



# St. Francis

College for Women  
Begumpet, Hyderabad-500016

(Autonomous & Affiliated to Osmania University)  
NAAC Re-accredited with 'A' Grade 4<sup>th</sup> Cycle

## 64 Years of Excellence



# PROSPECTUS

## 2023-2024

# Preview of Programmes Offered

## Post Graduate Programmes

- M.Sc. Computer Science
- M.Sc. Mathematics
- M.Sc. Microbiology
- M.Sc. Organic Chemistry
- M.Com. Applied Finance
- M.A. Mass Communication and Journalism
- M.Sc. Applied Psychology
- M.A. English
- M.Sc. Data Science

## PG Diploma Programmes - Center for Professional Studies

- PG Diploma in Human Resource Management
- PG Diploma in Psychological Counseling Skills
- Advanced PG Diploma in Clinical Nutrition & Dietetics
- PG Diploma in FinTech
- PG Diploma in Analytical Chemistry
- PG Diploma in Fitness and Nutrition Management
- PG Diploma in Travel and Tourism
- PG Diploma in Business Analytics & Data Science

## Under Graduate Programmes

- Bachelor of Humanities & Social Sciences (B.A.)
- Bachelor of Sciences (B.Sc.)
- Bachelor of Science (Honors) Software Engineering
- Bachelor of Commerce (B.Com.)
- Bachelor of Management Studies (B.M.S.)
- Bachelor of Vocational Studies (B.Voc.)

## Diploma Programmes - Center for Career Development

- CISCO Certified Network Associate (CCNA)
- Diploma in Television Production & Screen Writing
- Diploma in Cyber Security
- Diploma in Digital Marketing
- Diploma in Personal Taxation
- Diploma in Personal Finance & Wealth Management

## Programmes in collaboration with International Institutions

- Pre Med to M.D. in collaboration with Xavier University School of Medicine, Aruba
- Three week Summer Business Programme at California Baptist University (CBU)

# Motto

***“Snehada Buddishchaya Shantishchya”***

**WISDOM AND PEACE THROUGH LOVE**



- ❖ *The logo of St. Francis College stands for Wisdom and Peace through Love- the values, which the college cherishes*
- ❖ *The glowing rays of the burning lamp emanating in eight directions are symbolized by the eight petals of lotus.*
- ❖ *Peace generated through love is symbolized by the green tender shoots*
- ❖ *The Lamp Symbolizes the light of wisdom and knowledge, radiating itself to dispel the darkness of ignorance*

# Vision

Holistic Education for Empowerment of Women

# Mission

Motivating students to become

- Intellectually competent
- Morally upright
- Socially committed
- Emotionally stable
- Spiritually inspired
- Patriotic women of India



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## **1. College Profile**

### **1.1 History**



In the year 1832, inspired by the life of Jesus Christ, Bartolomea Capitanio, a young, dynamic and gifted lady at the age of twenty six, founded the congregation of Sisters of Charity in Italy. Bartolomea launched the Mission of Charity, by establishing schools, hospitals, youth clubs etc., which after her death was continued by her companion Vincenza Gerosa. Bartolomea's Mission of Charity has motivated countless young ladies for a life of service all over the world. In 1860, the Sisters of Charity came to India to extend their loving service to the people of this land.

### **St. Bartolomea Capitanio**

### **1.2 College**

St. Francis College for Women is a Catholic Minority Institution founded by the Sisters of Charity of Srs. Bartolomea Capitanio and Vincenza Gerosa in 1959, for the education of women. The college derives its inspiration from the person and teachings of Jesus Christ, who is its norm, protector and guide.

St. Francis College is autonomous, affiliated to Osmania University. The college was recognized under Sec. 2(f) 12B of the University Grants Commission in 1964 and conferred the Status of Autonomy through letter No. F. 24-7/87 (NFE) dated 9<sup>th</sup> May, 1988.

One of the first autonomous colleges in the twin cities, affiliated to Osmania University, St. Francis College is NAAC Re-accredited at 'A' LEVEL in the 4<sup>th</sup> Cycle .

In 2004, and the college was awarded with the status of "**College with Potential for Excellence**" by UGC and extended CPE status in 2014.

As a minority institution, it reserves for itself its inherent and constitutional right (Art.30 [1]) with regard to management and administration. It is primarily for Catholics but in its concern for the socially and economically disadvantaged, will admit students from other sections of society including students from SC/ ST/BC categories to the extent possible.

The College continues to serve the cause of education of women with varied academic programmes intertwined with co-curricular activities, civic and social responsibility initiatives, cultural and aesthetic promotion, physical fitness and value education. The college curriculum is based on UGC advocated Choice Based Credit System.

## Fact Sheet

Founded by	:	Sisters of Charity of Secunderabad Province
Established	:	June, 1959
Motto	:	Wisdom and Peace through Love
Affiliating University	:	Osmania University in 1959
UGC Recognition	:	Recognized under Sec.(2f) & Sec.(12B) of UGC Act 1964
Autonomy	:	1988(UG) 2010 (PG)
NAAC	:	Accreditation with Five Stars, 1999
UGC	:	College with Potential for Excellence (2004-2019)
NAAC	:	Reaccreditation at 'A' level, 2006
NAAC	:	Accreditation 3 <sup>rd</sup> Cycle with CGPA of 3.46 out of 4 (2012)
NAAC	:	Accreditation 4 <sup>th</sup> Cycle with CGPA of 3.05 out of 4 (2021)
Academic Programmes	:	UG PG Ph.D. PG Diploma/UG Diploma Certificate Courses
No. of Departments	:	27 Arts - 11 Science-13 Commerce-1 BMS - 1 B.Voc - 1
Student Strength	:	3,482 + 92 PG Diploma
Staff Strength	:	Teaching - 179 Non-teaching - 102

### Landmark Years in the History of St. Francis College

1959	:	Inception of the college at Secunderabad
1960	:	Introduction of B.A. curriculum
1962	:	Introduction of B.Sc. (B.Z.C.) curriculum
1968	:	Introduction of B.Sc. (M.P.C.) curriculum
1969	:	Inception of NSS
1971	:	Inception of NCC
1972	:	Introduction of B.Com
1977	:	Degree College shifts to new site at Begumpet, Hyderabad
1981	:	Inception of Sports
1984	:	Silver Jubilee Celebrations of the college
1988	:	Degree College granted Autonomy Restructuring of syllabus and courses Introduction of B.Sc. (Computer Science) curriculum
1990	:	Introduction of B.Sc. (Computer Science/ Statistics) and B.Com Professional
1994	:	Vocational courses introduced

1995 : Inauguration of PG block  
Commencement of the first PG programme (M.S.W)  
Introduction of B.Sc. (Computer Science / Electronics / Mathematics) curriculum

1996 : Introduction of B.Sc. (Biochemistry)

1997 : Introduction of B.Sc. (Microbiology)

1998 : Introduction of B.C.A. Course, B.Com (Computers) & M.Sc. (Computer Science)

1999 : NAAC Accreditation with 5 stars

2002 : Introduction of B.Sc. Biotechnology, PGD-HRM and M.Com

2003 : Introduction of M.Sc. (Microbiology) and M.Sc. (Mathematics), PGD in Psychological Counseling Skills

2004 : 'College with potential for Excellence' by UGC

2005 : Introduction of Choice and Credit Based Semester System

2006 : NAAC Re-accreditation at 'A' LEVEL

2007 : Introduction of Diploma CISCO CERTIFIED NEWTORK ASSOCIATE (CCNA )

2008 : Golden Jubilee Celebrations  
Introduction of Bachelor in Management Studies (B.M.S)

2009 : Extension of Autonomous status till 2015 by UGC

2010 : MoU with British Council (UK) for English Language Teaching Centre  
PG Autonomy

2011 : Introduction of B.Com. (International Business), M.Sc. (Organic Chemistry)  
M.Sc. (Finance), Master in Communication & Journalism (MCJ).  
Introduction of Diploma in Television Production & Screen Writing, Digital Photography  
MoU with St. Ambrose University, IOWA, USA for study abroad programme

2012 : Introduction of B.Com (IPP), B.Sc. Honors (Software Engineering)  
& M.Sc. Applied Psychology  
Addition of 4<sup>th</sup> Floor to the main building  
NAAC, Accreditation 3<sup>rd</sup> Cycle with CGPA of 3.46 out of 4(2012)

2013 : MoU with American Consulate for starting 'American Corner'  
Introduction of B.Sc. Applied Nutrition  
25 years of Autonomy of the College

2014 : Inauguration of Sports Indoor Stadium  
Introduction of B.Voc. (IM) & B.Voc. (RM & IT) courses  
Extension of CPE till 2019

2015 : MoU with University of East London  
: Louis Pasteur Research Lab

2016 : Adoption of UGC-CBCS  
MoU with Xavier University Aruba  
MoU with Gregorian University Rome

2017 : Extension of Autonomy Status till 2021  
: Introduction of Advanced PG Diploma in Clinical Nutrition and Dietetics  
: MoU with California Baptist University, USA

2018 : 30 years of Autonomy of the college  
MoU with Tata Consultancy Services  
MoU with WILEY

2019 : Ranked 93 among colleges in India by NIRF, MHRD Government of India

2020 : Diamond Jubilee celebrations  
Ranked 73 among colleges in India by NIRF, MHRD Government of India  
MoU with Tally Solutions Pvt. Ltd

2021 : NAAC Re-accreditation at 'A' LEVEL (4<sup>th</sup> Cycle) till 2024  
: Autonomy Extension till 2026  
: Ranked 85 among colleges in India by NIRF, MHRD Government of India  
: Marie Curie Chemistry Research Centre

2022 : Introduction of M.A English , M.Sc. Data Science & M.Sc. Nutrition and Dietetics

2022 : Introduction of PG Diploma in Fintech, Analytical Chemistry, Fitness and Nutrition Management, Travel and Tourism, Business Analytics & Data Science

**2022** : Inception of SFC Wings

2023 : MoU with ISDC- International Skill Development Corporation

2023 : MoU with Kirloskar Institute of Management, Harihar, Karnataka

2023 : MoU with ExcelR, an Edutech Company.

2023 : MoU with Avishkaran NIPER, Hyderabad, BioNEST.

2023 : MoU with Skyline University College, University City of Sharjah, UAE.

2023 : MoU with Symbiosis Institute of Business Management (SIBM) Hyderabad

2023 : MoU with LRR Technologies (Hyderabad) Pvt. Ltd

2023 : MoU with Vista for Certificate Course

2023 : MoU with Learnosphere LLP

2023 : MoU with Gem & Jewellery Academy

2023 : MoU with Genesis Academy

2023 : MoU with 360 DigiTMG

2023 : MoU with Institution of Engineers

### **List of Principals**

- Miss. G. Miranda : 1959 – 1960 (I.C.P)
- Sr. Bridget Fernandes : 1960 – 1961 (I.C.P)
- Mrs. Indu Dixit : 1961 – 1963 (I.C.P)
- Sr. Maria Franco : 1963 – 1976
- Sr. Bridget Fernandes : 1976 – 1986
- Sr. Romana Fernandes : 1986 – 1998
- Dr. Sr. Christine Rebello : 1998 – 2007
- Dr. Sr. Alphonsa Vattoly : 2007 – 2015
- Dr. Sr. Christine Fernandes : 2015 - 2018
- Dr. Sr. Sandra Horta : 2018 -2023
- Dr. Uma Joseph : 2023 Onwards

### **1.3 Institutional Objectives**

Through its curriculum, the college strives to:

- Set and achieve high standards in education by periodically restructuring courses, catering to professional needs in a rapidly evolving and competitive society
- Develop creativity, innovation and habits of self study
- Encourage application of knowledge to contemporary issues
- Accord priority to vocational and entrepreneurial education
- Involve students in community service and promote social justice and care for environment.
- Inculcate respect for all faiths and foster religious harmony
- Encourage effective use of cybernetics and media
- Instill human values, self - discipline, integrity, leadership qualities and promote harmonious Interpersonal relationships

These goals and objectives are formulated by the management in consultation with the faculty and are reviewed periodically. The faculty and students are oriented to the objectives, values and culture of the institution, through frequent seminars and orientation workshops.

### **1.4 Autonomy**

St. Francis College has the distinction of being one of the first colleges in the twin cities of Hyderabad and Secunderabad to implement autonomy, which was conferred on the college by the University Grants Commission, through letter no. F. 24 – 7/87(NFE) dated 9th May 1988. PG autonomy was granted in 2010.

While the college remains affiliated to Osmania University, it has autonomy at the U.G. & P.G. level in:

- Designing the courses and syllabi
- Innovative teaching methodology
- Devising methods of evaluation, examination and tests pertaining to the award of the degree/ diploma by the Osmania University
- Admission of students

### **1.5 Choice Based Credit System (CBCS)**

In keeping with the UGC Guidelines for higher education, the college has introduced CBCS from the year 2016 onwards. A revision was carried out and approved in April 2020.

#### **Objectives**

- International academic compatibility to courses and credits offered
- Greater flexibility for the students in their choice and areas of study, through different electives
- Facilitates of institution-industry interaction
- Introduces students to inter-disciplinary & skill-based courses The term Credit is the unit by which the course work is measured
- One credit per semester is equal to one hour of teaching, lecture (L) or Tutorial (T) per week

- Three hours of practical work/field work (P) per week.

Course usually referred as papers, comprises of lectures/tutorials/laboratory work/ field work/Outreach activities /project work/vocational training etc. The term Choice refers to the students' choice of a course of study and/or an Elective paper. CBCS provides an opportunity for students to choose from the prescribed courses comprising core, elective,foundation courses.The courses would be evaluated following the grading system.

## Types of Courses

- **Core**
- **Elective**
- **Foundation**

1. **Core Course:** Papers under this category are compulsory and cover the basics that a student is expected to study in that particular discipline
2. **Elective Course:** A course which can be chosen from a pool of courses and which may be very specific or specialized or advanced or supportive to the discipline/subject of study
  - a. **Discipline Specific Elective (DSE):** Elective courses offered under the main discipline/subject of study is referred as Discipline Specific Elective
  - b. **Generic Elective(GE):** An elective course chosen from an unrelated discipline/subject with an intention to seek exposure beyond discipline/s of choice is called Generic Elective
3. **Foundation Courses:**
  - a. **Compulsory Course (CC):** These are fundamental courses which focuses on various dimensions of communication skills. These courses are
    - i) English
    - ii) Second Language or Modern Indian Languages
  - b. **Ability Enhancement Compulsory Course (AECC):** These are mandatory for all disciplines and leads to knowledge enhancement
    - i) Environmental Studies
  - c. **Skill Enhancement Courses (SEC):** These are skill-based courses providing hands-on-training, competencies, skills, etc. These courses are chosen from a pool of courses designed to provide skill based knowledge and contain theory and lab / hands-on / training / field work
  - d. **Project work/Dissertation:** This is a special course designed to acquire special/advanced knowledge, involving application of knowledge in solving / analyzing /exploring a real life situation/ difficult problem.A student studies such a course on her own with an advisory support by a teacher/ faculty member

## **1.6 Statutory Bodies**

Under autonomy the college has constituted various statutory bodies as per the UGC guidelines, which meet and approve the rules of admission, new courses and patterns of evaluation and assessment. The term of office of the Statutory Body members shall be for two years. These statutory bodies and their composition are as follows:

- **Governing Body**
- **Academic Council**
- **Board of Studies**
- **Finance Committee**
- **Managing Committee**

## **1.7 Committees**

The commitment of the college to quality education has been made possible through different committees, for the implementation and monitoring of the various activities in a democratic way.

