	Aarshi Rai	Aarshi
53	Lalpara Tamang	Lalpara
54	Pranmala Pradhan	Pranmala
55	Menika Pradhan	Menika
56	Sweeta Acharya	Sweeta
57	Sangina Tamang	Sangina
58	Shova Chormakar	Shova
59	Babita Karki	Babita
60	Ganga Basnet	Ganga
61	Asmita Khadai	Asmita
62	Biswata Dhital	Biswata
63	Amika Singdan	Amika
64	Roshni Lapchan	Roshni

क्र.सं.	नाम	हस्ताक्षर
55.	Bramila Budhathoki	<i>Bramila</i>
56.	Shamila Shrestha	<i>Shamila</i>
67.	Rubi Kumari Thakur	<i>Rubi</i>
68.	Bina Kumari Kewat	<i>Bina</i>
69.	Rudra Kumari Karki	<i>Rudra</i>
70.	Deepa basnet	<i>Deepa</i>
71.	Aresh mairali	<i>Aresh</i>
72.	Bikash Piruwa	<i>Bikash</i>
73.	Manish Chaudhary	<i>Manish</i>
74.	Tivan Kr. Singh Thakuri	<i>Tivan</i>
75.	Moshant Bista	<i>Moshant</i>
76.	sushan Budhathoki	<i>Sushan</i>
77.	Rajina Dhamela	<i>Rajina</i>
78.	Nisha Pandey	<i>Nisha</i>
79.	nilam Kumpirachala	<i>nilam</i>
80.	Shubham Shrestha	<i>Shubham</i>
81.	Sangita Khadka	<i>Sangita</i>
82.	Asmita Khadka	<i>Asmita</i>
83.	sharmila khadka	<i>Sharmila</i>
84.	Nagendra Kumar	<i>Nagendra</i>
85.	Manisha Gautam	<i>Manisha</i>
86.	Prasna Shrestha	<i>Prasna</i>
87.	Tejal Das	<i>Tejal</i>
88.	Ajali Sunwarar	<i>Ajali</i>
89.	Bhisha Karki	<i>Bhisha</i>
90.	Sriyana Bista	<i>Sriyana</i>
91.	Swastika Bista	<i>Swastika</i>
92.	Susupti Rayamajhi	<i>Susupti</i>
93.	Sreesty chaulagain	<i>Sreesty</i>
94.	Srijana Ghimire	<i>Srijana</i>
95.	Nisma Thapa Nagar	<i>Nisma</i>
96.	Indira Nepal	<i>Indira</i>

क्र. सं.	नाम	हस्ताक्षर
97	Kripa G.C.	<i>[Signature]</i>
98	Richa Rimal	<i>[Signature]</i>
99	Naina shon	<i>[Signature]</i>
100	Suena Karki	<i>[Signature]</i>
101	Mitra bhui	<i>[Signature]</i>
102	Probin Moktan	<i>[Signature]</i>
103	Anish kumar shrestha	<i>[Signature]</i>
104	Rakshya Neupane	<i>[Signature]</i>
105	Ganga Gautam	<i>[Signature]</i>
106	Nabina chaulagain	<i>[Signature]</i>
107	Bipana KC	<i>[Signature]</i>
108	Karuna Limbu	<i>[Signature]</i>
109	Smriti Moktan	<i>[Signature]</i>
110	Hijanka Thapa	<i>[Signature]</i>
111	Saru shrestha	<i>[Signature]</i>
112	Nairakata Rai	<i>[Signature]</i>
113	Salina Rai	<i>[Signature]</i>
114	Aditya Singh Adhikari	<i>[Signature]</i>
115	Palan Rai	<i>[Signature]</i>
116	Bikash Basnet	<i>[Signature]</i>
117	Himal Sharma	<i>[Signature]</i>
118	Miraj Tharu.	<i>[Signature]</i>
119	Sitaram Chatri	<i>[Signature]</i>
120	Janardan Adhikari	<i>[Signature]</i>
121	Yam Bahadur Basnet	<i>[Signature]</i>
122	Bibek Adhikari	<i>[Signature]</i>
123	Manisa Adhikari	<i>[Signature]</i>
124	Ajita choudhary	<i>[Signature]</i>
125	Bipana Shrestha	<i>[Signature]</i>
126	Rasmita Gautam	<i>[Signature]</i>
127	Priya Manaseth	<i>[Signature]</i>
128	Nisha yadav	<i>[Signature]</i>

क्र.सं.	नाम	हस्ताक्षर
129	Priyanka mahaseth	Priyanka
130	Aasha Magar	Aasha
131	Pujan Magar	Pujan
132	Xamuna Basnet	Xamuna
133	Elina Basnet	Elina
134	Nisha Thapa	Nisha
135	Mira Julal	Mira
136	Nipesh Giri	Nipesh
137	Bipana K.C.	Bipana
138	Nabina Bhugel	Nabina
139	Durga Thapa	Durga
140	Kritika Dahal	Kritika
141	Giita Karki	Giita
142	Ushan Rimal	Ushan
143	Sandhya Ghahani	Sandhya
144	Sapana Tamang	Sapana
145	Utarima Magar	Utarima
146	Shekha Innam	Shekha
147	Tanita Budhatnoki	Tanita
148	Puspa Khadka	Puspa
149	Indira Ghimire	Indira
150	Dipak Kumar Sinjali Magar	Dipak
151	Monika Baskota	Monika
152	Preeya Tamang	Preeya
153	Pabitra Shrestha	Pabitra
154	Bimala Thapa	Bimala
155	Dipa Rai	Dipa
156	Anupa Gurung	Anupa
157	Rita G.B.	Rita
158	Rashmita Kunwar	Rashmita
159	Apeksha Niraula	Niraula
160	Manisha Bhandari	Manisha

क्र.सं.	नाम	हस्ताक्षर
161	Pidina Chand	<u>Pid</u>
162	Rabina Timalsina	<u>Raj</u>
163	Mallika Shrestha	<u>M.L.</u>
164	Budelli Maya Limbu	<u>Budelli</u>
165	Purnima Limbu	<u>Purnima</u>
166	Aditi Banjara	<u>Aditi</u>
167	Apshara Thapa	<u>Apshara</u>
168	Chetana Khana	<u>Chetana</u>
169	Sangita Ramte	<u>Shu</u>
170	Sahara Magar	<u>Sahara</u>
171	Prati Rai	<u>Prati</u>
172	Samita Koirala	<u>Samita</u>
173	Aakriti Rai	<u>Aakriti</u>
174	Valpama Tamang	<u>Valpama</u>
175	Karish Dhakal	<u>Karish</u>
176	Anil Tharu	<u>Anil</u>
177	Sanjay Rai	<u>Sanjay</u>
178	Kabita Chawagair	<u>Kabita</u>
179	Samshana K. Pokhara	<u>Samshana</u>
180	Anuska Bhandari	<u>Anuska</u>
181	Pradeep Sigdel	<u>Pradeep</u>
182	BIJAYA MAJHI	<u>Bijaya</u>
183	Tapendra Tamrakar	<u>Tapendra</u>
184	Arjun Nepal	<u>Arjun</u>
185	Shiva Shrestha	<u>Shiva</u>
186	Manisha Budha	<u>Manisha</u>
187	Yashoda Sanjyal	<u>Yashoda</u>
188	Nikita Rana	<u>Nikita</u>
189	Monika Yogi	<u>Monika</u>
190	Jayaram Karki	<u>Jayaram</u>
191	Mohan Kumar Paudel	<u>M/Paudel</u>
192	SAMIR RAI	<u>Samir</u>

क्र.सं.	नाम	हस्ताक्षर
193	मया 4105	
194	Samir Pande	
195	Rupendra mahato	
196	Dinceh mahato	
197	Reena Subedi	
198	Shibatra Rai	
199	मुना तिमलसो	
200	अभि रजिनी रतन	
201	Madikshya Pokhrel	
202	Sarajendra Yadav	
203	Arbind Kumar Yadav	
204	Sirjana choudhary	
205	Kamala Kumal	
206	Sallina Bhandari	
207	Binita Sunuwar	
208	Nabina Giri	
209	Aarati Thapa	
210	Susma karki	
211	Asmita kharka	
212	Arabin Bohora	
213	Miksen Amu Jambhamphe	
214	Dipsan Janyati	
215	Lokendra Singh Dhari	
216	Abhinam Subedi	
217	Ranjit Jimba Tamiang	
218	Ramesh bishwakarma	
219	Rajan Thapa	
220	Bisay Dhungana	
221	Shambhu Rai	
222	Nikisha Thapa Magar	
223	Bipin Shahashankar	
224	Bharat Sanar	

क्र. नं.	नाम	संज्ञा
225.	Bharat Bam	Shukla
226	Aakriti Pokharel	Aakriti
227	Bishnu Raj Subedi	Bishnu
228	Suman Babubista	Suman
229	Rupa yasmali magar	Rupa
230	Kalpana Magar	Kalpana
231	Radika Rana Nagal	Radika
232	Sudip Chaudhary	Sudip
233	Nirhil Pradhan	Nirhil
234	Bibek Panta	Bibek
235	Devendra Kharel	Devendra
236	Suman Thapa	Suman
237	Ganesh Shrestha	Ganesh
238	Meera Shrestha	Meera
239	Nanu Tandukar	Nanu
240	Nikita Karki	Nikita
241	Lekindra Rgi	Lekindra
242	Anil Ghimire	Anil
243	Sabin Basnet	Sabin
244	Sumita Shrestha	Sumita
245	Nisha Rajamaghee	Nisha
246	Sujana Raut	Sujana
247	Hishish Adhikari	Hishish



Annex 61, RMC minute for providing Thesis Grants for two students

आज मिति २०६९ सम्वत् वैशाख १२ गते यस क्याम्पसको
अनुशासनात्मक व्यवस्थापन समितिको बैठक (RMC) द्वारा यह क्याम्पसको
इलाकोत्तर तर्फ व्यवस्थापन समिति (MDS) मा अध्यक्षमन्त्री
को रूपमा हेमन्त राईको प्रतिनिधित्वमा निधायित्वको तर्फ
Waiting को लागि Proposal defense र प्रस्तुतिकरण यह
RMC को मुख्य हेतुमाथि बालको अध्यक्षतामा सम्पन्न
भयो। उक्त Proposal defense र प्रस्तुतिकरण मा यस्ता
उपाधिनिति रहेको थियो।

उपाधिनिति

१. सैद्धान्तिक हकाल, RMC प्रमुख
२. गोविन्द बहादुर झाकी, क्याम्पस प्रमुख
३. डा. विनोद विमारी, Research Expert
४. धिरज पुडासारीको, व्यवस्थापन विकास प्रमुख
५. श्याम प्रसाद गहुराई, उपप्रधान, RMC प्रमुख
६. इवेन श्रेष्ठ
७. लोचन पन्नासारी
८. न्युतिता राई
९. इशा खरेल
१०. शिला श्रेष्ठ तरबाई
११. हर मोहन श्रेष्ठ, कर्मचारी
१२. गोपी कृष्ण जोडेल
१३. कृष्ण चन्द, कर्मचारी
१४. गोविन्द श्रेष्ठ
१५. विजय गहुराई

यस Proposal defense र प्रस्तुतिकरण मा जम्मा १० जना
विद्यार्थीहरूको Proposal defend गर्ने भएकाले प्रस्तुति गर्नुभयो।
र प्रमुखको साथै निम्नलिखित सदस्यहरूले प्रस्तुत गरेको Proposal हरूमा
Comment गरि Proposal प्रस्ताव गर्नुभयो। उदाहरण यस्ता प्रस्ताव
प्रस्तुत गरेको Proposal हरू यस्ता थिए।

1. Bijaya Bhattarai: Factor Influencing Online Buying Behaviour of Youth in Kathmandu
2. Eween Shrestha: Impact of Social Non-Performing Loan Management of Siddhanta Bank Ltd.
3. Govinda Humagain: Impact of Social Media on Buying Behaviour of Nepalese Customers
4. Gopi Krishna Paudel: Impact of Relational Capital on Performance Evidence from Commercial Bank in Nepal
5. Disha Kharel: Credit Risk Management of Rastriya Banijya Bank Ltd.
6. Krishna Chandra Kalle: Study on Impact of Credit Risk on Profitability of BOK & NIBL
7. Lotus Parajuli: Credit Portfolio of Muktinagar Bank and Agricultural Development Bank and its Impact on Liquidity & Market
8. Noor Mohammad Ansari: Loan Management and Profitability Analysis of Global Bank, Citizen Bank, Machhapuchhre Bank Ltd.
9. Sunita Rai: Profitability Analysis of Nepal SBI Bank
10. Sheela Shrestha: Internet Banking and Satisfaction of Customer in Commercial Banks in Nepal

प्रस्तुत मेरो proposal को मद्देनजर सुदूरपश्चिम प्रदेशको
गण्डकी प्रदेश, आद्यात्मिक तथा विकास, दुई जना विद्यार्थीहरूलाई
यस RMC ले Thesis Writing को लागि सहायता (Grant)
दिएर निर्णय गरियो। सहायता रकम RMC को वार्षिक बजेटमा
उल्लेख गरि वर्गीकृत भएकै १०,००० (अर्न्तर्गत) को बजेटमा
रुपैया मात्र) हुनेछ।

तयशिल (Grant पाउने विद्यार्थीको नाम तथा proposal)

अ. ग. १०

1. Lotus Parajuli : Credit Portfolio of Multinational Bank and Agricultural Development Bank and Its Impact on Liquidity of Market

2. Isha Kharel : Credit Risk Management of Rastriya Banijya Bank Ltd.



Annex 62, Campus decision related social activities

आज मिति २०८२।०८।२३ गते यस कोटेश्वर बहुमुखी क्याम्पस स्नातक तह तृतीय वर्ष, मानविकी सहायमा अध्ययनरत विद्यार्थीको अग्रसरतामा अन्तराष्ट्रिय श्रष्टचार विरुद्ध दिवशको अवसरपारी बृहत जनसंवेतना यालीको आयोजना गरियो।		
उपस्थिति		
१. श्रीगोविन्द ब. कार्की	क्याम्पस प्रमुख	
२. श्री नन्दि केशर नेपाल	स क्याम्पस प्रमुख	
३. श्री सुमन पौरवरेत	"	
४. श्री प्रकाश पौरवरेत	"	
५. श्री मनोज आधेकारी	विभागीय प्रमुख	
६. श्री कृष्णप्रसाद बहादुर	"	
७. महेन्द्र कुमारे दिग्विजय	उप प्राध्यापक	
८. लेखनाथ धिमिरे	सहायकी प्राध्यापक	
९. पूर्ण थापा	"	
१०. माधव ब्राह्मिकारी	स विद्युत् सहायकी	
११. धिरज कुढाथोकी	विभागीय प्रमुख	
१२. देवराज उपाध्याय	उप प्राध्यापक	
१३. गोबुल जोर्न्देल		
१४. सुन्दर मर्जनी		
१५. ज्ञान प्रो. शिवाकोटी	प्रधान	
१६.		
१७.		
१८.		
१९.		
२०.		
२१.		
२२.		
२३.		
२४.		
२५.		
२६.		
२७.		

