



# St. Francis

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## College for Women

Begumpet, Hyderabad-500016  
(Autonomous & Affiliated to Osmania University)

**NAAC Re-accredited with 'A' Grade 4<sup>th</sup> Cycle**



# Francisian Hand Book

## 2025-2026

## OUR FATHER

Our Father who art in heaven, hallowed be thy name,  
thy kingdom come, thy will be done on earth as it is in  
heaven. Give us this day our daily bread, forgive us our  
trespasses, as we forgive those who trespass against us.  
Lead us not into temptation, but deliver us from all evil.  
Amen.

## COLLEGE PRAYER SONG

*Make me a channel of your Peace*

Make me a channel of your peace.  
Where there is hatred let me bring your love  
Where there is injury, your pardon, Lord  
And where there's doubt, true faith in you.

**Oh, Master grant that I may never seek  
So much to be consoled as to console  
To be understood as to understand  
To be loved as to love with all my soul.**

Make me a channel of your peace  
Where there's despair in life, let me bring hope  
Where there is darkness, your shining light  
And where there's sadness, ever joy.

Make me a channel of your peace  
It is in pardoning that we are pardoned  
In giving to all men that we receive  
And in dying that we're born to eternal life.

# PERSONAL INFORMATION

## PERSONAL INFORMATION

Name : .....

Roll No.: ..... Class : .....

Address : .....

.....

.....

Telephone No.: .....

.....

E-mail : .....

Parent/Guardian No. : .....

.....

# College Motto

**“SNEHADA BUDDISHCHAYA SHANTISCHAYA”**

**WISDOM AND PEACE THROUGH LOVE**



- ❖ *The Lamp symbolizes the light of wisdom and knowledge, radiating itself to dispel the darkness of ignorance.*
- ❖ *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 logo of St. Francis College stands for Wisdom and Peace through Love - the values, which the college cherishes.*

## 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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# **PRAYERS FOR MORNING ASSEMBLY**



## **MONDAY – Students**

God our loving Father, we begin this fresh week in your name and equip ourselves with your power to face the challenges of our academic endeavours, guide and direct us with your wisdom and love, all through today and the days to come. Help us to keep ourselves open to all that you teach us , preserve us from all distractions and may we be able to focus on our studies giving our best, bringing joy to our parents and teachers . We seek your blessings for us and our families. Keep us and all our dear ones in good health of body and mind. May your kingdom come into our campus. Amen.

**St. Francis of Assisi, the Patron Saint of our College, pray for us**

## **TUESDAY – Teaching & Non-Teaching Staff**

Father God, this morning we thank you for our Teaching & Non-Teaching Staff in our college, for all their efforts to promote our well being in this institution. Bless them and their families with blessings of peace and joy for today and always. It is in and through them we experience your deep love for us. Grant them the joy of seeing us grow into women of grit and grace. May your kingdom come into our campus. Amen.

**St. Francis of Assisi, the Patron Saint of our College, pray for us**

## **WEDNESDAY – Management**

Father so loving, we pray for our management, our correspondent Sr. Carmali Thaniath our Principal Prof. Uma Joseph, our Vice Principal Dr. Sr. Sherly and all the sisters in this institution. Bless them in their desire to make your love known and felt by us all. May we work together to make your presence felt and experienced by all who are a part of our Institution. Continue to walk with them so that they become channels of your merciful love and compassion to anyone and everyone. May your kingdom come into our campus. Amen.

**St. Francis of Assisi, the Patron Saint our College, pray for us**

## **THURSDAY – Benefactors, well wishers and friends of our Institution**

Gracious and ever loving God, we are here in your presence this morning to offer our thanks to you for all our benefactors, well wishers and friends of our Institution. We experience your love and kindness in and through them who continue to help and support us in many a number of ways. Grant that they and all they hold dear always enjoy your blessings in abundance for all the days of their lives. May your kingdom come into our campus. Amen.

**St. Francis of Assisi, the Patron Saint of our College, pray for us**

## **FRIDAY – Our Country**

Heavenly father we pray for our dear country India. We place each and every person of our motherland in your precious hands. Protect our country from terrorism, natural calamities and internal disturbances that breed violence. May we be able to stand united against all divisive forces and uphold all that promotes unity in diversity. We pray for a special blessing on our Prime Minister Mr. Narendra Modi and all the leaders of our country. May all of us be ambassadors of your love and peace to one another to make your kingdom come into our land. Amen.

**St. Francis of Assisi, the Patron Saint of our College, pray for us**

# COLLEGE PROFILE

## History



**St. Bartolomea  
Capitanio**

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 vision 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.

## College

St. Francis College for Women is a Catholic Minority Institution founded by the Sisters of Charity of St.Bartolomea Capitanio and St.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 (NFC) dated 9 May, 1988.

In 2004, UGC has declared the college as College with Potential for Excellence.

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. 2 (f) and 12 (B) of UGC Act 1964
Autonomy	:	1988 (UG) 2010 (PG)
NAAC	:	Accreditation with Five Stars, 1999 (1 <sup>st</sup> Cycle)
UGC	:	College with Potential for Excellence (2004 – 2019)
NAAC	:	Reaccreditation at 'A' level, 2006
NAAC	:	Reaccreditation 3 <sup>rd</sup> Cycle with CGPA of 3.46 out of 4 (2012)
NAAC	:	Reaccreditation 4 <sup>th</sup> Cycle with CGPA of 3.05 out of 4 (2021)
Programmes	:	UG, PG, Ph.D., PG Diploma / Diploma & Value Added Courses
No. of Departments	:	Arts - 8 Languages - 5 Science - 13 Commerce - 5 streams BMS B. Voc

Student Strength : 3,316 + 40 (PG Diploma)  
Staff : Teaching - 155  
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
- 1972 : Introduction of B.Com.
- 1977 : Degree College shifts to new site at Begumpet, Hyderabad
- 1984 : Silver Jubilee Celebration of the College
- 1988 : Degree College granted Autonomy: Restructuring of syllabus and courses;  
Introduction of B.Sc. (Computer Science)
- 1990 : Introduction of B.Sc. (Computer Science/Statistics)  
Introduction of 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. Electronics
- 1996 : Introduction of B.Sc. (Biochemistry)
- 1997 : Introduction of B.Sc. (Microbiology), BA – Sociology, Mass Communication
- 1998 : Introduction of B.C.A, 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 : 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 : CCNA (Diploma) introduced
- 2008 : Golden Jubilee Celebration of the College;  
Introduction of Bachelor in Management Studies (B.M.S)
- 2009 : Extension of Autonomous status till 2015 by UGC
- 2010 : Signing MOU with British Council (UK) for English Language Teaching Centre
- 2010 : PG Autonomy
- 2011 : Introduction of B.Com. (International Business), M.Sc. (Organic Chemistry),  
M.Sc. (Finance), M.A. in Mass Communication & Journalism (MCJ)
- 2011 : Signing MOU with St. Ambrose University, IOWA, USA for study abroad programme
- 2012 : Introduction of B.Com (IPP), B.Sc. Hons (Software Engineering) &  
M.Sc. Applied Psychology Addition of 4<sup>th</sup> Floor to the main building
- 2013 : Signing MOU with American Consulate for starting 'American Corner',  
Introduction of B.Sc. Applied Nutrition, 25 years of Autonomy of the College
- 2014 : Sports Indoor Stadium Introduction of B.Voc. (IM) & B.Voc. (RM & IT). Extension of CPE till 2019
- 2015 : Signing of MOU with University of East London
- 2016 : Adoption of UGC-CBCS  
Signing of MOU with Xavier University Aruba  
Signing of MOU with Gregorian Pontifical University Rome
- 2017 : Extension of Autonomy Status till 2021



- 2018 : 30 years of Autonomy of the College Signing of MOU with Tata Consultancy Services (TCS)  
Signing of MOU with the Learning House
- 2019 : Ranked one among top 100 colleges in India by NIRF, MHRD Government of India.  
Diamond Jubilee Celebrations of the College.
- 2021 : NAAC Re-accreditation at 'A' level  
: Ranked one among top 100 colleges in India by NIRF, MHRD Government of India.  
: Extension of Autonomous Status till 2026.
- 2022 : Introduction of M. A. English, M. Sc. Data Science & M. Sc. Nutrition & Dietetics Introduction of PG Diploma in Fintech, Analytical Chemistry, Fitness & Nutrition Management, Travel & Tourism, Business Analytics & Data Science
- 2023 : Inception of SFC Wings  
: MoU with ISDC- International Skill Development Corporation  
: MoU with Kirloskar Institute of Management, Harihar. Karnataka  
: MoU with ExcelR, an Edutech Company. : MoU with Avishkaran NIPER, Hyderabad, BioNEST.  
: MoU with Skyline University College, University City of Sharjah, UAE.  
: MoU with Symbiosis Institute of Business Management (SIBM) Hyderabad  
: MoU with LRR Technologies (Hyderabad) Pvt. Ltd  
: MoU with Vista for Certificate Course  
: MoU with Learnosphere LLP  
: MoU with Gem & Jewellery Academy  
: MoU with Genesis Academy  
: MoU with 360 DigiTMG

- : MoU with Institution of Engineers
  - : MoU With GECF (Global Education & Careers Forum)
  - : MoU with Learnosphere Ltd
  - : MoU Renewal with Acumen Connect
  - : MoU with National Stock Exchange (NSE)
  - : MoU with EPTRI (Environment Protection Training Research Institute)
  - : MoU with KIT Deemed To Be University –KIIT– Technology Business Incubator
  - : Ranked 98 among colleges in India by NIRF, MHRD Government of India
- 2024
- : DST Wise Kiran Curie Lab : Introduction of
  - : B.Sc. (Mathematics/Economics/Statistics) B.A. (Mass Comm./Literature/Psychology)
  - : M.Sc. Computer Science (AI &ML) & M.Com (Finance & Analytics)
- 2024-25
- : MBA Programme started
  - : MoU With Nutri Health Foundation
  - : MoU With Case Western Reserve University, Ohio
  - : MoU With Don Bosco International Media Academy, Paris
  - : MoU With Anderson University, Indiana, USA
  - : MoU With Taksha X online Private Limited
  - : MoU With Global Degress Consultants
  - : MoU With Knowvations Learnings
  - : MoU With Indian Public Enterprise (IPE)
  - : MoU With Industry Collaboration: EPTRI
  - : MoU With Abhigyna Biotechnology

## **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
- Prof. Uma Joseph : 2023 onwards

## **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.

## **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 9<sup>th</sup> May, 1988. PG autonomy was given 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

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

In keeping with the UGC Guidelines of 2015 for higher education, the college has introduced CBCS from the year 2016 onwards.

### **Objectives**

- International academic compatibility to courses and credits offered.
- Greater flexibility for the students in their choice and areas of study, through different electives.
- Opportunities for advanced learners to earn extra credits.
- Facilitation 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 (15 weeks) is equal to :

- One hour of teaching, (lecture (L) or tutorial (T) per week
- Two hours of practical work/field work (P) per week

**Course** usually referred as papers comprising 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. **Inter-Disciplinary Elective (IDE)**: The College/Institute may also offer discipline related Elective courses of Inter-disciplinary nature (to be offered by main discipline/subject of study), referred as Inter-disciplinary Elective (IDE).

c. **Open Elective (OE)** : An elective course chosen from an unrelated discipline/subject with an intention to seek exposure beyond discipline/s of choice is called Open Elective.

### 3. Foundation courses :

a. **Foundation-Generic** : These are mandatory for all disciplines and leads to knowledge enhancement.