### **List of Committees:**

1. Academic Planning & Development
2. Academic Council
3. Academic Audit Cell
4. Academic Progression Cell
5. Admission Committee
6. Anti - Ragging and Anti Sexual Harassment Committee
7. Annual Reporting Committee
8. Audio Visual Committee
9. Board of Management of St. Francis College, Registered Society (Registration No. 716/2005)
10. Campus Ministry Committee
11. Canteen Committee
12. Centre for Career Guidance & Placement (CCGP)
13. Centre for International Studies
14. Celebration of National Festivals
15. College Choir
16. Convocation Committee
17. Cultural Committee
18. Disaster Management Cell - (Covid Cell )
19. Discipline Committee
20. Educational Study Tours
21. E - Content Development Cell
22. Examination Committee
23. FAA Committee
24. Faculty Development Cell
25. Faculty Research Cell
26. Franciscan Handbook Committee
27. Francis Initiative for Social Transformation (FIST)

- 28. Freshers Welcome & Farewell
- 29. Health Centre
- 30. Industry Ranking Committee
- 31. Internal Quality Assurance Cell (IQAC)
- 32. IPR Cell
- 33. Institutional Collaboration Committee
- 34. IT Services
- 35. Innovation Hub
- 36. Institutional Support for Hostelers
- 37. IQAC Core Committee
- 38. Library Committee
- 39. Magazine Committee
- 40. Media Network Committee
- 41. Natale Committee
- 42. Outcome Based Education Committee(OBE)
- 43. Orientation for Parents / Students
- 44. Prospectus Committee
- 45. Remedial Instruction
- 46. Staff Grievance Redressal Cell
- 47. Sports Committee
- 48. Students Grievance Redressal Cell
- 49. Student Induction Programme (SIP) & FLFP
- 50. Student Scholarship Committee
- 51. Time Table Committee
- 52. Value Education Cell
- 53. Website & Social Media Maintenance Committee
- 54. Women's Cell
- 55. Yuvaflare College Fest Committee

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# **POST GRADUATE PROGRAMMES**

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**N.B: A programme will not be offered if the number of students enrolled for the same is less than 10.**

### PROGRAMME CODE

CODE	COURSE
31	<b>M.Sc. Microbiology</b>
32	<b>M.Sc. Mathematics</b>
33	<b>M.Sc. Computer Science</b>
35	<b>M.Sc. Organic Chemistry</b>
36	<b>M.A. Mass Communication &amp; Journalism</b>
37	<b>M.Com. Applied Finance</b>
38	<b>M.Sc. Applied Psychology</b>
39	<b>M.A. English</b>
40	<b>M.Sc. Data Science</b>
41	<b>M.Sc. Nutrition and Dietetics</b>

## 2.1 Post Graduate Programmes

### 2.1.1 INSTRUCTIONAL STRUCTURE : M.Sc. Computer Science

Sem	Course - 1 (Credits)	Course - 2 (Credits)	Course - 3 (Credits)	Course - 4 (Credits)	Course - 5 (Credits)	Non CGPA
I	<b>DSC-1(6C)</b> <b>Core Java Programming</b>	<b>DSC-2 (6C)</b> <b>Operating Systems</b>	<b>DSC-3 (6C)</b> <b>Computer Networks</b>	<b>DSC-4 (4C)</b> <b>Software Engineering</b>	<b>DSC-5 (4C)</b> <b>Discrete Mathematics</b>	<b>GE (2C)</b> <b>Graphics in R</b>
II	<b>DSC-1 (6C)</b> <b>Advanced Java Programming</b>	<b>DSC-2 (6C)</b> <b>Python Programming</b>	<b>DSC-3 (6C)</b> <b>Analysis of Algorithms</b>	<b>DSC-4 (4C)</b> <b>Automata Theory</b>	<b>DSC-5 (4C)</b> <b>Computer Organization</b>	<b>FC (2C)</b> <b>Community Outreach</b>
III	<b>DSC-1(6C)</b> <b>Programming in C#</b>	<b>DSC-2 (4C)</b> <b>Cloud Computing</b>	<b>DSC-3 (4C)</b> <b>Artificial Intelligence</b>	<b>DSE-1 (6C)</b> <b>Object Oriented Design/ Compiler Design</b>	<b>DSE-2 (6C)</b> <b>Network Security / Computer Graphics</b>	<b>FC(2C)</b> <b>(CRT)</b>
IV	<b>DSC-1 (6C)</b> <b>Big Data Analytics</b>	<b>DSE-1 (6C)</b> <b>Data Warehousing and Mining / Distributed Databases</b>	<b>DSE-2 (6C)</b> <b>Wireless Networks / Mobile Application Development</b>	<b>Project (Mandatory)</b>		

## 2.1.2. M.Sc. Mathematics

SEM	Course-1 (Credits)	Course-2 (Credits)	Course-3 (Credits)	Course-4 (Credits)	Course-5 (Credits)	Non CGPA
I	DSC-1 (5C) <b>Abstract Algebra</b>	DSC-2 (5C) <b>Mathematical Analysis</b>	DSC-3 (5C) <b>Discrete Mathematics</b>	DSC-4 (5C) <b>Elementary Number Theory</b>	DSC-5 (5C) <b>Ordinary &amp; Partial Differential Equations</b>	GE (2C)
II	DSC-1 (5C) <b>Galois Theory</b>	DSC-2 (5C) <b>Lebesgue Measure and Integration</b>	DSC-3 (5C) <b>Complex Analysis</b>	DSC-4 (5C) <b>Topology</b>	DSC-5(5C) <b>Theory of Ordinary Differential Equations</b>	Outreach (2C)
III	DSC-1 (5C) <b>Functional Analysis</b>	DSC-2 (5C) <b>Linear Algebra</b>	DSC-3 (5C) <b>Numerical Analysis</b>	DSE-1/2 (4C) <b>Operations Research/General Measure And Integration</b>	DSE-3/4 (4C) <b>Analytic Number Theory/Differential Geometry</b>	FC (2C) (CRT)
IV	DSC-1 (5C) <b>Integral Equations &amp; Calculus of Variations</b>	DSC-2 (5C) <b>Integral Transforms</b>	DSC-3 (5C) <b>Statistical Methods in Data Science</b>	DSE-5/6(4C) <b>Advanced Operations Research /Advanced complex analysis</b>	DSE-7/8(4C) <b>Cryptography/Graph Theory</b>	Project(4C) compulsory

### 2.1.3 M.Sc. Microbiology

Sem	Course-1 (Credits)	Course-2 (Credits)	Course-3 (Credits)	Course-4 (Credits)	Course-5 (Credits)	Non CGPA
I	DSC-1(6C) Microbial Bioenergetics	DSC-2(6C) Biological Chemistry	DSC-3(6C) Cellular and Molecular Immunology	DSC-4(6C) Bioinstrumentation		GE (2C) Critical Health Care Management
	DSC-1(6C) Molecular Biology & Microbial Genetics	DSC-2(6C) Soil & Env Microbiology	DSC-3(6C) Food fermentation & Techniques	DSC-4(6C) Virology & Parasitology		Outreach (2C)
II	DSC-1(6C) Genomics	DSC-2(6C) Bioprocess Technology & DSP	DSE-1/2(6C) Agricultural Microbiology/ Nanobiotechnology	DSE-3/4(6C) Biostatistics & Epidemiology/ Hematology & Pathology	Internship (2C) NCGPA (optional)	FC(2C) (CRT)
	DSC-1(6C) Medical Bacteriology	DSC-2(6C) Microbial Biotechnology	DSE-5/6(6C) Pharmaceutical Microbiology /Bioinformatics and drug designing	DSE-7/8 (6C) Entrepreneurship Development/ Biosafety and IPR	Project (4C)	

#### 2.1.4 M.Sc. (Organic Chemistry)

Sem	Course-1 (Credits)	Course-2 (Credits)	Course-3 (Credits)	Course-4 (Credits)	Course-5 (Credits)	Non CGPA
I	DSC-1 (6C) Inorganic Chemistry-I	DSC-2 (6C) Organic Chemistry-I	DSC-3 (6C) Physical Chemistry I	DSC-4 (6C) Analytical Techniques and Spectroscopy I	GE (2C) Research Methodology	
	DSC-1 (6C) Inorganic Chemistry-II	DSC-2 (6C) Organic Chemistry-II	DSC-3 (6C) Physical Chemistry II	DSC-4 (6C) Analytical Techniques and Spectroscopy-II	OR (2C) Social Outreach	
III	DSC-1 (4C+2C) Synthetic Reagents	DSC-(4C+2C) Modern Organic Synthesis	DSE-1/2 (4C+2C) Bioorganic Chemistry / Forensic Chemistry & Toxicology	DSE-3/4 (4C+2C) Green Chemistry & Organic Materials / Pesticides	FC(2C) (CRT)	
	DSC-1(4C+2C) Advanced. NMR & Conformational Analysis.					
IV	DSC-1(4C+2C) Drug Design and Drug Discovery	DSC-2 (4C+2C) Drug Synthesis & Mechanism of Action	DSE-5/6 (4C+2C) Advanced Heterocyclics & Natural Prod-I / Polymers, Dyes & Pigments	DSE-7/8 (4C+2C) Advanced Heterocyclics & Natural Prod II / Biopharmaceutics & Pharmacodynamics	Project (4C)	

## 2.1.5 M.Com (Applied Finance)

Sem	Course	Course	Course	Course	Course	Course	Course	Non CGPA
I	DSC-1 (4C) Man. Eco.	DSC-2 (5C) Q.T for Man. Dec	DSC-3 (4C) Financial Management	DSC-4 (4C) Organization Behaviour	DSC-5 (4C) Indian Acc Standards	DSC-6(4C) Marketing Mngt.	GE Personal Finance 2 Hrs	
II	DSC-7 (4C) Eco. Envt & Policy	DSC-8 (4C) Adv. Man. Acc	DSC-9 (4C) Investment Management	DSC-10 (4C) HRM	DSC-11 (5C) RM	SEC (2C) R-Software	Outreach	
III	DSC-12 (4C) Strategic Cost Mgmt.	DSC-13 (4C) Cor. Inc.Tax	DSC-14 (4C) SAPM	DSE-1/2 (5C) Fin Services/ IFM	DSE-3/4 (5C) FSA/Commodity & Derivatives	DSE-5/6 (5C) Market	INT-1 Summer Internship (4C)	FC CRT 2 Hrs
IV	DSC-15 (4C) Wealth Mgmt.	DSC-16 (4C) M, A & Corp. Rest.	DSC-17 (4C) Fin. Model	DSE-7/8 (5C) Fin. Risk Mgmt /Cor. Rep	DSE-7/8 (5C) Int. Fin. Eco/ Bus. Analytics	Project (4C)		6 Hrs

## 2.1.6 M.A. Mass Communication and Journalism

Course-1 (Credits)	Course-2 (Credits)	Course-3 (Credits)	Course-4 (Credits)	Course-5 (Credits)	Non CGPA
<b>Sem</b>	<b>DSC-1(4C) Introduction to Communication and Mass Media</b>	<b>DSC-2(4C) Reporting and Editing - I P (2C) News Writing and Reporting analysis</b>	<b>DSC-3(4C) Advertising P (2C) Video Editing</b>	<b>DSC-4(4C) Introduction to Electronic Media and Film P (2C) Current Affairs-I</b>	<b>GE (2C) Photography</b>
<b>I</b>					
<b>II</b>	<b>DSC-1(4C) Media Laws and Ethics</b>	<b>DSC-2(4C) Reporting and Editing – II P (2C) Photojournalism</b>	<b>DSC-2(4C) Corporate Organizational Communication P (2C) Electronic Pagination</b>	<b>DSC-4(4C) Development and Rural Communication P (2C) Radio Broadcasting Production</b>	<b>Communication on Outreach (2C)</b>
<b>III</b>	<b>DSE-1/2(4C) Print Media – I / Feature and Freelance Writing</b>	<b>DSE-1/2(4C) Electronic Media – I / TV Journalism</b>	<b>DSC-1(4C) Mass Media Research P (2C) Newspaper production (or) TV News Production</b>	<b>DSC-2(4C) International Communication and Theories P (2C) Cyber Journalism</b>	<b>FC (CRT) (2C) Marketing Communication &amp; Digital Marketing P (2C) Current Affairs-II</b>
<b>IV</b>	<b>DSE-1/2(4C) Print Media – II/ Cultural Studies</b>	<b>DSE-3/4(4C) Electronic Media – II/ Social Sciences for Journalism</b>	<b>DSC-1(4C) ICT &amp; New Media P (2C) Content writing</b>	<b>DSC-2(4C) Media Management P (2C) Film Appreciation</b>	<b>Project (4C) Dissertation (or) Documentary Film Production P (2C) Advertising and PR</b>

## 2.1.7 M.Sc. Applied Psychology

Sem	Course – 1 (Credits)	Course – 2 (Credits)	Course – 3 (Credits)	Course – 4 (Credits)	Course – 5 (Credits)	Non CGPA
I	DSC-1 Essentials of Psychology +Experimental Psychology (4+8 h ) (4+4= 8C)	DSC-2 Theories of Personality +Self Awareness (4+8 h ) (4+4= 8C)	DSC-3 Statistics & Research Methodology 1 (4 h ) (4C)	DSC-4 Positive Psychology (4 h ) (4C)	DSC-4 General Elective Socialization (2h) 2C	
II	DSC-1 Life Span Development +Psychological Testing 1 (4+4= 8C)	DSC-2 Cognitive Psychology + Cognitive Psychology Practicum (4+8 h ) (4+4= 8C)	DSC-3 Basics in Counseling (4 h ) (4C)	DSC-4 Statistics & Research Methodology 2 (4 h ) (4C)	DSC-4 Outreach (2h) 2C	
III CP	DSC-1 Counseling Skills +Counseling Skills Practicum (4+8 h ) (4+4= 8C)	DSC-2 Psychotherapies +Psychological Testing 2 (4+8 h ) (4+4= 8C)	DSE-1 /2 Psychopathology/ Interventions in Psychology (4 h ) (4C)	DSE-3/4 Health Psychology/ Applied Social Psychology (4 h ) (4C)	FC Corporate Recruitment Training (2h)2C	
III OP	DSC-1 Organizational Behaviour 1 +Simulated Role Plays (4+8 h ) (4+4= 8C)	DSC-2 Human Resource Development + Psychological Testing 2 (4+8 h ) (4+4= 8C)	DSE-1 /2 Psychopathology/ Interventions in Psychology (4 h ) (4C)	DSE-3/4 Health Psychology/ Applied Social Psychology (4 h ) (4C)	FC Corporate Recruitment Training (2h)2C	
IV CP	DSC-1 Counseling Internship (2h)4C	DSC-2 School Psychology +Training Modules and Workshop (4+8 h ) (4+4= 8C)	DSE-5/6 Marriage and Family Counseling / Trauma Counseling +Case Studies and Report writing (4+8 h ) (4+4= 8C)	DSE-7/8 Group Counseling/ Sports Psychology (4 h ) (4C)	Project (4h) 4C	
IV OP	DSC-1 Internship in Organizations (2h)4C	DSC-2 Organizational Behaviour 2 + Organizational Assessments (4+8 h ) (4+4= 8C)	DSE-5/6 Training and Development/ Consumer Behaviour +Case study and Workshop (4+8 h ) (4+4= 8C)	DSE-7/8 Management Practices/ Workplace Counseling (4 h ) (4C)	Project (4h) 4C	

## 2.1.8 M.A. English

Sem	Course-1	Course -2	Course-3	Course-4	Course-5	Non-CGPA
I	5C-5 hr (DSC) The English Language: History, Structure and Description	5c-5hr (DSC) English Poetry	5c-5hr (DSC) Indian Writing in English - I	5c-5h (DSC) Women's Writing	5C-5hr (DSC) English Language and Phonetics	2 hr-2C GE-English for Professional Communication
II	5C-5 hr (DSC) English Language Teaching: History, Approaches and Methods	5C-5 hr (DSC) English Fiction	5C-5 hr (DSC) Indian Writing in English II	5C-5 hr (DSC) Cultural Studies	5C-5 hr (DSC) English Drama	2 hr-2C Social Outreach
III	5C-5 hr (DSC) Major Developments in Language Acquisition and Language Learning	5C-5 hr (DSC) American Literature - I	5C-5 hr (DSC) Academic Writing and Research Methodology-	(DSE 1) Literature and Environment / (DSE 2) 4C-4 hr Literature and Film	(DSE 4) 4C-4 hr Twentieth Century Literary Criticism and Theory (DSE 3) / English Prose	2 hr-2C FC- Corporate Recruitment training
IV	5C-5 hr (DSC) English Language Teaching: Curriculum Development, Teaching and Evaluation	5C-5 hr (DSC) American Literature II	5C-5hr (DSC) South Asian Literature	(DSE 1) Post- Colonial Literature / (DSE 2) 4C-4 hr Modern European Literature in Translation	(DSE 3) Gender Studies / (DSE 4 ) 4C-4 hr Literature and Marginalization-	(4 C- 4 hr) Project Work (PRJ)

## 2.1.9 M.Sc Data Science

Sem	Course - 1	Course - 2	Course - 3	Course - 4	Course - 5	Course - 6	Non CGPA
I	Mathematical Foundations for Data Science DSC - 1 (4C)	DSC - 2 (4C) Statistics for Data Science - I	DSC - 3 (6C) Fundamentals of Data Science	DSC - 4 (6C) Python Programming for Data Science	DSC - 5 (6C) Algorithms		GE (2C) Data Analytics
II	DSC - 6 (4C) Statistics for Data Science - II	DSC - 2 (6C) Data Mining	DSC - 3 (6C) Big Data Analytics	DSC - 4 (6C) Artificial Intelligence	DSC - 5 (2C) Data Visualization	DSC - 6 (2C) R for Data Science	FC (2C) Community Outreach
III	DSC - 1 (4C) Cloud Computing	DSC - 2(4C) Optimization Methods for Analytics	DSC - 3(6C) Information Retrieval	DSE - 1 / 2 (6C) Social Media Analytics / Sentiment Analysis	DSE - 3 / 4 (6C) Machine Learning / Data Security and Privacy		FC (2C) Corporate Recruitment Training / College level offered foundation course
IV	DSE - 1/2 (6C) Deep Learning / Natural Language Processing	PRJ (16C) Project					

**2.1.10 M.Sc. Nutrition and Dietetics**

Sem	Course 1	Course 2	Course 3	Course 4	Course 5	Non CGPA
I	<b>DSC-1 (6C)</b> Human Nutrition	<b>DSC-2 (6C)</b> Nutritional Biochemistry - I	<b>DSC-3 (6C)</b> Human Physiology	<b>DSC-4 (6C)</b> Principles of Dietetics	GE (2C) Holistic Lifestyle and Nutrition	
II	<b>DSC-1 (6C)</b> Principles of Foods	<b>DSC-2 (6C)</b> Nutritional Biochemistry- II	<b>DSC-3 (6C)</b> Research Methodology	<b>DSC-4 (6C)</b> Diet in Disease	OR (2C) Social Outreach	
III	<b>DSC-1 (4C+2C)</b> Advanced Nutrition / Hospital Internship in Nutrition and Dietetics	<b>DSC-2 (4C+2C)</b> Pediatric Nutrition	<b>DSE-1/2 (4C+2C)</b> Diet and Psychology / Counseling Skills / Geriatric Nutrition	<b>DSE-3/4 (4C+2C)</b> Food Hygiene and Sanitation/ Public Health Nutrition	FC (2C) Corporate Recruitment Training	
IV	<b>DSC-1 (4C+2C)</b> Community Nutrition	<b>DSC-2 (4C+2C)</b> Food Microbiology	<b>DSE-5/6 (4C+2C)</b> Food Service Management/ Institutional Food Management	<b>DSE-7/8 (4C+2C)</b> Nutrition for Fitness and Sports/ Maternal and Child Nutrition	Project - (4C)	

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# **PG DIPLOMA PROGRAMMES**

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## 2.2 CENTRE FOR PROFESSIONAL STUDIES

### PG Diploma Programmes

Under the auspices of Autonomy, the college offers P.G. Diploma Programmes, which are officially recognized as equivalent to the 16th year of education required by the Universities abroad. These courses are open to both men and women subject to fulfillment of the selection criteria.