64	आविष मिश्रिना	A
65	अर्पित महार	AB
66	आमि लामा	A
67	विष्णु कनीछी कनीया	Ram
68	हरि अधिकारी	husef
69	रवि Paudel	P. Paudel
70	Shova Budhathoki	Sh
71	Sankar Rai	Se
72	Bandana Budhathoki	Sum
73	Pratiba Kharal	P
74	Pushpa Acharya	P. Acharya
75	Sangita Gunatam	Sangita
76	Pabitra Parajuli	P. Parajuli
77	Neta Giri	N. Giri
78	Shivarani Karki	Sh
79	Umesh Dahal	Umesh
80	Nabin Thapa	Nabin
81	Narayan Basnyal	Narayan
82	Gyanu Raut	G
83	Nirala Shakti Thapa	N
84	Surbash Raut	Surbash
85	Shree Prashant Giri	Sh
86	Prakash Sanjyal	P
87	Nisha Karki	Nisha
88	Roham Giri	Roham
89	सुबोध मल्ल	Su
90	केशव सुवेदी (मतीत)	Keshav

कार्यक्रमको अवलम्बमा उपस्थित जनसहभागीहरूलाई समाजमा अवद्राचार हुने कारक तत्वहरू र तिनीहरूको निवारणका उपायका बारेमा व्यामसप्रमुख श्री गौरीबहादुर कार्की लगायत अन्य वक्ताहरूले जानकारी गराउनु भयो।

सुबोध मल्ल

आगामी २०७२ अर्थात् १२ असार शुक्रवाङ्क दिन गुरु
 अष्टमि पर्वको सम्मानार्थ विद्यामहेन्द्रा लगायत "द्वैत"
 सहभाद्रा विद्यार्थ अर्थात् अष्टमि अर्थात् अष्टमि अर्थात्
 गुरु अष्टमि गुरु अष्टमि गुरु अष्टमि गुरु अष्टमि गुरु अष्टमि
 रत विद्यामहेन्द्रा सहभाद्रा सहभाद्रा सहभाद्रा सहभाद्रा सहभाद्रा
 तपस्विता पञ्चोक्ति उपरीक्षण रहेको छ।

१.	गौतम गुरु अष्टमि	गुरु
२.	गुरु अष्टमि	गुरु
३.	गुरु अष्टमि	गुरु
४.	गुरु अष्टमि	गुरु
५.	गुरु अष्टमि	गुरु
६.	गुरु अष्टमि	गुरु
७.	गुरु अष्टमि	गुरु
८.	गुरु अष्टमि	गुरु
९.	गुरु अष्टमि	गुरु
१०.	गुरु अष्टमि	गुरु
११.	गुरु अष्टमि	गुरु
१२.	गुरु अष्टमि	गुरु
१३.	गुरु अष्टमि	गुरु
१४.	गुरु अष्टमि	गुरु
१५.	गुरु अष्टमि	गुरु
१६.	गुरु अष्टमि	गुरु
१७.	गुरु अष्टमि	गुरु
१८.	गुरु अष्टमि	गुरु
१९.	गुरु अष्टमि	गुरु
२०.	गुरु अष्टमि	गुरु
२१.	गुरु अष्टमि	गुरु
२२.	गुरु अष्टमि	गुरु
२३.	गुरु अष्टमि	गुरु
२४.	गुरु अष्टमि	गुरु
२५.	गुरु अष्टमि	गुरु
२६.	गुरु अष्टमि	गुरु



कोटेश्वर
बहुमुखी क्याम्पस
(त्रिभुवन विश्वविद्यालयबाट सम्बन्धन प्राप्त)



Koteswor
MULTIPLE CAMPUS
(Affiliated to Tribhuvan University)

F.Y.: 076/077

Ref.: 451/076

13th Feb., 2020

To,
Volunteers and Research Foundation
Mandikhatar, Kathmandu



Subject: Regarding Internship for Social Work Trainee(s)

Dear Sir/Madam

We are pleased to inform you that Koteswor Multiple Campus has been conducting Bachelors of Arts in Social Work (BASW) course under affiliation of Tribhuvan University. The BASW students are placed in different organizations, INGOs/NGOs/GOs, for field work as a part of their curriculum with the motive that they get to implement their theoretical knowledge into practical. The main objectives of the field placement are:

- To understand organizational goals, mission and vision and contribute towards organizational goals.
- To use opportunities to apply theories in practical situations for problem solving.
- To learn about the overall functioning and environment of the organization.

Students are required to go for fieldwork weekly on Thursdays and Fridays and work for minimum of 15 hours per week. The trainee will carry out the activities which would also help in fulfilling the objectives of the organization with the guidance and supervision of staff members. Evaluation of the students is required at the end of year.

Hence, we would like to request you to provide an opportunity to place the following BASW (First Year) students in your esteemed organization.

1. Pratima Dahal (9845987631)
2. Rakshya Paudel

Sincerely yours,


Govinda Bahadur Karki
Campus Chief
Koteswor Multiple Campus,
Koteswor Mahadevasthan,

कोटेश्वर, काठमाडौं-३२, नेपाल

फोन : ०१-४१५५१४५, ४१५५२६६

 www.kotesworcampus.edu.np

 info@kotesworcampus.edu.np

Koteswor, Kathmandu-32, Nepal
Tel.: 01-4155145, 4155266

 www.facebook.com/koteswor.mc

F.Y.: 076/077

Ref.: 449/076

13th Feb., 2020

To,
Serve Now Nepal
Lazimpat, Kathmandu.



Subject: Regarding Internship for Social Work Trainee(s)

Dear Sir/Madam

We are pleased to inform you that Koteshwor Multiple Campus has been conducting Bachelors of Arts in Social Work (BASW) course under affiliation of Tribhuvan University. The BASW students are placed in different organizations, INGOs/NGOs/GOs, for field work as a part of their curriculum with the motive that they get to implement their theoretical knowledge into practical. The main objectives of the field placement are:

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Hence, we would like to request you to provide an opportunity to place the following BASW (First year) students in your esteemed organization.

1. Srijana Adhikari (9863859213)
2. Srijana Bhattarai (9845171037)
3. Salini Shrivastav (9812126981)
4. Rupmati Kafle (9808127710)

Sincerely yours,


Govinda Bahadur Karki
Campus Chief
Koteshwor Multiple Campus,

Koteshwor Mahadevsthan
Koteshwor, Kathmandu-32, Nepal
Tel.: 01-4155145, 4155266

कोटेश्वर, काठमाडौं-३२, नेपाल

फोन : ०१-४१५५१४५, ४१५५२६६

 www.koteshworcampus.edu.np  info@koteshworcampus.edu.np  www.facebook.com/koteshwor.mc

F.Y.: 076/077

Ref.: 450/076

13th Feb., 2020



To,
Sustha Manasthiti Pariwarik Sarsallaha तथा Shrot Vidhyala
Tinkune, Kathmandu

Subject: Regarding Internship for Social Work Trainee(s)

Dear Sir/Madam

We are pleased to inform you that Koteshwor Multiple Campus has been conducting Bachelors of Arts in Social Work (BASW) course under affiliation of Tribhuvan University. The BASW students are placed in different organizations, INGOs/NGOs/GOs, for field work as a part of their curriculum with the motive that they get to implement their theoretical knowledge into practical. The main objectives of the field placement are:

- To understand organizational goals, mission and vision and contribute towards organizational goals.
- To use opportunities to apply theories in practical situations for problem solving.
- To learn about the overall functioning and environment of the organization.

Students are required to go for fieldwork weekly on Thursdays and Fridays and work for minimum of 15 hours per week. The trainee will carry out the activities which would also help in fulfilling the objectives of the organization with the guidance and supervision of staff members. Evaluation of the students is required at the end of year.

Hence, we would like to request you to provide an opportunity to place the following BASW (First Year) students in your esteemed organization.

1. Babita Badal (9860200266)
2. Dina Prakhrin (9860953921)
3. Sanju Thapa (98233619727)

Sincerely yours,


Govinda Bahadur Karki
Campus Chief
Koteshwor Multiple Campus,
Koteshwor Mahadevsthan,

Annex 63, Scholarship for students

कोटेश्वर बहुमुखी क्याम्पस छात्रवृत्ति समिति

दोस्रो बैठक (आ.व. २०७९/०८०)

शुक्रबार, २५ कार्तिक, २०७९

अध्यक्षता : श्री गोविन्दबहादुर कार्की

समय : बिहान : ७:०० बजे

स्थान : क्याम्पस भवन

उपस्थिति

क्र.सं.	नाम थर	पद	हस्ताक्षर
१.	गोविन्दबहादुर कार्की (क्याम्पस प्रमुख)	संयोजक	
२.	नन्दीकेश नेपाल (सहायक क्याम्पस प्रमुख)	सदस्य	
३.	सुमन पोखरेल (सहायक क्याम्पस प्रमुख)	सदस्य	
४.	मदन गौतम (शैक्षिक निर्देशक)	सदस्य	
५.	न्हुछेलाल महर्जन (EMIS सदस्य-सचिव)	सदस्य	
६.	 (स्ववियू अध्यक्ष/ SQC अध्यक्ष)	सदस्य	
७.	गंगा प्रसाद सिवाकोटी (शैक्षिक प्रशासन शाखा प्रमुख)	सदस्य - सचिव	

बैठकमा निर्णयका लागि प्रस्ताव गरिएका विषयहरू

१. शैक्षिक सत्र २०७८/०७९ का स्नातक तह प्रथम वर्षका विद्यार्थीहरूको क्याम्पसले नियमानुसार प्रदान गर्ने छात्रवृत्ति निर्धारण गर्ने सम्बन्धमा ।

२. विविध ।

निर्णयहरू

१. प्रस्ताव नं. १ यस क्याम्पसमा शैक्षिक सत्र २०७८/०७९मा स्नातक तह प्रथम वर्ष का विद्यार्थीहरूलाई कोटेश्वर बहुमुखी क्याम्पस विस्तृत कार्ययोजन तथा आन्तरिक कार्यव्यवस्था

(अनुसूची - २)

कक्षा : स्नातक तह प्रथम वर्ष (Bachelor level I Year) 2078-089

छात्रवृत्ति नतिजा फारम

संकाय : मानविकी, व्यवस्थापन र शिक्षाशास्त्र

अन्तर्वार्ता मिति : २०७९/०६/०९
नतिजा प्रकाशन : २०७९/०७/२५

क्र.सं.	छात्रवृत्तिको लागि आवेदन दिने विद्यार्थीको नाम	संकाय	आन्तरिक परीक्षा बापतको अंक प्राप्त गर्ने आधार										उत्तम कक्षाको जम्मा भर्ना संख्या				छात्रवृत्ति प्राप्त गर्ने जम्मा विद्यार्थीको संख्या			
			आन्तरिक परीक्षा बापतको अंक प्राप्त गर्ने आधार					स्थानीय निवृत्तको सिफारिस पत्र भर्ना अंक १०					१८३		५२८		मानविकी, व्यवस्थापन		शिक्षाशास्त्र	
			प्रश्न	हल	प्रश्न	हल	प्रश्न	हल	प्रश्न	हल	प्रश्न	हल	मानविकी	व्यवस्थापन	शिक्षाशास्त्र	जम्मा	मानविकी	व्यवस्थापन	शिक्षाशास्त्र	जम्मा
१.	Muna Dhimal	Mgmt.	72.4	72.2	68.8	213.4	71.1	25	0	0	0	0	12	11	12	35	11.67	36.67		
2.	Tom Kumari Khadka	Mgmt.	54.4	51.2	0	105.6	35.2	0	0	0	0	0	11	10	11	32	10.67	10.67	Failed in Pre-Board	
3.	Sandip Rai	Mgmt.	77.2	82.8	75.2	235.2	78.4	25	0	0	0	0	12	12	12	36	12.00	37.00		
4.	Rojina Khanal	BASW	67.43	66.57	62.57	196.57	65.5	25	0	0	0	0	10	11	9	30	10.00	35.00		
5.	Asha Chaudhary	Hum.	68	69.71	66.86	204.57	68.2	25	0	10	0	0	12	12	12	36	12.00	47.00		
6.	Anju Tamang	Mgmt.	64	68	55.6	187.6	62.5	25	0	0	0	0	13	11	12	36	12.00	37.00		
7.	Dinesh Chelise	Mgmt.	54.4	52.4	57	163.8	54.6	20	0	0	0	0	11	11	11	33	11.00	31.00		
8.	Manita Sunuwar	Hum.	62.86	66.57	63.71	193.14	64.4	25	0	0	0	0	12	12	12	36	12.00	37.00		
9.	Pritika Adhikari	Mgmt.	63.2	70.2	69.8	203.2	67.7	25	0	0	0	0	14	12	12	38	12.67	37.67		

गंगा प्रसाद शिवाकोटी
शैक्षिक विभाग प्रमुख
सदस्य-सचिव

चन्द्रशाल मर्जनी
EMIS सदस्य-सचिव
सदस्य

सदन रौतम
शैक्षिक निदेशक
सदस्य

सुमन पोखरेल
सहायक क्याम्पस प्रमुख
सदस्य

नन्दीकेश नेपाल
सहायक क्याम्पस प्रमुख
सदस्य

सोविन्दबहादुर कोर्को
क्याम्पस प्रमुख
संयोजक

अन्तर्वाता मिति : २०७९/०६/०९
नतिजा प्रकाशन : २०७९/०७/२५

78-089 संकाय : मानविकी, व्यवस्थापन र शिक्षाशास्त्र

कक्षा : स्नातक तह प्रथम वर्ष (Bachelor level I Year) 2078-089

अर्नौट प्रक्रियामा सामेल हुने विद्यार्थीको संख्या :

क्र.सं.	छात्रवृत्तिको लागि आवेदन दिने विद्यार्थीको नाम	संकाय	आन्तरिक परीक्षा										अन्तर्गत वापत्को बंक १५	कल प्रान्ताङ्क	कैफियत (वैचारिक परीक्षाको नतिजा)																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																												
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27	गंगा प्रसाद शिवानंदी- शैक्षिक विभाग, प्रमुख सदस्य-नसिब	सुष्मल महर्जन EMIS सदस्य-सचिव सदस्य	मदन गौतम शैक्षिक निदेशक सदस्य	सुमन पोखरेल सहायक स्वाभ्यास प्रमुख सदस्य	नन्दीकेश नेपाल सहायक स्वाभ्यास प्रमुख सदस्य	सुशील गोविन्दराज, काकी स्वाभ्यास प्रमुख संयोजक
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निर्देशिका, २०७७ को दफा ५० को उपदफा २ बमोजिम हुनेगरी देहाय बमोजिम छात्रवृत्ति प्रदान गर्ने निर्णय गरियो ।

(क) कोटेश्वर बहुमुखी क्याम्पस विस्तृत कार्ययोजन तथा आन्तरिक कार्यव्यवस्था निर्देशिका, २०७७ को दफा ५० को उपदफा २ (क) कुनैपनि सङ्कायको कक्षामा छात्रवृत्तिका दावेदार विद्यार्थीहरूको सङ्ख्या सम्बन्धित कक्षाको ७ प्रतिशतले प्रदान गर्ने र ७ प्रतिशत भन्दा अधिक भएमा उनीहरूले प्राप्त गरेको अङ्कको वरियतालाई आधार मानेर उत्कृष्ट ७ प्रतिशतलाई मात्र प्रदान गर्ने प्रावधान अनुसार क्याम्पसको नियमानुसार सबै त्रैमासिक परीक्षामा उत्तीर्ण हुने विद्यार्थीको संख्या ७ प्रतिशत भन्दा कम रहेकोले सबैलाई देहाय बमोजिम छात्रवृत्ति प्रदान गर्ने निर्णय गरियो ।

क.सं.	छात्रवृत्ति पाउने विद्यार्थीको नाम	सङ्काय	छात्रवृत्ति दर
१.	मुनी धिमाल	व्यवस्थापन	१२ महिनाको मासिक शुल्क
२.	सन्दिप राई	"	"
३.	अञ्जु तामाङ	"	"
४.	दिनेश चालिसे	"	"
५.	प्रितिका अधिकारी	"	"
६.	मनिषा भुर्तेल	"	"
७.	मनोज बस्नेत	"	"
८.	प्रमिश दाहाल	"	"
९.	एलिना रानामगर	"	"
१०.	सुष्मा मगर	"	"
११.	प्रदिप नेपाल	"	"
१२.	नितिन दत्त	"	"
१३.	तिलक राज के.सी.	"	"
१४.	समिक्षा लुइटेल	"	"
१५.	रोजिना खनाल	मानविकी	"
१६.	आशाकुमारी चौधरी	"	"
१७.	मनिता सुनुवार	"	"
१८.	सञ्चिता खड्का	"	"
१९.	सोभाना श्रेष्ठ	"	"
२०.	प्रतिमा कडेल	"	"
२१.	मदन बराइली	"	"
२२.	बिरेन्द्र राई	शिक्षाशास्त्र	"

२३.	सञ्जिता श्रेष्ठ	"	"
२४.	दिलमाया कटुवाल	"	"
२५.	उशा खड्का	"	"
२६.	खकेन्द्र राई (अपङ्गता)	"	"

२. प्रस्ताव नं. २ - प्रस्ताव नं. २ विविध शीर्षकमा छलफल गरी निर्णय गर्नुपर्ने कुनैपनि प्रस्ताव नआएकोले आजको बैठकको समापन गरियो ।

P.T.O.