Environmental Science  
Science & Technology

English Communication  
Second Language or Modern  
Indian Language

Indian Heritage & Culture  
Human Value Education

- b. 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.
- c. Project work/Dissertation** 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

### **Credits required to enroll for a Masters Programme :**

As per the new UGC Guidelines, a student obtaining 24 credits in the concerned discipline at the Under-graduate level is deemed sufficient to satisfy the admission requirement to M.A/M.Sc./ M.Com. etc.

### **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 is two years. These statutory bodies and their composition are as follows:

### **Governing Body of the College**

Rev. Sr. Alphonsa Vattoly  
Provincial Superior  
Former Principal

Chairperson

Prof. Uma Joseph  
Principal

Secretary

Dr. Archana Dinesh, Principal Gandhi Vocational Autonomous College Guna, Madhya Pradesh	UGC Nominee
Prof. M. Vijjulatha Professor Dept. of Chemistry Osmania University Hyderabad	State Council Nominee
Prof. R Rajendra Dean, College Development Council Osmania University, Hyderabad	University Nominee
Mr. Mathew George Director, Higher Education St. Mary's Educational Society Hyderabad	Management Nominee/Educationist
Mr. Kishore Borra Managing Director Energy Tech Global Hyderabad	Management Nominee/Industrialist
Sr. Carmali Thaniath Correspondent & Secretary,	Member
Dr. Sr. Sherly E D Vice Principal	Member
Sr. Suneetha M College Treasurer	Member



Sr. Bridgit Joseph Province Treasurer	Member
Dr. P Roselin HOD, Dept. of Microbiology	IQAC Coordinator
Dr. Anitha Thomas Asst. Professor, Dept. of Microbiology	Controller of Exams
Ms. A Padmaja Dept. of Commerce	Senior Faculty
Ms. B Kavitha Dept. of Computer Science	Senior Faculty

### **Academic Council**

Prof. Uma Joseph	Principal & Convenor
Dr. Sr. Sherly E D	Vice-Principal
Dr. Alice David	Secretary, Academic Council
Ms. Madhura	Asst. Secretary, Academic Council
Dr. P Roselin	IQAC Coordinator & HOD Microbiology
Dr. Anitha Thomas	Controller of Exams
Dr. S Sunitha	HOD Commerce
Dr. Rekha R J	HOD Mathematics
Dr. Saritha A	HOD Chemistry
Dr. Usha Praveena	HOD Physics
Ms. Rooman Deb	HOD History
Dr. Jyothi Rani	HOD Zoology
Dr. Sr. Sujatha Yeruva	HOD Computer Science
Dr. Basanthi C	HOD Botany
Ms. T Shouni Niveditha	HOD Biotechnology
Dr. G Sony	HOD Biochemistry

Dr. K Sirisha	HOD Economics
Dr. Afshan Shireen	HOD Political Science
Dr. Ch. Yugandhar	HOD Statistics
Dr. Priyanka Vatte	HOD Environmental Studies
Ms. Manjiri Prashant	HOD Sanskrit
Ms. D. Rupali	HOD Public Administration
Dr. Nandini Sanyal	HOD Psychology
Mr. Ravi Kumar	HOD Mass Communication & Journalism
Dr. Surekha Chavan	HOD Hindi
Ms. J Sameera Sandhya	HOD French
Ms. Bulusu Sushma	HOD Electronics
Ms. Tabitha Ramona C	HOD Nutrition
Dr. Reena Dewan	HOD English
Dr. Subi Varghese	HOD B.Voc. (RM & IT) & PGD-HRM Coordinator
Dr. Mahnoor S	HOD BMS
Dr. Lingala Mangamma	HOD Telugu
Mr. Syed Farooq Kamal	HOD Physical Education
Ms. B. Geetha	Librarian
Ms. B Jyothi	PG Coordinator (Comp. Sc & Data Science)
Dr. Shiny	PG Coordinator (M.Com. Applied Finance)
Dr. Bhargavi	PG Coordinator (Chemistry)
Dr. Sunita D	PG Coordinator (Microbiology)
Mr. Clemant Babu	PG Coordinator (Mass Communication & Journalism)
Ms. Geeta S	PG Coordinator (Applied Psychology)
Ms. P V S Lakshmi	PG Coordinator (English)
Ms. Patricia	PG Coordinator (Nutrition)
Lt. Marie Thomas	Placement Coordinator
Dr. Anuradha Reddy	Industry Representative
Principal Scientist	
LaCoNES, CCMB	
Hyderabad	

Mr. Rohit Ranjan Sr. Manager Dell Technologies Hyderabad.	Industry Representative
Ms. Kavya Sarraju Associate Vice President Marketing Moldtek Packaging Ltd., Hyderabad.	Alumnae Representative
Prof. K Krishna Chaitanya Dean, Faculty of Commerce, OU	University Nominee
Prof. D Karuna Sagar Dean, Faculty of Science, OU	University Nominee
Prof. D Sreeramulu Dean, Faculty of Management, OU	University Nominee
Prof. C Aruna Jyothi Dean, Faculty of Social Sciences, OU	University Nominee
Prof. Syeda Talath Sultana Dean, Faculty of Arts, OU	University Nominee

## **Board of Studies**

### **Composition:**

- Chairperson : Head of the Department
- Members : The entire faculty of each specialization
- Two experts in the subject from outside the college to be nominated by the Academic Council
- One expert to be nominated by the Vice-chancellor from the panel of six recommended by the college Principal
- One Postgraduate meritorious alumnus to be nominated by the Principal
- One representative from the industry / corporate sector
- Experts from outside the college whenever special courses of study are to be formulated

### **Finance Committee**

Prof. Uma Joseph	Principal
Sr. Carmali Thaniath	Correspondent & Secretary
Dr. Sr. Sherly E D	Vice Principal
Sr. Suneetha M	College Treasurer
Dr. P Roselin	Nominee of the Governing Body
Dr. Savitha Sukumar	Dean of Commerce & Management



# **FACULTY PROFILE**



## **FACULTY PROFILE (2025 – 2026)**

Prof. Uma Joseph Principal	M.A., M.Phil., Ph.D in History Post Doctoral Dip. in Tourism Studies (IGNOU), M.Sc., Ph.D
Dr. Sr. Sherly E D Vice Principal	
Dr. Reena Dewan Dean of Arts	M.A., Ph.D., PGCTE
Dr. Usha Praveena Dean of Science	M.Sc., M.Tech., M.Phil., Ph.D.
Dr. Savitha Sukumar Dean of Commerce & Management	M.Com., M.Phil, FCMA, JRF / NET, Ph.D.

### **Faculty of Arts – Dean of Arts – Dr. Reena Dewan**

#### **Department of History**

Ms. Rooman Deb (Asst. Professor)	MA, NET (Ph.D) (Head of the Dept.)
Ms. Aishani Bhaskara (Asst. Professor)	MA

#### **Department of Political Science**

Dr. Afshan Shireen (Asst. Professor)	M.A., M.Phil, Ph.D. (Head of the Dept.)
Dr. Sinjini Bhattacharya (Asst. Prof.)	M.A., M.Phil, Ph.D

#### **Department of Public Administration**

Ms. D. Rupali (Asst. Professor)	M.A., NET (Head of the Dept.)
Dr. K V Vinitha (Asst. Professor)	M.A., M.Phil, Ph.D

## Department of Economics

Dr. K. Sirisha (Asst. Professor)

M.A., Ph.D.  
(Head of the Dept.)

Dr. Alice Esther David (Asst. Professor)

M.A., NET,  
APSET, Ph.D.

## Department of Psychology

Dr. Nandini Sanyal (Asst. Professor)

M.Sc., NET, Ph.D.  
(Head of the Dept.)

Ms. Geetha Kumari S (Asst. Professor)

M.Sc., APSET,  
PGDPCS (Ph.D)

Ms. Amulya Kocherlakota (Asst. Professor)

M.Sc., APSET

Ms. Navya Suma (Asst. Professor)

M.Sc., M.Phil.

Ms. P Vindhya (Asst. Professor)

M.A.

Ms. Keerti Sutrave (Asst. Professor)

M.Sc., UGC NET

Ms. Janani Rao Chitturi (Asst. Professor)

M.A.

## Department of English

Dr. Reena Dewan (Asst. Professor)

M.A., Ph.D., PGCTE  
(Head of the Dept.)

Ms. P.V.S. Lakshmi (Asst. Professor)

M.A., APSET

Ms. X Stella Martina (Asst. Professor)

M.A., B.Ed.,  
PGDELT, DCA (Ph. D)

Ms. N Carolyn Rubavathy  
(Asst. Professor)

M.A., M. Phil, SET,  
UGC NET (Ph. D)

Mr. Gokul S Kumar  
(Asst. Professor)

MA, B.Ed., UGC NET

Mr. Thota Venkata Uma Mahesh  
(Asst. Professor)

MA, UGC NET, TSSET

Ms. Akanksha Kunjalwar  
(Asst. Professor)

MA, UGC NET

Ms. Divya C Kappen  
(Asst. Professor)

M.A, B.Ed, UGC NET

Mr. Songayam Zimik  
(Asst. Professor)

M.A., NET., M. Phil, (Ph.D)

Dr. Soham Chakraborty (Asst. Professor)

M.A., NET., Ph. D

Ms. Shaniya Binoj (Asst. Professor)

M.A., NET., (Ph. D)

Ms. Akhila Pingali (Asst. Professor)

M.A., NET, (Ph. D)

Dr. Vandana Nain (Asst. Professor)

M.A., M. Phil., Ph. D

## **Department of Social Management**

Ms. Geeta Gianchandani  
(Asst. Professor)

M.S.W., Dip. in Counseling,  
Personal Trainer  
(AFAA- Aerobics & Fitness  
Association of America),  
Reebok Certified Trainer (Head  
of the Dept.)

## **Department of Mass Communication**

Mr. K. Ravi Kumar  
(Asst. Professor)

M.A., M.Sc., NET, APSET & TSSET,  
(Ph.D.) (Head of the Dept.)

Mr. P Clement Babu  
(Asst. Professor)

M.A., M.Sc., NET (Ph.D)

Ms. T Suzan Spurthi  
(Asst. Professor)

M.A., (Ph. D)

Ms. Sharon Sucharitha  
(Asst. Professor)

M.A.

Ms. Merlin Theresa George  
(Asst. Professor)

M. A., NET

## **Department of Languages**

Dr.Lingala Mangamma  
(Asst. Professor)

M.A, M.Phil, UGCNET, Ph,D  
(Head Dept. of Telugu)

Dr. Sureka Chavan  
(Asst. Professor)

M.A., M.Phil., B.Ed., Ph.D.  
(Head Dept. of Hindi)

Dr. Azad (Asst. Professor)

M.A., NET, M.Phil, Ph. D.

Ms. Manjiri Prashant  
(Asst. Professor)

M.A. (Head Dept. of Sanskrit)

Dr. G Dhananjaya  
(Asst. Professor)

M.A., Ph. D

Ms. J Sameera Sandhya  
(Asst. Professor)

M.A (French),  
(Head Dept. of French)

Ms. G Sai Poornima  
(Asst. Professor)

M.A.