#### 2.2.1 PGD in Human Resource Management (HRM)

The Management of Human Resource has become the most crucial factor in facing competition and reaching set targets in the changed liberalized ambience. To meet this emerging corporate situation, the college has introduced the Post Graduate Diploma programme in Human Resource Management in the year 2002.

#### 2.2.2 PGD in Psychological Counseling Skills

PG Diploma in Psychological Counseling Skills started as a Certificate course in the year 2000 with the goal of empowering women to become counselors. In 2003, it was promoted to a one year Post Graduate Diploma programme and has the credit of training professional counselors, who have made a difference in the lives of thousands of people.

#### 2.2.3 PG Diploma in Clinical Nutrition and Dietetics

St. Francis College, in collaboration with Global Medical Research Foundation offers diploma course in Clinical nutrition and dietetics. Clinical nutrition is concerned with the diagnosis and treatment of diseases related to metabolic disorders and with the promotion of health through the prevention of diet related diseases. This course is increasingly relevant, cost-effective and provides a platform for our students to get absorbed in various hospitals. The course is over a span of 2 semesters of regular teaching, followed by a semester of internship at GMERF. Internship at GMERF gives an advantage to the student to get exposure of work experience at corporate hospitals and makes them future ready.

#### 2.2.4 PG Diploma in FinTech

The Financial Services industry is witnessing a huge transformation driven by changing technology. The last decade has witnessed a disruption in the traditional financial services industry that has leveraged new technologies to suit the constant changes in the finance sector. Companies are looking for people with the right skill sets and an understanding of how these emerging technologies can be applied in the financial services industry; managers who can straddle both the worlds of finance and technology.

The Post Graduate Diploma in FinTech is a two-semester programme designed to help working professionals and students interested in careers in Finance, to understand, analyze, and effectively manage emerging financial innovations to become a part of the FinTech revolution.

## **2.2.5 PG Diploma in Analytical Chemistry**

Post Graduate Diploma in Analytical Chemistry (PGDAC) is an education programme designed and developed to highlight the role of chemists played directly and indirectly in industry and national laboratories. This programme would not only cater to the needs of the chemists working in Industries, National laboratories, R & D organisations and academic institutions but also would be useful for all the science graduates aspiring to get employment in all these places.

## **2.2.6 PG Diploma in Fitness and Nutrition Management**

The St. Francis college in collaboration with Apollo UR Life introduces PG Diploma Course in Fitness & Nutrition Management is designed for students who want to learn about both fitness and wellness as it pertains to lifestyle changes. The class is based on the HELP philosophy (H is for health; E is for everyone; L is for lifetime lifestyle change and P is for personal). The focus will be on developing habits for a healthy lifestyle and positive changes that occur as a result of adopting these habits. Self-management strategies are presented to guide students in planning their fitness activities. At the completion of the course, the student will have learnt the components of physical fitness and developed the skills necessary to maintain an appropriate fitness level.

## **2.2.7 PG Diploma in Travel and Tourism**

Post Graduate Diploma in Travel & Tourism Management in the academic year 2022-23:- Travel and Tourism industry has emerged as a very popular industry all over the world. The Travel and Tourism field involves Hospitality Management, Tour Management, Travel Management etc. It has endless job opportunities in India as large number of Heritage, cultural and other tourists attractions are prevalent through out the country.

## **2.2.8 PG Diploma in Business Analytics & Data Science**

Data Science and Business Analytics are increasingly gaining prominence as the most important skill set for a technology driven future. With its wide array of applications, business analytics finds prominence across different sectors. St. Francis College for Women has partnered with data science education pioneer, 360DigiTMG, in collaboration with State University of New York, to offer a Post Graduate Diploma Course in Business Analytics and Data Science.

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# **UNDER GRADUATE PROGRAMMES**

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**N.B:** A programme will not be offered if the number of students enrolled for the same is less than 15.

**Programme Codes**

**B.A**

CODE	OPTIONAL-I	OPTIONAL-II	OPTIONAL-III
01	History	English Literature	Political Science
02	Economics	Public Administration	Political Science
03	History	Public Administration	Political Science
04	Psychology	English Literature	Political Science
07	Psychology	Public Administration	Political Science
08	Economics	Public Administration	Social Management
10	Mass Communication & Journalism	English Literature	Political Science
11	Mass Communication & Journalism	English Literature	Social Management

**B.Sc**

<b>LIFE SCIENCE</b>				
CODE	OPTIONAL-I	OPTIONAL-II	OPTIONAL-III	ELIGIBILITY
41	Chemistry	Zoology	Botany	BiPC/MPBC
50	Chemistry	Microbiology	Biotechnology	BiPC/MPBC
51	Chemistry	Zoology	Biotechnology	BiPC/MPBC
53	Chemistry	Zoology	Applied Nutrition	BiPC/MPBC
55	Chemistry	Botany	Applied Nutrition	BiPC/MPBC
56	Chemistry	Biochemistry	Biotechnology	BiPC/MPBC
57	Chemistry	Biochemistry	Microbiology	BiPC/MPBC
61	Chemistry	Biochemistry	Computer Applications	MPC/BiPC/MPBC

CODE	PHYSICAL SCIENCES			
42	Mathematics	Physics	Chemistry	MPC / MPBC
43	Mathematics	Physics	Computer Science	MPC / MPBC
44	Mathematics	Statistics	Computer Science	MPC / MPBC / MEC
52	B.Sc. Honors (Software Engineering)			MPC / MEC
54	Mathematics	Electronics	Computer Science	MPC / MPBC

**N.B : A programme will not be offered if the number of students opting for the same is less than 30.**

CODE	BACHELOR OF COMMERCE
81	Accounting and Finance
82	International Business
83	Honors
84	Computer Applications
86	Integrated Professional Programme

CODE	B.M.S
85	Bachelor of Management Studies

CODE	B.VOC (RM & IT)
90	Bachelor of Vocation (Retail Management and Information Technology)

**2.3.1 Bachelor of Humanities & Social Sciences (B.A.)**  
**INSTRUCTIONAL STRUCTURE: B.A.**

Yr.	Sem.	Course-1 (Credits)	Course-2 (Credits)	Course-3 (Credits)	Course-4 (Credits)	Course-5 (Credits)	Course-6 (Credits)	Course-7 (Credits)	Credits	Week Hrs.
<b>I</b>	<b>I</b>	English (5) 5 hrs.	Second Lang. (5) 5 hrs.	VE 1hr		DSC- 1 6 hrs.	DSC -2 6 hrs.	DSC-3 6 hrs.	25	30
	<b>II</b>	English (5) 5 hrs.	Second Lang. (5) 5 hrs.		EVS (2) 2 hrs.	DSC- 1 6 hrs.	DSC- 2 6 hrs.	DSC- 3 6 hrs.	28	30
<b>II</b>	<b>III</b>	English (5) 5 hrs.	Second Lang. (5) 5 hrs.	GE (2) 3hrs.		DSC- 1 6 hrs.	DSC- 2 6 hrs.	DSC-3 6 hrs.	28	31
	<b>IV</b>	English (5) 5 hrs.	Second Lang. (5) 5 hrs.			DSC-1 6 hrs.	DSC- 2 6 hrs.	DSC- 1 6 hrs.	27	30
<b>III</b>	<b>V</b>	DSC (5) 5 hrs.	DSC (5) 5 hrs.	DSC (5) 5 hrs.		SEC-1 (2) 3 hrs.	SEC-2 (2) 3 hrs.	SEC-3 (2) 3 hrs.	21	24
	<b>VI</b>	DSE -1(4) 5 hrs.	DSE -2 (4) 5 hrs.	DSE -3 (4) 5 hrs.	Mooc	DSE1(4)/ Project 5 hrs.	DSE 2/ Project (4) 5 hrs.	DSE 3/ Project (4) 5 hrs.	24	30
									150	

Syllabus Summary Chart

SEM	COURSE	HISTORY	POLITICAL SCIENCE	ENGLISH LITERATURE	ECONOMICS
I	DSC	History of Ancient India (from earliest times to the Cholas)	Understanding Political Theory	British Literature (16 <sup>th</sup> – 17 <sup>th</sup> Century)	Micro Economics - I -TH Basic Mathematical Tools for Economics -I - P
II	DSC	Medieval Indian History	Constitution and Politics of India – I	British Literature (18 <sup>th</sup> – 19 <sup>th</sup> Century)	Micro Economics -II -TH Basic Mathematical Tools for Economics -II- P
III	DSC	History of Modern India (1757-1858)	Constitution and Politics of India – II	British Literature (20 <sup>th</sup> Century)	Micro Economics Theory Statistical Method for Economics - I
	GE	Travel and Tourism	Conflict and Peace Studies	English for Competitive Exams	Know your money
IV	DSC	History of Modern India (1858-1964)	Western Political Thought	Indian Writing in English	Economics of Growth and Development- TH Statistical Method for Economics - II P
V	DSC	Political and Cultural History of Telangana	International Relations	Intro. To Women's Writing	Indian economy
	SEC	Understanding Tourism	Understanding Human Rights	Intro. To Creative Writing	Computer Applications for Economics
VI	DSE/DSE	World History – 1453- 1871/ History of East Asia from 1839 to 1950	Global Politics / India and the World	Intro. To American Literature / Intro. To World Literature	International Economics /Environmental Economics
	DSE/PRJ	World History 1870-1945/Project	Indian Political Thought/ Project	Literary Analysis and Application/Project	Money Banking and Public Finance / Project

## Syllabus Summary Chart

SEM	COURSE	PSYCHOLOGY	SOCIAL MANAGEMENT	PUBLIC ADMINISTRATION	MASS COMMUNICATION
I	DSC	Introduction to Psychology	Fundamentals of Social Management	Introduction to Public Administration	Introduction to Communication and Journalism
II	DSC	Basic Psychological Processes	Psychological & Social Behavior	Administrative Theory	Mass Media in India
III	DSC	Personality and Assessment/Experimental Psychology I	Intervention Methods	Union Administration	Reporting for Print Media
	GE	Psychological Skills	Project Management	Understanding Public Administration	News Paper Production (Practical)
IV	DSC	Statistics in Psychology/ Experimental Psychology II	Research & Statistics	State Administration	Writing for Media/Radio & TV News Production (Practical)
V	DSC	Abnormal Psychology/Personality Testing	Social Welfare Administration	Personnel Administration	Advertising & Ad Copy Writing (Practical)
	SEC	Dynamics of Social Behavior	Social Field Work Practicum	E – Governance	Production of Short Film
VI	DSE/DSE	Psychology and Mental Health/Psychology at work/ Psychological Testing	Lifestyle & Wellness Management/ Social Entrepreneurship	Financial Administration/ Public Office Management	Public Relations & PR Practicals/ Event Management
	DSE/PRJ	Child Psychology/Psychological Assessment/project	NGO Initiation & Management/project	Governance/ Project	Introduction to New Media & Cyber Journalism/ Research Project

### 2.3.2

### Bachelor of Science

#### INSTRUCTIONAL STRUCTURE: B.Sc. Life Sciences

Yr	Sem	1	2	3	4	5	6	7	8	
<b>I</b>	<b>I</b>	Eng (5)5h	Second Lang. (5) 5h			EVS (2) 2h (LS)	DSC(4+1) 4+3 h	DSC(4+1) 4+3 h	DSC(4+1) 4+3 h	
	<b>II</b>	Eng (5)5h	Second Lang. (5) 5h			HV (1) 1h NCGPA	DSC(4+1) 4+3 h	DSC(4+1) 4+3 h	DSC(4+1) 4+3 h	
<b>II</b>	<b>III</b>	Eng (5)5h	Second Lang. (5)5h		GE (3) 3h		DSC(4+1) 4+3 h	DSC(4+1) 4+3 h	DSC(4+1) 4+3 h	
	<b>IV</b>	Eng (5)5h	Second Lang. (5) 5h				DSC(4+1) 4+3 h	DSC(4+1) 4+3 h	DSC(4+1) 4+3 h	
<b>III</b>	<b>V</b>			SEC (2) 3h	SEC (2)3h	SEC (2)3h	DSC(4+1) 4+3 h	DSC(4+1) 4+3 h	DSC(4+1) 4+3 h	
	<b>VI</b>			DSE(3+1) 3+3h	DSE(3+1) 3+3h	DSE(3+1) 3+3h	DSE(3+1) 3+3 h	DSE(3+1) 3+3 h	DSE(3+1) 3+3h	Project

Syllabus Summary Chart-Life Sciences

Sem	Course	Botany	Zoology	Chemistry	Biochemistry
I	DSC	Thallophyta and Microbiology	Animal diversity – invertebrates	Physical and Organic Chemistry-I	Molecules of Life
II	DSC	Archegoniatae and Palaeobotany	Animal diversity - vertebrates	Inorganic and Organic Chemistry-I	Enzymes & Analytical Techniques
III	DSC	Plant Taxonomy & Medicinal Botany	Animal physiology & animal behaviour	Physical and Organic Chemistry –II	Metabolism of Biomolecules
IV	GE	Herbals for Beauty & Primary Health Care	Aquarium fish keeping	Chemistry of Cosmetics and Food Technology	Fitness Capsule/Beauty Decoded
IV	DSC	Anatomy, Embryology and Ecology	Cytology, Genetics & Development Biology	Inorganic and Physical Chemistry	Molecular Biology & Hormones
V	DSC	Plant Physiology	Ecology, evolution & Zoogeography	Inorganic and Organic Chemistry-II	Clinical & ImmunoBiochemistry
V	SEC	Nursery Management	Medical Diagnostics	SEC 1 Intellectual Property Rights (Theory) SEC 2: Cheminformatics (Practical)	Research Tools in BioSciences
VI	DSE/DSE	Cell and Molecular Biology	Physiological Chemistry & Endocrinology	Instrumental Methods of Analysis	Plant Biochemistry
VI	DSE/PRJ	Plant Biotechnology & Horticulture	Immunology & Animal Biotechnology	Environmental Chemistry and Green Chemistry	Pharmaceutical Biochemistry
		Economic Botany & Biotechnology	Fisheries & Aquaculture (or) Applied Zoology	Material Science/Medicinal Chemistry and Catalysis	Nutritional Biochemistry/ Biochemistry of Diseases
		Project	Project	Project	Project

Syllabus Summary Chart-Life Sciences						
Sem	Course	Biotechnology	Microbiology	Nutrition	Computer Applications	
I	DSC	Cell Biology & Genetics	Bacteriology and Systematics	Fundamentals of Nutrition	C Programming	
II	DSC	Biological Chemistry & Microbiology	Microbial Physiology	Nutrition for the Family	Web Technologies	
III	DSC	Molecular Biology & rDNA Technology	Virology & Immunotechniques	Food Science	Database System Concepts	
IV	GE	Forensic Science / Social Preventive Medicine	Critical Health Care Management	Nutrition and Wellness	Advanced Excel	
V	DSC	Bioinformatics & Biostatistics	Industrial Microbiology	Community Nutrition	Programming in JAVA	
V	DSC	Plant Biotechnology	Medical Microbiology	Therapeutic Nutrition	Multimedia systems	
V	SEC	Immunological Techniques	Mushroom Cultivation	Dietetics and Counseling	Programming in R	
VI	DSE/DSE	Medical Biotechnology	Food & Dairy Microbiology	Food Service Management	Programming in Python	
		Environmental Biotechnology	Environmental Microbiology	Public Health	Concept of E-Commerce	
DSE/Project	Animal Biotechnology	Biofertilizers & Metabolites / Quality Sustenance in Industry	Food Safety and Quality Control	Mobile App Development		
	Project	Project	Project	Project		

**Bachelor of Physical Science**  
**INSTRUCTIONAL STRUCTURE: B.Sc. Physical Sciences**

Yr	Sem	1	2	3	4	5	6	7	8
<b>I</b>	<b>I</b>	<b>Eng (5)5h</b>	<b>Second Lang. (5) 5h</b>			<b>EVS (2) 2h (LS)</b>	<b>DSC(4+1) 4+3 h</b>	<b>DSC(4+1) 4+3 h</b>	<b>DSC(4+1) 4+3 h</b>
	<b>II</b>	<b>Eng (5)5h</b>	<b>Second Lang. (5) 5h</b>			<b>HV (1) 1h NCGPA</b>	<b>DSC(4+1) 4+3 h</b>	<b>DSC(4+1) 4+3 h</b>	<b>DSC(4+1) 4+3 h</b>
<b>II</b>	<b>III</b>	<b>Eng (5)5h</b>	<b>Second Lang. (5)5h</b>		<b>GE (3) 3h</b>		<b>DSC(4+1) 4+3 h</b>	<b>DSC(4+1) 4+3 h</b>	<b>DSC(4+1) 4+3 h</b>
	<b>IV</b>	<b>Eng (5)5h</b>	<b>Second Lang. (5) 5h</b>				<b>DSC(4+1) 4+3 h</b>	<b>DSC(4+1) 4+3 h</b>	<b>DSC(4+1) 4+3 h</b>
<b>III</b>	<b>V</b>				<b>SEC (2) 3h</b>	<b>SEC (2)3h</b>	<b>DSC(4+1) 4+3 h</b>	<b>DSC(4+1) 4+3 h</b>	<b>Project</b>
	<b>VI</b>				<b>DSE(3+1) 3+3h</b>	<b>DSE(3+1) 3+3h</b>	<b>DSE(3+1) 3+3 h</b>	<b>DSE(3+1) 3+3 h</b>	