दिनांक 20/08/2010

श्री व्यापक प्रमुख
कौशल मण्डल व्यापक
परिचर्या कर्मचारी।

विषय : नवीन सम्बन्धमा

उपरोक्त सम्बन्धमा मू. प्र. निवेदन पत्रा गर्दै छु किन
रुई वर्ष देखि यस व्यापकमा इन्टरनल रतर्हद आएको
छ। वि. वि. एस. तृतीय वर्षको लागि दाखलमा मेरो नाम
निराकरण हुँदा कृता तत्ता मासिक शुल्क ति: शुल्क गरिनु हुन
निम्न माग गर्दछु।

Pr. 102001
Bier no 956

लेखा
[Signature]

निवेदन

[Signature]

नाम: राजेश पौडेल
ठेगाना: मकवानपुर, महेशी गाउँपालिका
संकायन नं: ९८५०७३२२२८
हालको अध्ययन: वि. वि. एस. तृतीय वर्ष

**KOTESHWOR MULTIPLE CAMPUS**

campus

KOTESHWOR, KATHMANDU

01-4455145, 01-4155266

48

V.No.

JOURNAL VOUCHER

Date: 079-05-05

S.N.	Particulars	L/F	Debit	Credit
	<u>Humari Bank</u>	000	28000/-	
	<u>Research Expenses</u>		10000/-	
	<u>Scholarship Expenses</u>		10,200/-	
	(Payesh Powder)			
	<u>Repairing and maintenance</u>		19000/-	
	(Computer Repair)			
	<u>Cash A/c</u>			58200/-
	[Being cash deposited in Bank and expenses paid Bills no. 848-357]			
	Total		58200/-	58200/-
	Written By:	Recommended by:	Approved By:	



कोटेश्वर
बहुमुखी क्याम्पस
(त्रिभुवन विश्वविद्यालयबाट सम्बन्धन प्राप्त)



Koteswor
MULTIPLE CAMPUS
(Affiliated to Tribhuvan University)

कोटेश्वर, काठमाडौं-३२, नेपाल
3rd फोन: ०१-४१५५१४५, ४१५५२६६

BILL / RECEIPT

Koteswor, Kathmandu-32, Nepal
Tel.: 01-4155145, 4155266

Student's Name : Raiesh Paudel-T
Miti : 2079/5/5
Regd# : 228012
Batch : BRS 2076 (3rd Year)/Morning

Bill No.: 356
Date : 08/21/2022
Roll No.: 609
Section : A

S. No.	Particulars	Amount (Rs.)
01.	Monthly Fee(10200.00)	10200.00
02.	Admission Fee(1000.00)	0.00
03.	Annual Fee(1800.00)	0.00
04.	Internal Exam Fee(1200.00)	0.00
05.	TU Exam Fee(1100.00)	0.00

Total Fees : 15300.00

Total Amount (Rs.) 10200.00

Received Amount (Rs.) 10200.00

Amount in Words: Ten Thousand Two Hundred Only.

Due/Adv.:

5100

User : Sabitra 9:55

Accountant

Annex 64, CMC Decision for scholarship of Bidhya Nath Nepal

गण मिति २०६४/१२/१६ गते शनिवार का दिन कौन्सेलर बहुमुखी क्या-
स सञ्चालक समितिको बैठक समितिका अध्यक्ष श्री ~~महेन्द्रबहादुर पाण्डे~~
महेन्द्रबहादुर पाण्डेको अध्यक्षतामा अपरान्ह ४:०० बजे बस्यो।
प्रास्थिति

१. अध्यक्ष :- महेन्द्रबहादुर पाण्डे
२. उपाध्यक्ष :- नवराज पराजुली
३. कौषाध्यक्ष :- रामबाबु नेपाल
४. सदस्य :- प्रा.डा. पेशल दाहाल
५. " :- भोला प्रसाद ढकाल
६. " :- विश्वम्भर कृष्ण पराजुली
७. " :- डा. सावित्री श्रेष्ठ
८. " :- डा. लखनाथ ढकाल
९. " :- डा. मदनकुमार भट्टराई
१०. " :- पुष्पराज कुँवर
११. सचिव :- गोविन्दबहादुर कार्की

आमान्त्रित

१. लेखप्रमुख - हरिकेशव आर्खेकारी

प्रस्तावहरू

१. सञ्चालक समितिको मिति: २०६४/१२/२६ गतेको बैठकको निर्णयानुसार गाडित कार्यदलले पेश गरेको प्रतिवेदन सम्बन्धमा।
२. अन्डा ईन्जिनियरिङ्ग एण्ड कन्स्ट्रक्सन प्रा. लि. ले पेश गरेको निवेदन सम्बन्धमा।
३. सहायक क्याम्पस प्रमुख निमुले गर्ने सम्बन्धमा।
४. शैक्षिक व्यवस्थापन सूचना पद्धति [Educational Management Information System, (EMIS)] सञ्चालन गर्ने सम्बन्धमा।
५. क्याम्पसका स्वीकृत दरबन्दीमा रिक्त रहेका र दरबन्दी सिर्जना गरी हुनु आउने आवश्यक कर्मचारीको पदपूर्ति का लागि विज्ञापन गर्ने सम्बन्धमा।
६. क्याम्पसका नियमावली र विनियमहरूलाई आवश्यक संशोधन का लागि समिति गठन गर्ने सम्बन्धमा।
७. फि वृद्धि गर्ने सम्बन्धमा।
८. खाला खोल्ने सम्बन्धमा।
९. ~~डि. आ. स. सम्बन्धित~~ आवश्यक समितिको गठन गर्ने सम्बन्धमा।

- Chahal
१०. विविध १. धन्यवाद ज्ञापन सम्बन्धमा निर्णयहरू
१. प्रस्ताव नं १ माथि छलफल गर्दा क्याम्पस सञ्चालक समितिको मिति २०६४/१२/२६ गते बसेको बैठकको निर्णयानुसार गाठित कार्य-दलले पारको कार्यविवरण जिम्मेवारी अनुसार क्याम्पसको जम्मा आयम्दारी र खर्चको विस्तृत अध्ययन गरेको छ। उक्त विविध विश्लेषणका आधारमा पूर्णकालिन वा करारका शिक्षक-कर्मचारीको संस्थाले धान्न सक्ने परिस्थितिमा तलब, भत्ता, सुविधा वृद्धिका लागि सक्षम पैसा गरेकोमा यस प्रतिवेदनलाई आवश्यक संशोधन सहित पारित गर्ने निर्णय गरेको छ। पारित भएसँगै अब हुने शिक्षक तथा कर्मचारी र पदाधिकारीको पारिश्रमिक यसैको पछिल्लो पृष्ठमा राखि गरिने - बमोजिम हुने र वृद्धि तलब भत्ता २०६२/०४/०१ गते देखि लागू हुने निर्णय गरियो। साथै प्रतिवेदनमा उल्लेखित पूर्णकालिन शिक्षक, पदाधिकारी र कर्मचारीले पालना गर्नुपर्ने आचार-संहिता पारित गरियो।
२. प्रस्ताव नं २ माथि छलफल गर्दा लगातार इस्टिमेटमा समावेश नभएको कार्य गर्न सम्बन्धित निकायको पूर्व स्वीकृति लिइर मात्र कार्य गर्नु पर्नेमा सो बमोजिम नभई कार्य गरेकोमा निज ठेकेदारलाई लिखित स्पष्टीकरण माग गर्ने निर्णय गरियो।
३. प्रस्ताव नं ३ माथि छलफल गर्दा क्याम्पसले गुणात्मक र संस्थात्मक हिसाबले फड्को मारिसकेको र क्याम्पसको शैक्षिक प्रशासनिक र आतिथिक क्रियाकलाप र क्याम्पसको समग्र गर्नुपर्ने भएकोले क्याम्पसमा सहायक क्याम्पस प्रमुखको आवश्यकता भएकोले। कोषेश्वर बहुमुखी क्याम्पस शैक्षिक प्रशासन तथा पदाधिकारी, शिक्षक तथा कर्मचारी सेवा सर्वसम्बन्धी विनियम, २०२८ (दोस्रो संशोधन २०६१) को विनियम नं ६ (आ) बमोजिम मिति: २०६२/०३/०१ गते देखि लागू हुने गरी क्रमशः १. नन्दीकेशर नेपाल २. सुमन पौखरेल र ३. प्रकाश पौखरेललाई सहायक क्याम्पस प्रमुख नियुक्ति गर्ने निर्णय गरियो। सहायक क्याम्पस प्रमुखको तलब, भत्ता श्रावण १ गते देखि लागू हुने भएकाले हुँदा असार १ माहिला आदिले खाईपाई आएको कार्यक्रम संयोजकको रूपमा प्राप्त हुने तलब, भत्ता उपलब्ध गराउने निर्णय गरियो। २ हाल कार्यक्रम संयोजक पद ध्वारेज गर्ने निर्णय गरियो।
४. प्रस्ताव नं ४ माथि छलफल गर्दा सञ्चालक समितिद्वारा गाठित कार्यदलले यस क्याम्पसका लागि EMIS पद्धति सञ्चालन गर्ने

Shahel
Shahel
Shahel

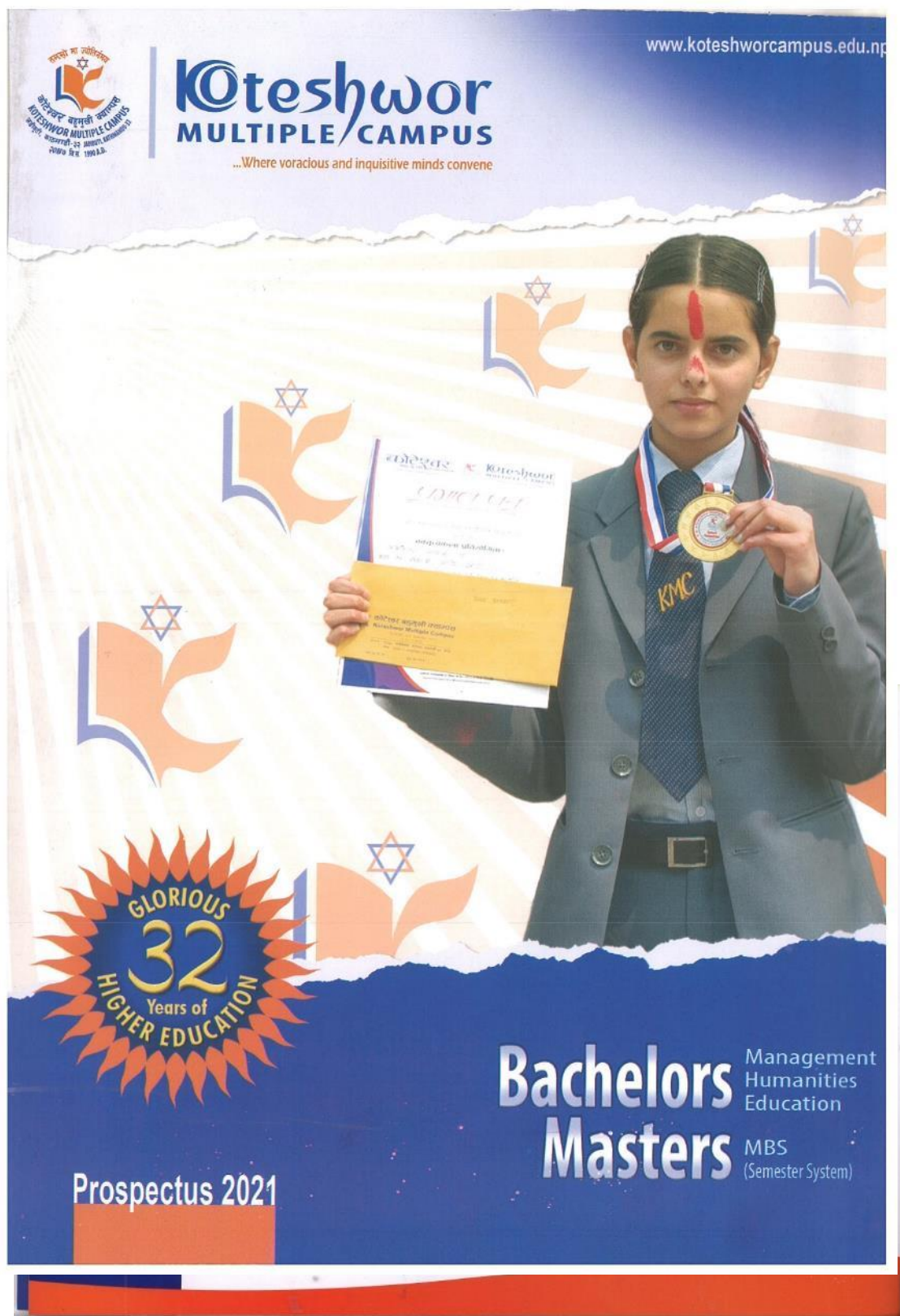
सामितिका कोषाध्यक्ष श्री रामबाबु नेपाल, क्याम्पस प्रमुख श्री गोविन्दबहादुर काकीर क्षेत्रप्रमुख श्री हरिवृक्षव आधिकारी को संयुक्त हस्तक्षेपबाट सञ्चालन गर्ने र डाल्लोखेत गीत जना मध्ये क्याम्पस प्रमुख श्री गोविन्दबहादुर काकीर हस्तक्षेप अनिवार्य हुने गरी कुनै २ जनाको हस्तक्षेपबाट कारोबार गर्ने निर्णय गरियो।

९. प्रस्ताव नं ९ माथि छलफल गर्दा, QAA सम्बन्धी विभिन्न सामितिको निर्माण गर्ने आशुविहारी क्याम्पस प्रमुखलाई दिने निर्णय गरियो।

१०. प्रस्ताव नं १० माथि छलफल गर्दा यस क्याम्पसका ~~विभिन्न~~ सञ्चालक समितिका पूर्व सदस्य तथा वर्तमान क्याम्पस सभा सदस्य श्री विद्यानाथ नेपालले विद्याथीलाई छात्रवृत्तिको लागि रु. १,००० (एक हजार पाँच रुपैयाँ) प्रदान गरिएको आभार व्यक्त गर्दै उहाँलाई धन्यवाद ज्ञापन गर्ने निर्णय गरियो।

यसको साथै आजको बैठकको समापन गरियो।
Shahel
Shahel
Shahel

Annex 65, Prospectus 2021



MESSAGE

from the Chairperson

Namaskar,

I am very much pleased to extend my warm welcome to students aspiring bright future through quality education and motivation to be positive, purposeful, generous and committed to serving society and nation in Koteswor Multiple Campus. Campus family is committed to ensuring that students learn and benefit from opportunities for further enhancement. It is our culture and tradition which highly value education as "Education is the most powerful weapon which you can use to change the world" stated by Nelson Mandela. Faculty of this campus is committed to providing quality education and other guidance that supports making students competent, capable and effective.