## **Department of Library**

Ms. B. Geetha (Librarian)

MBA, MLibSc. (Ph.D)

## **Department of Physical Education**

Mr. Syed Farooq Kamal

M.A., M.P.Ed., M.Phil., MA (Soc),  
MA (Eco), (Ph.D.) (HOD)

Ms. Amita Daniel

B.P.Ed, M.P.Ed.,  
TSSET (Ph.D)

## **Department of NCC**

Ms. Kameshwari

MBA

## **Counselling Centre**

Ms. Maurvi Kapoor Bhatia  
(Asst. Professor)

M.A. (Psychology)

Ms. K Soujanya  
(Asst. Professor)

M. Sc (Psychology),  
M.Phil, PGDCPS  
(Counselling), UGCJRF

## Faculty of Commerce

### Dean of Commerce & Mgmt. – Dr. Savitha Sukumar

Dr. S. Sunita  
(Asst. Professor)

M.Com., M.Phil., NET, Ph.D.  
**HOD & (Coordinator B.Com CAP)**

Ms. Deepa Samuel  
(Asst. Professor)

M.Com., SLET

Dr. G.V. Sharada  
(Assoc. Professor)

M.Com, M.B.A, M.Phil, APSET, NET,  
Ph.D **(Coordinator B.ComA&F)**

Dr. Vanisree T  
(Assoc. Professor)

M.Com., M.Phil., Ph.D.  
**(Coordinator B. Com Hon)**

Ms. Latha G  
(Asst. Professor)

M.Com **(Coordinator B. Com IB)**

Dr. Richa Mehta  
(Asst. Professor)

M.Com., M.Phil, Ph.D.  
**(Coordinator B. Com IPP)**

Ms. S. Latha Subramaniam  
(Asst. Professor)

M.Com. (Ph.D)

Ms. A. Padmaja  
(Asst. Professor)

M.Com., M.Phil., (Ph.D.)

Ms. Hari Kalyani  
(Asst. Professor)

Dr. R. Shiny  
(Assoc. Professor)

Dr. Savitha Sukumar  
(Assoc. Professor)

Ms. Vijayakumari K  
(Asst. Professor)

Ms. Manisha Kulkarni  
(Asst. Professor)

Ms. Lily Kansal  
(Asst. Professor)

Sr. Dorine Prameela M  
(Asst. Professor)

Ms. Nida Suleman  
(Asst. Professor)

Ms. Madhura Ayachit  
(Asst. Professor)

Ms. P N Prashanti  
(Asst. Professor)

Ms. Elisa Thomas  
(Asst. Professor)

Mr. Vamshi Krishna  
(Asst. Professor)

Ms. Carol Ann A.R  
(Asst. Professor)

Dr. Shalini K Menon  
(Asst. Professor)

Ms. M Sarika  
(Asst. Professor)

M.Com, LL.M, M.B.A.,  
PG Diploma in Taxation,  
PG Diploma in IPR, TSSET (Ph.D)

M.Com., NET, Ph.D. (MBA)

M.Com., M.Phil, FCMA,  
JRF/NET, Ph.D.

M.Com., M.Phil, APSET

M.Com., APSET, MBA, (Ph.D)

M.Com., M.B.A., M.Phil., (Ph.D.)

M. Sc. Finance, PGD-HRM

M.Com., ICWA, NET, TSSET, (Ph.D)

PGDBA – HR, M.Com, TSSET, NET, (Ph.D)

M.Com., PGDCA, (Ph.D)

M. Com (Appl. Finance), TS-SET

MBA, (NET)

M. Com (Appl. Finance)

M.Com., M.Phil., Ph.D.

M.Com

## **Faculty of Management**

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

Dr. Mahnoor S (Asst. Professor)	MBA, NET, APSET, Ph.D (Head of the Dept.)
Ms. Gabriella Angelina (Asst. Professor)	MBA, (Ph.D)
Ms. G Lahari (Asst. Professor)	MBA

### **Department of B.Voc (Bachelor of Vocation) Retail Management & Information Technology**

Dr. Subi Varghese K G (Asst Professor)	M.Com. M.Phil., Ph.D. (Head of the Dept.)
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## **Faculty of Sciences**

### **Dean of Science - Dr. Usha Praveena**

#### **Department of Chemistry**

Dr. Saritha Aduri (Asst. Professor)	M.Sc., B.Ed., Ph.D., TSSET (Head of the Dept.)
Dr. Shikha Chander (Asst. Professor)	M.Sc., M.Phil., APSET, B.Ed., Ph.D., PGDIPR
Dr. M. Bhargavi (Asst. Professor)	M.Sc., APSET, Ph.D.
Dr. K Sushmitha (Asst. Professor)	M.Sc., TSSET, Ph.D
Ms. B Prashanthi (Asst. Professor)	M.Sc., TSSET, PG Dip. in Nutrition & Dietetics, (Ph.D)
Dr. Lakshmi Madhuri (Asst. Professor)	M.Sc., PGDIPR., TSSET, Ph.D
Ms. Prashanthi V (Asst. Professor)	M.Sc., TSSET, (Ph.D)

Dr. Sabiha Fatima (Asst. Professor)	M.Sc., B.Ed., Ph.D.
Dr. Asha D (Asst. Professor)	M.Sc., M.Phil, PGDPCS, Ph.D.
Ms. Karuna K S	M.Sc. (Ph.D)
Dr. B. Uma Rani (Asst. Professor)	M.Sc., M.Phil, Ph.D
Ms. Sumaiyya (Asst. Professor)	M.Sc.
Dr. Pritha Das (Asst. Professor)	M.Sc., NET., Ph.D
Ms. Sangi Ushasree (Asst. Professor)	M.Sc., SET
Dr. Saumyapraava A (Asst. Professor)	M.Sc., Ph.D

### **Department of Physics**

Dr. Usha Praveena V J (Assoc. Professor)	M.Sc., M.Tech., M.Phil., Ph.D. (Head of the Dept.)
Ms. K. Devy (Asst. Professor)	M.Sc., M.Phil. B.Ed., PGDCA, Diploma Elementaire in French (Ph.D)

## **Department of Mathematics**

Dr. Rekha Jaichander  
(Asst. Professor)

Dr. Y. Suryavardhani  
(Asst. Professor)

Ms. K Ramanjana  
(Asst. Professor)

Dr. K Lavanya  
(Asst. Professor)

Ms. Lavanya B  
(Asst. Professor)

Dr. Sr. Mary Jacintha  
(Asst. Professor)

M.Sc., M.Tech, M.Phil. APSET,  
Ph.D. (Head of the Dept.)

M.Sc., M.Phil. (APSET & TSSET)  
(M.Sc Stat), Ph.D

M.Sc., Applied Maths, (Ph.D)

M.Sc., TSSET, Ph.D

M.Sc., (Ph.D)

M.Sc, B. Ed, Ph.D

## **Department of Statistics**

Dr. Ch. Yugandhar  
(Asst. Professor)

Ms. G. Priyanka  
(Asst. Professor)

Ms. Shruti Sagar  
(Asst. Professor)

M.Sc., Ph.D. (Head of the Dept.)

M.Sc.

M.Sc.

## **Department of Electronics**

Ms. Bulusu Sushma  
(Asst. Professor)

M.Sc., PGDCA (JNTUC), (Ph.D)  
(Head of the Dept.)

## **Department of Zoology**

Dr. Jyothi Rani

(Asst. Professor)

Dr. Vidya Jayaram

(Assoc. Professor)

Ms. Sangam Sravanthi

(Asst. Professor)

Dr. A Padmini

(Asst. Professor)

M.Sc., Ph.D., B.Ed., PGDCP

(Head of the Dept.)

M.Sc., Ph.D.

M.Sc., APSET

M.Sc., Ph.D.

## **Department of Botany**

Dr. Basanti Chintapalli

(Asst. Professor)

Dr. Revathi.S

(Asst. Professor)

M.Sc., M. Phil, Ph.D.

(Head of the Dept.)

M.Sc., Ph.D.

## **Department of Biochemistry**

Dr. G. Sony

(Asst. Professor)

Dr. S Parijatham Kanchana

(Asst. Professor)

M.Sc., M. Phil, Ph. D

(Head of the Dept.)

M.Sc., Dip. in Advanced

Bioinformatics, Dip. in

Dietetics & Nutrition, Ph. D

Dr. Lavanya Tayi

(Asst. Professor)

Ms. K Sanjana

( Asst. Professor)

M.Sc., Ph D

M.Sc.

## Department of Computer Science

Dr. Sr. Sujatha Yeruva (Assoc. Professor)	M.Sc., Ph.D. (Head of the Dept.)
Ms. M. S. Sowjenya (Asst. Professor)	M.Sc., M.Phil.
Ms. D.B. Rekha (Asst. Professor)	MCA, APSET, (Ph.D)
Ms. Padmasree (Asst. Professor)	M.Sc., (Elec), M.Sc. (IT), (Ph.D)
Ms. B. Kavitha (Asst. Professor)	MCA, (M.Phil), (Ph.D)
Ms. B Jyothi (Asst. Professor)	MCA, (Ph.D)
Ms. Prabhmeet Kaur (Asst. Professor)	MCA, (Ph.D)
Ms. Afeefa Noorain (Asst. Professor)	M.Sc., (Ph.D)
Ms. Khalida Tabassum (Asst. Professor)	MCA, TSSET, (Ph.D)
Ms. Shobana (Asst. Professor)	M.Sc., B.Ed. , (Ph.D)
Ms. Savithri (Asst. Professor)	M.Sc. Comp. Sc., M.Sc. Statistics, (Ph.D)
Ms. P Renuka (Asst. Professor)	MCA
Ms. Preethi Geetla (Asst. Professor)	MCA
Ms. R S Sumalatha (Asst. Professor)	MCA
Ms. Divya (Asst. Professor)	M.Sc.
Ms. Ummiya M (Asst. Professor)	M.Sc.
Ms. Johnson Jenifer (Asst. Professor)	M.Sc., UGC NET
Ms. Vanilakshmi V (Asst. Professor)	M.Sc., (Applied Elect), NET, (Ph.D)
Ms. Induri Sreelakshmi (Asst. Professor)	M.Sc.