Syllabus Summary Chart- Physical Sciences

Sem	Course	Mathematics	Statistics	Electronics	Computer Science	Physics	Economics
I	DSC	Differential and Integral Calculus	Descriptive Statistics & Probability	Circuit Analysis	C Programming	Mechanics	Micro Economics - I (T) / Basic Mathematics Tools for Economics (P)
II	DSC	Differential Equations	Probability Distributions	Electronic Devices	Database Management Systems	Thermal Physics	Micro Economics - II (T) / MySQL (P)
III	DSC	Abstract Algebra	Statistical Methods	Analog Circuits	Java Programming	Optics	Macro Economics Theory (T) / Power BI (P)
	GE	Mathematics for competitive exams	Data Analysis Using EXCEL & SPSS	P.C. Hardware /Consumer Electronics	Advanced Excel	Physics Wonders	Money matters (T)
IV	DSC	Real Analysis	Testing of Hypothesis	Digital Electronics	Data Structures	Electromagnetic Theory	Development Economics (T) / Programming For Economics (Python) (P)
	DSE	Linear Algebra	Applied Statistics-I	Microprocessor	PHP with MySQL	Modern Physics	Indian Economy (T)
V	SEC/SEC	Elementary Number Theory/ Analytical Solid Geometry	Statistical Computing using R	PC Hardware / Electrical Circuits Skills	Programming in R	Weather Forecasting / Electrical Circuit & Network Security Skills	Designing of Web Portal (P)
VI	DSE/DSE	Numerical Analysis / Theory of Probability/ Vector Calculus	Applied Statistics – II / Time Series Analysis	Microcontrollers / VERILOG And FPGA Based System Design	Web Technologies using Java / Operating System Concepts	Electronics / Medical Physics	International Economics (T) or Environmental Economics (T)
	DSE/PRJ	Laplace and Fourier Transforms / Project	Operations Research / Project	Communication Theory / Project	Computer Network Concepts / Project	Solid State Physics / Project	Money Banking and Public Finance (T) or PROJECT (Optional)

### 2.3.3. B.Sc. (Honors) Software Engineering

Sem	Course-1 (Credits)	Course-2 (Credits)	Course-3 (Credits)	Course-4 (Credits)	Course-5 (Credits)	Course-6 (Credits)	Course-7 (Credits)
I	English (5) 5h	DSC Differential and Integral Calculus (4+1) (4+3)h	DSC Descriptive Statistics & Probability (4+1) (4+3)h	DSC C Programming (4+1) (4+3)h	DSC Computer System Architecture(4+1) (4+3)h	DSC HW (NCGPA) (1) 1h	
II	English (5) 5h	DSC Differential Equations (4+1) (4+3)h	DSC Probability Distributions (4+1) (4+3)h	DSC Database Management Systems (4+1) (4+3)h	DSC Operating Systems (4+1) (4+3)h	SEC Web Designing (2) 3h	
III	English (5) 5h	DSC Abstract Algebra (4+1) (4+3)h	DSC Statistical Methods (4+1) (4+3)h	DSC Java Programming (4+1) (4+3)h	GE Advanced Excel (3) 3h	SEC Programming in R (2) 3h	
IV	English (5) 5h	DSC Real Analysis (4+1) (4+3)h	DSC Testing Of Hypothesis (4+1) (4+3)h	DSC Data Structures (4+1) (4+3)h	DSE Web Technologies in Java / E-Commerce (4+1) (4+3)h	SEC Data Visualization Using R (2) 3h	
V		DSC Linear Algebra (4+1) (4+3)h	DSC Applied Statistics I (4+1) (4+3)h	DSC Software Engineering Concepts3) 1	DSE PHP with MySQL / .NET Technologies (4+1) (4+3)h	DSC S/W Requirements & Estimation (4) (4)h	
VI		DSE Graph Theory / Integral Transforms (4+1) (4+3)h	DSE Applied Statistics II / Operations Research (4+1) (4+3)h	DSE Computer Network Concepts / Computer Graphics & Multimedia(4+1) (4+3)h	DSE Programming in Python / Data Mining (4+1) (4+3)h	DSC Software Architecture (4) (4)h	Project (4)

**2.3.4. Bachelor of Commerce**

**B.Com (Accounting and Finance )**

Year	Sem	Course	Course	Course	Course	Course	Course
1	I	English (5C)	II Lang (5C)	EVS (2C)	DSC (5C)	DSC (5C)	DSC (5C)
	5 Hrs	5 Hrs		2 Hrs	Fin Acc-I 6 Hrs	BOM 6 Hrs	Foreign Trade 6 Hrs
2	II	English (5C)	II Lang (5C)	HV&Ethics (1C)NCGPA	DSC (5C)	DSC (5C)	DSC (5C)
	5 Hrs	5 Hrs		1 Hr	Fin Acc-II 6 Hrs	Business Laws 6 Hrs	Bkg& Fin.Inst 6 Hrs
3	III	English (5C)	II Lang (5C)	GE (3C)	DSC (5C)	DSC (5C)	DSC (5C)
	5 Hrs	5 Hrs		3 Hrs	Adv. Acc 6 Hrs	Corporate Laws 6 Hrs	Bus.Statistics 6 Hrs
4	IV	English (5C)	II Lang (5C)		DSC (5C)	DSC (5C)	DSC (5C)
	5 Hrs	5 Hrs			Corp Acc 6 Hrs	Direct Taxes 6 Hrs	Auditing 6 Hrs
5	V	DSC (5C)	DSC (5C)	DSC (5C)	SEC (2C)	SEC (2C)	SEC (2C)
	6 Hrs	Cost Accounting	Indirect & Customs Taxes	Financial Mgmt.	Data Analysis and Visualization 3 Hrs	Tax Planning and Filing of Returns 3 Hrs	P and P of Insurance 3 Hrs
6	VI	DSE (4C)	DSE (4C)	DSE (4C)	DSE (4C)	DSE (4C)	PRJ (4C)
	5 Hrs	Mgmt Acc/ Fin Services	IFM/ Bus.Ethics	Entrep/ M&A 5 Hrs	Mktg Mgmt/ SCM 5 Hrs	Acc Standards/ Cust.Rel. Mgmt. 5 Hrs	R M & Project Work 5 Hrs

B.Com (Honors)

Year	Sem	Course	Course	Course	Course	Course	Course	Course	Course
1	I	English (5C) 5 Hrs		EVS (2C) 2 Hrs	DSC (5C) Fin Acc-I 6 Hrs	DSC (5C) BOM 6 Hrs	DSC (5C) Foreign Trade 6 Hrs	DSC (5C) BE 6 Hrs	DSC (5C)
	II	English (5C) 5 Hrs	SEC (2C) P and P of Insurance 3 Hrs	HV&Ethics (1C) NCGPA 1 Hr	DSC (5C) Fin Acc-II 6 Hrs	DSC (5C) Business Laws 6 Hrs	DSC (5C) Bkg& Fin.Inst 6 Hrs	DSC (5C) Principles of Marketing 6 Hrs	
	III	English (5C) 5 Hrs	SEC (2C) Ms-Access Database Mgmt 3 Hrs	GE (3C) 3 Hrs	DSC (5C) Adv Acc 6 Hrs	DSC (5C) Corporate Laws 6 Hrs	DSC (5C) Bus.Statistics 6 Hrs	DSC (5C) Human Resource Management 6 Hrs	
	2	IV	English (5C) 5 Hrs	SEC (2C) Digital Mktg 3 Hrs	DSC (5C) Corp Acc 6 Hrs	DSC (5C) Direct Taxes 6 Hrs	DSC (5C) Auditing 6 Hrs	DSC (5C) Cons Behaviour & M.R 6 Hrs	
	V	DSE (4C) Global MM / /Ser. Mktg 5 Hrs	DSE (4C) S M/ Know. Mgmt. 5 Hrs	SEC (2C) Data Analysis & Visualization 3 Hrs	DSC (5C) Fin. Mgmt. 6 Hrs	DSC (5C) Cost Accounting 6 Hrs	DSC (5C) Indirect and Cust. Taxes 6 Hrs		
	VI	DSE (4C) Mgmt Acc/ Fin Services 5 Hrs	DSE (4C) I F M/ Bus.Ethics 5 Hrs	DSE (4C) Entrep/ Invt. Mgmt 5 Hrs	DSE (4C) SAPM/ SC M 5 Hrs	DSE (4C) SDL 4 Hrs	PRJ (4C) R M and Project Work 5 Hrs		

**B.Com (International Business)**

Year	Sem	Course	Course	Course	Course	Course	Course	Course
1	I	English (5C)	II Lang (5C)		EVS (2C)	DSC (5C)	DSC (5C)	DSC (5C)
		5 Hrs	5 Hrs		2 Hrs	Fin Acc-I 6 Hrs	BOM 6 Hrs	Bas.Int.Bus 6 Hrs
2	II	English (5C)	II Lang (5C)		HV&Ethics (1C)NCGPA 1 Hr	DSC (5C)	DSC (5C)	DSC (5C)
		5 Hrs	5 Hrs			Fin Acc-II 6 Hrs	Business Laws 6 Hrs	IBE 6 Hrs
3	III	English (5C)	II Lang (5C)	GE (3C)		DSC (5C)	DSC (5C)	DSC (5C)
		5 Hrs	5 Hrs	3 Hrs		Adv Acc 6 Hrs	Corporate Laws 6 Hrs	Bus.Statistics 6 Hrs
4	IV	English (5C)	II Lang (5C)			DSC (5C)	DSC (5C)	DSC (5C)
		5 Hrs	5 Hrs			Corp Acc 6 Hrs	Direct Taxes 6 Hrs	IMM 6 Hrs
5	V	DSC (5C)	DSC (5C)	DSC (5C)		SEC (2C)	SEC (2C)	SEC (2C)
		Cost Acc	Indirect & Customs Taxes 6 Hrs	Financial Markets 6 Hrs	Data Analysis and Visualization 3 Hrs	FTD 3 Hrs	ITF 3 Hrs	ITF 3 Hrs
6	VI	DSE (4C)	DSE (4C)	DSE (4C)		DSE (4C)	DSE (4C)	PRJ (4C)
		Mgmt Acc/ Fin Services 5 Hrs	IFM/OPM 5 Hrs	Entrep/ CG & Bus.Ethics 5 Hrs	Financial Mgmt/ Mult Bus Fin 5 Hrs	Financial Mgmt/ Mult Bus Fin 5 Hrs	L & SCM/ CRM 5 Hrs	R M & Project Work 5 Hrs

**B.Com (Integrated Professional Programme)**

Year	Sem	Course	Course	Course	Course	Course	Course	Course	Course	Course
1	I	English (5C) 5 Hrs	EVS (2C) 2 Hrs	DSC (5C) Fin Acc-I 6 Hrs	DSC (5C) BOM 6 Hrs	DSC (5C) BE 6 Hrs	DSC (5C) BM 6 Hrs	DSC (5C)	DSC (5C)	DSC (5C)
	II	English (5C) 5 Hrs	HV&Ethics ( 1C) NCGPA 1 Hr	DSC (5C) Fin Acc-II 6 Hrs	DSC (5C) Business Laws 6 Hrs	DSC (5C) IED 6 Hrs	DSC (5C)	Bkg& Fin.Inst 6 Hrs	DSC (5C)	DSC (5C)
	III	English (5C) 5 Hrs	SEC (2C) CMS with Word Press 3 Hrs	DSC (5C) Adv Acc-I 6 Hrs	DSC (5C) Corporate Laws 6 Hrs	DSC (5C) Bus.Statistics 6 Hrs	DSC (5C)	Cost Acc-I 6 Hrs	DSC (5C)	DSC (5C)
	IV	English (5C) 5 Hrs	DSC (5C) Income Tax-I 6 Hrs	DSC (5C) Adv Acc-II 6 Hrs	DSC (5C) Marketing Management 6 Hrs	DSC (5C) Auditing 6 Hrs	DSC (5C)	Cost Acc-II 6 Hrs	DSC (5C)	DSC (5C)
	V	DSC (5C) Fin Mgmt-I 6 Hrs	DSC (5C) Income Tax-II 6 Hrs	DSC (5C) Fin. Rep 6 Hrs	DSE (4C) Fin.Mkts/ Insurance 5 Hrs	SEC (2C) Data Analysis & Visualization 3 Hrs	SEC (2C) ED 3 Hrs	SEC (2C) SM 3 Hrs	SEC (2C)	SEC (2C)
	VI	DSC (5C) Fin Mgmt-II 6 Hrs	DSC (5C) Indirect Taxes 6 Hrs	DSE (4C) Risk Mgmt/ Fin Services 5 Hrs	DSE (4C) IFM/ Bus.Ethics 5 Hrs	DSE (4C) Corp Gov/ M & A 5 Hrs	DSE (4C) SAPM/SCM 5 Hrs	DSE (4C)	DSE (4C)	DSE (4C)

## B.Com Computer Applications

Year	Sem	Course	Course	Course	Course	Course	Course	Course
1	I	English (5C) 5 Hrs	II Lang (5C) 5 Hrs		EVS (2C) 2 Hrs	DSC (5C) Fin Acc-I 6 Hrs	DSC (5C) BOM 6 Hrs	DSC (5C) Prog in C 6 Hrs
	II	English (5C) 5 Hrs	II Lang (5C) 5 Hrs		HV& Ethics (1C)NCGPA 1 Hr	DSC (5C) Fin Acc-II 6 Hrs	DSC (5C) Business Laws 6 Hrs	DSC (5C) OOPS in Java 6 Hrs
2	III	English (5C) 5 Hrs	II Lang (5C) 5 Hrs	GE (3C) Bus Com. App. 3 Hrs		DSC (5C) Adv Acc 6 Hrs	DSC (5C) Corporate Laws 6 Hrs	DSC (5C) Bus.Statistics 6 Hrs
	IV	English (5C) 5 Hrs	II Lang (5C) 5 Hrs			DSC (5C) Corp Acc 6 Hrs	DSC (5C) Direct Taxes 6 Hrs	DSC (5C) DBSyst Concept 6 Hrs
3	V	DSC (5C) Cost Acc 6 Hrs	DSC (5C) Indirect & Customs Taxes 6 Hrs	DSC (5C) E-Commerce 6 Hrs	SEC (2C) Data Analysis & Visualization 3 Hrs	SEC (2C) Tax Planning and Filing of Returns 3 Hrs	SEC (2C) BL&P 3 Hrs	
	VI	DSE (4C) Mgmt Acc/ Fin Services 5 Hrs	DSE (4C) IFM/ Bus.Ethics 5 Hrs	DSE (4C) Entrep/ Retail Mgmt 5 Hrs	DSE (4C) HRM/SCM 5 Hrs	DSE (4C) Financial Markets/ CRM 5 Hrs	PRJ (4C) RM & Project Work 5 Hrs	

## 2.3.5 Bachelor of Management Studies (BMS)

### Programme Structure

YEAR	SEM	COURSE	COURSE	COURSE	COURSE	COURSE	COURSE
I	I	Eng (5cr) 5 hrs HV & Ethics (1cr) 1 hr -NCGPA	DSC (5 cr) 6 hrs Management Theory & Practice	DSC (5 cr) 6 hrs Accounting for Managers	DSC (5 cr) 6 hrs Business Economics	DSC (5 cr) 6 hrs Principles of Marketing	
	II	Eng (5 cr) 5 hrs EVS (2 cr) 2 hrs	DSC (5 cr) 6 hrs Computer Applications in Management	DSC (5 cr) 6 hrs Business Statistics	DSC (5 cr) 6 hrs Business Environment	DSC (5 cr) 6 hrs Organisation Behaviour	SEC (2 cr) 3 hrs Digital Marketing
	III	Eng (5 cr) 5 hrs GE (3 cr) 3 hrs	DSC (5 cr) 6 hrs E-Commerce	DSC (5 cr) 6 hrs Financial Policy and Management	DSC (5 cr) 6 hrs Entrepreneurship Development	DSC (5 cr) 6 hrs Business Law	SEC (2 cr) 3 hrs Introduction to Operations Research
	IV	Eng (5cr) 5 hrs	DSC (5 cr) 6 hrs Company Law	DSC (5 cr) 6 hrs Cost and Management Accounting	DSC (5 cr) 6 hrs Business Ethics	DSC (5 cr) 6 hrs Human Resource Management	SEC (2 cr) 3 hrs Data Analysis and Visualization
	V		DSE (4 cr) 5 hrs Training & Development / Talent Acquisition & Management	DSE (4 cr) 5 hrs Security Analysis & Portfolio Management/ Banking & Insurance	DSC (5cr) 6 hrs Supply Chain Management	DSC (5cr) 6 hrs Taxation	DSC (5cr) 6 hrs Corporate Accounting
	VI		DSE (4 cr) 5 hrs Retail Management / Consumer Behaviour	DSE (4 cr) 5 hrs Performance & Compensation Management / Leadership & Change Management	DSE (4 cr) 5 hrs Financial Markets & Services / International Financial Management	DSE(4 cr) 5 hrs Brand Management /Marketing Management	DSE (4 cr) 5 hrs Project work

### 2.3.6 Bachelor of Vocational Studies (B.Voc.)

#### Bachelor of Vocational (Retail Management & Information Technology)

B.Voc. is a degree programme under UGC which came into existence as per the directive of Ministry of Human Resource Development, Government of India for National Vocational Education Qualification Framework (NVEQF) in the academic year 2014-2015. This course focusses on 60% skill education component and 40% on general education component. This course is at a corresponding National Skills Qualifications Framework (NSQF) level of 7.

### Course Framework and Awards

Year	Semester	Skill Component Credits	General Education Credits	Credits Per Semester	Total Credits for Award	Exit Points/Award
I	I	18	12	30	60	Diploma
	II	18	12	30		
II	III	18	12	30	120	Advance Diploma
	IV	18	12	30		
III	V	18	12	30	180	B. Voc. (Degree)
	VI	18	12	30		
<b>Total</b>		108	72	180		

\*Two mandatory industry visits in each of the six semesters for completion of B. Voc (RM & IT) Degree.