I would like to extend my sincere gratitude to all students, teachers, guardians, experts and my colleagues of the Campus Management Committee (CMC) members who contributed in making this campus a notable educational institution committed to imparting practical and relevant knowledge. I am pleased to share good news that campus is expected to receive quality assurance and accreditation (QAA) soon. It will substantially contribute in raising educational standard by enhancing credibility.

Ram Babu Nepal

Chairperson

Campus Management Committee



MESSAGE

from the Campus Chief

Dear all,

We all are quite aware of the fact that KMC has been offering its academic services by utilizing the collective efforts of all the students, parents, faculty members, management committee and well-wishers. KMC has persistently strived to attain its vision of establishing a model educational institution for the production of qualitative, skilled and responsible human resources. This institution has been offering academic programs from Bachelor to Master's Degree with optimum educational achievement. The overall credit for this outstanding result goes to dedicated and experienced faculty members, staff, visionary managing committee, supportive and voracious students and support of all stakeholders.

Proper provisions of human resource development plan, annual action plan and master plan of physical infrastructural development to materialize the vision, and strategic plan into reality are the strengths of KMC. As global pandemic paralyzed the regular teaching- learning process, KMC has managed innovative virtual classes with blended approaches.

KMC has a clear - cut strategic plan to select appropriate strategic options developed through SWOT analysis. To encourage departments or programs for the evaluation of their education and quality processes, academic audit has been published regularly. KMC offers programs flexible enough to suit the students. Similarly, students can get job placement facilities to initiate their career life. Efforts have been made towards all-round personality development of the students by providing different support facilities such as: E-library, health, sports, hostel, E- learning common room, involvement in research activities, students exchange programs in the nation and beyond.

We welcome all the aspiring students who have enrolled in KMC thinking of pursuing a successful academic career.

Thank You

Govinda Bahadur Karki

Campus Chief

Koteshwor Multiple Campus



INTRODUCTION

Established in 2047, Koteshwor Multiple Campus (KMC) was located in Koteshwor, Mahadevsthan, Kathmandu until shifted to our new building in Jadibuti. KMC works with an institutional aim of becoming the centre of academic excellence in the country. KMC not only believes in imparting quality education but also focuses on preparing competent citizens ready to face challenges of the future. Hence, KMC has been an ideal abode for hundreds of education enthusiasts from all over the country. KMC is one of the very few leading public campuses in the nation imparting quality education through time-tested, student-oriented and globally-required strategies. Our pedagogy relies on case studies, presentations, group discussions, seminars, workshops, field visits, guest lectures, surveys and others many to enable the students in materializing the national and international opportunities.

KMC has been the prime choice of cream students from all over Nepal. KMC offers programs that provide opportunities for students to develop social, intellectual and practical skills in the discipline of their choice and to develop an attitude of lifelong learning.

Students will be encouraged to develop their personal leadership styles, and will be provided with ample opportunity to interact with faculty and practitioners alike. The focus of the teaching pedagogy as a whole is to stimulate the students in a way that promotes the internalization of learning rather than limiting to classrooms, examination and traditional approaches to problem solving. The assignments, project work and case analyses are designed to support this approach, also to endow students with skills to effectively manage themselves in the competitive world. The overall orientation of the program is towards preparing participants for high and employability. Because of these approaches, KMC students have gone ahead not just to maintain their scores but also to create history in competitive examinations inside the country and abroad. Besides academic achievements, KMC also conducts numerous co-curricular and extra curricular activities for the overall development of the students. Now, it is anticipated that our own new building located in more urbanised area offers more space and comfort to the faculties, administration and students to carry out their assigned activities.



VISION

KMC aims at establishing a model educational institution for the production of qualitative, skilled and responsible human resources.



MISSION

To achieve its Vision, KMC adopts the policies of managing well- equipped physical infrastructures, effective management with the assurance of good governance, proper mobilization of local means and resources, access and the proper management of the participation of concerned stakeholders in planning, formulation and implementation of plan and policies, imparting qualitative, time-tested and practical education through research based teaching pedagogy.

GOALS

- Enriching access in qualitative education, fulfilling well-equipped physical infrastructures and the assurance of good governance in all sectors for achieving sustainable development.
- Promoting access in the participation of concerned stakeholders for the mobilization of local means and resources.
- Extending and amending the statute, regulation, bylaws, and directives, code of conduct and teaching-learning activities as per the necessity for the institutional development of Campus.
- Conducting different activities of human resource development for career enhancement and employee motivation of teachers and staff.

OBJECTIVES

- Developing physical infrastructures as per the need of campus.
- Maintaining effective, clear and smart administrative activities.
- Creating a time-tested educational environment.
- Maintaining hygienic, greenery, cleanliness and peaceful environment in Campus premises.
- Expanding interpersonal relationships among concerned stakeholders.
- Inspiring the donors and well -wishers for further contribution of institutional development.
- Proper mobilization of internal as well as external resources for the institutional development.
- Preparing time- tested and need-based plan and introduce it into effect.
- Adopting the measures to control the activities that cause the negative impacts on campus.
- Managing advanced education management information system.
- Emphasis is given to manage additional educational programs vertically and horizontally.
- Managing properly the teaching-learning pedagogy, research-based education and record management system.
- Conducting seminars, trainings, workshops and other programs for the career development of teachers and staff.
- Creating Organizational values and norms for the overall quality management.

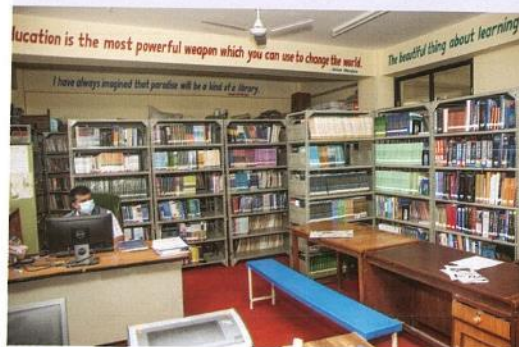
CLASSROOM

Spacious and ventilated classrooms.



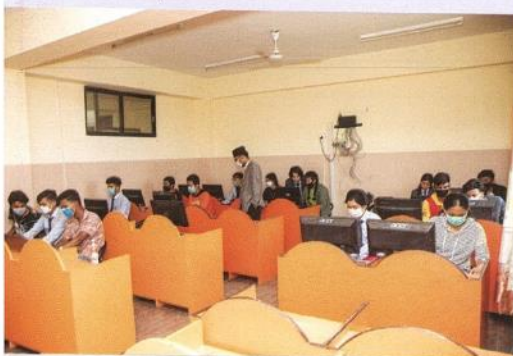
LIBRARY

Library facility is available where students can have access to adequate collection of text books, reference literature and a wide range of course materials. The library contains also leading national newspapers and magazines. The college is planning to set up an electronic library for the students where students will have free access to wide range of electronic reference materials related to their courses.



COMPUTER LAB

The college has set up a modern computer lab where students can enjoy free internet and email facilities. Some of the internet assignments will be based on internet so that students will be able to develop and sharpen their computer skills.



HOTEL MANAGEMENT LAB

In order to hold the practical classes of Hotel Management course, the college takes the students to different star hotels and training centres to fulfill the objectives of the course.



EXAMINATION

KMC conducts two terminal examinations and a pre-board examination in an academic year. Pre-board examination is conducted right after the completion of the course. Students who are unable to pass the examination, need to appear and pass in re-examinations. Otherwise they will not be allowed for Board examination.



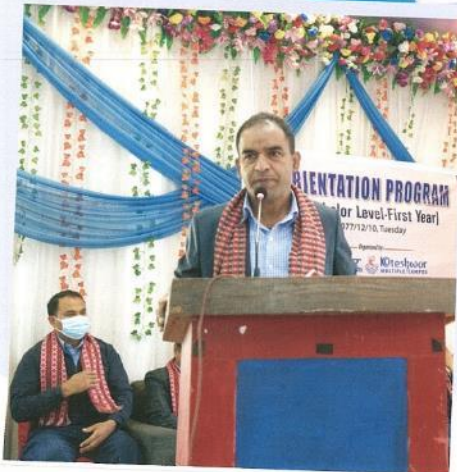
SICK ROOM

Campus has established a Health, Safety and Environment Management Committee and Sick Room to provide basic health facilities to the students, teachers and other staff by providing first aid services. Three medical personnel are recruited as per the agreement to provide healthcare facilities. Beds and medicines in sick rooms are available. Campus sick room bay contains hand sanitizer and disinfectant surface wipes and a first aid cabinet containing equipment such as medicines, disposable gloves, dressings, bandages, etc.



HUMAN RESOURCES

At KMC, we take pride in our dedicated and brilliant faculties that have excellent track record of academic success and experience. The team comprises of academicians, researchers, managers and entrepreneurs. Apart from being proficient academicians, the faculty members are successful leaders in their fields with commitment to the highest standards of education. The faculty members, due to their academic training, management expertise and advance research expertise, enjoy high reputation at national and international level.



**PEN FROM
Asst. CAMPUS CHIEF**

Mr. Nandi Keshar Nepal
Asst. Campus Chief



Namaskar,

All the voracious and inquisitive students are hereby invited to be convened in qualitatively assured Campus. I feel pleasure to announce you all the concerned stakeholders that Koteshwor Multiple Campus (KMC) is going to be accredited as Quality Assurance and Accreditation (QAA) certified Campus very soon. This situation proves itself that KMC is the prime choice for all the students who are eager to upgrade their higher studies. We pay sincere attention to materialize our vision and mission into reality. It will be materialized only from our dedication, commitment and devotion. Needless to say that our products are competent in globally competitive market. They have already proved their eminence and all opportunities have knocked the doors of our capable human resources that we produced. KMC is not only a teaching-learning Centre, but also is a platform to supply quality human resources for different sectors in different job opportunities. The track record of our products in job markets is praiseworthy as per the knowledge that we maintained their tracing record. In upcoming days too, we are committed to providing best qualities for the all-round development of the students. The quality of public exposure is necessary to beat the competitive market. To fulfill it, we focus on field visit, practical teaching- learning and case study so as to sharpen their practical knowledge. KMC stands as a great answer to the multifarious queries of the modern students. Thus, KMC welcomes them from inner core of its heart to offer quality education.

Mr. Suman Pokharel
Asst. Campus Chief



Dear Stakeholders,

KMC wouldn't be in the apex of prosperity without the persistent support and deep well wishes in its ups and even times from our stakeholders. KMC believes that tireless efforts, great commitment and devotion will access to the target. We believe that team dynamism creates a conducive environment to accelerate our task to reach the summit. No education will be completed without the realization of the life and the world and natural flora and fauna. Self-realization and self-confidence are the required things in human life. Brevity and nobility are the tools to develop altruistic nature of the students. Considering these as weapons to tackle in the society, KMC sincerely concerns to inculcate such manner in the minds of our students. We believe that students need no pressure, but environment. Thus, we create good environment for teaching learning activities. Besides quality education, we focus on curricular, co-curricular and extra-curricular activities to develop them as a skilled human resources. We have proved ourselves as a good craftsman to shape the raw mind of the students from unskilled to semi-skilled and ultimately to skilled human resources. Therefore, KMC is a big nursery where unshaped and raw minds will be transformed into matured and skilled brain from its good process.

Mr. Prakash Pokharel, M. Phil., PhD. Scholar
Asst. Campus Chief/Head of RMC



Dear all,

On behalf of Koteshwor Multiple Campus I would like to welcome all the students who aspire to enroll in Koteshwor Multiple Campus. As a pioneer academic institution, we impart quality education in an affordable fee. Being committed to our vision, mission and goal, we proved ourselves as a best quality centre in all round development of the students. What I believe about our effort is that we do not offer our students fish for their dish rather we train them not only the fishing technique but also the fish rearing technique. We enable our students to be academically sound, morally good and responsible to the family, society and the country. In KMC, students will be really indebted with dedicated, experienced and expert faculties, visionary managing committee and smart administrative procedures. KMC maintains its research based teaching pedagogy and presentation skills so as to handle all the practical situations in modern world. In this sense KMC is the best academic institution for higher studies.

A Glimpse of Different Activities



FEE STRUCTURE

FEE STRUCTURE FOR BACHELOR PROGRAMS (TU)

Faculties	Form	Admission	Annual	Library	Intl Exam	FSU	TU Regd.	Orientation	Total	Monthly
BBS	300/-	1,000/-	1,800/-	1,000/-	1,200/-	100/-	750/-	300/-	6,450/-	850/-
BA	300/-	1,000/-	1,800/-	1,000/-	1,200/-	100/-	750/-	300/-	6,450/-	850/-
B. ED.	300/-	1,000/-	1,800/-	1,000/-	1,200/-	100/-	750/-	300/-	6,450/-	850/-

- At the time of admission, students have to pay total admission fee + one month fee (Rs. 6,450/- + Rs. 850/-) = Rs. 7,300/-

EXAM/PRACTICAL FEE STRUCTURE FOR DIPLOMA

Particulars	BSS 1 st	BSS 2 nd	BSS 3 rd	BSS 4 th	BA New Course 4 Years programme per subject 1,000 (for all 5 subjects)	BA 1 st	BA 2 nd	BA 3 rd	B.Ed. 1 st	B.Ed. 2 nd	B.Ed. 3 rd	B.Ed. 4 th
Major Journalism	-	-	-	-		1,000	2,000	2,000	-	-	-	-
Population Studies	-	-	-	-		-	-	-	-	-	600	600
Major English	-	-	-	-		-	-	-	-	-	600	600
Teaching Practice	-	-	-	-		-	-	-	-	-	-	1,500
Rural Development	-	-	-	-		1,000	2,000	2,000	-	-	-	-
Nepali Journalism (Functional Paper)	-	-	-	-		-	-	1,000	-	-	-	-
Project Work/Report Writing	-	-	-	2500		-	-	-	-	-	-	-
Sociology	-	-	-	-		1,000	2,000	2,000	-	-	-	-
TU Board Exam Fee (with TU Service Charge)	1,500	1,500	1,500	1,500		1,500	1,500	1,500	1,500	1,500	1,500	1,950

- Students have to pay transportation fee themselves in all practical field visits.