## **Department of Microbiology**

Dr. P. Roselin (Assoc. Professor)	M.Sc., M. Phil., APSET, Ph.D. (Head of the Dept.)
Dr. Anitha Thomas (Assoc. Professor)	M.Sc., M. Phil., Ph.D.
Dr. Gayathri Y (Assoc. Professor)	M.Sc., M. Phil., Ph.D.
Dr. D. Sunita (Asst. Professor)	M.Sc., APSET, Ph.D.
Dr. Arsheen Tabassum (Asst. Professor)	M.Sc., M. Phil., NET, Ph.D.
Ms. K. Swathi (Asst. Professor)	M.Sc., (Ph. D)
Dr. K Suman (Asst. Professor)	M. Sc., TS-APSET., Ph.D.
Ms. Natasha Selvina (Asst. Professor)	M. Sc.,

## **Department of Biotechnology**

Ms. T Shouni Niveditha (Asst. Professor)	M.Sc., APSET & TSSET, (Ph.D.) (Head of the Dept.)
Dr. V Deepa Switha (Asst. Professor)	M. Sc., M. Phil., Ph.D.
Ms. Mini Fernandez (Asst. Professor)	M.Sc., (Ph. D)
Ms. Shruti Joshi (Asst. Professor)	M. Sc., TSSET

## **Department of Environmental Studies**

Dr. Priyanka Vatte (Asst. Professor)	M.Sc., Ph. D (Head of the Dept.)
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## **Department of Nutrition**

Ms. Tabitha Ramona (Asst. Professor)	M.Sc., (Ph. D) (Head of the Dept.)
Ms. Patricia Michael (Asst Professor)	M.Sc., NET, (Ph. D)
Ms. Indu Bhargavi (Asst. Professor)	M.Sc., (Ph. D)
Dr. Durga Nandini (Asst. Professor)	M.Sc., (Ph. D)
Ms. M. Umamaheswari (Asst. Professor)	M.Sc., NET
Ms. N. Spandana (Asst. Professor)	M.Sc., NET
Ms. Geelolu Vinya Tejashvi (Asst. Professor)	M.Sc., NET
Ms. Sunchu Sai Keerthi (Asst. Professor)	M.Sc., NET

## **SILVER JUBILARIANS OF THE YEAR 2025 – 26**

1. Dr. Vanisree T  
(Asst. Professor) – Dept. of Commerce
2. Ms. Tressa  
(Biotechnology Lab) – Support Staff
3. Ms. P Lalitha  
(Chemistry Lab) – Support Staff
4. Ms. Mary Dias – Library
5. Mr. Chamber – Exam Branch
6. Ms. D S Teresa Mary – Psychology Lab

## **Non -Teaching Staff**

### **Administration Department**

Sr. Carmali Thaniath	Correspondent / Secretary
Mr. M.B. Srinivas	
Ms. Suchitra	
Ms. Racheal Daniel	
Ms. Fathima PLS	
Sr. Hemalatha	
Mr. Selva Irudaya Raj	
Mr. Rajesh	
Mr. James Melyn	
Mr. A Goutham Reddy	
Mr. Abhishek	
Ms. C Kavitha	

### **Accounts Department**

Sr. Suneetha M	College Treasurer
Ms. Renuka	
Ms. Y.J. Lavanya	
Ms. Maria A	

### **Library Department**

Ms. Geetha	Librarian
Ms. Lilly Dororthy	
Ms. Arokiya Mary	
Ms. Mary Dias	
Ms. Rameshwari	
Ms. Kameshwari	
Mr. Jagan	
Mr. Karam Shekar	
Mr. Bhanuchander	

## **Exam branch**

Ms. D. Vajramani  
Ms. Maruthi  
Ms. Natalia  
Ms. Veena Velangani  
Ms. Maheshwari  
Mr. Chamber Singh  
Mr. Vijay Kumar

## **Laboratories**

### **Lab. Assistants**

Ms. Gouthami  
Ms. Karuna  
Mr. Ranga Rao  
Ms. D. Radha  
Ms. Maria G  
Mr. Alfred  
Ms. Swetha  
Ms. Swaroopa Rani  
Ms. Leena Agnes  
Ms. Priscilla  
Ms. S Anuradha  
Ms. Leena Mary  
Ms. Linnette  
Mr. Nihal Leonard D'Souza  
Mr. Murali Krishna  
Mr. Paulus  
Ms. Veena  
Ms. Ch. Yamuna Raj  
Mr. Ramanjaneyulu  
Ms. Bhavya

Botany Lab.  
Zoology Lab.  
Chemistry Lab  
Chemistry Lab  
Chemistry Lab  
Physics Lab  
Biochemistry Lab  
Biochemistry Lab  
Microbiology Lab  
Microbiology Lab  
Nutrition Lab  
Computer Lab  
Computer Lab  
Computer Lab  
Computer Lab  
Electronic Lab  
Psychology Lab  
Psychology Lab  
Technician Multimedia  
Asst. Technician Multimedia

## **IT Services**

Mr. Krishna Murthy  
Mr. Kiran Kumar

Campus Computer Officer

## Stores

Ms. Renuka D

Incharge

### General Staff

Mr. Gladys S Thomas

Website Incharge

Mr. Shravan K

IT

Ms. Beryl Hilda

HR

Mr. Ronit Emmanuel

IT & FAA

Ms. Navle Deepika

DTP Operator

Ms. Susan Mary

Sports

Ms. Iris Preethi

Receptionist

Mr. Ch. Joseph Vijay

Electrician

Mr. Ravi

Asst. Electrician

Ms. K. Sumathi

Nurse

Mr. Ramulu

Attender

Mr. Amar OD

Watchman

Mr. Abhishek B

Watchman

Mr. Rohit

Watchman

Mr. Chada

Gardner

Mr. Yadgiri

Gardner

Mr. Bragara Anji

Gardner

Mr. Amiran Toppo

Gardner

Ms. T Mamatha

Supervisor

Mr. Ravi

Sound System

### Lab. Support Staff

Ms. Afsari

Zoology Lab.

Ms. Lalitha

Chemistry

Mr. Jagannadha Rao

Chemistry

Ms. Shobha Rani

Chemistry

Ms. Haleema

PG Chemistry

Ms. Sunitha

EVS

Ms. Fatima

Microbiology

Ms. Shivarani

Microbiology

Ms. Tresa David

Biotechnology

Ms. Kavitha  
Ms. Renuka Manchala  
Mr. Subhas Ekka  
Mr. Bhaju  
Mr. Raju  
Ms. Manjula Mary

Psychology  
Nutrition  
Sports  
Sports  
Sports  
Library

### **House Keeping Staff**

Ms. Latha  
Ms. Nasreen  
Ms. Hemalatha  
Ms. Mehraj  
Ms. Anuradha  
Ms. A. Sahaya Mary  
Ms. Ayesha Khatoon  
Ms. Shabana  
Ms. Ramalakshmi  
Ms. Fareeda  
Ms. Soudarya  
Ms. G Swaroopa  
Ms. G Manjula



**COMMITTEES**

**FOR THE**

**ACADEMIC YEAR**

**2025-26**



## **1. Board of Management of St. Francis College**

### **Registered Society (Registration No. 716/2005)**

Dr. Sr. Alphonsa Vattoly	President
Sr. Carmali Thaniath	Correspondent & Secretary
Prof. Uma Joseph	Principal
Dr. Sr. Sherly E D	Vice Principal
Sr. Bridgit Joseph	Member
Dr. Sr. Sujatha Yeruva	Member
Dr. Sr. Jacintha Mary	Member
Sr. Dorine Mendonca	Member
Sr. Suneetha M	College Treasurer

## **2. Deans**

Dean of Arts	Dr. Reena Dewan
Dean of Commerce & Mgmt.	Dr. Savitha Sukumar
Dean of Science	Dr. Usha Praveena

## **3. Research Coordinator**

Dr. V Gayathri (DBT)

## **4. Student Advisors**

Ms. D Sunita	Student Advisor (PG)
Ms. Prashanthi P N	Student Advisor (Commerce)
Dr. Sinjini B	Student Advisor (Arts)
Ms. Sangam Sravanthi	Student Advisor (Science)

## **5. College Council**

Principal  
Vice-Principal  
Correspondent  
IQAC Coordinators  
All HODs



## **6. PG Coordinators**

Ms. B.Jyothi

Dr. Shiny

Dr. D Sunitha

Dr. Bhargavi

Mr. Clement Babu

Ms. Geeta S

Ms. Patricia

Ms. P V S Lakshmi

M.Sc. Computer Science &  
Data Science

M.Com. Finance & Analytics

M.Sc. Microbiology

M.Sc. Organic Chemistry

M.A.Mass Communication

M.Sc. Applied Psychology

M. Sc. Nutrition

M.A. English

## **7. Academic Audit Cell**

Dr. P RoselinCoordinator,

Dr. Kanchana

Prof. Uma Joseph

Dr. Sr.Sherly E D

Ms. Deepa James

Ms. Padmasree

Dr. Vidya Jayaram

Dr. Usha Praveen

Dr. Reena Dewan

Dr. Savitha Sukumar

Dr. Alice Esther David

IQAC Coordinator

Asst. IQAC Coordinator

Principal

Vice-Principal

## **8. Staff Grievance Redressal**

Prof. Uma Joseph

Sr. Carmali Thaniath

Dr. Sr. Sherly E D

Ms. A.Padmaja

Dr. P Roselin

Dr. Kanchana

Principal

Correspondent

Vice-Principal

Senior Faculty

IQAC Coordinator

Asst. IQAC Coordinator

Secretary of Staff Association

## **9. Students Grievance Redressal Cell**

Prof. Uma Joseph  
Dr. Sr. Sherly E D  
Deans  
Dr. Anitha Thomas  
Dr. P Roselin  
Dr. Kanchana  
Student Advisors  
Student Club President

Principal  
Vice-Principal  
  
Controller of Exams  
IQAC Coordinator  
Asst. IQAC Coordinator

## **10. Internal Quality Assurance Cell (IQAC)**

Prof. Uma Joseph  
Dr. Sr. Sherly E D  
Sr. Carmali Thaniath  
Sr. Suneetha M  
Dr. P Roselin  
Dr. Kanchana  
Dr. Usha Praveena  
Dr. Savitha Sukumar  
Dr. Reena Dewan  
Lt. Marie Thomas  
Ms. Suchithra  
Mr. Kiran K Somalanka  
Dr. Gaurav Gupta  
Prof. B Lavanya  
Dr. Geetha Vemuganti  
Prof. Vidya Rajesh

Chairperson  
Senior Administrative Officer  
Management Representative  
Senior Administrative Officer  
IQAC Coordinator  
Asst. IQAC Coordinator  
Faculty  
Faculty  
Faculty  
Placement Officer  
Office Staff Representative  
Nominee – Local Society  
Industry Nominee  
Alumnae Representative  
Stake Holder  
Stake Holder  
4 Student Council Members

## **11. Francisian Handbook Committee**

Prof. Uma Joseph  
Dr. Sr. Sherly E D  
Dr. Rekha RJ  
Ms. Fathima

Principal  
Vice-Principal  
Coordinator

**12. Prospectus Committee**

Dr. Subi Varghese  
Ms. B. Jyothi  
Dr. Sushmitha  
Ms. Lata G  
Ms. X Stella Martina

Coordinator

**13. Magazine Committee**

Ms. Carolyn Rubavathy  
Dr. Surekha Chavan  
Dr. Mangamma  
Ms. Shruti  
Ms. Sharon Sucharitha  
Mr. Ram  
Student Coordinators

Coordinator

**14. Convocation Committee**

Dr. Alice Esther David  
Dr. Anitha Thomas  
Sr. Dorine M  
Ms. Afeefa Noorain

Coordinator  
Controller of Exams  
Addl. Controller of Exams

**15. ERP Management**

Ms. Afeefa Noorain  
Ms. Prashanthi B  
Dr. Alice  
Dr. Rekha J  
Ms. Lata G  
Ms. B Kavitha  
Ms. Racheal  
Mr. Abhishek  
Mr. Shravan  
Mr. Glady S Thomas  
Mr. Gowtham  
Dr. Anitha Thomas  
Ms. Beryl Hilda  
Sr. Suneetha M  
Sr. Hemalatha

Time Table

Admission Officer  
UG Admissions  
PG Admissions  
Operator

HR

**16. Website & Social Media Maintenance Committee**

Dr. Sr. Jacintha Mary	Coordinator
Sr. Dorine Mendonca	
Ms. Padmasree	
Ms. P V S Lakshmi	
Ms. Johnson Jenifer	
Mr. T V Uma Maheshwar	
Mr. Ram	
Mr. Ronit Emmanuel	

**17. Documentation Committee**

Ms. Priyanka G	Coordinator
Dr. Afshan	
Ms. Nida	
Ms. Sumaiyya Naaz	
Ms. Divya Kappen	