## Course Structure

Semester	Course	Title of the Paper	Credits	Hours per Week
I	Skill Education Components	Programming in C	4	5
		Principles of Marketing	4	5
		Accounting for Managers	4	5
		Retail Store Ops Assistant I: NSQF Level 1, RAS/NO 101 & 103	2	3
		Retail Store Ops Assistant II: NSQF Level 1, RAS/NO 102 & 104	2	3
		Retail Store Ops Assistant III: NSQF Level 1, RAS/NO 121, 130 & 137	2	3
	General Education Components	Introduction to Retail Management	4	4
		Second Language	5	5
		Customer Relationship Management in Retail	3	3
II	Skill Education Components	Computer Applications in Management	4	5
		Retail Store Management	4	5
		Quantitative Techniques for Managers	4	5
		Retail Cashier I: NSQF Level 2, RAS/NO 110 & 111	2	3
		Retail Cashier II: NSQF Level 2, RAS/NO 112, 115 & 117	2	3
		Retail Cashier III: NSQF Level 2, RAS/NO 113 & 116	2	3
	General Education Components	Warehouse management and Inventory Control	4	4
		Second Language	5	5
		Franchise Management in Retail	3	3
III	Skill Education Components	Database System Concepts	4	5
		Retail Financial Management	4	5
		Retail Trainee Associate: NSQF Level 3, RAS/NO 105, 118, 119 & 123	2	3
		Retail Sales Associate I: NSQF Level 4, RAS/NO 125, 126, 127 & 128	2	3
		Retail Sales Associate II: NSQF Level 4, RAS/NO 129, 133, 134 & 136	2	3
		Summer Industrial Training (two months after second semester)	4	
	General Education Components	Woman Entrepreneurship Development Programme	3	3
		English	5	5
		Retail Business Laws	4	4
IV	Skill Education	Programming in Java	4	5
		Retail Customer Shopper Behaviour	4	5

	Components	Human Resource Management in Retail	4	5
		Visual Merchandiser I: NSQF Level 5, RAS/NO 401, 402 and 403	2	3
		Visual Merchandiser II: NSQF Level 5, RAS/NO 404, 405 and 406	2	3
		Retail Team Leader: NSQF Level 5, RAS/NO 147, 148 & 150	2	3
	General Education Components	Research Methodology	3	3
		English	5	5
		Merchandise Planning and Management	4	4
	Skill Education Components	Business Analytics	4	5
		Taxation	4	5
		Retail Departmental Manager I: NSQF Level 6, RAS/NO 140 & 145	2	3
		Retail Departmental Manager II: NSQF Level 6, RAS/NO 141 & 144	2	3
		Retail Departmental Manager III: NSQF Level 6, RAS/NO 131, 142 & 143	2	3
		Summer Industrial Training (two months after fourth semester)	4	
	General Education Components	Supply Chain Management & Analytics	4	4
		Luxury Retail Management	4	4
		Retail Marketing Management	4	4
	Skill Education Components	E-Commerce	4	5
		Mall Management and Administration	4	5
		Research Project	4	5
		Retail Store Manager I: NSQF Level 7, RAS/NO 152, 153 & 154	2	3
		Retail Store Manager II: NSQF Level 7, RAS/NO 155, 156 & 157	2	3
		Retail Store Manager III: NSQF Level 7, RAS/NO 158 & 159	2	3
	General Education Components	Shop and Establishment Act and Consumer Protection Act	4	4
		Retail Strategy and Operations Management	4	4
		International Retailing	4	4

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# Diploma Programmes

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## 2.4 CENTRE FOR CAREER DEVELOPMENT

### Diploma Programmes

#### 2.4.1 CISCO Certified Network Associate (CCNA)

The CISCO Networking Academy program for CCNA is a comprehensive, e-learning program, which provides students with the networking skills essential in a global economy. St. Francis College has joined hands with CISCO and UNV, the volunteer wing of the UN, as part of the Gender initiative program to help increase female participation in the area of networking. CISCO Certified Network Associate (CCNA) course is divided into 4 semesters and consists of 70 hours of instruction and hands-on training in a well-equipped lab. The classroom instruction is fully supported through e-learning.

#### 2.4.2 Diploma in Television Production & Screen Writing

Television is one of the most significant artistic and communicative modes of the modern age. With new developments in media communications, opportunities to play a part in the creative process of television contents are increasing at a tremendous rate. Diploma in Television Production and Screen Writing enables students to become multi-skilled to enter the industry and provides an opportunity to create variety of video productions, allowing them to express personal creativity while developing the ability to conceptualize story ideas and effectively translate the ideas into video productions. The course is spread over 90 hours of duration which includes 40 hours of class room teaching and 50 hours of studio based learning.

#### 2.4.3 Diploma in Cyber Security

In today's world, we hear far too often about companies or businesses being hacked or falling victim to a data breach. As companies begin to do more and more business online, it's no wonder why cybersecurity is a booming field and a career students should consider getting into. There are several benefits to getting a diploma in cybersecurity. Qualified cybersecurity professionals are currently in extremely high demand. Employees can work on either a full-time or part-time consultant basis. Cybersecurity professionals can secure a sizable income and excellent job benefits.

#### 2.4.4 Diploma in Digital Marketing

The changing digital ecosystem requires a working knowledge of web and mobile technologies for effective communication & interactive dialogue between business managers & customers. The course aims at introducing students to the concepts of Digital Marketing and social media engagement for business. It will also focus on developing & planning a digital offering, gaining proficiency in social advertising & identifying the tools required for every platform. The methodology will include class room teaching, case studies and lectures by experts in the field. At the end of the program, the student is expected to complete a project to ensure a practical orientation.

#### **2.4.5 Diploma in Personal Taxation**

Personal income tax is a taxation system that the government imposes on income generated by individuals. By law, taxpayers must file an income tax return annually to determine their tax obligations. The revenues from taxation are an important source of income for the Government of India. The course aims to orient students to the determination of tax liability for individuals, heads of income, exempted incomes & permissible deductions from gross total income. The course will equip students and working professionals to be aware of the income tax ecosystem in order to make informed decisions for tax planning & savings.

#### **2.4.6 Diploma in Personal Finance & Wealth Management**

The course is aimed at helping individuals understand the various concepts of personal finance & financial planning. The objective of the course is to enable a practical orientation to setting financial goals, application of time value concept in personal financial decisions and creating and implementing a financial plan of action for every individual. The course will also cover various classes of financial assets; the relation between taxation, saving, spending & borrowing and a brief orientation to retirement & estate planning.

### **2.5 PROGRAMMES IN COLLABORATION WITH INTERNATIONAL INSTITUTIONS**

#### **2.5.1 Pre- Med – M.D Program in collaboration with Xavier University School of Medicine, Aruba**

Xavier University School of Medicine (XUSOM), Aruba in collaboration with St. Francis College and Global Medical Education and Research Foundation is offering globally recognised Pre Med to MD Program with guaranteed admission for Indian Students to Xavier University School of Medicine after the successful completion of Pre Med course in India.

The curriculum is based on US medical education standards to ensure a successful academic career and to satisfy medical license guidelines. The program provides 3 semesters of premedical studies at St. Francis College for a year and a half to fully prepare students for their medical studies at Xavier University. After successful completion of Pre Med programme in India, students transfer to Aruba for MD Programme.

The MD program has 2 years basic Science course in Aruba with US MLE step 1 and Step 2 review and 2 years of Clinical rotations in US/Canada/ India which is approved by the Aruban Government since 2005, enlisted in WHO and approved by the Caribbean Medical Council CAAQM-HP & AQCCM from Ireland and Ministry of Higher Education, Jordan and Canadian Resident Matching Service (CaRMS). Admissions are on the basis of marks obtained in 10+2, EAMCET, CBSE, Cambridge or PUC.

**5½ year MD Program Pre-Medical Curriculum – Hyderabad Campus**

Semester	Course/Credit Hours					Credit
Pre- Med I	Molecular Biology (6 Credit Hours)	Applied Organic Chemistry (6 Credit Hours)	Medical Terminology (4 Credit Hours)	Medical Communication (6 Credit Hours)	Medical Applied Physics (6 Credit Hours)	-
Pre- Med II	Introduction to Medical Genetics (6 Credit Hours)	Introduction to Immunology (6 Credit Hours)	Introduction to Human Anatomy (6 Credit Hours)	Introduction to Histology & Cell Biology (6 Credit Hours)	Health & Nutrition (6 Credit Hours)	-
Pre- Med III	Introduction to Biochemistry (6 Credit Hours)	Introduction to Microbiology (6 Credit Hours)	Introduction to Human Physiology (6 Credit Hours)	Introduction to Neuroscience (6 Credit Hours)	Introduction to Epidemiology & Biostatistics (4 Credit Hours)	32
					Introduction to Behavioral Science and Medical Psychology (4 Credit Hours)	30
						90
Total Credit Hours : Pre-Med Program						

Integrated Basic Sciences Curriculum- 2years at Xavier University, Aruba						Total
Sem	Course/Credits Hours					
MD I	Fundamental Concepts ( 12 Credit Hours)	Musculoskeletal System ( 13 Credit Hours)	Patient, Doctor & society I ( 3 Credit Hours)	Health care quality Improvement I ( 2 Credit Hours)		30
MD II	Nervous System ( 16 Credit Hours)	Nutrition & Metabolism ( 4 Credit Hours)	Patient, Doctor & society II ( 3 Credit Hours)	Health care quality Improvement II ( 1 Credit Hours)		24
MD III	Gastrointestinal System ( 10 Credit Hours)	Respiratory system ( 12 Credit Hours)	Patient, Doctor & society III ( 4 Credit Hours)	Health care quality Improvement III ( 1 Credit Hours)		27
MD IV	Cardiovascular System ( 14 Credit Hours)	Hematopoietic System ( 8 Credit Hours)	Patient, Doctor & society IV ( 4 Credit Hours)	Health care quality Improvement IV ( 1 Credit Hours)		27
MD V	Renal & Metabolic System (8Credit Hours)	Endocrine System ( 10 Credit Hours)	Reproductive System ( 8 Credit Hours)	Patient, Doctor & society V ( 4 Credit Hours)	Health care quality Improvement V ( 1 Credit Hours)	31
MD VI	Transition to Clinical Medicine (18 Credit Hours)					18
Total Credit Hours – VI Trimesters						157

**Clinical Rotations in USA/ Canada/India**

<b>Core rotations</b>	Internal Medicine General Surgery Family Practice OB/GYN Paediatrics Psychiatry	<b>4 Trimesters</b>
<b>Elective Rotations</b>	Medicine Paediatrics Neuro-Psychiatry Surgery OB/GYN	<b>2 Trimesters</b>
<b>Program Total</b>		<b>6 Trimesters</b>

## 2.5.2 Three weeks Summer Programme at California Baptist University, USA(CBU)

The students of St. Francis College for Women will be participating in the ‘ International Immersion Programme’, a 3 week summer programme. The objective is to give students an international campus exposure where they get to listen and learn from some of the best professors of the university and participate in several social activities as well. They are joined by students from other countries as well. Fun visits are also arranged to provide a cultural experience in America. There will be less than 18 hours of instruction each week. This is not a credit programme. Participating students earn a ‘Certificate of Participation’ after the successful completion of the programme.

## 3. VALUE ADDED COURSES

The curriculum is further enhanced by Add On courses. Students have wide access to opt for any of the courses. Faculty is drawn from experts in industry as well as the Teaching staff of the college. It is mandatory for Christian and Catholic students to take course on “Discovering the Bible”. Completion of any one of the Add on Courses mentioned below is mandatory for every student in the first year

### List of ADD - ON / Certificate Courses offered by SFC

- **Discovering of Bible**
- **Corporate Soft Skills**
- **Introductory course in German Language**
- **Financial Modeling**
- **GST (Goods and Services Tax)**
- **Public Speaking**
- **Quality Management for Business Excellence**
- **NSE Certification Courses**
- **Office Operations Executive**
- **Molecular Basis of Disease Diagnosis**
- **Certificate Course in Spoken French A1**
- **Rangoli**
- **Pencil Sketching, Painting and Calligraphy**
- **Home Decoration**
- **Western Freestyle Dance**
- **Fashion Designing**
- **Charcoal Designing**
- **Architecture & Interior Design**
- **Embroidery**
- **Fabric Art**
- **Kuchipudi**
- **Tie & Dye**
- **Resin Art**
- **Canvas Art**
- **Crochet**
- **Micro Art**
- **Digital Art**
- **Guitar**
- **Baking**

### Sports

- **Badminton**
- **Basketball**
- **Chess**
- **Handball**
- **Martial Arts**
- **Throwball**
- **Table tennis**
- **Yoga**
- **Volleyball**

## 4. SKILL ENHANCEMENT COURSES, GENERIC ELECTIVE COURSES

### a). Skill Enhancement Courses

- Analytical Solid Geometry
- Computer Applications for Economics
- Cheminformatics
- Data Visualisation using R
- Dietetics and Counseling
- Electrical Circuit Skills
- Electrical Circuit and Network Security Skills
- Elementary Number Theory
- Immunological Techniques
- Intellectual Property Rights
- Medical Diagnostics
- Mushroom Cultivation
- Nursery Management
- PC Hardware
- Programming in R
- Research Tools in Biosciences
- Statistical Computing using R
- Web Designing
- Web Programming
- Weather Forecasting
  
- Introduction to Operations Research
- Summer Internship
- Retail Store Ops Assistant:-NSQF level
- Retail Cashier
- Retail Trainee Associate
- Retail Sales Associate
  
- Banking Law and Practice
- CMS with WordPress
- Date Analysis and Visualization
- Digital Marketing
- Entrepreneurial Development
- Foreign Trade Documentation
- International Trade Finance
- Principles and Practice of Insurance
- Strategic Management
- Tax Planning and Filing of Returns
- R-Software
  
- Dynamics of Social Behaviour
- E-Governance
- Introduction to Creative Writing
- Production of Short Film
- Social Field and Work Practicum
- Understanding Human Rights
- Understanding Tourism

## b). Generic Elective Courses

- Advanced Excel
- Aquarium Fish keeping
- Chemistry of Cosmetics and Food Technology
- Critical Health Care Management
- Data Analytics
- Data Analysis using Excel and SPSS
- Fitness Capsule/Beauty Decoded
- Forensic Science/Social Preventive Medicine
- Graphics in R
- Herbals for Beauty and Primary Health Care
- Mathematics for Competitive exams
- Nutrition and Wellness
- PC Hardware/Consumer Electronics
- The Universe and me
- Business Computer Application
- Content Marketing
- Intellectual Property Rights
- Managing Contemporary Business Organisations
- Personal Finance
- Understanding Taxation
- Start up Management
- Conflict and Peace Studies
- Digital Photography
- English for Professional Communication
- English for Competitive exams
- Know Your Money
- News Paper Production
- Psychological Skills
- Project Management
- Social Entrepreneurship
- Travel and Tourism
- Understanding Public Administration

### Bridge Course

- Fundamentals of Accountancy

### Value Education

- Human Values & Professional Ethics

## 5. EXTRA CURRICULAR ACTIVITIES

### 5.1 SFC Wings

#### 1. Sports/Krida

The focus of College being all round development of students the college endeavors to inculcate the importance of physical education and create a spirit of sportsmanship among students. For this the department of sports offers a number of sports activities not just to help students become physically fit but also to enable them to develop a wide range of skills that gives them the ability to use tactics, strategies, and newer ideas to perform successfully both in College and outside. The college has excellent infrastructure facilities for indoor and outdoor activities.

#### 2. National Service Scheme (NSS)

Is a Central Sector Scheme of Government of India, Ministry of Youth Affairs & Sports. The sole aim of the NSS is to provide hands on experience to young students in delivering community service, it provides opportunity to the student youth of India to take part in various government led community service activities & programme's. A NSS volunteer who takes part in the community service programme is moulded, exposed and experienced to be the following:

- an accomplished social leader
- an efficient administrator
- a person who understands human nature

#### 3. National Cadets Corps (NCC)

The National Cadet Corps is the Indian military cadet corps. It is a Tri-Service Organization, comprising the Army, Navy and Air Force, engaged in grooming the youth of the country into disciplined and patriotic citizens. St. Francis College offers its students the opportunity to join the NCC on voluntary basis and helps them to imbibe the aims of NCC such as to Develop Character, Comradeship, Discipline, Leadership, Secular Outlook, Spirit of Adventure, and Ideals of Selfless Service and work towards the promotion of Unity & Discipline among its cadets.

#### 4. Rangers

SFC offers a platform for students to join Rangers which is one of the senior wing of Bharat Scouting and Guiding. Its purpose is to contribute towards the development of young students in achieving their full Physical, Intellectual Social and Spiritual potential as an individual as well as responsible citizens. This wing aims at helping students create a better world by participating in many outdoor activities, social and community service campaigns & through peace education programs.

#### 5. IRCS

The Indian Red cross society St Francis chapter will work on promoting humanitarian principles and values, train students in disaster preparedness and work at the grass root level working with marginalized sections of the society in health and care of their community. Capacity building programs in areas of planning, gender equality, blood bank, relief operations in accidents etc

#### 6. Rotaract

“Rotaract” stands for “Rotary in Action”, although the name originally comes from a combination of “Rotary” and “Interact” (International + Action), the high school level program created by Rotary International. prospective members are known as ‘Rotaractors’.Rotaract clubs bring together people to exchange ideas with leaders in the community, develop leadership and professional skills, and have fun through service.In communities worldwide, Rotary and Rotaract members work side by side to take action through service. From big cities to rural villages, Rotaract is changing communities.

## **7. SFC Green Corps**

SFGC is aimed at building a cadre of young green corps working towards environmental conservation. It collaborates with esteemed environmental organization to conduct awareness activities beyond colleges, and promotes college - community interactions to sensitize the society towards the secure and sustainable planet. SFGC volunteers take active part in various environment related programme like tree plantation, rallies, debates, quiz, popular lectures, nature trail, cleanliness drive, etc

### **5.2 Value Education**

St. Francis College has incorporated Value Education as part of its academic programme right from its inception to develop the right set of values through informal and interactive sessions. These classes are held in second semester for all students. Topics generally related to youth and their conflicts, challenges etc. are discussed through role-plays, skits, questionnaires. The response of the students has been very positive and each student is awarded one credit at the end of the undergraduate programme.