FEE STRUCTURE FOR MBS Program (TU) Semester

Form	Admission	Semester Fee	Monthly Fee	Library	Term Exam Fee
500.00	5,000.00	6,000.00	1,500.00	2,000.00	1,200.00

- TU Registration Fee - Rs. 800.00.
- TU Board Examination Fee - Rs. 1,500.00
- Students have to pay Rs. 350.00 as TU service charge every year.
- MBS Thesis Rs. 7,000.00.



A glimpse of Orientation Programme.

SCHOLARSHIP SCHEME

Merit Based Scholarship for Bachelor 1st Year

Students with an outstanding score of GPA 4.0 (A ⁺) in NEB Board Examination	Annual + Tuition + Admission
Students with an outstanding score of GPA 3.65 - 3.95 (A ⁺) in NEB Board Exam	100% Tuition
Students with an excellent score of GPA 3.25 - 3.6 (A) in SEE Examination	50% Tuition
Students with an very good score of GPA 2.85 - 3.2 (B ⁺) in SEE Examination	100% Admission
Students with highest Grade Point Average (GPA) from Koteswori Pathshala	100% Tuition
Bishwombhar Bhattarai Scholarship	Bachelor 1 st year Student who scored highest from KMC in NEB Board Exam marks in Economics
Bidhyanath Nepal Scholarship Award	Students of Bachelor Humanities & Social Sciences who scored highest marks in T.U. Board Exam.
Diwakar Rimal Scholarship Award	Students of Bachelor Humanities & Social Sciences who scored highest marks in T.U. Board Exam.

- Internal Exam Toppers & Final Exam Toppers in each level (Bachelor 1st, 2nd, 3rd and 4th years) 100% Tuition Fee off.
- Need-Based Scholarship for Bachelor 1st, 2nd, 3rd and 4th years will be granted as per the Rules and Regulations of Campus.

Merit Based Scholarship for BBS 1st Year

Students with an aggregate score of 70% or above in BBS or 3.8 CGPA in BBA	100% Tuition Fee
Students with an aggregate score of 60% or above in BBS or 3.7 CGPA in BBA	50% Tuition Fee
Koteswori Multiple Campus (KMC) Topper in BBS	100% Tuition Fee
Koteswori Multiple Campus (KMC) 2 nd and 3 rd Topper in BBS	50% Tuition Fee
The student who completed +2 and BBS from Koteswori Multiple Campus (KMC)	50% Tuition Fee
The student who completed +2 or BBS from Koteswori Multiple Campus (KMC)	25% Tuition Fee

- Internal Exam Toppers & Final Exam Toppers in each semester 100% Tuition Fee off.
- Need-Based Scholarship for each semester will be granted as per the Rules and Regulations of Campus.

COURSE COMPOSITION

B.A.

First Year
Compulsory English
Elective Subject (any two)
Opt. English/Sociology/Nepali/BASW
Opt. Mass Communication/RD
Opt. Economics

B. Ed.

First Year
Compulsory English
Compulsory Nepali
Compulsory Education
Minor Subjects - Nepali/Pop/Health
Elective Subject (any one)
Opt. English
Opt. Nepali
Opt. Population Education
Opt. Health & Physical Edu.
Opt. Mathematics

BBS

First Year
Business English
Micro Economics
Business Statistics
Principle of Management
Accounting for Financial Analysis and Planning

MBS

First Semester
Managerial Economics
Organizational Behaviour
Marketing Management
Statistical Methods
Managerial Communication

Bachelor:

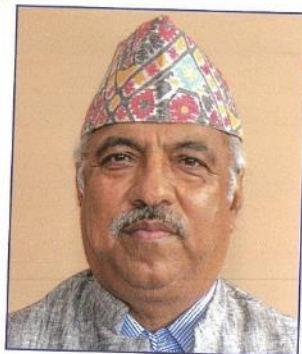
- ICT
- One Year B.Ed.
- BBA
- BHM

Master's Degree:

- MBA
 - MA
 - M.Ed.
- (with different subjects)

PROPOSED PROGRAMS

**CAMPUS
MANAGEMENT COMMITTEE**



Ram Babu Nepal
Chairperson



Dr. Savitri Shrestha
Vice-chairperson



Pradhyumna Pokharel
Treasurer



Nawaraj Parajuli
Member
Chairman - KTM 32



Bishwombhar K. Parajuli
Member



Janardan Adhikari
Member



Lekhanath Ghimire
Member



Ratna Kumar Shrestha
Member



Subarna Karmacharya
Member



Prof. Dr. Jeevan Kumar Bhattarai
Member
TU Representative



Govinda Bahadur Karki
Member Secretary

Nepal Public Campus Teachers' Association
KMC UNIT COMMITTEE



Lekhanath Ghimire
President



Suresh Pokharel
Vice-president



Manoj Adhikari
Secretary



Dhiraj Budhathoki
Joint-secretary



Maya Khatiwada
Treasurer



Achyut Raj Budhathoki
Member



Binod Kumar Karki
Member



Chandrabadana Rai
Member



Madan Gautam
Member



Shailesh Chandra Baral
Member

STUDENTS QUALITY COUNCIL (SQC)

Free Students' Union



Madhav Adhikari
President



Kamala Khanal Koirala
Vice-president



Sworoo Tripathi
General Secretary



Ram Prasad Joshi
Secretary



Hira Rai
Treasurer



Aarati Baral
Member



Abinash Thing Tamang
Member



Pratima Dahal Bolakhe
Member



Rajan Kunwar
Member



Sachina Khadka
Member



Sushma Parajuli
Member



Umesh Pokharel
Member



Madhav Adhikari
Chairperson



Sudip Neupane
Vice-chairperson



Bikram Pokharel
Secretary



Muna Pathak
Joint Secretary



Susmita Karki
Treasurer



Bajra Singh Lama
Member



Bhuban Koirala
Member



Chandra Pd. Acharya (CP)
Member



Dinesh Basnet
Member



Dipendra Mahotra
Member



Narayan Pd. Basyal
Member



Pradip Poudel
Member



Rama Ghimire
Member



Ramesh Sapkota
Member



Sudip Rai
Member

KMC Faculties

Mr. Govinda Bahadur Karki, M. Phil.
Campus Chief

Department of Nepali

1. Mr. Madan Gautam, HOD
2. Mr. Dhir Kumar Shrestha
3. Dr. Bala Krishna Adhikari
4. Mr. Bhim Pd. Ghimire
5. Mr. Shailendra Adhikari, M.Phil.
School Wing
6. Mr. Gokul Pokharel, M. Phil.
7. Mr. Mahendra Dhakal
8. Mr. Keshav Bhattarai

Department of Education

1. Ms. Chandra Badana Rai, HOD (Education)
2. Mr. Nandi Keshar Nepal, Asst. Campus Chief (Education)
3. Ms. Urmila Sunuwar (Population)
4. Mr. Purna Thapa, M.Phil. (Population)
5. Mr. Ram Kumar Rai (Population)
6. Mr. Binod Kumar Karki (Health)
7. Dr. Krishna Prasad Pathak (Health Edu.)
8. Ms. Usha Shah (Physical Education)
School Wing
9. Mr. Manamohan Mishra (ICT Education)
10. Mr. Tulasi Ram Ghimire (Education)
11. Mr. Shadananda Guragain (Health)

Department of Economics

1. Mr. Krishna Pd. Bhattarai, HOD
2. Mr. Tulsi Kumar Kandangwa
3. Mr. Shyam Bhattarai, M.Phil.
4. Ms. Debikawati Neupane
School Wing
5. Mr. Narahari Dahal
6. Mr. Bal Krishna Gaire
7. Mr. Keshav Raj Panthi
8. Mr. Sunil Acharya

Research Management Cell (RMC)

- Coordinator: Prakash Pokharel, M.Phil., Ph.D. Scholar
- Member : Nandi Keshar Nepal, M.Ed.
- Member : Sedu Nath Dhakal, M.Phil.
- Member : Shyam Bhattarai, M.Phil.
- Member : Sabitri Dhakal, M.A.

Department of English

1. Mr. Sedunath Dhakal, M.Phil. HOD
2. Mr. Govinda Bahadur Karki, M.Phil. (Campus Chief)
3. Mr. Bharat Kumar Ghimire, M.Phil.
4. Ms. Sabitri Dhakal
5. Mr. Govinda Bahadur Katuwal, M.Phil.
6. Mr. Agni Adhikari, M. Phil.
7. Mr. Gobind Bdr. Adhikari, M.Phil.
8. Mr. Rudra Prasad Paudel
9. Mr. Binod Adhikari, M.Phil.
School Wing
10. Mr. Netra Bahadur Subedi, M.Phil.
11. Mr. Tanka Prasad Ghimire
12. Mr. Dataram Karki
13. Mr. Kamali Kanta Bhetuwal, M. Phil.
14. Mr. Dipendra Pd. Bhatta
15. Mr. Sudip Gartaula
16. Mr. Tika Neupane

Department of Management

1. Mr. Dhiraj Budhathoki, HOD (Accountancy)
2. Mr. Prakash Pokharel, M.Phil., Ph.D. Scholar
Asst. Campus Chief (Accountancy)
3. Mr. Khimananda Koirala (General Management)
4. Mr. Suresh Pokharel (Finance)
5. Mr. Shailesh Chandra Baral (Accountancy)
6. Mr. Hari Kumar Karki (General Management)
7. Mr. Achyut Raj Budhathoki (Business Law)
8. Ms. Mamata Pandey (Finance)
9. Mr. Tej Prasad Dahal (Accountancy)
10. Mr. Min Raj Lamichhane (Math & Statistics)
11. Mr. Devraj Upadhyay (General Management)
12. Ms. Maya Khatriwada (General Management)
13. Mr. Bharat Rai, M.Phil., Ph.D. Scholar (Marketing)
14. Mr. Dhurba Nepal, M.Phil. (General Management)
15. Mr. Sukadev Dhakal (General Management)
16. Mr. Resham Poudel ((Math & Statistics)
17. Mr. Ramesh K.C. (General Management)
18. Mr. Manoj Kumar Karn (IT & EMIS)
19. Mr. Niraj Shahi (Math & Statistics)
20. Mr. Guna Raj Neupane (General Management)
21. Mr. Rakesh Tandukar (Marketing)
22. Mr. Raju Thapa (Finance)
School Wing
23. Mr. Kishor Dhakal (Finance)
24. Mr. Badri Pd. Upreti (Accountancy)
25. Mr. Kishor Luintel (Accountancy)

Department of R.D., Sociology & Mass Communication

1. Mr. Manoj Adhikari, HOD (R.D.)
2. Mr. Suman Pokharel, Asst. Campus Chief (R.D.)
3. Mr. Lekhanath Ghimire (Mass Communication)
4. Mr. Chetanath Ghimire, M. Phil. (Mass Communication)
5. Mr. Narendra Mishra, M.Phil. (Sociology)
6. Mr. Kalpana Marahattha (Sociology)
7. Ms. Parwati Thapa Parajuli (Sociology)
School Wing
8. Mr. Sanjeeb Nepal (Mass Communication)
9. Mr. Rudra Prasad Bhattarai (R.D.)
10. Ms. Santoshi Gautam (Sociology)
11. Mr. Padam Raj Joshi (Mass Communication)



ADMINISTRATIVE STAFF



Hari Keshav Adhikari
Head- Financial Admin. Dept.



Ganga Prasad Shiwakoti
Head- Educational Admin. Dept.



Nhuchhe Lal Maharjan
Head- General Admin. Dept.



Rabindra Joshi
Head- Library Section



Mrs. Sarala Paneru
Asst.- General Admin. Dept.



Mrs. Shova Raya
Asst.- Financial Admin. Dept.

School Wing



Duk Hari Niraula
Library Section



Ram Krishna Gurung
Asst.- Educational Admin. Dept.



Mrs. Sabitra Basnet
Asst.- Financial Admin. Dept.



Ms. Muna Khadka
Asst.- Financial Admin. Dept.



Mrs. Laxmi Gautam
Office Assistant



Mrs. Samjhana Shrestha
Office Assistant



Mrs. Pabita Timalina
Office Assistant

Koteshwor Multiple Campus (School Wing)
School Management Committee



Bishwombhar Krishna Parajuli
President



Diwakar Dhakal
Member



Hira Devi Pokharel
Member



Madan Gautam
Member



Moti Prasad Bhattarai
Member



Sabina Malla Thakuri
Member



Sandesh Kumar Dhakal
Member



Tekendra Prasad Dhakal
Member

Grade 11

SUBJECT COMBINATION
(According to New Curriculum -2077)

MANAGEMENT

A. Management Faculty (Business Studies Group)

1. Com. Nepali
2. Com. English
3. Com. Social Studies and Life Skill Education
4. Accounting [(Group - A)
5. Business Studies (Group - B)
6. Economics [Eco 303]/ Marketing (Group - C)

B. Management Faculty (Computer Science Group)

1. Com. Nepali
2. Com. English
3. Com. Social Studies and Life Skill Education
4. Accounting (Group A)
5. Computer Science (Group B)
6. Economics [Eco 303] / Marketing (Group C)

C. Management Faculty (HM/ Math/ B.Math Group)

1. Com. Nepali
2. Com. English
3. Com. Social Studies and Life Skill Education
4. Accounting (Group A)
5. Economics / Marketing (Group C)
6. Hotel Management / Maths / Business Math (Group D)

HUMANITIES

D. Humanities Faculty (RD Group)

1. Com. Nepali
2. Com. English
3. Com. Social Studies and Life Skill Education
4. Rural Development (Group A)
5. Sociology (Group B)
6. Opt. English / Nepali (Group C)/
Opt. Maths (Group D)

**E. Humanities Faculty
(Mass Communication Group)**

1. Com. English
2. Com. Nepali
3. Com. Social Studies and Life Skill Education
4. Opt. Mass Communication (Group D)
5. Opt. Sociology (Group B)
6. Opt. English / Nepali (Group C)

Fee Structure for +2 Programs

Faculties	Form	Admission	Annual	Library	Intl Exam	NEB Regd.	Orientation	Total	Monthly
MANAGEMENT	300/-	1,000/-	1,800/-	1,000/-	1,200/-	750/-	300/-	6,350/-	1,100/-
HUMANITIES	300/-	1,000/-	1,800/-	1,000/-	1,200/-	750/-	300/-	6,350/-	1,100/-
EDUCATION	300/-	1,000/-	1,800/-	1,000/-	1,200/-	750/-	300/-	6,350/-	1,100/-

- At the time of admission, students have to pay one month fee. Total admission fee Rs. 6,350/- + Rs. 1,100/- → Rs. 7,450/-
- Foreign students have to pay extra Rs. 750/- each in filling registration and board exam form respectively.
- Students have to pay NEB Grade Increment Exam and Partial Exam Fee separately.