**18. Faculty Meetings – MoM In-charge**

Student Advisors	Coordinators
Ms. Fathima	

**19. NSS PO's**

Ms. Surekha Chavan	(Arts)
Ms. Vijayakumari K	(Commerce)
Ms. Indu Bhargavi	(Science)
Ms. Preethi G	(Science)
Ms. Swati	(Sciences)
Ms. Rooman Deb	(Social Science)
NSS Unit Student Leaders	

**20. College Choir**

Ms. Angelina	Coordinator
Mr. K. Vamshi Krishna	
Mr. Songayam Zimik	

**21. Campus Ministry Committee**

Sr. Carmali Thaniath  
Ms. Vijayakumari K  
Ms. Patricia Michael  
Ms. X Stella Martina

Coordinator

**22. Face club Staff Committee**

Ms. Elisa Thomas  
Ms. Carol Ann

Coordinator

**23. Natale Committee**

Ms. Elisa Thomas  
Ms. Carol Ann  
All Christian Staff

Coordinator

**24. Value Education Cell**

Dr. R.Shiny  
Dr. Asha D  
Ms. R Sumalatha

Coordinator

**25. Admission Committee**

Ms. B Kavitha  
Dr. Basanthi  
Ms. Sravanthi  
Ms. Amitha  
Lt. Marie Thomas  
Ms. Racheal  
Ms. Kavitha C

Admission Officer  
Cultural  
SC/ST  
Sports  
NCC  
Additional Admission Officer

**26. Orientation for Parents / Students**

Deans & Student Advisors  
Dr. Reena Dewan  
Department of English

Coordinator

## **27. Fresher's Welcome & Farewell**

Dr. Alice David & Dr. Nandini Sanyal - Coordinator  
Department of Social Sciences  
Deans  
Student Advisors  
Xpressions Club

## **28. Faculty Development Cell**

Ms. P V S Lakshmi  
Ms. Prabhmeet  
Ms. Sushma  
Dr. Mahnoor

Coordinator

## **29. Faculty Research Cell**

Dr. Gayathri  
Dr. Vanisree Talluri  
Dr. Savitha Sukumar  
Dr. Sinjini  
Dr. Mahnoor Sahrash

Coordinator

## **30. Examination Committee**

Prof. Uma Joseph  
Dr. Sr.Sherly E D  
Dr. Anitha Thomas  
Sr. Dorine  
Ms. Elisa  
Ms. Karuna  
Ms. Ramanjana  
Dr. K Sirisha  
Ms. Patricia (PG)  
Ms. Suzan Spurthi (PG)

Principal – Chief Controller of Exams  
Vice-Principal  
Controller of Exams  
Addl. Controller of Exams

## **31. Remedial Instruction**

Dr. Vidya Jayram  
Ms. Savithri  
Ms. Vanilakshmi  
Dr. Shika Chander  
Ms. G Preethi  
Student Coordinators 5

Coordinator

### **32. Celebration of National Festivals**

Department of Commerce  
Departments of Sports / NCC / NSS  
Student Council members

### **33. Women's Cell**

Ms. Shouni Niveditha	Coordinator
Ms. B Lavanya	
Dr. G V Sharada	
Student Coordinators	

### **34. Educational Study Tours**

Deans & All HoDs

### **35. Centre for International Studies**

Dr. Sinjini Bhattacharya	Coordinator
Dr. Gayathri	
Ms. Deepa James	
Ms. Nida Suleman	
Mr. Uma Mahesh	

### **36. IPR Cell**

Ms. Harikalyani	Coordinator
Ms. Renuka	

### **37. FAA Committee**

Principal	
Vice Principal	
Dr. Vidya Sravanthi	President
Ms. Rajeshwari Thaman	Vice president
Ms. Vinodhini Gibson	General Secretary
Ms. Sunitha Michael	Treasurer
Ms. Mini Fernandes	Francis Staff Coordinator

### **38. Alumnae SPOC from Departments**

Management Representative - Sr. Dorine  
Life Sciences – Ms. Sumaiyya  
Physical Sciences - Ms. D. Sowjenya  
Arts - Ms. Sharon  
Commerce / BMS / B.Voc – Ms. Carol Ann

**39. Sports Committee**

Mr. Syed Farooq Kamal  
Ms. Amita Daniel

Coordinator  
Student Coordinators

**40. Cultural Committee**

Dr. Shikha Chander  
Dr. Basanthi  
Dr. Richa Mehta  
Dr. L Mangamma  
Student Coordinators

Coordinator

**41. Institutional Ranking Committee**

**NIRF**

Dr. K Sirisha  
Ms. Fathima

Coordinator  
Documentation Assistant

**INDIA TODAY**

Dr. S Sunitha  
Dr. Sinjini Bhattacharya  
Ms. Suzan Spurthi  
Dr. Revathi S  
Ms. Sowjenya  
Ms. Fathima

Coordinator

Documentation Assistant

**42. Yuvaflare & Parampara - Campus Festival Committee**

All Faculty Club Coordinators  
Student Advisors  
Student Council

**43. Career Counseling, Guidance and Placement Cell (CCGP)**

Ms. Marie Thomas  
Ms. Beryl Hilda  
Dr. G V Sharada  
Dr. Bhargavi  
Ms. Amulya K  
Placement Ambassadors

**44. Media Network Committee**

Dept of Mass Communication  
Dr. Surekha  
Dr. Mangamma



**45. Health Centre**

Dr. G Sony

Sr. Swarna

Ms. Sumathi

Dept of Biochemistry

Nurse

**46. Canteen Committee**

Dr. Sr. Jacintha Mary

Dept. of Nutrition

Coordinator

**47. Water Potability Testing Committee**

Ms. Swati - Co ordinator

Lab Staff Dept. of Microbiology

**48. Francis Initiative for Social Transformation (FIST) Committee**

**Swarnojwala**

Sr. Dorine – SPOC (Swarnojwala)

**Unnath Bharath Abhyan (UBA)**

Principal

Vice Principal

Deans

Ms. Rupali

Mr. Gokul S Kumar

**Daan Utsav**

Ms. Rooman – Coordinator

NSS POs

#### **49. IQAC Core Committee**

Principal

Vice-Principal

Deans

Dr. P Roselin IQAC Coordinator

Dr. Kanchana IQAC Asst. Coordinator

Dr. Vidya Jayaram - Criterion 1

Ms. D B Rekha- Criterion 2

Dr. Gayathri- Criterion 3

Dr. G V Sharada - Criterion 4

Dr. Vijayalakshmi - Criterion 5

Ms. P V S Lakshmi- Criterion 6

Dr. Shiny - Criterion 7

#### **50. IQAC Working Committee**

Criteria 1 – Ms. S. Lata Subramaniam, Dr. Nandini Sanyal,  
Ms. B Prashanthi, Ms. Lilly Kansal,  
Ms. Geetha Kumari S

Criteria 2 – Ms. Mini Fernandez, Ms. Akanksha, Ms. Suman

Criteria 3 – Ms. Hari Kalyani, Dr. B. Uma Rani,  
Dr. Y Suryavardhini, Mr. T V Uma Mahesh

Criteria 4 – Ms. Nida Suleman, Dr. K Lavanya,  
Dr. Ch.Yugandhar, Ms. Geetha (Lib),

Criteria 5 – Ms. Patricia Micheal, Dr. Surekha Chavan,  
Ms. Amitha, Mr. Gokul S Kumar

Criteria 6 – Ms. Latha G, Ms. B Lavanya, Dr. Basanti,  
Ms. Carolyn

Criteria 7 – Ms. T. Shouni Niveditha, Ms. Rooman,  
Ms. Madhura, Ms. Divya C Kappen

**51. Innovation Hub**

Ms. Madhura  
Ms. Prabhmeet  
Mr. Gokul S Kumar  
Student Coordinators

Coordinator

**52. Student Induction Programme (SIP)**

Dr. Afshan  
Dr. Basanthi  
Dr. Revathi

Coordinator

**53. Anti-Ragging and Anti- Sexual Harassment Committee**

Principal  
Vice Principal  
Deans  
Student Advisors

**54. Disaster Management**

NSS Units  
NCC

**55. E-Content Development**

Mr. Clemant Babu  
Dr. Kanchana  
Ms. Stella Martina  
Ms. Sruthi Sagar  
Ms. Manisha Kulkarni  
Ms. Ummya  
Mr. Ram

Coordinator

**56. Time Table Committee**

Ms. Prashanthi B  
Ms. Lata G  
Dr. Dhananjaya  
Dr. Rekha R J  
Dr. Alice

Coordinator

**57. Student Scholarship Committee**

Dr. Deepa Switha  
Dr. K Lavanya  
Ms. Navya Suma

Coordinator

**58. Outcome Based Education Committee (OBE)**

Deans

Dr. Anitha Thomas

CoE

Dr. Sr. Sherly E D

Vice-Principal

Ms. Afeefa

Dr. Kanchana

Dr. Vanishree

Dr. Subi V

Dr. Mahnoor

**59. Library Committee**

Dr. Lakshmi Madhuri

Coordinator

Dr. Tabitha

Dr. S Sunitha

**60. Academic Progression Cell**

Dr. Richa

Coordinator

Dr. Sabiha Fatima

Ms. Geeta S

Dr. Mahnoor Sahrash

**61. Institutional Collaboration Committee  
(Cluster Colleges and Xavier Board Colleges)**

Prof. Uma Joseph

Principal

Dr. Sr. Sherly E D

Vice-Principal

Deans

Dr. Shiny

Coordinator

Dr. Anitha Thomas

**62. SWAYAM NPTEL - SPOC**

Ms. Mini Fernandez

**63. SFC WINGS**

Ms. Lily Kansal

Dr. G Sony

Ms. Mini Fernandes

Dr. K Lavanya

NSS

NCC

Sports

Rotaract

Rangers

**64. SC / ST Committee**

Ms. Sangam Sravanthi

Dr. Surekha

Coordinator

**65. Equal Opportunity Cell (EOC)**

Ms. Carolyn

Dr. Sabiha Fatima

Mr. Vamshi Krishna

Coordinator

**66. Discipline Committee**

Ms. Devy

Dr. Deepa Switha

Dr. Basanthi

Dr. Bhargavi

Ms. Hari Kalyani

Ms. P N Prashanthi

Dr. Yugandhar

Ms. Rooman Deb

Dr. Mahnoor

Dr. Subi

Dr. Richa Mehta

Mr. Clement

Mr. Ravi Kumar

Ms Geetha (Librarian)

Mr. Uma Mahesh

Mr. Gokul S Kumar

Mr. Farooq

Ms. Amitha

Ground Floor

I Floor

II Floor

III Floor

Maria Franco Block

PG Block

Indoor Stadium

### Mentors for BA Faculty – 2025 – 2026

Class	I YEAR	II YEAR	III YEAR
HLP	Ms. Akanksha	Ms. Carolyn	Ms. Rooman
HPP	Ms. P V S Lakshmi	Ms. Rupali	Dr. Lingala Mangamma
EPP	Dr. Surekha	Dr. Sirisha	Dr. Alice David
PLP	Ms. Amulya	Ms. Manjiri	Mr. Gokul S Kumar
PPP	Dr. Sinjini B	Ms. Navya Suma	Dr. Vinitha
MLP	Ms. Sharon Sucharitha	Ms. Suzan Spurthy	Dr. Afshan
MLS	---	-	Ms. Harshita Parihar
MLPsy	Ms. Merlin Theresa	Ms. Divya C K	-