### **5.3 Student Induction Programme**

The Student Induction Programme initiated by UGC has been introduced successfully in our college. This initiative is made mandatory for the well-being of the new entrants of the college. The objective of the programme is to help the new student to adjust and feel comfortable in the new environment and to inculcate in them the ethos and culture of our institution. The need of this programme arose as the students enter the institution with diverse thoughts and background and were stepping into a new unfamiliar environment. The transition from secondary to higher education or from UG to PG is one of the most challenging events in their life and the responsibility lies on the shoulders of every teacher to prepare the students to face challenges of life. The Student Induction Programme is scheduled for a period of 2 weeks.

### **5.4 Franciscian Launch Forward Progarmme**

The end of the college studies is the beginning of something new. Moving ahead is the positive signal for future success. In this context, St. Francis college stands as pioneer in introducing “Franciscian Launch Forward Program” to celebrate the life of outgoing students. A week long program is designed to cherish their nostalgic moments as “Camera Capture”, Imbibe the Values for life “Vijayeebhava”, Orient their skills “ Sanjeevini” & “Swaraksha”, A Prayer session “Ashish” and a grand farewell “Alvida”. This week-long program is filled with Games, Fun, Laughter, Joy and highly evocative moments.

## 6. EVALUATION SYSTEM

- The evaluation system comprises of two components i.e. Continuous Internal Assessments (40 marks) and Semester-end Examination (60 marks)
- Continuous Internal Assessments (CIA) will have CIA 1- 20 Marks and CIA 2 - 20 Marks  
CIA 1 is a written exam of one hour duration which will be held on scheduled dates as given in Franciscian Hand book

Note : No retest is conducted except for those candidates deputed by the college to participate in State, National sports events and NCC/ NSS activities.

- For the remaining (CIA 2) 20 marks faculty uses appropriate methodologies like assignment, book reviews, seminars, group discussion, mini project, laboratory work etc
- Semester- end Examinations are conducted by the Examination Branch of the college. Paper setting and evaluation is done by External subject experts. Model papers are made available to the students
- Reporting to the examinations on time is important. A grace time of 30 minutes is allowed to enter the examination hall after which students are not permitted

	Credits	Continuous Internal Assessment	Semester- End Examination	Duration of Semester-End Examination
UG Courses	3/4/5	40 marks	60 marks	2 hours
PG Courses	3/4/5	40 marks	60 marks	2.5 hours
Courses with maximum 50 marks	2	20 marks	30 marks	1 hour
Courses with maximum 25 marks	1	Not applicable	25 marks	1 hour

	Evaluation by Internal Examiners	Evaluation by External Examiners	Semester-End Examination
Practical courses	Semester I, III & V (UG) Semester I& III (PG)	Semester II, IV & VI (UG) Semester II &IV (PG)	2 hours for 50 marks

No Internal/ Continuous Assessment for Practical courses (UG & PG)

### Malpractice

- A student is adjudged guilty of malpractice if she is found attempting to copy, copying or in possession of incriminating material, any papers or writing on any part of the body or electronic gadgets
- A committee comprising of the Principal, Controller of Examinations and the concerned invigilator will investigate cases of malpractice
- In case of malpractice during Continuous Internal Assessments, if the student is adjudged guilty by the committee, she will be awarded zero marks in the concerned paper. In case of Semester-End Examinations, the paper during which the malpractice was detected and **ALL EXAMINATIONS MENTIONED IN THE HALL TICKET SHALL STAND CANCELLED.**

## Minimum Passing Marks For UG & PG programme

The minimum marks required for passing in a subject in UG & PG is

- 40% marks in the Semester-end Examination
- 40% marks in the Aggregate of Continuous Internal assessment and Semester end Examination

If a student passes the Semester- end Examination but fails to get the adequate aggregate of Continuous Internal Assessment and Semester-end Examination, she will be deemed failed. She is then required to repeat the Semester-end Examination.

## Revaluation

**Revaluation of answer scripts is applicable for all theory courses except practical subjects.**

- Notification for revaluation will be released by examination branch on the day of results declaration
- The application for revaluation after the last date will not be entertained
- Answer scripts are sent to two examiners independently
- If the average marks of two examiners do not differ by more than 10% from the original marks, the original marks will be retained
- If the average marks of the two examiners differ by more than 10% from the original marks then the original marks will be removed and the average marks of revaluation will be taken into account and awarded to the candidate, and the revised results declared

## Semester Backlog Examinations

- UG & PG theory and practical backlog examinations will be held in the even semester only
- Semester backlog examinations can be taken only three times for a subject with the same syllabus. Thereafter the student will have to repeat the examination with the revised syllabus, if the syllabus gets revised
- To get CGPA for an undergraduate programme, a student is required to pass all papers within the stipulated 6 semesters. The year and month of passing the exam is indicated in the consolidated memo of marks. Students who fail to clear all the subjects will be considered as candidates with backlogs
- Instant Examination will be conducted only for semester 6 students only who do not have any backlog in other semesters

## Maximum Time for Completion of a Degree Programme

- UG degree programme is of 3 years duration. However, a student can take 3+2 years to complete her UG degree from the date of admission, failing which, fresh admission has to be sought
- PG degree programme is of 2 years duration. However, a student can take 2+2 years to complete her PG degree from the date of admission, failing which, fresh admission has to be sought

**Any student from earlier years of UG/PG program, willing to seek re-admission from the academic year 2017-18 onwards has to opt for CBCS semester system only.**

## Rules for Promotion

### From Odd Semester to Even Semester

No student is automatically eligible for promotion to the next semester. A student should have a minimum of 50% attendance in all the subjects to be eligible for promotion to the next semester.

### From One academic year to another

- A student must earn a minimum of 25 credits (in academics) in one academic year to be eligible for promotion to the next year
- For B.Voc (RM &IT) programmes, the student must earn a minimum of 30 credits to be eligible for promotion
- A student will be eligible for the award of a degree if she has passed all the subjects and has secured the minimum of credits specified for the course over the six semesters of UG / four semesters of PG

### Re-admission rules:

**In all the cases mentioned below, re-admission is permissible provided they are within a period of 3 years.**

- A student who did not put in the required attendance in a semester of a programme & thus detained
- A student who did not pass in the required no. of papers/ with the required no. of credits & thus detained
- A student after completing a semester/year did not continue her studies in the next immediate semester/ year on personal/ health grounds but desired to continue her studies after a short break
- A student who has put in not less than 40% attendance in a semester & not registered for the exam, can take re-admission in the same semester
- Students who, after completing a semester/ year of the course but taken T.C. to join the course & come back to continue the earlier course

**Further, the approval of the University has to be obtained in respect of those students who take T.C. to join some other course & come back for re-admission in the same College.**

**All the re-admission including such of those students who take TC & come back, shall be granted by the Principal of the College directly subject to the fulfilment of the following conditions stipulated by the University.**

- They should have been promoted to next higher class/ semester in which they are seeking re-admission
- They should join the course within 4 weeks from the date of commencement of classes
- They should be able to complete the course within 5 years in case of UG or within the double duration (4 years) in case of PG, from the year of their original admission
- They should pay the re-admission fee as prescribed by the College

**NOTE: No re-admission shall be made after the cut-off date (4<sup>th</sup> week in a 15-week semester) under any circumstances. The cut- off date for granting re-admission shall be reckoned from the date of commencement of classes for different courses as per the almanac of the College.**

## 7. SUPPORT SYSTEMS

### 7.1 Scholarships and Fee Concessions

The college offers fee concessions to students from disadvantaged groups. The college has announced scholarships for needy students from the student's fund. This fund has been built up by the generosity of the staff, alumnae and well-wishers. The scholarships offered are called 'LUCINI' scholarships for the needy students.

- SC / ST Scholarship
- BC Scholarship
- Minority Scholarship

### 7.2 Aasara- Counseling Centre

Aasara, the counseling centre was inaugurated on 6th September, 2018. True to its name, "Aasara Counseling Centre" provides unwavering support and services in the area of guidance and counseling to students, teaching and non-teaching staff. The centre provides both group and individual (one- on- one) counseling services, and the sessions are offered in privacy and strict confidentiality. Our counselor has experience in handling issues like interpersonal conflicts (family/friends), anger management, depression, stress/anxiety, emotional disturbances, and academic improvement to name a few. Students who require psychiatric help are referred to practicing professional psychiatrists and therapists along with counseling support in college.

### 7.3 Career Guidance & Placement Cell

The students are guided in career choices and in planning their course of study according to their aspirations through orientation programmes. Various courses and talks related to career prospects are arranged with the help of members from reputed organizations. For the final year students, interface sessions and interaction with experts from the industry are regularly organized.

#### **The Placement cell offers:**

- A bridge between Job providers and Job seekers
- Training on various skills such as Resume writing, Interviews skills, Group Discussions, Confidence building, Corporate etiquette etc
- Guidance in career choices
- Student coordinators gain Human Resource Management experience and develop Leadership Skills

Corporates visiting us for Placements are Deloitte, Google, ADP, Dell, Franklin Templeton, Cognizant IT, Cognizant Analytical Writing, Tata Capital, Amazon, Teach for India, Wipro BPO & IT, Face book, Genpact Voice Based, Genpact Finance, Ernst & Young, HSBC, Apollo Health City, Wells Fargo, G.E., Mahindra Satyam IT, Hamstech, Foray, Software for Google, Indus International School Art Dept, Genpact - Sorting Content, IQ Channels, HGS, IBM, RED FM, Tarang, RVRPRO, D.E. Shaw and HCS.

### 7.4 UPSC Civil Services Coaching

Genesis IAS Academy Hyderabad: St Francis College is offering its students a golden opportunity to prepare for the Prestigious UPSC Civil Services Exam. Starting the Preparation early will help to Plan, Strategise, and gives a lot of time to work on the skills. Avail this programme at our campus. Classes in college, parallel to degree in both offline and online mode. This course will help in graduation and also help to ace other competitive exams.

## 7.5 Institution - Industry - Interface

The college strives to match its aspirations with the demands of the globally competitive industrial environment. There are several initiatives in this direction:

- On the job training programmes
- Mandatory Internships
- Project evaluation by Industry
- Entrepreneurial development seminars by NISIET
- Extension lectures by practising managers
- Coaching classes organized by Time and Career Launcher
- Campus interviews by leading Companies

## 7.6 Grievance Redressal Cell

The college has a Grievance Redressal cell, consisting of Principal, Vice Principal, Dean Academics and Senior Faculty members of different departments. The function of the Grievance Redress cell is to evolve redressal mechanism and provide solutions to the aggrieved. The Grievance Redressal cell covers aspects such as:

- Attendance for Regular classes & exams
- Dress Code / Use of Cell Phones
- Malpractices during exams
- Facilities provided by the college
- Staff related problems
- Peer group problems
- Theft
- College Timings
- Discipline related problems

## 7.7 Parents Teachers Interaction

Parents Teachers Meet is organized at the beginning of every academic year for the parents of the first year students to acquaint them with the culture of the college. Suggestions are called for, and parents respond enthusiastically in terms of sharing their expertise for the benefit of students. They offer to be guest lecturers and share their experience with the students. They also extend the use of their facilities for projects. Parents have to meet the concerned class teacher/dept. at the time of the distribution of marks memorandum especially of students who failed or were absent for the exam.

## 7.8 Francis Alumni Association ( FAA )

Alumnae are the ambassadors of an institution. The Alumnae of St. Francis College spread across the length and breadth of the globe are successful in their chosen sphere of activity and have attributed their success to their learning experience, sense of discipline & values imbibed at this institution. The Alumnae association is the outcome of their desire to strengthen their links with their Alma Mater as proud Ex-Francisians. The association has been registered with the Registrar of societies as "St. Francis Alumnae Association, Hyderabad". The Alumnae meet annually to foster fellowship and share their experiences with the new members of the group and in this manner contribute to the enrichment and growth of the college. The executive body of the association meets once in two months and plans for programmes to benefit the current students. The Alumnae have contributed to the enrichment of the college in different capacities

- As part-time counsellors
- Facilitators in Career Guidance

- Facilitators in Human Value Sessions
- Guest speakers on various issues
- As faculty members
- Being part of the outreach programme
- Towards Staff Health Insurance

## 7.9 Student Clubs

Extension activities of the student community in the College are executed through the different Student Clubs which provide a platform to the students to develop their organizational and leadership skills.

### **XPRESSIONS - Faculty of Humanities and Social Sciences**

Xpressions pertains to the departments of Humanities and Social Sciences. Various discipline based activities and competitions are organized under this umbrella to celebrate creativity and in-depth knowledge of the same. The club also encourages students to be a part of social outreach program.

### **SPECTRUM - Faculty of Science**

Spectrum is the Club constituted by the thirteen departments of Life Sciences and Physical Sciences, namely, Biochemistry, Biotechnology, Botany, Chemistry, Computer Science, Electronics, Environmental Science, Mathematics, Microbiology, Nutrition, Physics, Statistics and Zoology. The Club conducts activities to enhance the scientific temperament among students. Its annual outreach program is known as GLEE, which focuses on providing an opportunity to school students to learn Science in a practical, interesting and informative way through demonstration of scientific concepts. Their annual newsletter “PRISM” showcases the year round activities of the club.

### **COFEE - Faculty of Commerce**

The Commerce Organization for Emerging Entrepreneurs (COFEE), the oldest student club of the college was founded in 2002. Visualized as a launch pad to hone & develop entrepreneurship, leadership, managerial & organizational skills among the students, the club regularly organizes an array of inter and intra-collegiate activities such as workshops, guest lectures, webinars and the ever popular student fest ARTHASHASTRA. In addition COFEE has various sub-clubs such as Brainia, the quiz club; Speech Weavers, the debate club; Trade Wizards, the entrepreneurship club; Page Turners, the book review club and Samaritan Transcend, the social outreach club. These sub-clubs appeal to every student's individual area of interest and aid in nurturing creativity, innovation & skill development. The Phoenix which is the mascot of the club inspires students to constantly Rise, Reach and Reinvent.

### **ARISTA - Faculty of Management Studies**

ARISTA, the student club of BMS engages its members through various events like ‘Ingenium’, ‘Arizone’ and ‘Inquzition’. The Annual National Management Fest ‘Crescentia’ is the key event that puts to test the management skills of BMS students. The club also releases its newsletter “B-Hive” during this event.

### **VOCTALENT - Faculty of B.Voc**

Voctalent is a club instituted by the Department of Bachelor of Vocation (Retail Management & Information Technology) of the Management Studies. It conducts and organizes various activities across diverse disciplines such as Marketing, Human Resources, Visual Merchandising, Entrepreneurial Development, Best Manager and Cultural Arts. The club believes and specializes in providing students with opportunities for practical experience and skill-based training.

## Common Clubs of the College

**Prakriti** is the Nature Club of the college drawing its membership across faculties. Students need to register every year to be part of the club .The club collaborates with esteemed environmental Organisations.

**FACE (Francisian Association for Christian Endeavours)** - works towards bringing Christ's teachings in the Campus and spreading his love. It helps in organizing the Christmas Celebrations NATALE in the College.

**La Fiesta**, initiated by the department of English is a literary creative club, celebrating the magic of Art forms. It also includes the “Bibliophile” for the voracious reader and “ Francis Production” for the drama enthusiasts of the college.

### Harivillu – Department of Telugu

It is the literary and cultural club of Telugu. Every year the club organizes many literary and cultural activities in Telugu to inculcate and cultivate the local traditions among students. The Telugu day is celebrated every year and the club releases an annual literary magazine “KADAMBAM”.

**Shastr Library Club** - Library is an indispensible part of the college life. The Shastr club from the Library organizes various programmes for the staff and students to keep up the spirit of reading. The Club also celebrates the National Library Day annually.

**The College Choir** - provides a platform to the nightingales of the College. The students are drawn from across the faculties. They perform on all the important occasions of the College and they have earned many accolades from the society for the quality of their renditions.

### Ehsaas Club- Department of Hindi

ehsaas, isn't just any ordinary club, it symbolizes unity, happiness, courage and success. The club was introduced on 5 July, 2022 with a belief to encourage our students intellectually by organizing various events not only in college but also Intercollegiate. MANTARANG is the annual newsletter that embodies the spirit of Ehsaas

**Eureka** - The Innovation Hub believes that the entrepreneurial journey is not just about building successful businesses but also about personal growth and development. The goal of Eureka is to help the students discover their true potential and become confident, innovative, and successful entrepreneurs.

**Commedia Club**- “In the middle of difficulty, lies opportunity” Albert Einstein. The need for a club whose sole focus is reducing stress, resulted in the emergence of Commedia Club at St Francis. The primary motto is to create a platform where every student can come together and create moments of joy, happiness, and laughter in a slightly stressful environment . With this motto in mind, COMMEDIA started its journey on 8th July 2023 with a promise to bring a plethora of events and activities like stand-up comedy shows, open mics, and some fun games that would ignite laughter.

### E-Sports

Over the past few years, interest in Esports, both, playing and watching other people play video games has risen significantly. The American Corner Hyderabad space hosts the Esports Club Hyderabad Chapter with “Play, grow, learn, and lead” as its motto, to give students the chance to explore their academic interests in STEM-related fields and e-sports. Additionally, this club seeks to enhance skills in problem-solving, communication, leadership, and entrepreneurship through various webinars related to Game designing, ESPORTS etc. This club is open for all undergraduate students.

**Francis Talkies**- American Corner in collaboration with Department of English and Mass Communication The vibrant film club of this college started its journey this year. The club celebrates films and their presence in everyday life by screening various films followed by intellectual discussions moderated by in-house faculty. The club also provides a platform to students to take their appreciation for cinema and leverage the passive act of watching a movie into an active one. The club also has its annual newsletter titled KALEIDOSCOPE

## 7.10 Major Events

St. Francis College, the calendar year is marked with numerous events that have become a part of college life. The National day celebrations - Independence Day and Republic Day are marked with grandeur and dignity every year as we commemorate the sacrifices of the great leaders and freedom fighters on the 15<sup>th</sup> of August and 26<sup>th</sup> of January.