Teaching Practice/ Practical Fee Structure for +2

Grade	Subjects							
	Population Studies	Pedagogy	Teaching Practice	Sociology	Mass Communication	Health & Phy. Edu.	Hotel Management	Computer Science
XI	800/-	800/-	-	800/-	800/-	800/-	700/- Per Month	700/- Per Month
XII	800/-	800/-	600/-	800/-	800/-	800/-	700/- Per Month	700/- Per Month

- Students have to pay transportation fees themselves in all practical field visits.

	Criteria	Waiver
Merit Based Scholarship for Grade XI	Students with an outstanding score of GPA 4.0 (A ⁺) in SEE Examination	Annual + Tuition + Admission
	Students with an outstanding score of GPA 3.65 - 3.95 (A ⁺) in SEE Examination	100% Tuition
	Students with an excellent score of GPA 3.25 - 3.6 (A) in SEE Examination	50% Tuition
	Students with a very good score of GPA 2.85 - 3.2 (B ⁺) in SEE Examination	100% Admission
	Students with highest Grade Point Average (GPA) from KTM-32	100% Tuition
	Entrance Topper in Grade XI Entrance Examination	One Month Tuition
	• Internal Exam Toppers & Final Exam Toppers in XI & XII 100% Tuition fee off. • Need-Based Scholarship for XI & XII will be granted as per the Rules and Regulations of Campus	

Education

F. Education Faculty (Education and Development Group)

1. Com. Nepali
2. Com. English
3. Com. Social Studies and Life Skill Education
4. Opt. Health and Physical Education (Group A)
5. Opt. Education and Development (Group B)
6. Opt. English / Nepali (Group C)/ Opt. Maths (Group D)

G. Education Faculty [Child Development and Learning (CDL) Group]

1. Com. Nepali
2. Com. English
3. Com. Social Studies and Life Skill Education
4. Opt. Child Development and Learning (Group A)
5. Opt. Population Studies (Group B)
6. Opt. English / Nepali (Group C)/ Opt. Maths (Group D)

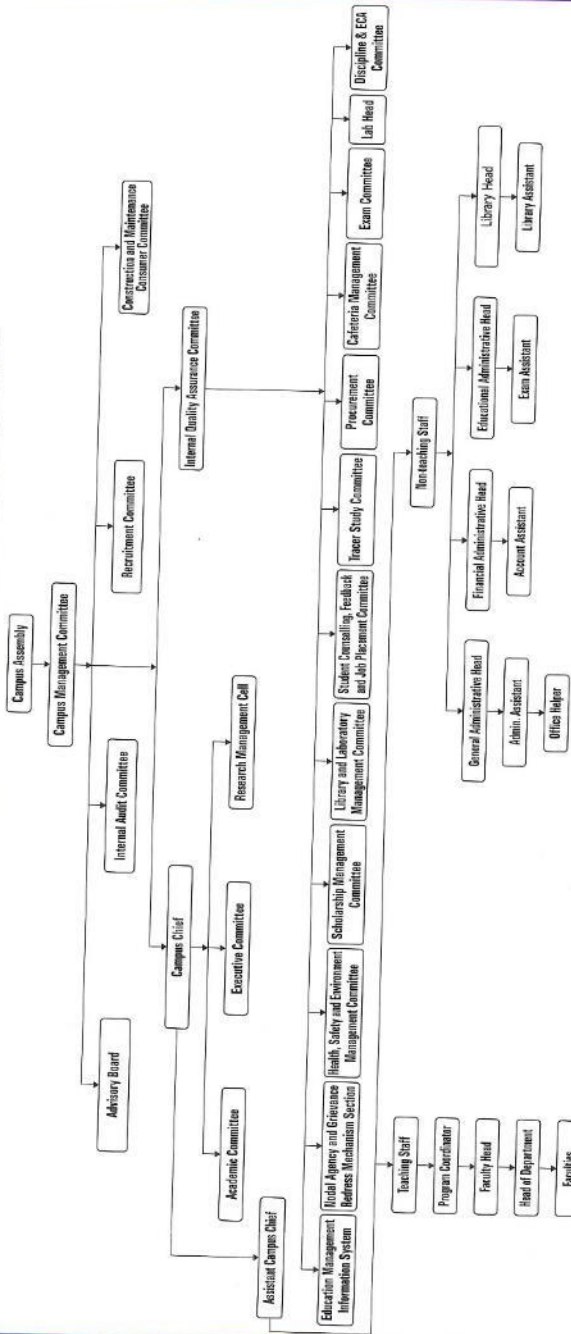


Field Visits:





ORGANIZATIONAL STRUCTURE





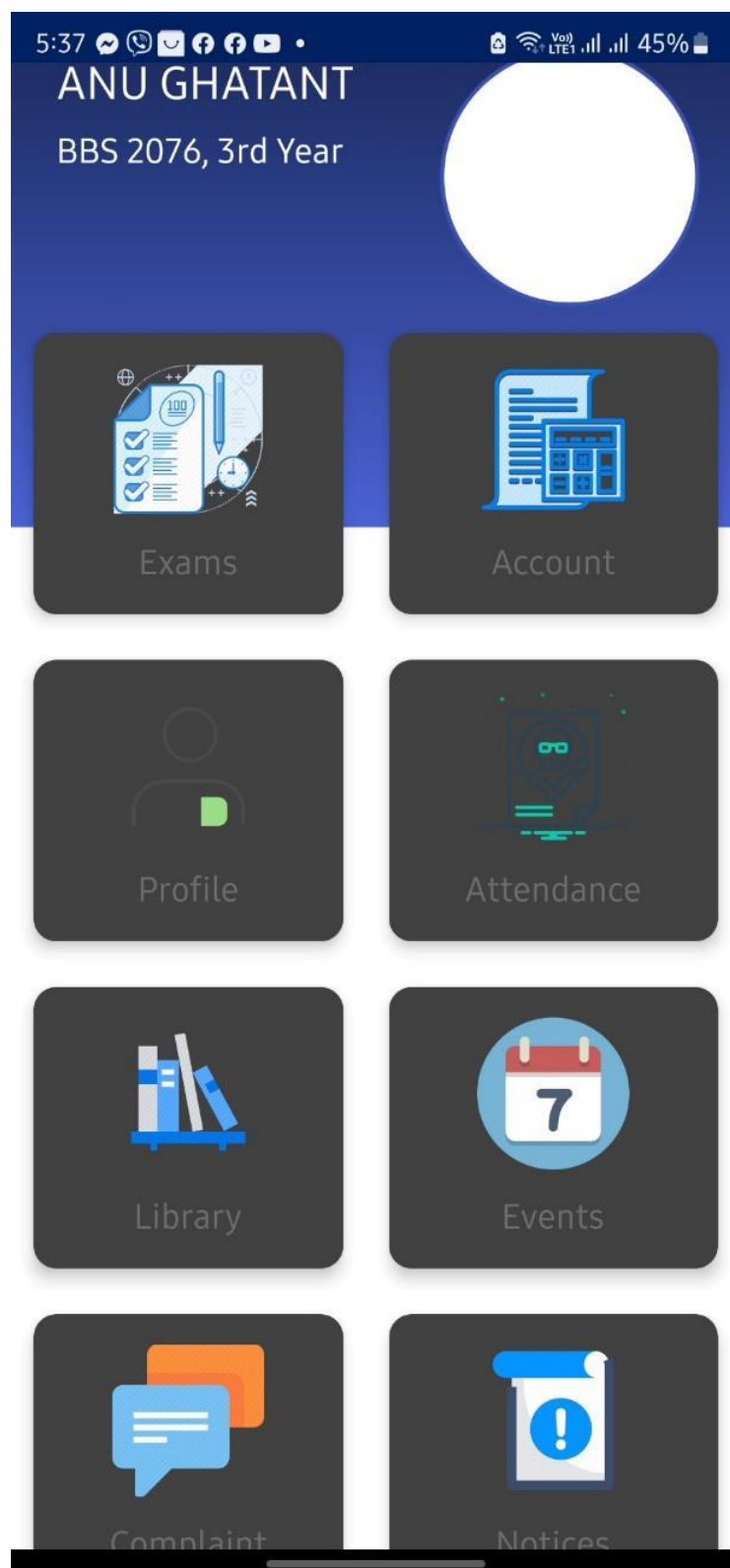
कोटेश्वर
बहुमुखी क्याम्पस
(त्रिभुवन विश्वविद्यालयबाट सम्बन्धन प्राप्त)

Koteshwor
MULTIPLE CAMPUS
(Affiliated to Tribhuvan University)

जडीबुटी, काठमाडौं-३२, नेपाल
फोन : ०१-४१५५१४५, ४१५५२६६
www.koteshworcampus.edu.np info@koteshworcampus.edu.np

Jadibuti, Kathmandu-32, Nepal
Tel.: 01-4155145, 4155266
www.facebook.com/koteshwor.mc

Annex 66, KMC Mobile App.



Annex 67, Minute of Sports Committee

आज मिति २०८०/०९/२३ गते शुक्रवार विहान ९:३० बजे कोटेश्वर बहुमुखी क्याम्पसको आतिथि क्रियाकलाप अन्तर्गतको ३२ औं खेलकुद सप्ताह - २०८० (मिति २०८०/०९/२५ देखि २८ गते सम्म) का लागि तयारी बैठक क्याम्पस प्रमुख श्री गौविन्द बहादुर कार्कीको अध्यक्षतामा बस्यो।

उपस्थिति

गौविन्द बहादुर कार्की	संयोजक
सुमन पौडरेल	सदस्य सम्योजक
चन्द्रप्रकाश राई	सदस्य
रूपमानन्द कोइराला	"
गुलशान कुमर	"
विनायक कुमारी	"
टिका न्यौपाने	"
हरिकेश आर्खेकरी	"
मृच्छालाल महर्जन	"
नन्दीकेश नेपाल	स. क्याम्पस प्रमुख (आमन्त्रित सदस्य)

विद्यार्थी प्रतिनिधीहरू

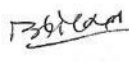
१. टेक ब. सिँह: ने. वि. लघु सचिव
२. रामकृष्ण थापा अ. ने. रा. स्व. वि. यु. अध्यक्ष
३. सुरोज रायमाझी " " (क्रान्तीकारी) अध्यक्ष
४. प्रमोद कार्की ने. वि. लघु उपाध्यक्ष
५. तुला ब. शुनुवार अ. ने. रा. स्व. वि. यु. स. सचिव

प्रस्ताव तथा निर्णयहरू:

१. खेलकुद सप्ताह २०८० लाई सम्बन्धित सम्पन्न गर्ने सम्बन्धमा: क्याम्पसले तय गरेको निर्धारित मिति २०८०/०९/२५ देखि २८ गते सम्म सञ्चालन हुने ३२ औं खेलकुद सप्ताह २०८०लाई व्यवस्थित, खान्ता व. सम्व सम्पन्न गर्ने निम्न वडाकोको उपसमिति गठन गरियो।

- क. प्रालिपल: चन्द्रप्रकाश राई सम्योजक
 - सुमन पौडरेल सदस्य
 - हरि केशव आर्खेकरी सदस्य
 - टेक ब. सिँह "







ख फुटसल : - अखिलमनन्दा कोइराला सम्योजक

- सुमन पोरवरेल सदस्य
- तुलसी कु. कन्दुवा "
- शरीज रायमाझी "

ग Indoor Games : विनोद कु. कार्की सम्योजक

- अखिलमनन्दा कोइराला सदस्य
- टिका न्यौपाने "
- चन्द्रवदना राई "
- रामकृष्ण थापा "
- तुला ब. सुनुवा "
- प्रमोद कार्की "

घ मेडल तथा प्रमाणपत्र : टिका न्यौपाने सम्योजक

- अखिलमनन्दा कोइराला सदस्य
- नहुचै महर्जन "

ङ आर्थिक व्यवस्थापन : सुमन पोरवरेल सम्योजक

- हरिकेशव झाधिकाशी सदस्य
- नहुचैलाल महर्जन "

२. खेलकुद सप्ताह २०७८ को खेल तालिका सम्बन्धमा :

३२ औं खेलकुद सप्ताह अन्तर्गत हुने विभिन्न खेलहरू निम्न अनुसारको समय तालिकामा सञ्चालन गर्ने निर्णय गरियो ।

क्र.स	मिति	खेल	समय
१.	२०७८/०९/२५	उद्घाटन समारोह	विहान ८:३० वजे
२.	"	भलिबल	" ८:४५ "
३.	"	टेवल टेनिस	" १०:०० "
४	"	चेस	दिउँसो ०१:०० "

अखिलमनन्दा कोइराला

सदस्य

दिउँसो ०१:०० "

Amx *Geef*

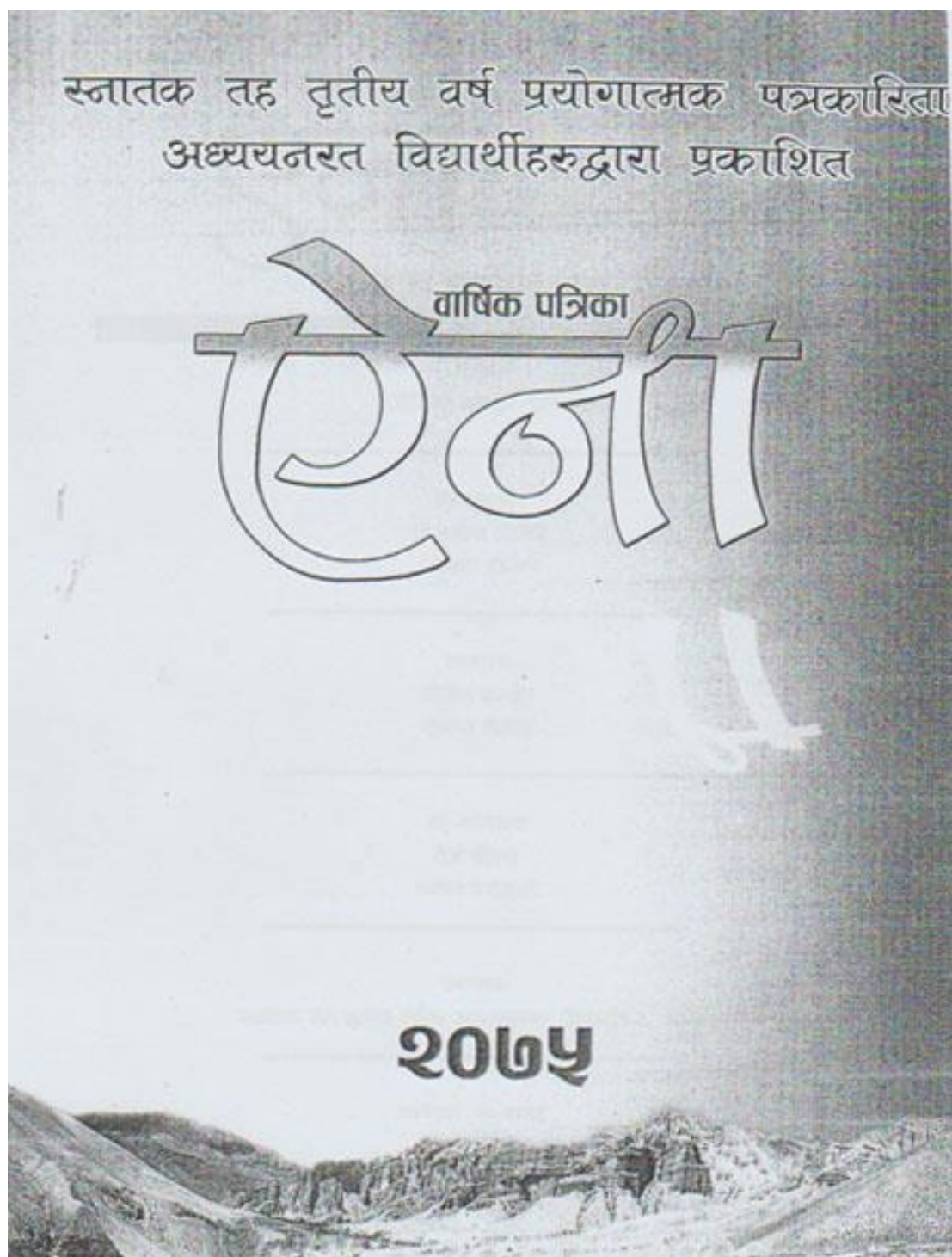
Amx *Geef* *Amx*

	मिति	स्वेल	समय
५.	२०८८/०९/२६	म्याराथोन कौड	विहान ८:३० वजे
६.	"	सटपुट	" ९:०० "
७.	"	म्युजिकल च्यापर	" १०:३० "
८.	"	ल्याडमिण्टन	दिवा : ०१:३० "
९.	२०८८/०९/२७	ल्याडमिण्टन	विहान ०८:३० वजे
१०.	"	टि. टि	" १०:००
११.	२०८८/०९/२८	फुटसल	विहान ८:३० वजे