### Mentors for Commerce Faculty – 2025 – 2026

Class	I YEAR	II YEAR	III YEAR
B.Com I (A & F)	Ms. Madhura	Sr. Dorine	Dr. Sharada G V
B.Com I (H)	Dr. Vanisree T	Ms. Manisha Ms. Latha S	Ms. Deepa S Mr. Vamshi Krishna
B.Com I (CAP)	Ms. Carol Ann	Ms. Hari Kalyani	Ms. Prashanthi
B.Com I (IPP)	Ms. Vijaya Kumari	Ms. A Padmaja	Ms. Lily
B.Com I (IB)	Ms. Nida Suleman	Ms. Latha G	Ms. Elisa Dr. Shalini Menon

### Mentors for Management Faculty – 2025 – 2026

Class	I YEAR	II YEAR	III YEAR
BMS	Dr. Mahnoor	Ms. Angelina	Ms. G Lahari
B.Voc. III (RM & IT)	-	-	Dr. Subi V

### Mentors for Science Faculty – 2025 – 2026

Class	I YEAR	II YEAR	III YEAR
B.Sc. I A			
BZC	Ms. Sravanthi	Dr. Jyothi Rani	Dr. Basanti
Biotech/Zoo/Chem	Dr. Lakshmi Madhuri	Ms. Mini Fernandes	Dr. Vidya Jayram
B.Sc. I B			
MPC	Ms. Ramanjana	Dr. Suryavardhini	Dr. Sr. Jacintha Mary
MPCs	Dr. K. Lavanya Ms. Sushma	Ms. Devy Ms. Johnson Jenifer	Ms. Renuka Ms. Vanilakshmi
B.Sc. I C			
Micro/Biochem/Chem	Ms. Swathi	Dr. B Uma Rani	Dr. Sony
Micro/Biotech/Chem	Ms. Shruthi, Ms. Suman	Ms. Shouni Nivedita	Dr. Arsheen Tabassum
B.Sc. I D			
MSCs	Ms. Preethi G	Ms. Divya R	Ms. Priyanka
B.Sc. I E			
MECs	-	-	Ms. B Lavanya
B.Sc. I F			
Biochem/CAP/Chem	Ms. Induri Sreelakshmi	Ms. D B Rekha	Ms. Sumaiyya
Biochem/Biotech/Chem	Dr. Shikha Chander	Dr. Deepa Switha	Dr. Bhargavi
B.Sc. I N			
Nut/Zoo/Chem	Ms. B. Prashanthi Ms. Uma Maheshwari	Ms. Patricia Ms. Spandana	Ms. Indu Bhargavi Ms. Vinya
Nut/Bot/Chem	Dr. Revathi S	Ms. Karuna	Dr. A. Saritha
B.Sc. I H	Ms. Savithri Ms. Afeefa	Ms. Ummyia Ms. R S Sumalatha	Ms. Sowjenya
B. Sc. MES	Ms. Sruthi Sagar	Dr. Yugandhar	-

### Mentors for PG Faculty – 2025 – 2026

Class	I YEAR	II YEAR
<b>M.Com (Finance &amp; Analytics)</b>	Dr. Richa	Dr. Shiny
<b>M.Sc. (Microbiology)</b>	Dr. Gayathri	Ms. Sunitha D
<b>M.Sc. (Org. Chem)</b>	Dr. Sabiha Fatima	Dr. K Suhmitha
<b>M.Sc. Computer Science (AI&amp;ML)</b>	Ms. Prabhmeet	Ms. Jyothi
<b>M.Sc. (Appl. Psychology)</b>	Ms. Geeta S	Dr. Nandini
<b>M.A. (Mass Comm. &amp; Journalism)I</b>	Mr. Clement Babu	Mr. Ravi Kumar
<b>M. Sc Data Science</b>	Ms. Kavitha B	Ms. Padmasree Dr. Sr. Sujatha Yeruva
<b>M. Sc. Nutrition &amp; Dietetics</b>	Dr. Durga Nandini	Ms. Tabitha Ramona
<b>M. A. English</b>	Mr. Uma Mahesh	Ms. X Stella Martina

### Faith Formation Teachers 2025 – 26

S. No.	Name	Class
1.	Mr. Ravi (Mass Comm)	BA I A
2.	Ms. Divya K (Eng)	BA I B
3.	Mr. Clement (Mass Comm)	BA II A
4.	Dr. Alice (Eco)	BA II B
5.	Ms. Stella Martina (Eng)	BA III A
6.	Ms. Shaniya Binoj	BA III B
7.	Ms. Swathi (Micro)	B Sc (1,2,3) A
8.	Dr. Saritha A (Chem)	B Sc (1,2,3) B
9.	Dr. Asha D (Chem)	B Sc (1,2,3) C
10.	Lt. Marie Thomas	B Sc (1,2,3) D
11.	Dr. Sr. Jacintha Mary (Mat)	B Sc (1,2,3) E & H
12.	Ms. Shouni (Biotech)	B Sc (1,2,3) F
13.	Ms. Patricia (Nut)	B Sc (1,2,3) N
14.	Ms. Vijay Kumari (Com)	B Com I & B Com II
15.	Sr. Dorine (Com)	B Com III & BMS 1,2 & 3
16.	Ms. Shalini (B Voc)	B Voc 3
17.	Dr. Sr. Sujatha Yeruva	P.G.

## **GENERAL INFORMATION**

### **College timings for students**

8.30 a.m - 2.10 p.m - UG Programmes : B.M.S, B.Voc (RM&IT),  
B.A, B. Com III, All UG Physical Sciences &  
PG Programmes (Computer Science, (AI&ML),  
Microbiology, Data Science, Nutrition & Dietetics,  
M.Com (Finance & Analytics),  
Mass Communication, English and Psychology )

10.30 a.m – 4.10 p.m - B. Com I & II,  
All UG Life Sciences & PG Chemistry

### **Add-on Courses**

Session I – 2.15 pm - 3.15 pm

Session II – 4.15 – 5.15 pm

### **PG Diploma Courses**

Will be notified in due course

### **Administrative office timings:**

8.30 a.m - 4.30 p.m on all working days

Lunch break : 1.00pm – 1.30pm

### **Meeting with Principal by Appointment**



## **Student Code of Conduct**

**Wearing SFC student ID card** is compulsory during college hours. Attendance will not be marked otherwise

**Adherence to the college dress code is mandatory.** Salwar Kameez or Jeans with knee length long tops is the college dress code. Sleeveless, cold shoulder & short tops are not permitted. The college recommends simplicity and modesty in dressing in order to foster a congenial academic atmosphere.

**Being on time** to college, maintaining **required attendance** and active **participation in all college activities** is mandatory.

All students are expected to **maintain silence** during morning assembly.

- Students are **required to get themselves updated** regularly by reading notice boards and electronic display screens, checking student apps, reading the Francisian hand-book and visiting the college website
- Students are **not allowed to get their four wheelers** into the college campus nor get dropped by four wheelers or auto rickshaws. No student four wheelers or auto rickshaws are allowed to enter Street no. 6. Only two wheelers are allowed inside the campus.
- **Use of mobile phones** inside the classrooms during class hours is strictly **prohibited**. Violation will lead to disciplinary action against the concerned student. Charging of mobile phones or laptops in college premises is not allowed.
- Any form of **ragging is a punishable offence**
- Students are expected to be in the **library during any free hours**. Moving in the corridors, sitting on the staircase, listening to music in the corridors is not allowed.
- All students **are answerable** to the Principal, faculty and other college authorities for their conduct and behaviour.
- Plucking of flowers / fruits from the garden or causing damage to the college property is an offence.

## **Rules regarding attendance**

- Attendance is marked every hour by the concerned faculty. A student is eligible to write the semester-end exam if she has 80% attendance in each subject (Theory and Practicals separately).
- Those having 70 – 79.5% attendance will be allowed to write the semester-end exams on payment of a prescribed condonation fee and medical certificate.
- Students having less than 70% attendance will not be allowed to write the semester end examination. And representation in this matter will not be entertained.
- Attendance status can be checked on the student app. Message alerts regarding absence from college are sent to registered parent mobile numbers.

## **Rules regarding medical leave**

- Students resuming college after a medical leave will report to their concerned HoD , get the MC attested and submit the same to the concerned Student advisors, within 5 days of their returning to the college after their illness.
- Submitting an MC does not mean ,that a student is given attendance for the days of leave. A student will have to have a minimum of 70% attendance to answer semester-end exams. Having an MC will reduce the condonation fee payable only.
- Absence for more than 5 days, will be considered as long leave. Such a student shall resume classes only after meeting the respective deans with necessary medical documents. It is advisable for parents to accompany their ward in such cases.

## **Co-curricular and extra-curricular activity attendance**

- Faculty coordinators of NSS( POs) , NCC, Physical Education instructors Student advisors, faculty coordinators of student clubs and HoDs are the only authorized persons to mark attendance for all co-curricular and extra-curricular activities.
- A student is eligible for a maximum of 15% event attendance per semester. Students participating in National level sports events and NCC students chosen to participate in the Republic Day parade are eligible to write the semester-end exams with 50% attendance in every subject.

## **Rule for Issue of certificates / documents from the administrative office**

- Students must apply for issue of certificates /documents (TC, Conduct, Bonafide etc.). Application letters must be addressed to the Principal.
- The office will require a minimum of 5 working days to process the application.
- No issues can be initiated in less than 48 hours.

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

## **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.

	<b>Credits</b>	<b>Continuous assessment</b>	<b>Semester-end examination</b>	<b>Duration of the semester-end examination</b>
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

	<b>Evaluation by Internal examiners</b>	<b>Evaluation by External examiners</b>	<b>Semester-end examination</b>
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 programmes

The minimum marks for passing in a subject in UG is

- 36% marks in the semester-end examination
- 40% of marks in the aggregate of continuous assessment and semester-end examination.

If a student passes the semester-end examination but fails to get the adequate aggregate of continuous assessment and semester-end examination, she will be deemed failed. She will repeat the semester-end examination.

## For PG programmes

The minimum marks for passing in a subject in PG is

- 40% marks in the semester-end examination
- 40% of marks in the aggregate of continuous assessment and semester-end examination.

If a student passes the semester-end examination but fails to get the adequate aggregate of continuous assessment and semester-end examination, she will be deemed failed. There is no provision for an improvement exam.

**Note: The college follows the practice of handing over marks memos of failed students to their parents.**

### **Revaluation of semester-end examination result (Available only for UG programmes)**

In case of dissatisfaction with semester-end examination results a student can ask the Controller of Examination in writing for revaluation on payment of prescribed fee.

#### **Conditions**

If the difference is less than 10% of the maximum marks of the paper answered between the original and revalued marks, the former will be considered.

If the difference is 10% or more of the maximum marks of the paper answered the latter will be awarded.

No revaluation for PG since their papers go for double valuation.

### **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 has to be completed within 3 years from the date of admission. If syllabus is revised, 2 more years are allowed for writing backlogs, with the old syllabus. Totally a student has 3+2 years to complete her UG degree failing which fresh admission has to be made for the UG degree programme.
- PG degree programme has to be completed in 2 years from the date of admission. If syllabus is revised, 2 more years are allowed for writing backlogs, with the old syllabus. Totally a student has 2+2 years to complete her PG degree failing which fresh admission has to be made for the PG degree programme.

**Any student from earlier year-wise UG / PG program seeking re-admission from the academic year 2017-18 onwards will have to opt for CBCS semester system.**

### **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 in all the subjects and has secured the minimum of credits specified for the course over the six semesters / four semesters of PG.

**Re-admission rules In all the cases mentioned below, re-admission is permissible provided they are within the 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 some other 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-admissions including such of those students who take TC & come back, shall be granted by the Principal of the College directly subject to the fulfillment 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 programmes as per the almanac of the College.