Other annual events include the Fresher's Day, Teacher's Day, Women's Day, Men's Day, Feast of St. Francis, College Fest, Natale, the Christmas celebrations, Farewell Party and the College Day. Apart from the above mentioned events, Departments organize numerous programmes and events that are conducted throughout the year. The Student Clubs play an important role in organizing these events.

## 8. SOCIAL OUTREACH INITIATIVES

### **Swarnojwala** – Rural student adoption Scheme

The scheme called 'Swarnojwala' was introduced during the Golden Jubilee year of St. Francis College. Launched in the year 2009, the scheme aims to adopting three academically competent deserving girl students from economically backward families who are provided the best of education, housing, clothing and every facility to facilitate their growth into competent and confident women of India in line with the Vision of the college. Till date, 34 students have been beneficiaries and currently 2 students are studying in the college.

### **Vajrojwala** – Village adoption Scheme

To take our involvement in Social outreach one step deeper we launched the Vajrojwala scheme at the inaugural of the Diamond Jubilee year in 2019-20, which involves the participation of the staff and students in helping develop one village close to the city . The village chosen was Edulapur in Medak district. The different faculties of the college focus on Health, Hygiene, Education and development of employability skills of the people of that area. The faculty work closely with the NSS programme officers of the college in effectively implementing the above mentioned programmes.

### **Daan Utsav** - Social Outreach Day

Pratiyarpiana is the Social Outreach programme of the college. On the first Friday of December , the entire college goes class-wise to visit Old-age homes, Government schools ,Schools for the visually challenged, Homes for the destitute, Institutes for the mentally challenged and other such places that help build awareness and empathy among our students towards the less privileged sections of the society.

### **Unnat Bharat Abhiyan**

As a part of social responsibility St. Francis College for Women has enrolled in Central Government sponsored program of Unnat Bharat Abhiyan [UBA] and adopted five villages from Kandi Mandal of Sangareddy District. The designated villages are as mentioned below:

- (a) Vaddenaguda Thanda (b) Erdanoor Thanda
- (c) Ippalagadda Thanda (d) Kandi Village (Laksminagar)
- (e) Kandi Thanda

As a part of participating institution, the College will undertake awareness programs on various aspects like, literacy drive, health awareness, e-literacy workshop for Panchayat officials, dissemination of Central and State Government programs focused towards sustainable development.

## **9. FACULTY DEVELOPMENT INITIATIVES**

To enhance knowledge and skill among the teaching faculty, the management supports and encourages faculty in research work and participation in seminars, workshops and symposiums at the state, national and international level. The college gives financial awards to faculty whose research papers get published in National and International Journals. Many of our faculty members offer their expertise and research experience as consultants and resource persons to many institutions and boards. Orientation programmes are regularly organized for the newly recruited faculty members to initiate them to the culture, tradition, practices and values of the college.

## **10. INFRASTRUCTURE FACILITIES**

### **Campus**

Located in the heart of the city at Begumpet, St. Francis College for Women has a sprawling campus area of 8 acres. Two impressive buildings house spacious classrooms, laboratories, library, reading rooms and conference halls.

### **Generator**

A standby power generator is available in the campus to address the occasional power shut down for maintenance purposes.

### **Auditorium**

The college has an auditorium with an area of 20,000 sq ft. An impressive stage with its state of the art acoustics, attached green rooms and other accessories contribute to the success of all cultural and other events conducted here.

### **Board Room, Senate Hall and Lecture Halls**

The college has board room and Senate Hall with state of the art equipment to cater to the various meeting requirements. The college has over 75 spacious lecture halls fitted with public address system and equipped with audio-video facilities, LCD projection screens etc. The college has large conference halls, wherein seminars, workshops, extension lectures and interactive sessions with experts from the industry are often conducted.

### **Staff Rooms**

All the Staff rooms are facilitated with Internet and Wi-Fi accessibility.

### **Library**

The Library services are fully computerized with updated software "SLIM 21" and has a collection of 75,000 books and more than 100 Journals / Magazines. Access to E-journals from J-Gate-Informatics is provided. The library is open from 8.30 am to 4.30 pm on all working days. An online catalogue helps you to make the most of the Library's resources. U.G.C.Infonet Services including J-STOR is available for the benefit of the academic fraternity. The Library has a "Book bank" consisting of core texts books, which are issued to deserving students for the whole academic year. OPAC facility is also available. All Staff and Students can access INFLIBNET through N List database.

### **Internet Resource Centre**

The Internet Resource Center, serves both the faculty and the students by providing Internet Access and online resources with broadband connectivity. Staff and students can access any information they want over the Internet thus extending the boundaries of learning from the classroom to the time and place of their choice. A number of classes are regularly scheduled and some faculties occasionally reserve the labs to teach their students some special applications or take an online exam.

## **Laboratories**

Well-equipped science laboratories are spread out on the ground and first floors of both the buildings. These teaching laboratories, managed by the individual science departments, have setups and facilities for carrying out not only the experiments listed in the syllabus but also projects that look far beyond the traditional course content. The Botany and Zoology Museums, maintained by the respective departments, house a comprehensive collection of preserved specimens of flora and fauna, biological samples, slides and other resource materials .

## **Area for eXperimental Inquiry into Science (AXIS)**

To expand campus research facilities for staff and students, the college has set up Research Resource Center “AXIS” (Area for eXperimental Inquiry into Science) for physical, chemical and biological Sciences as a central facility. Latest High-end equipment provides access to facilities needed for advanced level experiments, project work and research.

## **Commerce Lab**

The Commerce Lab was established to augment theoretical knowledge with practical application skills. The primary objective is to familiarize students with dynamic aspects pertaining to Commerce & Business. The lab is equipped with current software required to train students in automated business practices and research methodology using SPSS and R Software.

## **English Language Lab**

The Language Lab acts as a platform for learning, practicing and honing language skills through interactive lessons and communicative mode of teaching. The emphasis is on English language learning through the usage of emerging technology and address the concepts of grammar, lexicon, phonetics and accent.

## **UG / PG - Psychology Laboratory**

The Laboratories are well equipped with various projective and non projective tests used in the field of Psychological Testing. A range of psychological tests are also available in the laboratory, for example, personality tests, intelligence tests, aptitude tests, attitude and value scales etc. The Department has a state of the art Counseling Laboratory, for the students of M.Sc. in Applied Psychology. The Counseling Lab has a simulation room and four individual counseling rooms for counseling skills training and supervised counseling . The subject knowledge gained through classroom teaching, psychological testing and practical exposure through various forms of field work gives immense training to the students in handling clients.

## **Mass Communication Studio**

The Department of Mass Communication housed in the Sister Maria Franco Multimedia Centre, is fully equipped with audio-video teaching aids and a Mass Communication lab-cum-audio and TV studio. The Centre has state-of-the-art sound proof Television Studio along with a Green Room with Teleprompter to learn production skills and techniques. It boasts of two computer laboratories with internet connectivity and is equipped with Sony Video Camera, Canon 5D Mark 3 Camera and video editing software's (Adobe Premier& Final Cut Pro). It also consists of a modern Photo-lab with Canon DSLR cameras and a well-equipped audio-studio with audio-mixer, editing softwares with sophisticated microphones. It brings out the Lab Journal 'Campus Herald' from the Production Facility (Adobe InDesign software).The Centre also has a Canon Digital Photocopier Machine, Apple Mac Systems , Gimbal for DSLR Camera stabilization to get amazing action camera footage as well as Convergence lab with LED, News Monitoring TV and a Department level Library of books and films.

## **Video Conference Facility**

Video Conference Facility provides students the opportunity to interact with eminent scientists and academicians nationally and internationally.

### **Sports Arena**

The college has an excellent sports arena being laid up for Handball, Volleyball and Throw ball which focusses on all round development of the students.

### **Indoor Stadium**

In order to promote a spirit of healthy competitiveness, team-spirit and participation in games the college has a multi-purpose Indoor Stadium with an area of 12,000 Sq. ft. The stadium was inaugurated in March 2014 and is available for sports practice and physical training of the students. Most of the university tournaments like Basket ball, handball, Volleyball, Table tennis, Chess, Carroms, and Athletic training are hosted here.

### **Prayer Room**

Tucked away in a quiet corner are the two Prayer Rooms - one on the ground floor and the other on the third floor of the main building – a haven for those who seek moments of solitude in prayer and reflection.

### **Student Corner**

The student corner is equipped with facilities for internet printing, photocopying, binding, lamination and stationery. It is accessible to all the students and staff throughout the academic sessions.

### **Louis Pasteur Research Lab**

Osmania University has recognized the college as a Research centre for Microbiology. Louis Pasteur Research Lab is for the faculty to pursue their research in Microbiology.

### **Marie Curie Chemistry Research Centre**

Today, more and more organizations are recognizing the importance of Research. Rigorous quantitative analysis for successful projects has become the foundation to foster impactful research. The Research Center aims to advance the knowledge and practice of modern evidence-based Organization. The creation of these Research centres is the result of a careful study of the evolving atmosphere and its critical needs. This year Osmania University has recognized our college as Researchcentre for Chemistry for Research Scholars and Faculty. The Research Centre was Christened as “Marie Curie Research Centre” by Arch Bishop of Hyderabad Rev. Dr. Poola Anthony, on Natale December 22<sup>nd</sup> 2021.

### **Bethel Retail Store**

Bethel Retail Store on the campus is handled exclusively by students of B.Voc Retail Management to get hands on experience of managing a retail store. By practical experience they sharpen their entrepreneurial skills.

### **Fitness Centre**

A fitness studio under the supervision of a trained instructor has been set up. It is equipped with the latest equipments with 7 cardio stations such as treadmills, Cross trainers and upright bikes. Nutritional counseling is provided on request by a professional Nutritional Expert.

### **Health Centre**

The Health Centre provides services to the entire college community and organizes various health awareness programmes on current and relevant health issues. A visiting doctor and a full time nurse are available to attend to medical problems of both staff and students. Regular Health camps are conducted for Staff and Students.

### **American Corner**

American corner provides a window on life and culture of the United States. It's an open library, research and resource centre with the entire collection of U.S library of congress containing 25,00,000 volumes, journals and books available in digital format. It aids in the application of Fulbright – Nehru and other Fulbright fellowships for students and teachers.

## GREEN INITIATIVES

**Shubhram** is the solid waste management centre of the college catering to the segregation and effective management of waste generated in the college premises. The unit has specific sections where solid waste is segregated as 'wet' and 'dry'. The dry waste such as plastics, papers, cartons, e-waste and scrap are separated and sent to 'Waste ventures of India' for recycling. The organic waste such as dried leaves and kitchen refuse from the canteen are used for composting. Thus, Shubhram is a wholesome solution for solid waste management.

**Rooftop Solar Photovoltaic Power System** which has a capacity of 50kWp has been installed in the college in 2018. The 25kWp solar project, on an average generates 100kWh of electricity in a day supporting major energy requirement of the college.

**Solar Lights** have also been installed in the college campus which contributes towards energy saving.

**Greenhouse and Polyhouse** the protective structure for cultivation of flowering and vegetable crops, was erected in the campus in November 2018 under the aegis of the three departments - Botany, Biochemistry and Biotechnology. This initiative was undertaken to facilitate tissue culture explants of the laboratory to be transplanted and grown in controlled/sterile environment. This would give an impetus to the research activities in campus and inculcate the scientific temper and interest amongst students with reinforcement of theoretical concepts.

### Aharam-Canteen

A healthy mind resides in a healthy body. Aharam, the college canteen provides students with nutritious and tasty snacks and beverages as superb alternatives to junk food. The cleanliness and hygiene of the canteen is also supervised from time to time. With entertaining music in the background, the canteen offers a perfect ambience for students to relax, unwind and interact with one another.

### Aaram Viram

Aaram Viram is the choicest spot for students to relax, revise for exams and de-stress. It is perfect open air space amidst nature for informal student interaction, impromptu activities or rehearsals for cultural events.

### Nightingales' Nest

The Nightingales of St Francis practice regularly to hone their skills. Nightingales' Nest, beside the student corner provides them the perfect atmosphere to assemble and rehearse their renditions.

### Security Facilities

To ensure safety and security in the college, CCTV surveillance is provided in the campus. Round-the-clock security is provided by appointing security personnels to watch over the main gate and patrol the premises regularly. To protect the campus from accidents, fire extinguishers and safety devices are placed on all floors, laboratories and halls. It is supervised and maintained by regular monitoring.

### Yoga Centre

Stress is a major condition in our society that can impair the mental & physical well being.

In view of the increasing stress conditions, our college has a Yoga center placed in the fitness block above the Gym for relaxation of body and mind which is open to faculty and students.

## 11. ADMISSION GUIDELINES FOR B.A/B.SC./B.COM./ BMS/ B.VOC.

### 11.1 UG Admissions -2023

- Applying to a Programme does not guarantee admission into the same
- Admission is strictly based on merit and limited to the sanctioned strength
- An email will be sent to provisional selected students and a date for mentor meeting will be notified
- It is compulsory for all selected students to attend the same and comply with instructions given
- Student and parent both are required to be present on the day allotted for submission of documents to the college office
- Admission will be finalised only if all required documents are in order

#### *Issue of Application Forms & Prospectus*

1. Application Forms and Prospectus will be available online.  
( Refer college website - [www.sfc.ac.in](http://www.sfc.ac.in))
2. Admissions for B.A. (History/ Pub. Ad./ Pol.Sc.) and B.Sc. (Maths/ Phy/ Chem) are done through Degree Online Service Telangana (DOST) and candidates admitted through DOST are only eligible to avail Government Scholarships
3. The eligible students are required to submit the following during admission, failing which admissions will not be made
  - Hardcopy of the Verified Application Form
  - Hardcopy of the Undertaking signed by both the Parents and the student. (2Copies)
  - College Annual Fees payable online within 48 hours to confirm the admission
  - All the Intermediate (10+2) certificates (original and photocopy of each certificate)

#### 11.1.1 Eligibility for Admission

Candidates seeking admission in 1<sup>st</sup> year B.A./B.Sc./B.Com./BMS/B.Voc. Degree programme must have passed

- Two-year Board of Intermediate Education, Telangana (TSBIE)
- Examination of any other University / Board recognized as equivalent by the Intermediate Board
- CBSE & ICSE students have to pass English and four other subjects i.e. a total of five subjects

Candidates from other boards except Intermediate Board of Telangana, CBSE & ICSE Boards are required to submit Equivalency Certificate from the Board of Intermediate Education.

**The Admissions of such candidates will be finalized only after the submission of Equivalency Certificate**

#### Admission Criteria for Intermediate Board of Examination (IBE), CBSE & ICSE

- The admission for the candidates from Intermediate Board of Examination (IBE) is based on the aggregate marks of the optional subjects and English (excluding Second language).
- For candidates who have passed CBSE & ICSE, the aggregate marks of optional subjects (excluding Second Language, Fashion Designing, Art & Craft, Physical Training, Home Science, Informatics Practicals, S.U.P.W etc) will be considered.

## **ELIGIBILITY CRITERIA FOR PROGRAMMES**

### **Bachelor of Humanities & Social Sciences (B.A.)**

Any student who has qualified Intermediate / 10+2 exam in **Arts, Science, Commerce Streams**

### **Bachelor of Science (B.Sc.)**

**Physical Science** - Any student who has qualified in MPC/MPBC

B.Sc Honors in software engineering and B.Sc with Statistics- Any student who has qualified in MPC/MPBC/MEC

**B.Sc Life Sciences** - Any student who has qualified BPC/MPBC

**B.Sc (Computer Applications)** - Any student who has qualified BPC/MPBC/MPC

### **Bachelor of Commerce**

#### **B.Com (Accounting & Finance) and B.Com (International Business)**

Any student who has qualified Intermediate / 10+2 exam in **Arts, Science, Commerce Streams**

70% of the total number of seats for students with commerce subjects

#### **B.Com IPP (Integrated Professional Programme)**

Any student who has qualified Intermediate / (10+2) exam in **Arts, Science, Commerce**.

Students who have cleared CPT Examination/ Foundation Level of CMA / CS will be given priority.

Students aspiring to pursue CA,CS and CMA can also apply.

#### **B.Com (Honors) and B.Com (Computer Applications)**

Any student who has qualified Intermediate / 10+2 exam in **Commerce Stream**.

### **BMS (Bachelor Management Studies)**

Any student who has qualified Intermediate / 10+2 exam. Arts, Science & Commerce students are eligible to apply Admissions for BMS is strictly based on Merit. A student seeking admission into the BMS course will have to undergo the admission process comprising of a Written Admission Test and Group Discussion

#### **Written Admission Test**

Duration of the exam: 1.5 hours - Number of questions: 75 - Type of question: Multiple Choice

Section A - Communication Ability- 25 MARKS - Section B – Analytical Ability - 30 MARKS

Section C – General Awareness -20 MARKS - Total 75 MARKS

#### **Group discussion**

Top 100 scorers in the written admission test qualify for the Group Discussion

#### **Selection of Candidates**

Final selection will be based on the performance in the GD (40% weightage) and score in the qualifying examination (60%)

Number of seats:50

## B.Voc. Degree (UGC) - Bachelor of Vocational Studies

Any student who has qualified Intermediate / 10+2 exam in Arts, Science, Commerce Streams

- **For UG - Date and Timings for Admission and Online Payment of Annual Fees, will be communicated on the College Website ([www.sfc.ac.in](http://www.sfc.ac.in))**
- **For PG - Issue of Application form, Date and Timings for Admission and Online Payment of Annual Fees, will be communicated on the College Website : [www.sfc.ac.in](http://www.sfc.ac.in)**

## ELIGIBILITY CRITERIA FOR RESERVATION CATEGORIES

**SC/ ST & BC** - Community, Nativity & Date of Birth Certificate for SC,ST, BC candidates as per G.O Ms. No.58, Social Welfare (J) Dept, dtd. 12.05.1997 issued by MRO should be submitted to the college at the time of admission.