३. अन्य कलफनका विषय नभएकोले बैठक समापन गर्ने निर्णय गरियो।

Geef *Amx* *Amx* *Amx* *Amx*

Annex 68, The articles of students in the magazines “Aina”



ऐना

वार्षिक साहित्यिक पत्रिका

संरक्षक

जोविन्द बहादुर कार्की

संस्लहाकार

लेखलाध धिनिरे

लक्ष्मण धिनिरे

सम्पादक

दिनेश बरनेत

सुबास तामाड

सह-सम्पादक

तेज बोहरा

शंकर पराजुली

प्रकाशक

रमातक तह तृतीय वर्षमा आठखनरत विद्यार्थीहरु, २०७५

आवरण/ले-आउट

सुबास तामाड

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४	समयले जन्माएको स्वरूप	अमृता पाण्डे	७
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७	माया	मणिराज दाहाल	१०
८	बढ्दो महिला हिंसा	दिवक पुडासैनी	११
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१२	जीवन -कविता).....	इश्वरी थापा	१६
१३	पर्दा पछाडीको मर्म.....	सोज बहादुर तामाङ	१७
१४	जिन्दगी (कविता).....	निकिता चाम्लीङ	१८
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 मिति - २०७६-०६-१६ गते विहिवार
 स्थान, कोटेश्वर बहुमुखी क्याम्पस
 जोशीपुरी काठमाण्डौ

उपस्थित

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३. स. क्या. प्रमुख - प्रकाश जोशी
४. स. क्या. प्रमुख - सुमान जोशी
५. प्रा. संघ सभापति - लक्ष्मण शिर्षी
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४. Online Stream स्थापना गर्ने कक्षा संचालन गर्ने

१. २. ३. ४.

निर्णय

प्रस्ताव नं. १ का सम्बन्धमा हुनहुन गर्दा यस क्याम्पसको जडोबुटी स्थित नयाँ भवनमा शिक्षा लिकाइ प्रकृयाको लागि Multi media भन्दा Computer र Projector हरू जोडिएका हुन् र वौदी क्याम्पसमा पनि तत्काल जडान गरिसक्ने व्यवस्था भिनाइएको छ।

प्रस्ताव नं. २ का सम्बन्धमा हुनहुन गर्दा यस क्याम्पसमा अध्ययन गर्ने आउने विद्यार्थीहरूलाई क्याम्पसले स्वीकृत गर्ने आतिथ्यीकरण कार्यक्रममा नै क्याम्पसको आचारसंहिता (Code of conduct) को बारेमा पूर्ण रूपमा परिचित गराउने गर्दै साथै क्याम्पस परिक्षा भित्र प्रवेश गर्दा सूचनापट्टीमा पनि विद्यार्थीहरूले पालन गर्नुपर्ने आचारसंहिता राख्न गरिएको छ। यस बाहेक विद्यार्थीहरूलाई नैतिकता, आदर्श, र जिम्मेवार नागरिक बनाउन सहयोग पुग्दछ।

प्रस्ताव नं. ३ मा हुनहुन गर्दा यस क्याम्पसको लाइब्रेरी पुस्तकालय कक्षा, रोजिङ प्रवासिक कक्षा, आर्थिक कक्षा लैकाशावा, विभागीय प्रमुखहरूको कक्षा लगायत विभिन्न हाउसहरूमा विद्यार्थीहरूलाई सहजै पहुँच गर्न "महावाणी" लेखिएको छ। जसबाट शिक्षा तथा विद्यार्थीहरूमा स्वतन्त्रता धारणाको विकास रोजिङ वातावरण निर्माणमा सहयोग पुग्दछ।

प्रस्ताव नं. ४ मा हुनहुन गर्दा विद्यार्थीहरूको रूपमा फैलिएको Covid-19 लाई Physically face to face teaching learning मा पारेको प्रभाव र विकसीत हुँदै आएको New Technology का कारण लिकाइको वैकल्पिक विधिहरू विकसित हुँदै आएका हुन्। यस सम्बन्धमा यस क्याम्पसले लिकाइको भिन्न Online प्रविधिहरू प्रयोग गरी शिक्षा गर्ने कार्यको भण्डारी गएको छ।



Koteshwor
MULTIPLE CAMPUS

Koteshwor Multiple Campus
Student Code of Conduct



Koteshwor Multiple Campus
Jadibuti,
Kathmandu Metropolitan City - 32
Student Code of Conduct

Introduction

The Student Code of Conduct sets out the standards of conduct of students of the Koteshwor Multiple Campus (KMC). It holds individuals and groups responsible for the consequences of their actions. Failure to comply with this code may result withdrawal of privileges or the imposition of sanctions.

The KMC is a community of students, faculty and staff involved in learning, teaching, research and other activities. All members of this community are expected to conduct themselves in a manner that contributes positively to an environment in which respect; civility, diversity, opportunity and inclusiveness are valued, so as to assure the success of both the individual and the community. This code reflects a concern for these values and tries to ensure that members of the campus and the public can make use of and enjoy the activities, facilities and benefits without undue interference from others. Students are responsible for reading, understanding and abiding by the Code.

The main objective of this code is to set the standard to be complied with to make the campus a respectful institution and encourage students to be disciplined and organized.

When does the code apply?

The Student Code of Conduct applies to any student enrolled in the campus.

The Code applies to conduct that occurs on or near the premises of the campus. It also applies to conduct that occurs elsewhere if it is related to campus sponsored programs or activities, (such as travelling athletic teams), or if it occurs in the context of a relationship between the student and a third party that involves the student's standing, status or academic record at the campus.

It does not apply to conduct that is assigned to another disciplinary body at the University, including allegations regarding a student's failure to meet standards of professional conduct, or conduct committed by a student solely in his or her capacity as an employee of the University.

General conduct

General conduct under the Code includes but is not limited to:

- All the students will attend the college in prescribed dress.



STUDENT CODE OF CONDUCT



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[Handwritten signatures]

- Students are expected to be chivalrous and polite in their dealing with one another and with the employees of the college.
- Silence should be maintained in the classes, library and corridors so that no one is disturbed in studies.
- Instructions given by management and teachers should be carried out strictly.

Prohibited conduct

Prohibited conduct under the Code includes but is not limited to:

- Assaulting, harassing, intimidating, or threatening another individual or group
- Endangering the health or safety of others
- Stealing, misusing, destroying, defacing or damaging campus property or property belonging to someone else
- Disrupting campus activities
- Using campus facilities, equipment, services or computers without authorization
- Making false accusations against any member of the campus
- Supplying false information to the campus or forging, altering or misusing any campus document or record
- Storing, possessing or using real or replica firearms or other weapons, explosives (including fireworks), ammunition, or toxic or otherwise dangerous materials on campus premises
- Using, possessing or distributing illegal drugs
- Violating country's liquor laws or campus alcohol policies
- Hazing
- Encouraging, aiding, or conspiring in any prohibited conduct
- Failing to comply with a disciplinary measure or disciplinary measures imposed under the procedures of this Code

Disciplinary measures

Disciplinary Measures that may be imposed under the Code include but are not limited to:

- Written warning or reprimand
- Probation, during which certain conditions must be fulfilled and good behavior must be demonstrated
- Payment of costs or compensation for any loss, damage or injury caused by the conduct
- Issuance of an apology, made publicly or privately

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STUDENT CODE OF CONDUCT

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- Loss of certain privileges
- Restriction or prohibition of access to, or use of, campus facilities, services, activities or programs
- Fines or loss of fees
- Relocation or exclusion from residence
- Suspension
- Expulsion



विषय : विशेष निर्देशन जारी गरी लागू गरिएको सम्बन्धमा ।

उपरोक्त सम्बन्धमा यस क्याम्पसमा अध्ययनरत सम्पूर्ण विद्यार्थीहरूलाई तपशीलबमोजिमका आचार संहिता लागू गरिएकोले अनिवार्य रूपमा पालना गर्न गराउनका लागि यो सूचना जारी गरिएको छ । कथंकदाचित आचारसंहिताको बर्खिलाप गरेको पाइएमा नियमानुसार कारवाही गरिने व्यहोरा समेत जानकारीको लागि सूचित गरिन्छ :

तपशील

१. क्याम्पस समयमा गेटबाहिर, मन्दिर परिसर, क्लब वरिपरि नजाने वा जान नदिने ।
२. पुस्तकालय जाने वा पुस्तकालय भवनबाट प्रशासनिक भवनतर्फ काम विशेषले जानुपरेमा सरासर जाने र काम सकिनासाथ सरासर आफ्नो कक्षाकोठामा फर्कने । तर बाटोमा अलमल गरिएको भेटिएमा सजायको भागिदार बन्नुपर्नेछ ।
३. कुनै कारणबश कक्षा नभएमा उक्त बहानामा बाहिर निस्कन पाइने छैन ।
४. पुस्तकालय भवन र नयाँ भवन (Prefrab Block) का विद्यार्थीहरूले Break को १५ मिनेटको समयमा गेटबाहिर रहेको चमेना गृह प्रयोग गर्न सक्नेछन् । तर १५ मिनेट नाघेमा भित्र प्रवेश गर्न दिइने छैन । (क्यान्टिनको व्यवस्था छिट्टै हुनेछ ।)
५. हरेक विद्यार्थीले क्याम्पसले तोकेको पोशाकमा आउनुपर्नेछ । Uniform तयार नभइजेल क्याम्पसले तोकेको T-Shirt लगाएर आउनुपर्नेछ । त्यसपछिका दिनहरूमा T-Shirt विहीबार र शुक्रबार मात्र लगाउन पाइनेछ ।
६. प्रत्येक दिन विहान ६:०० बजेभन्दा अगावै क्याम्पसभित्र प्रवेश गरिसक्नुपर्नेछ । घण्टी बजेको ५ मिनेटपछि आउने विद्यार्थीले कक्षाकोठामा प्रवेश गर्न दिइने छैन ।
७. अफिस जानुपर्ने विद्यार्थीहरूले छिट्टै निस्कनुपर्ने भएमा आफूले काम गर्ने कार्यालयबाट पत्र लिएर आउनुपर्नेछ । उक्त पत्रको आधारमा क्याम्पसले निजहरूको लागि Exit Card बनाईदिनेछ । Exit Card देखाएर मात्र गेटबाहिर जानुपर्नेछ । अन्यथा गेटपास अनुमति नपाइने जानकारी गराइन्छ ।
८. छात्रहरूले कपाल छोटो पारेर काटेको हुनुपर्नेछ । टप, मुन्द्रा आदि लगाएको देखिएमा क्याम्पस प्रवेश गर्न दिइने छैन ।
९. छात्राहरूले कपाल रङ्गाएको, कपाल छोडेको देखिएमा क्याम्पस प्रवेश गर्न दिइने छैन ।
१०. T-Shirt सँग कालो रंगको पेन्ट लगाएर मात्र लगाउन पाइने छ ।
११. कक्षाकोठामा Mobile Phone प्रयोग गर्न पाइने छैन । Ear-Phone भुण्ड्याएर गेटभित्र प्रवेश गर्न पाइने छैन ।
१२. हरेक विद्यार्थीले आफ्नो परिचय पत्र बोक्न अनिवार्य छ र आवश्यक परेमा देखाउनुपर्नेछ ।
१३. Break Time बाहेक अन्य समयमा चमेना गृहमा भिडभाड गर्न पाइने छैन ।


(गोविन्दबहादुर कार्की)
क्याम्पस प्रमुख

कोटेश्वर, काठमाडौं-३२, नेपाल

फोन : ०१-४१५५१४५, ४१५५२६६



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Koteshwor, Kathmandu-32, Nepal