## **SUPPORT SYSTEMS**

### **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

### **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.

### **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.

### **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.

### **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

### **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

### **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.

## **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

## **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**

Pratiyarpana 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 Sangared- dy District. The designated villages are as mentioned below:

- (a) Vaddenaguda Thanda (b) Erdanoor Thanda
- (c) Ippalagadda Thanda (d) Kandi Village (Lakshminagar)
- (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.

## **CO-CURRICULAR ACTIVITIES WITH NCGPA CREDITS / SFC WINGS**

The various avenues of engagements available for students are clubbed under the banner of SFC WINGS. It is mandatory for students to opt for any of the below mentioned activities and to put in the required hours of work to be eligible for the award of degree. Such participation is awarded one NCGPA credit at the end of the undergraduate programme.

### **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. 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.

## **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.

## **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.

## **FLFP Franciscan Launch Forward Programme**

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 “Franciscan 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.



## **Extra-curricular / Value-added Courses**

The curriculum is further enhanced by the offer of several value-added courses in the form of several certificate courses. It is taught by experts in the concerned field.

To note that it is mandatory for Christian and Catholic students to take the course 'Discovering of Bible'. Completion of any one course is mandatory for a student in the first year of UG programme.

### ***List of Value Added / 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

### **Sports**

- Badminton
- Basketball
- Chess
- Handball
- Martial Arts
- Throwball

- Table tennis
- Yoga
- Volleyball
- 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

## **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,

## **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 “Hrudaya Sandesham”.

**Shastr Library Club** - Library is an indispensable part of the collegelife. 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 in 2022 with a belief to encourage 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.

### **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-** The vibrant film club of this college started its journey this year along American Corner in collaboration with Department of English and Mass Communication. 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

## **MAJOREVENTS**

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.

## **FACULTYDEVELOPMENTINITIATIVES**

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.



# **ACADEMIC CALENDAR**



**God’s promise to us : Exodus 15:2** “The Lord is my strength and my song, and he has become my salvation.”

June - 2025	
<b>Mon 2</b>	<b>Telangana Formation Day – Holiday</b>
<b>Tue 3</b>	
<b>Wed 4</b>	
<b>Thu 5</b>	<ul style="list-style-type: none"> <li>• World Environment Day</li> <li>• Orientation New Recruited Faculty – FIP I</li> </ul>
<b>Fri 6</b>	<ul style="list-style-type: none"> <li>• Working Day</li> <li>• Reopening for Staff</li> <li>• FDP</li> </ul>
<b>Sat 7</b>	<ul style="list-style-type: none"> <li>• Bakrid - Holiday</li> </ul>
<b>Sun 8</b>	
“The unexamined life is not worth living” – <u>Socrates</u>	



## God's Promise to us : Exodus 14:14

“The Lord will fight for you; you need only to be still”

**June - 2025**

**Mon  
9**

**Day 1**

- Reopening for UG II, III & PG II Years
- Orientation for UG II, III & PG II Years by Class Mentors
- Staff Meeting

**Tue  
10**

**Day 2**

- Department Meeting - I
- IQAC Core Committee Meeting

**Wed  
11**

**Day 3**

**Thu  
12**

**Day 4**

**Fri  
13**

**Day 5**

- Farewell to Dr. Sumalatha

**Sat  
14**

**Sun  
15**

“Education is not just about going to school and getting a degree. It's about widening your knowledge and absorbing the truth about life.” -  
Shakuntala Devi

**God's promise to us : Joshua 1:9** “Be strong and courageous, for the Lord your God will be with you wherever you go.”

## June - 2025

<b>Mon 16</b>	<b>Day 6</b> <ul style="list-style-type: none"> <li>• Orientation &amp; Reopening for B. Com &amp; BMS I Year</li> </ul>
<b>Tue 17</b>	<b>Day 1</b>
<b>Wed 18</b>	<b>Day 2</b> <ul style="list-style-type: none"> <li>• Holy Mass for all Catholic Staff &amp; Students / Value of the Month Activity in Class</li> <li>• Zero Hour Day</li> </ul>
<b>Thu 19</b>	<b>Day 3</b> <ul style="list-style-type: none"> <li>• National Reading Day</li> <li>• Orientation &amp; Reopening for BA I Year</li> <li>• Exam Committee Meeting</li> </ul>
<b>Fri 20</b>	<b>Day 4</b> <ul style="list-style-type: none"> <li>• Students Rep's Elections – CR, SQC &amp; Club – UG II, III &amp; PG II</li> </ul>
<b>Sat 21</b>	<ul style="list-style-type: none"> <li>• International Yoga Day</li> <li>• Non Teaching Staff Day Out</li> </ul>
<b>Sun 22</b>	

“No man's knowledge here can go beyond his experience”

- John Locke

**God's promise to us : Exodus 20:12** “Honor your father and your mother, so that you may live long in the land the Lord your God is giving you.”

June - 2025		
Mon 23	HARITHARAM WEEK	Day 5 <ul style="list-style-type: none"><li></li></ul>
Tue 24		Day 6 <ul style="list-style-type: none"><li>Distribution of UG Sem VI &amp; PG Sem IV Memos &amp; Certificates (Onwards)</li></ul>
Wed 25		Day 1 <ul style="list-style-type: none"><li>Zero Hour Day</li></ul>
Thu 26		Day 2 <ul style="list-style-type: none"><li>IQAC National Seminar (26<sup>th</sup> &amp; 27<sup>th</sup> June)</li></ul>
Fri 27		Day 3 <ul style="list-style-type: none"><li>Class Mentors Meeting – II</li><li>FIP – I</li><li>Exam Grievance Committee Meeting</li></ul>
Sat 28		
Sun 29		
“God is not willing to do everything, and thus take away our free will and that share of glory which belongs to us” - Niccolo Machiavelli		

**God's promise to us : Joshua 1:9** “Be strong and courageous, for the Lord your God will be with you wherever you go.”

June / July - 2025		
Mon 30	Drug Abuse Awareness Week (Dept. Of Social Mgmt)	Day 4
Tue 1		Day 5 <ul style="list-style-type: none"><li>National Statistics Day</li></ul>
Wed 2		Day 6 <ul style="list-style-type: none"><li>Zero Hour Day</li></ul>
Thu 3		Day 1 <ul style="list-style-type: none"><li></li></ul>
Fri 4		Day 2
Sat 5		<ul style="list-style-type: none"><li>Last date for Odd Semester fee payment for UG &amp; PG</li><li>Capacity Building Programme – I</li><li>Faith Formation Session for Christian/Catholic Students</li></ul>
Sun 6	Moharrum – Holiday	
“Even while they teach, we learn” – Seneca the Younger		

**God's promise to us : Isaiah 40:29** “The Lord gives strength to the weary and increases the power of the weak.”

July - 2025		
Mon 7	UBA- Village Visit - Expressions Club	Day 3 • UBA – Village Visit – Expression Club (7 <sup>th</sup> – 11 <sup>th</sup> July)
Tue 8		Day 4
Wed 9		Day 5
Thu 10		Day 6 • Department Meeting – II • Distribution of UG Sem II & IV Memos
Fri 11		Day 1 • Exam Committee Meeting
Sat 12		
Sun 13		
“There is only one good, knowledge, and one evil, ignorance” – Socrates		

**God's promise to us : Isaiah 40:31** “Those who hope in the Lord will renew their strength.”

July - 2025	
Mon 14	Day 2 <ul style="list-style-type: none"><li>• SQC Reps Meeting</li></ul>
Tue 15	Day 3 FEP
Wed 16	Day 4 <ul style="list-style-type: none"><li>• Holy Mass for all Catholic Staff &amp; Students / Value of the Month Activity in Class</li><li>• Zero Hour Day</li></ul>
Thu 17	Day 5
Fri 18	Day 6
Sat 19	
Sun 20	
“Life must be understood backward. But it must be lived forward ” – Soren Kierkegaard	

**God's promise to us : Isaiah 41:10** “Do not fear, for I am with you; do not be dismayed, for I am your God.”

July - 2025	
Mon 21	Bonalu – Holiday
Tue 22	Day 1 <ul style="list-style-type: none"><li>• Pi Approximation Day</li><li>• IQAC Core Committee Meeting</li><li>• World Brain Day</li></ul>
Wed 23	Day 2
Thu 24	Day 3 <ul style="list-style-type: none"><li>• Class Mentors Meeting – III</li></ul>
Fri 25	Day 4 <ul style="list-style-type: none"><li>• FIP – II</li></ul>
Sat 26	• Teaching Staff Day Out
Sun 27	
“You can discover more about a person in an hour of play than in a year of conversation” – Pluto	

**God's promise to us : Isaiah 41:13** “For I am the Lord your God who takes hold of your right hand and says to you, Do not fear; I will help you.”

July / August - 2025	
<b>Mon 28</b>	<b>Day 5</b>
<b>Tue 29</b>	<b>Day 6</b> • <b>World Tiger Day</b>
<b>Wed 30</b>	<b>Day 1</b>
<b>Thu 31</b>	<b>Day 2</b> • <b>Exam Grievance Committee Meeting</b>
<b>Fri 1</b>	<b>Day 3</b> • <b>Exam Committee Meeting</b>
<b>Sat 2</b>	• <b>Faith Formation Session for Christian/Catholic Students</b>
<b>Sun 3</b>	
<p>“The greater the difficulty, the more glory in surmounting it” – Epicurus</p>	



**God's promise to us : Isaiah 43:2** “When you pass through the waters, I will be with you; and when you pass through the rivers, they will not sweep over you.”

## August - 2025

<b>Mon 4</b>	<b>Working Day</b> <ul style="list-style-type: none"> <li>• UG &amp; PG Odd Sem IA – I Exam</li> </ul>
<b>Tue 5</b>	<b>Working Day</b> <ul style="list-style-type: none"> <li>• UG &amp; PG Odd Sem IA – I Exam</li> </ul>
<b>Wed 6</b>	<b>Working Day</b> <ul style="list-style-type: none"> <li>• UG &amp; PG Odd Sem IA – I Exam</li> </ul>
<b>Thu 7</b>	<b>Day 4</b> <ul style="list-style-type: none"> <li>• UG &amp; PG Odd Sem IA – I Exam</li> </ul>
<b>Fri 8</b>	<ul style="list-style-type: none"> <li>• Varalakshmivratam – Holiday</li> </ul> <b>Retreat for all Catholic / Christian Staff &amp; Students</b>
<b>Sat 9</b>	<ul style="list-style-type: none"> <li>• Raksha Bandhan – Holiday</li> </ul> <b>Retreat for all Catholic / Christian Staff &amp; Students</b>
<b>Sun 10</b>	

“Morality is not the doctrine of how we may make ourselves happy,  
but of how we may make ourselves worthy of happiness”

– Immanuel Kant

**God's promise to us : Isaiah 54:10** “Though the mountains be shaken and the hills be removed, yet my unfailing love for you will not be removed.”