## SPORTS/CULTURAL/NCC

Provisional selection of the candidate for the sports /cultural quota shall be made in the following order.

- Category1 : Representing the Nation
- Category2 : Representing State
- Category3 : Representing the College at State/ National/ International Level.
- Candidate securing admission under this quota will give an undertaking of continuing to represent the college in the concerned activities.

## PHYSICALLY CHALLENGED

- Candidates seeking admission shall submit **Medical Certificate from appropriate Medical Authority as prescribed in the Govt.G.O. (with registered Unique Disability ID No.)**
- Candidates from other states should submit relevant certificate issued by their respective state govt.

**Locomotor disability**

**Visually Impaired**

**Hearing Impaired**

**Speech and Language disability**

**Intellectual Disability**

**IN THE PROCESS OF VERIFICATION IF ANY MALPRACTICE/ MISUSE IS DETECTED IN THE USAGE OF CERTIFICATES OR THE SAME IS DETECTED DURING THE COURSE OF THE PROGRAMME, ADMISSION WILL STAND CANCELLED WITHOUT ANY PRIOR NOTICE**

## Criteria for Second Language

Telugu to be taken as Second Language for the Degree programme by candidates

- who have taken Telugu as their second language in the qualifying examination
- who have studied Telugu upto Class X as their first language.

### 11.1.2 Documents to be submitted for Admission

**Candidates are required to submit all the Intermediate (10+2) original certificates & one set of Photo copy of the same at the time of Admission**

- Intermediate (10+2) Memorandum of Marks
- Intermediate (10+2) Transfer Certificate
- Intermediate (10+2) Bonafide Certificate / Conduct Certificate
- Migration Certificate (ISC, CBSE and Other Board)
- Eligibility Certificate (for candidates other than Intermediate, CBSE & ICSE Board)
- Salary / Income Certificate of Parents from their place of work
- Caste Certificate from Mee Seva
- Copy of Aadhar Card
- Photo Copy of the 10th class Marks Memorandum & Transfer Certificate
- Photo Copy of the Caste Certificate (for S.C. /S.T.& B.C. candidates)
- 2 Copies of Letter of Undertaking

**For Catholic /Christian Students:**

- Letter from the Parish Priest/Pastor
- Income Certificate duly attested by the Parish Priest /Pastor
- Baptism Certificate

Annual Retreat and Bible Course is compulsory for all Catholic / Christian Students.

**For Supernumerary seats: (Original Certificates to be submitted for verification)**

- a) International/National/State level certificates of sports
- b) Physically Challenged certificate from authorized government doctor.
- c) Caste certificate from the Mandal Revenue Officer (for S.C. / S.T. & B.C. candidates)

**For Foreign Students / NRI's**

- Student having Foreign National Citizenship need to get permission from Foreign Relations Office of Osmania University.
- NRI – Copy of the Passport to be submitted along with the prescribed NRI Fee

## 11.2 P.G. ADMISSION

- **M.Sc. Computer Science**
- **M.Sc. Mathematics**
- **M.Sc. Microbiology**
- **M.Sc. Organic Chemistry**
- **M.Sc. Applied Psychology**
- **M.Com. Applied Finance**
- **M.A. Mass Communication & Journalism**
- **M.A. English**
- **M.Sc. Data Science**
- **M.Sc. Nutrition and Dietetics**

### 11.2.1 Eligibility For Admission

- As a catholic minority institution and as per the rules of Autonomy the college makes its own admissions to P.G. programme
- The admissions will be made in the order of merit based on the marks secured in degree examination
- Those who qualified in the Osmania University P.G. entrance examination are also eligible to apply
- There will be no entrance examination for admission to any of the P.G. courses
- All the students seeking admission to P.G. Courses will face an interview panel that will ratify & confirm their admission into the course on the day of admission

### Requirements for Admission

The students selected by the Interview Panel are required to submit the following at counter No.1

- Application form
- Degree original certificates & one photocopy of the same.
- College Annual Fees payable online within 48 hours to confirm the admission

### 11.2.2 Documents to be submitted:

#### Original and one Photo copy of the following:

- Degree Marks Memorandum (I, II, III Year or Semesters 1 to 6 )
- Consolidated Marks Memo
- Degree Transfer Certificate is compulsory
- Bona fide Certificate
- Migration Certificate [Other than Osmania University]
- Eligibility Certificate [Other than Osmania University]
- Degree Provisional Certificate
- 10<sup>th</sup> and 12<sup>th</sup> long Marks memo
- 10<sup>th</sup> or 12<sup>th</sup> TC
- Birth Certificate
- Income Certificate
- 2 copies of Letter of Undertaking signed by student & parent

## **Admission for Foreign Students:**

- Student with Foreign National Citizenship / Overseas Citizenship of India (OCI) will be issued a permission letter for admission by the SFC admission office.
- This letter should be submitted to the **University Foreign Relations Office, Osmania University**, which has the authority to finalise the admission.
- NRI – Copy of the Passport to be submitted along with the prescribed NRI Fee.

## **Eligibility Criteria**

### **M.Sc. (Computer Science)**

B.Sc. degree (with Computer science & Mathematics) from any university, recognized under University Act of India

### **M.Sc. (Mathematics)**

B.Sc. degree (with Mathematics) & B.Sc. (Honors) from any university, recognized under University Act of India. Loyola Academy Chemical Technology students are also eligible to apply

### **M.Sc. (Microbiology)**

B.Sc. degree in one of the disciplines of Life Sciences from any University, recognized under University Act of India

### **M.Sc. (Organic Chemistry)**

B.Sc. Degree with Chemistry as one of the optional subjects from any university, recognized under University Act of India

### **M.Com. (Applied Finance)**

Bachelor's degree in Commerce from a recognized university, under University Act of India. The ranks obtained at National-level and State-level management tests, i.e. CAT, MAT & ICET, P.G. Entrance exam will also be considered

### **M.Sc. (Applied Psychology)**

Graduation B.A, B.Com, B.Sc., B.Tech, B.E, LLB, B.L, B.C.A from any university under University Act of India. A student seeking admission into the M.Sc. (Applied Psychology) course will have to undergo the admission process comprising of Admission test and an Interview. Please refer to the college website for more details. However, it is recommended that students from streams other than Psychology join the 1 year PG Diploma in counseling skills programme. The students can apply for M.Sc. after completing PGDPCS (For details please refer to the section on PG Diploma courses)

### **M.A. (Mass Communication & Journalism)**

Graduation in B.A, B.Com, B.Sc. B.Tech, B.E, LL.B, B.L, B.C.A from any university under University Act of India

### **M.A. (English)**

A candidate must have obtained a Bachelor's degree with English language/ English Literature as one of the subjects in either Part-I or Part-II for atleast two years.

### **M.Sc. (Data Science)**

A pass in BCA or B.Sc. degree with a minimum aggregate of 50% marks / a pass in any degree with minimum aggregate of 50% marks along with Mathematics or Statistics or Computer science as one of the subjects. Admission into M.Sc. Data Science (Master of Science in Data Science) will be based on the Admission Test / Interview conducted by St. Francis College for Women and the rule of reservation, wherever applicable.

### **M.Sc. (Nutrition and Dietetics)**

B.Sc. Degree with Nutrition as one of the optional subjects from any University, recognized under University Act of India.

## **Important Notice for UG & PG**

- In case of non-compliance to admission policy or non-eligibility of the candidate, the Management of the Institution has the right to cancel the admission of the particular candidate
- Choice of the **Course, Combination and Second Language** once opted is **final**
- **Fees once paid is not refundable.** However, those who leave due to unavoidable reasons within 15 days from the date of admission, 50% of the fees paid will be refunded. No claim for refund thereafter will be entertained
- **Degree must be completed in 3+2years / 2+2Years for PG**
- Students can opt for any Certificate Course during the 3 years of study and gain extra credits
- **For all Catholic & Christian students :**
  1. Bible Certificate Course is compulsory for only UG.
  2. Participation in the Annual Retreat for all the 3 years and faith formation programme on every 2<sup>nd</sup> Saturday of the month is mandatory.
  3. For all catholic students participation in the monthly Holy mass is compulsory.
- Every student is required to select one of the option from **SFC Wings** at the time of admission
  1. All the students have to complete the required 60 hours in **SFC Wings** during their first and second year of study.
  2. Information related to SFC Wings will be communicated through an Orientation session.

### **The requirements for**

- NSS : 1 Camp + 40 hrs of outreach programme.
- NCC : 2 Camps + 40 hrs of NCC activities.
- Sports : 1 certificate course in sports + 30 hrs of indoor games.

### **Contact:**

**Phone : 040 - 23403200, 23400470**  
**Email: [admissions@sfc.ac.in](mailto:admissions@sfc.ac.in)**  
**[www.sfc.ac.in](http://www.sfc.ac.in)**

### **11.3 Rules for Admission into 2<sup>nd</sup> year on Transfer**

Applicant should have been studying in a degree programme in any college affiliated to Osmania University or any other University recognized by the UGC. However no transfer is permitted from one college to another within a given district under Osmania University, except for students from Autonomous colleges. Admission will be considered only in the III Semester of the three year (6 semester) programme subject to the availability of vacant seat. To be eligible for admission the applicant should have passed in all the subjects of the qualifying examination.

**A written application should be submitted along with the following:**

- Copy of the Memorandum of Marks of the qualifying examination
- Syllabus of the course completed - counter signed by the Principal of the college
- A committee consisting of Principal, Controller of Examination, ,Dean Academics and the Heads of the Departments concerned will check the parity of the course content with that of this institution
- In case of disparity in the course content admission may be given only on the condition that the applicant takes the required examination in the subject / subjects concerned at St. Francis College  
If parity is established, the marks obtained in the previous institution will be retained
- In case grades have been awarded, the candidate will produce the equivalent marks for grades from the previous institution

**The candidates admitted will follow the examination pattern of this college.**

## **12. LIST OF ABBREVIATIONS**

AI	: Artificial Intelligence
C/Cr	: Credits
CC	: Common Core
CBCS	: Choice Based Credit System
CCNA	: Cisco Certified Network Associate
CIA	: Continuous Internal Assessment
CHCM	: Critical Health Care Management
CP	: Counseling Psychology
DSC	: Discipline Specific Core
DSE	: Discipline Specific Elective
EVS	: Environmental Studies
FC	: Foundation Course
GE	: Generic Elective
GUI	: Graphical User Interface
HV	: Human Value
h/hrs	: Hours
ICT	: Information and Communication Technology
IDE	: Inter Disciplinary Elective
LS	: Life Sciences
Adv.Acc	: Advanced Accounting
Bas.of.Int.Bus	: Basics of International Business
BM	: Business Mathematics
BE	: Business Economics
BOM	: Business Organization and Management
Bus.Com.App	: Business Computer Application
BL&P	: Banking Law and Practice
Cons.Behaviour & MR	: Consumer Behaviour and Marketing Research
Corp Acc	: Corporate Accounting
CRM	: Customer Relationship Management
Corp.Gov	: Corporate Governance
Cor.Inc.Tax	: Corporate Income Tax
Cor.Rep	: Corporate Reporting
CRT	: Corporate Recruitment Training

DB,Syst,Concept	: Database Systems Concept
Entrep	: Entrepreneurship
ED	: Entrepreneurial Development
Eco.Envt & Policy	: Economic Environment and Policy
Fin Acc	: Financial Accounting
Fin Ser	: Financial Services
FTD	: Foreign Trade Documentation
Fin.Rep	: Financial Reporting
Fin .Mkts	: Financial Markets
Fin.Model	: Financial Modeling
FPM	: Financial Policy and Management
FSA	: Financial Statement Analysis
Global M.M	: Global Marketing Management
HRM	: Human Resource Management
Int.Fin.Eco	: Introductory Financial Econometrics
IED	: Indian Economic Development
IBE	: International Business Environment
IFM	: International Financial Management
ITF	: International Trade Finance
Know.Mgmt	: Knowledge Management
L&SCM	: Logistics and Supply Chain Management
M&A	: Mergers and Acquisitions
MM	: Marketing Management
Mgmt Acc	: Management Accounting
Multi.Bus.Fin	: MultiNational Business Finance
Man.Eco	: Managerial Economics
OPM	: Overseas Project Management
Prog in C	: Programming in C
P & P of Insurance	: Principles and Practice of Insurance
QT for Man.Dec	: Quantitative Techniques for Managerial Decisions
RM	: Research Methodology
SM	: Strategic Management
SCM	: Supply Chain Management
SDL	: Self Directed Learning
SAPM	: Securities Analysis and Portfolio Management

## General Rules and Regulations

### Office:

Office Timings : 9:00 a.m. to 4.30 p.m on all working days.

Lunch break : 12:30 to 1:00 p.m.

### Rules of Office:

1. Application for issue of certificates(Transfer, conduct, Study, Bonafide etc.) should be addressed to the Principal.
2. Certificates will be issued after 5 working days from the date of application.
3. No certificate will be issued in less than 48 hours.
4. All fees must be paid by the notified due date.

### College Timings

8:30 a.m. to 2:20 p.m.

- All PG, PG. Diploma, UG - BA, BMS & B.Voc (RM&IT), B.Com (Final years)
- Physical Sciences, B.Com ( First Years & Second Years)
- Life Sciences
- All GE

9:20 a.m. to 3:10 p.m.

10:30 a.m. to 4.10 p.m.

9.20 am to 10.10am.

### Code of conduct for students

1. All students are answerable to Principal, Faculty & other college authorities for their conduct and behavior.
2. Students are required to be on time to college, maintaining required attendance in theory and practical classes. Active participation in all college activities including seminars and guest lectures is mandatory.
3. All students are required to assemble on time for the Morning Prayer.
4. All students are required to read the notices displayed on the display screens, notice boards and student apps.

### 5. Dress Code:

- The college recommends simplicity and modesty in the student's manner of dress in order to foster a congenial academic atmosphere
- Students must strictly follow the College dress code which is Salwar Kameez or Jeans/ Pants with Knee length tops.
- No Sleeveless, No Cold shoulders, No T-Shirts and No Tuck-ins.

6. Students without SFC ID cards are not permitted inside the campus. **Wearing ID card is compulsory when in campus.**
7. Use of mobile phones inside the classroom during class hours is strictly prohibited. Charging of mobile phones in college premises is not allowed.
8. **Ragging of any kind inside/outside the College campus is a punishable offence.**
9. Posting of unpleasant/ unacceptable/damaging statements/views about the College or Staff in Social media is forbidden and calls for disciplinary action.
10. Organizing students for any programme/event inside/outside the College without the prior permission of Principal is strictly prohibited.
11. **Four wheelers are not allowed to enter in the campus as well as Street No.6 leading to the campus.** Only two wheelers are allowed inside the college campus.
12. During the free hours, students are expected to be in the Library or the Indoor stadium. Sitting in the corridors or on the staircase is not permitted.

*Note: Rules are subject to change at the discretion of the Management, with the approval of Academic Council.*

*Disclaimer: Please note this prospectus is for information purpose only. Errors if any are inadvertent and the decision of the management with regards to details mentioned here is final and binding.*

**Prospectus Compilation Committee**

**Dr. Anitha Thomas-Coordinator, Ms. B. Jyothi, Ms. Latha .G, Ms. Amrutha G.  
& Mr. Gatla Jagdeeswar**



# St. Francis

College for Women  
Begumpet, Hyderabad-500016

(Autonomous & Affiliated to Osmania University)  
NAAC Re-accredited with 'A' Grade 4<sup>th</sup> Cycle

64 years of Excellence

## PROGRAMMES OFFERED (2023-24)

### Post Graduate Programmes

#### M.Sc.

- M.Sc. Computer Science
- M.Sc. Mathematics
- M.Sc. Microbiology
- M.Sc. Organic Chemistry
- M.Sc. Applied Psychology
- M.Sc. Data Science
- M.Sc. Nutrition and Dietetics

#### M.A.

- M.A. Mass Communication & Journalism
- M.A. English
- M.Com. Applied Finance

Online  
Application  
forms open from  
1<sup>st</sup> May, 2023

### Under Graduate Programmes

- History /Literature/Political Science
- Economics/Public Admn./Political Sc.
- History /Public Admn./Political Sc.
- Psychology/Literature/Political.Sc
- Psychology/Public Admn./Political Sc.
- Economics/Public Admn./Social Mgt.
- Mass Comm./Literature/Political Sc.
- Mass Comm./Literature/Social Mgt.
- B.Com Accounting & Finance
- B.Com International Business
- B.Com Honors
- B.Com Computer Applications
- B.Com Integrated Professional Prog.
- Bachelor of Management Studies (BMS)
- Bachelor of Vocation (RM & IT)

- Botany/Zoology/Chemistry
- Physics/ Chemistry/Mathematics
- Physics/Computer Sc./Mathematics
- Computer Sc./Electronics/Mathematics
- Computer Sc./Statistics/Mathematics
- Biochemistry/Chemistry/ Computer App.
- Biochemistry/Chemistry/Microbiology
- Biochemistry/Biotechnology/Chemistry
- Microbiology/Biotechnology/Chemistry
- Biotechnology/Chemistry/Zoology
- Applied Nutrition/Zoology/Chemistry
- Applied Nutrition/Botany/Chemistry
- Software Engineering (Hons)



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(Open for Men & Women)

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PG Diploma in Psychological Counseling Skills  
PG Diploma in Clinical Nutrition & Dietetics  
PG Diploma in FinTech

PG Diploma in Analytical Chemistry  
PG Diploma in Fitness and Nutrition Management  
PG Diploma in Travel and Tourism  
PG Diploma in Business Analytics & Data Science