Tel.: 01-4155145, 4155266

Annex 70, Student Charter & Library with moral quotation

 कोटेश्वर बहुमुखी क्याम्पस (त्रिभुवन विश्वविद्यालयबाट सम्बन्धन प्राप्त)  Koteshwor MULTIPLE CAMPUS (Affiliated to Tribhuvan University)				
विद्यार्थी वडापत्र (Students' Charter)				
कार्य विवरण	पेश गर्नुपर्ने कागजातहरू	सम्पत्ति गर्ने कक्षा/पदाधिकारी र प्रकृति	कार्य सम्पन्न समय/वधि	उजुरी सुन्ने पदाधिकारी
१. कक्षा ११ (Management, Humanities, Education) को भर्नासम्बन्धी	• SEE को रेजुल्ट • प्रोभिजनल प्रमाण पत्र • चारित्रिक प्रमाण पत्र को फोटोकपी २/२ प्रति र • पासपोर्ट साइजको फोटो ३ प्रति	कोठा नं. ००४ मा भर्ना फारम लिने फारम भरी सम्बन्धित पदाधिकारीबाट प्रमाणित गराई कोठा नं. ००२ नई भर्ना गर्ने	सम्पूर्ण प्रक्रिया पुरा भएमा १ घण्टा	क्याम्पस प्रमुख
२. स्नातक तह (BBS, BA, B.Ed., BASW) प्रथम वर्षमा भर्नासम्बन्धी	• SEE र +2 को • रेजुल्ट • प्रोभिजनल प्रमाण पत्र • चारित्रिक प्रमाण पत्र को फोटोकपी २/२ प्रति र • पासपोर्ट साइजको फोटो २ प्रति • माइग्रेसन प्रमाण पत्र सक्कल	कोठा नं. ००४ मा भर्ना फारम लिने फारम भरी सम्बन्धित पदाधिकारीबाट प्रमाणित गराई कोठा नं. ००२ नई भर्ना गर्ने	सम्पूर्ण प्रक्रिया पुरा भएमा १ घण्टा	क्याम्पस प्रमुख
३. स्नातकोत्तर तह (Masters Degree) प्रथम वर्षमा भर्नासम्बन्धी	• SEE, +2, Bachelor तहको • रेजुल्ट • प्रोभिजनल प्रमाण पत्र • चारित्रिक प्रमाण पत्र को फोटोकपी १/१ प्रति र • पासपोर्ट साइजको फोटो २ प्रति • विदेशी विश्वविद्यालयबाट उत्तीर्ण भरी आउने विद्यार्थीहरूले राज्यले तोकेको निकायबाट समकलता (Equivalency) विचारण गरिएको प्रमाण-पत्रको फोटोकपी पनि पेश गर्नु पर्नेछ ।	कोठा नं. ००४ मा भर्ना फारम लिने फारम भरी सम्बन्धित पदाधिकारीबाट प्रमाणित गराई कोठा नं. ००२ नई भर्ना गर्ने	सम्पूर्ण प्रक्रिया पुरा भएमा १ घण्टा	क्याम्पस प्रमुख
४. नयाँ परिचय पत्रसम्बन्धी	+२, स्नातक तह र स्नातकोत्तर तहमा भर्ना भएका विद्यार्थीहरूले विद्यार्थी परिचय पत्र बनाउनका लागि भर्ना गरेको रसिद र अटो साइजको १ प्रति फोटो	कोठा नं. ००१ मा बुझाउने	भोलिपल्ट स्वयंले कोठा नं. ००१ बाट बुझ्न सक्नेछन् ।	क्याम्पस प्रमुख
५. परिचय पत्र नवीकरणसम्बन्धी	कक्षा १२, स्नातक तह दोस्रो, तेस्रो, चौथो वर्ष र स्नातकोत्तर दोस्रो वर्षका विद्यार्थीहरूले आफ्नो परिचय पत्र पेश गर्ने	कोठा नं. ००१ मा बुझाउने	भोलिपल्ट स्वयंले कोठा नं. ००१ बाट बुझ्न सक्नेछन् ।	क्याम्पस प्रमुख
६. हराएको वा घ्यानिपुको परिचय पत्रसम्बन्धी	परिचय पत्र पुनः प्राप्तिका लागि लेखा ज्ञाखामा जुल्क तिरिएको रसिद	कोठा नं. ००१ मा बुझाउने	भोलिपल्ट स्वयंले कोठा नं. ००१ बाट बुझ्न सक्नेछन् ।	क्याम्पस प्रमुख
७. चारित्रिक प्रमाण पत्र (Character Certificate)	• ट्रान्स्क्रिप्ट को फोटोकपी • Library Clearance • दस्तुर तिरिएको रसिद • SEE को चारित्रिक प्रमाण पत्रको फोटोकपी • हाल उत्तीर्ण गरेको तहको ट्रान्स्क्रिप्ट को फोटोकपी • पासपोर्ट साइजको दुई प्रति फोटो	कोठा नं. ००२ बाट रसिद लिने र कोठा नं. ००१ मा बुझाउने	भोलिपल्ट स्वयंले कोठा नं. ००१ बाट बुझ्न सक्नेछन् ।	क्याम्पस प्रमुख
८. कलेज स्थानान्तरण गरी आउने	• क्याम्पस प्रमुखसमक्ष निवेदन पेश गर्ने (निवेदन स्वीकृत भएमा आफूले अध्ययन गरिरहेको संस्थालाई सम्बोधन गरिएको पत्र प्राप्त गर्ने) • आफूले अध्ययन गरिरहेको संस्थाबाट बस क्याम्पसलाई सम्बोधन गरिएको स्थानान्तरण पत्र र • डीनको कार्यालयलाई सम्बोधन गरेको पत्र पेश गर्ने	कोठा नं. ००३ मा सम्पर्क राख्ने कोठा नं. ००२ मा सम्पर्क राख्ने	बढीमा १५ मिनेट बढीमा १५ मिनेट	क्याम्पस प्रमुख
९. कलेज स्थानान्तरण गरी जान	• आफू जान्छाैंको क्याम्पसबाट बस क्याम्पसलाई सम्बोधन गरी स्थानान्तरणका लागि स्वीकृति दिइएको पत्र • पुस्तकालयबाट Library Clearance पत्र • स्थानान्तरण हुने तहका लागि भर्ना गर्ने • भर्ना पश्चात आफू जान्छाैंको क्याम्पसलाई सम्बोधन गरिएको पत्र	क्याम्पस प्रमुखको कार्यालयमा सम्पर्क राख्ने कोठा नं. ००३ मा सम्पर्क राख्ने	बढीमा १ घण्टा	क्याम्पस प्रमुख
१०. रेजिष्ट्रेशन फारम (Registration Form) सम्बन्धी	कक्षा ११ का लागि • SEE को रेजुल्ट, प्रोभिजनल र चारित्रिक प्रमाण पत्रको १/१ कपि फोटोकपी र २ प्रति पासपोर्ट साइजको फोटो त्रि.वि. (BBS, BA, B.Ed. First Year) का लागि • SEE को रेजुल्ट, प्रोभिजनल र चारित्रिक प्रमाण पत्रको १/१ प्रति फोटोकपी • +2 को ट्रान्स्क्रिप्ट, प्रोभिजनल र चारित्रिक प्रमाण पत्रको १/१ प्रति फोटोकपी • माइग्रेसन सक्कल प्रति • २ प्रति पासपोर्ट साइजको फोटो	कोठा नं. ००१ मा सम्पर्क राख्ने	बढीमा ३० मिनेट	क्याम्पस प्रमुख
११. परीक्षा फारमसम्बन्धी (Board Exam Form)	• क्याम्पसमा लिने बोकी सम्पूर्ण जुल्क तिरिएको रसिद • पासपोर्ट साइजको २ प्रति फोटो • औसिक परीक्षार्थीको हकमा बस अघि परीक्षा दिइएको • मार्कसिडको फोटोकपी र पासपोर्ट साइजको २ प्रति फोटो	कोठा नं. ००२ मा सम्पर्क राख्ने कोठा नं. ००१ मा सम्पर्क राख्ने	बढीमा १० मिनेट बढीमा ३० मिनेट	क्याम्पस प्रमुख
१२. प्रवेश पत्र (Admit Card) र लेखापत्र पत्र (Mark-sheet) प्राप्त गर्ने	• प्रवेश-पत्रका लागि परीक्षा फारम भर्दा दिइएको रसिद • लेखापत्र-पत्र (Mark-sheet) लिनेको लागि सम्बन्धित परीक्षाको प्रवेश-पत्र	कोठा नं. ००१ मा सम्पर्क राख्ने	बढीमा १५ मिनेट	क्याम्पस प्रमुख
नोट : माथि उल्लेखित कुनै पनि कार्य सम्पादनका लागि लाग्ने खर्चुर क्याम्पसको निवसमावसार लाग्ने छ ।				

विद्यार्थी वडापत्र (Students' Charter)

कार्य विवरण	पेश गर्नुपर्ने कागजातहरू	सम्पर्क गर्ने कक्ष/ पदाधिकारी र प्रकृया	कार्य सम्पन्न समयावधि	उजुरी सुन्ने पदाधिकारी	कैफियत
१. कक्षा ११ को भर्नासम्बन्धी	• SEE को Grade Sheet, Provisional Certificate, Character Certificate को फोटोकपी २/२ प्रति र Passport Size को फोटोकपी ३ प्रति	कोठा नं. ००४ मा भर्ना फारम लिने फारम भरी सम्बन्धित पदाधिकारीबाट प्रमाणित नराई कोठा नं. ००२ नई भर्ना गर्ने	सम्पूर्ण प्रक्रिया पुरा भएमा १ घण्टा	क्याम्पस प्रमुख	
२. स्नातक तह प्रथम वर्षमा भर्नासम्बन्धी	• SEE र +2 को Grade Sheet, Provisional Certificate, Character Certificate को फोटोकपी २/२ प्रति र Passport Size को फोटोकपी ३ प्रति	कोठा नं. ००४ मा भर्ना फारम लिने फारम भरी सम्बन्धित पदाधिकारीबाट प्रमाणित नराई कोठा नं. ००२ नई भर्ना गर्ने	सम्पूर्ण प्रक्रिया पुरा भएमा १ घण्टा	क्याम्पस प्रमुख	
३. स्नातकोत्तर तह प्रथम वर्षमा भर्नासम्बन्धी	• SEE, +2, Bachelor तहको Grade Sheet, Provisional Certificate, Character Certificate को फोटोकपी १/१ प्रति र Passport Size को फोटोकपी ३ प्रति साथै त्रिभुवन विश्वविद्यालयबाट उत्तीर्ण गरी आउने विद्यार्थीहरूले राज्यले तोकेको निकायबाट समकक्षता (Equivalency) निर्धारण गरिएको प्रमाण-पत्रको फोटोकपी पनि पेश गर्नु पर्नेछ ।	कोठा नं. ००४ मा भर्ना फारम लिने फारम भरी सम्बन्धित पदाधिकारीबाट प्रमाणित नराई कोठा नं. ००२ नई भर्ना गर्ने	सम्पूर्ण प्रक्रिया पुरा भएमा १ घण्टा	क्याम्पस प्रमुख	
४. नयाँ परिचय पत्रसम्बन्धी	+२, स्नातक तह र स्नातकोत्तर तहमा भर्ना भएका विद्यार्थीहरूले विद्यार्थी परिचय पत्र बनाउनका लागि भर्ना गरेको रसिद र अटो साइजको १ प्रति फोटो	कोठा नं. ००१ मा बुझाउने	भोलिपल्ट स्वयंले कोठा नं. ००१ बाट बुझ्न सक्नेछन् ।	क्याम्पस प्रमुख	
५. नयाँ परिचय पत्र नवीकरणसम्बन्धी	कक्षा १२, स्नातक तह दोस्रो, तेस्रो, चौथो वर्ष र स्नातकोत्तर दोस्रो वर्षका विद्यार्थीहरू र अन्य विद्यालय/कलेजबाट स्थानान्तरण भई आएका विद्यार्थीहरूले आफ्नो परिचय पत्र पेश गर्ने	कोठा नं. ००१ मा बुझाउने	भोलिपल्ट स्वयंले कोठा नं. ००१ बाट बुझ्न सक्नेछन् ।	क्याम्पस प्रमुख	
६. हराएको वा घ्यातिएको परिचय पत्र नवीकरणसम्बन्धी	परिचय पत्र पुनः प्राजिका वापत लेखा शाखामा शुल्क तिरेको रसिद	कोठा नं. ००१ मा बुझाउने	भोलिपल्ट स्वयंले कोठा नं. ००१ बाट बुझ्न सक्नेछन् ।	क्याम्पस प्रमुख	
७. चारित्रिक प्रमाण पत्र बनाउन	Transcript को फोटोकपी पेश गरी पुस्तकालयबाट Library Clearance नराई आवश्यक दस्तुर तिरेको रसिदका SEE को चारित्रिक प्रमाण-पत्रको फोटोकपी, हालै उत्तीर्ण गरेको तहको Transcript को फोटोकपी र पासपोर्ट साइजको दुई प्रति फोटो	कोठा नं. ००२ बाट रसिद लिने र कोठा नं. ००१ मा बुझाउने	भोलिपल्ट स्वयंले कोठा नं. ००१ बाट बुझ्न सक्नेछन् ।	क्याम्पस प्रमुख	
८. कलेज स्थानान्तरण गरी आउन	• क्याम्पस प्रमुखसमक्ष निवेदन पेश गर्ने (निवेदन स्वीकृत भएमा आफूले अध्ययन गरिरहेको संस्थासाई सम्बोधन गरिएको पत्र प्राप्त गर्ने) • आफूले अध्ययन गरिरहेको संस्थाबाट यस क्याम्पसलाई सम्बोधन गरिएको स्थानान्तरण पत्र र डीनको कार्यालयलाई सम्बोधन गरेको पत्र पेश गर्ने	कोठा नं. ००३ मा सम्पर्क राख्ने कोठा नं. ००२ मा सम्पर्क राख्ने	बढीमा १५ मिनेट बढीमा १५ मिनेट	क्याम्पस प्रमुख क्याम्पस प्रमुख	
९. कलेज स्थानान्तरण गरी जान	• आफू जान्नुवाहेको क्याम्पसबाट यस क्याम्पसलाई सम्बोधन गरी स्थानान्तरणका लागि स्वीकृति दिइएको पत्र • पुस्तकालयबाट Library Clearance पत्र • स्थानान्तरण हुने तहका लागि भर्ना गर्ने • भर्ना पश्चात आफू जान्नुवाहेको क्याम्पसलाई सम्बोधन गरिएको पत्र प्राप्त गर्ने	क्याम्पस प्रमुखको कार्यकक्षमा सम्पर्क राख्ने पुस्तकालयमा सम्पर्क राख्ने कोठा नं. ००२ मा सम्पर्क राख्ने कोठा नं. ००३ मा सम्पर्क राख्ने	बढीमा १ घण्टा	क्याम्पस प्रमुख	
१०. रजिष्ट्रेशन फारम सम्बन्धी	कक्षा ११ का लागि • SEE को ग्रेडसिट, प्रोभिजनल र चारित्रिक प्रमाण पत्रको १/१ कपि फोटोकपी र २ प्रति पासपोर्ट साइजको फोटो त्रि.वि. का लागि • SEE को ग्रेडसिट, प्रोभिजनल र चारित्रिक प्रमाण पत्रको १/१ प्रति फोटोकपी • +2 को ट्रान्सक्रिप्ट, प्रोभिजनल र चारित्रिक प्रमाण पत्रको १/१ प्रति फोटोकपी • माइड्रेसन सक्कल प्रति • २ प्रति पासपोर्ट साइजको फोटो	कोठा नं. ००१ मा सम्पर्क राख्ने	बढीमा ३० मिनेट	क्याम्पस प्रमुख	
११. परीक्षा फारमसम्बन्धी	• क्याम्पसमा तिरन बोको सम्पूर्ण शुल्क तिरेको रसिद • पासपोर्ट साइजको ३ प्रति फोटो • अंशिक परीक्षाधीको हकमा यस अधि परीक्षा दिइएको मार्कसिटको फोटोकपी र पासपोर्ट साइजको २ प्रति फोटो	कोठा नं. ००२ मा सम्पर्क राख्ने कोठा नं. ००१ मा सम्पर्क राख्ने	बढीमा १० मिनेट बढीमा ३० मिनेट	क्याम्पस प्रमुख	
१२. प्रवेश पत्र र लब्धाहक पत्रको प्राप्त गर्ने	• प्रवेश-पत्रका लागि परीक्षा फारम भर्दा लिएको रसिद • लब्धाहक-पत्र (Mark-sheet) लिनेका लागि सम्बन्धित परीक्षाको प्रवेश-पत्र	कोठा नं. ००१ मा सम्पर्क राख्ने	बढीमा १५ मिनेट	क्याम्पस प्रमुख	

नोट : कुनै पनि कार्य सम्पादनका लागि लाग्ने दस्तुर क्याम्पसको नियमानुसार लाग्ने छ ।