August - 2025	
<b>Mon 11</b>	<b>Day 5</b> <ul style="list-style-type: none"> <li>• Department Meeting – III</li> </ul>
<b>Tue 12</b>	<b>Day 6</b>
<b>Wed 13</b>	<b>Day 1</b> <ul style="list-style-type: none"> <li>• Holy Mass for all Catholic Staff &amp; Students / Value of the Month Activity in Class</li> <li>• Zero Hour Day</li> </ul>
<b>Thu 14</b>	<b>Day 2</b>
<b>Fri 15</b>	<b>Independence Day</b>
<b>Sat 16</b>	<b>Sri Krishna Janmashtami – Holiday</b>
<b>Sun 17</b>	
<p>“It is wrong always, everywhere and for everyone, to believe anything upon insufficient evidence”  — W.K. Clifford</p>	

**God's promise to us : Deuteronomy 31:8** “The Lord himself goes before you and will be with you.”

August - 2025	
Mon 18	Day 3
Tue 19	Day 4 <ul style="list-style-type: none"><li>• IQAC Core Committee Meeting</li></ul>
Wed 20	Day 5
Thu 21	Day 6
Fri 22	Day 1
Sat 23	Day 2
Sun 24	
The brave man is he who overcomes not only his enemies but his pleasures” – Democritus	

**God's promise to us : Jeremiah 29:11** “I know the plans I have for you,” declares the Lord, “plans to prosper you, to give you a future and a hope.”

August - 2025	
Mon 25	Day 3
Tue 26	Day 4
Wed 27	Vinayaka Chavithi - Holiday
Thu 28	Day 5 <ul style="list-style-type: none"><li>• Class Mentors Meeting – IV</li><li>• Exam Grievance Committee Meeting</li></ul>
Fri 29	Day 6 <ul style="list-style-type: none"><li>• FIP – III</li></ul>
Sat 30	
Sun 31	
“We are too weak to discover the truth by reason alone” – St. Augustine	

**God's promise to us : Jeremiah 33:3** “Call to the Lord and He will answer you and tell you great and unsearchable things you do not know.”

## September - 2025

<b>Mon 1</b>	<b>Day 1</b> <ul style="list-style-type: none"> <li>• Online Registration for Odd Sem Exams (without fine) for UG &amp; PG (1<sup>st</sup> – 14<sup>th</sup> Sept)</li> </ul>
<b>Tue 2</b>	<b>Day 2</b>
<b>Wed 3</b>	<b>Day 3</b> <ul style="list-style-type: none"> <li>• Zero Hour Day</li> <li>• Holy Mass for all Catholic Staff &amp; Students / Value of the Month Activity in Class</li> <li>• Exam Committee Meeting</li> </ul>
<b>Thu 4</b>	<b>Working Day</b> <ul style="list-style-type: none"> <li>• Teachers Day Celebration</li> </ul>
<b>Fri 5</b>	<b>Milad-un-nabi – Holiday</b>
<b>Sat 6</b>	<b>Ganesh Immersion – Holiday</b>
<b>Sun 7</b>	

“Develop a passion for learning. If you do, you will never cease to grow.”

– Anthony j D’Angelo

**God's promise to us : Jeremiah 33:3** “Call to the Lord and He will answer you and tell you great and unsearchable things you do not know.”

September - 2025		
Mon 8	UBA - Village Visit -Spectrum Club	Nativity of Mother Mary – Holiday • UBA – Village Visit – Spectrum Club (8 <sup>th</sup> – 12 <sup>th</sup> Sep.)
Tue 9		Day 4 • Department Meeting – IV • Telugu Bhasha Dinotsavam
Wed 10		Day 5 • World Suicide Prevention Day
Thu 11		Day 6
Fri 12		Day 1
Sat 13		• Working Day • Convocation Day
Sun 14		
“The roots of education are bitter, but the fruit is sweet.” – Aristotle		

**God's promise to us : Psalm 9:9** “The Lord is a refuge for the oppressed, a stronghold in times of trouble.”

September - 2025		
Mon 15	SUICIDE PREVENTION WEEK - (Dept. Of Psychology)	<b>Day 2</b> <ul style="list-style-type: none"> <li>• Online Registration for Odd Sem Exams (with per day fine) for UG &amp; PG (15<sup>th</sup> – 21<sup>st</sup> Sept)</li> </ul>
Tue 16		<b>Day 3</b> Canonical Visit of Provincial Superior
Wed 17		<b>Day 4</b> <ul style="list-style-type: none"> <li>• Canonical Visit of Provincial Superior</li> <li>• Exam Committee Meeting</li> </ul>
Thu 18		<b>Day 5</b> Canonical Visit of Provincial Superior
Fri 19		<b>Day 6</b> Canonical Visit of Provincial Superior
Sat 20		<ul style="list-style-type: none"> <li>• Capacity Building Programme – II</li> </ul>
Sun 21		Bathukamma Starting Day – Holiday
“Knowledge is power. Information is liberating. Education is the premise of progress, in every society, in every family.” – Kofi Anna		

**God's promise to us : Psalm 16:8 “ I keep my eyes always on the Lord.  
With Him at my right hand, I will not be shaken.”**

## September - 2025

<b>Mon 22</b>	<b>Working Day</b> <ul style="list-style-type: none"> <li>• Online Registration for Odd Sem Exams (with fine equaling registration amount) for UG &amp; PG (22<sup>nd</sup> Sept. – 09<sup>th</sup> Oct)</li> <li>• UG &amp; PG Odd Sem – IA – II Exam</li> </ul>
<b>Tue 23</b>	<b>Working Day</b> <ul style="list-style-type: none"> <li>• UG &amp; PG Odd Sem – IA – II Exam</li> </ul>
<b>Wed 24</b>	<b>Working Day</b> <ul style="list-style-type: none"> <li>• UG &amp; PG Odd Sem – IA – II Exam</li> </ul>
<b>Thu 25</b>	<b>Day 1</b> <ul style="list-style-type: none"> <li>• UG &amp; PG Odd Sem – IA – II Exam</li> </ul>
<b>Fri 26</b>	<b>Day 2</b> <ul style="list-style-type: none"> <li>• Class Mentors Meeting – V</li> <li>• FIP – IV</li> </ul>
<b>Sat 27</b>	
<b>Sun 28</b>	

“Change is the end result of all true learning.”

– Leo Buscaglia



**God's promise to us : Psalm 23:4** “Even though I walk through the darkest valley, I fear no evil, for you are with me”

## September / October - 2025

<b>Mon 29</b>	<b>GREEN WEEK CELEBRATION</b>	<b>Saddula Bathukamma - Holiday</b>
<b>Tue 30</b>		<b>Durgaashtami – Holiday</b> •Exam Grievance Committee Meeting
<b>Wed 1</b>		<b>Maharnavami – Holiday</b>
<b>Thu 2</b>		<b>Gandhi Jayanthi</b> <b>Vijayadasami – Holiday</b>
<b>Fri 3</b>		<b>Following Day of Dasara – Holiday</b>
<b>Sat 4</b>		<ul style="list-style-type: none"> <li>• Feast of St. Francis of Assisi Patron Saint of the College – Holiday</li> <li>• Faith Formation Session for Christian/Catholic Students</li> <li>• Exam Committee Meeting</li> </ul>
<b>Sun 5</b>		

“I have no special talent. I am only passionately curious.”

– Albert Einstein

**God's promise to us : Psalm 27:1** “The Lord is my light and my salvation, whom shall I fear?”

October - 2025	
Mon 6	Day 3 <ul style="list-style-type: none"><li>• Department Meeting – V</li></ul>
Tue 7	Day 4
Wed 8	Day 5 <ul style="list-style-type: none"><li>• Zero Hour Day</li><li>• Holy Mass for all Catholic Staff &amp; Students / Value of the Month Activity in Class</li></ul>
Thu 9	Day 6
Fri 10	Day 1 <ul style="list-style-type: none"><li>• FIP – V</li><li>• Governing Body Meeting – I</li></ul>
Sat 11	Day 2
Sun 12	
“The highest result of education is tolerance.” – Helen Keller	

**God's promise to us : Psalm 34:8** “Taste and see that the Lord is good; blessed is the one who takes refuge in him.”

October - 2025	
<b>Mon 13</b>	<b>Day 3</b> <ul style="list-style-type: none"> <li>• Class Mentors Meeting – VI</li> <li>• Students Feedback</li> </ul>
<b>Tue 14</b>	<b>Day 4</b>
<b>Wed 15</b>	<b>Day 5</b> <ul style="list-style-type: none"> <li>• Last Teaching Day for Sciences</li> <li>• INTERNAL AUDIT</li> <li>• UG &amp; PG Odd End Sem Last Date for Condonation &amp; Medical Fee Payment (15<sup>th</sup> – 16<sup>th</sup> Oct)</li> <li>• UG &amp; PG Odd End Sem Hall tickets download for Sciences</li> </ul>
<b>Thu 16</b>	<b>Day 6</b> <ul style="list-style-type: none"> <li>• INTERNAL AUDIT</li> <li>UG &amp; PG Odd Sem Practical Exams (16<sup>th</sup> – 25<sup>th</sup> Oct)</li> </ul>
<b>Fri 17</b>	<b>Day 1</b> <ul style="list-style-type: none"> <li>• UG &amp; PG IA / CA marks submission to the exam branch</li> </ul>
<b>Sat 18</b>	<b>Day 2</b> <ul style="list-style-type: none"> <li>• Last Teaching Day for Arts, BMS &amp; Commerce</li> <li>• UG &amp; PG End Semester payment of Condonation &amp; Medical Fee for Sciences</li> </ul>
<b>Sun 19</b>	
<p>“You are always a student, never a master. You have to keep moving forward.”</p> <p style="text-align: right;">– Conrad Hall</p>	

**God's promise to us : Psalm 34:10** “Those who seek the Lord lack no good thing.”

October - 2025	
Mon 20	Diwali – Holiday
Tue 21	Diwali – Holiday
Wed 22	
Thu 23	Odd Semester Examination Begins for all BA, BCom & BMS
Fri 24	
Sat 25	
Sun 26	
“Only I can change my life. No one can do it for me.” — Carol Burnett	

**God's promise to us : Psalm 37:4** “Take delight in the Lord, and he will give you the desires of your heart.”

October / November - 2025	
Mon 27	Odd Sem Exam Begins for all Sciences
Tue 28	
Wed 29	
Thu 30	
Fri 31	
Sat 1	
Sun 2	
“Only I can change my life. No one can do it for me.” — Charles R. Swindoll	

**God's promise to us : Psalm 50:15** “Call on me in the day of trouble;  
I will deliver you, and you will honor me.”

November - 2025	
Mon 3	
Tue 4	
Wed 5	Gurunanak Jayanthi – Holiday
Thu 6	
Fri 7	
Sat 8	
Sun 9	
“Change your life today. Don't gamble on the future, act now, without delay.” – Simone de Beauvoir	

God's promise to us : Psalm 56:3 “When I am afraid, I put my trust in you.”

November - 2025		
Mon 10	UBA - VILLAGE VISIT - COFEE CLUB	NSS Camp / Study Tour •UBA – Village Visit – Cofee Club (10 <sup>th</sup> – 16 <sup>th</sup> Nov.)
Tue 11		NSS Camp / Study Tour
Wed 12		NSS Camp / Study Tour
Thu 13		NSS Camp / Study Tour
Fri 14		NSS Camp / Study Tour
Sat 15		NSS Camp / Study Tour
Sun 16		
“Because of your smile, you make life more beautiful.” — Thich Nath Hanh		

**God's promise to us : Psalm 100:5** “The Lord is good and his love endures forever; his faithfulness continues through all generations.”

November - 2025	
<b>Mon 17</b>	<b>Day 1</b> <ul style="list-style-type: none"> <li>• College reopens for Even Semester UG &amp; PG</li> <li>• Department Meeting – VI</li> </ul>
<b>Tue 18</b>	<b>Day 2</b>
<b>Wed 19</b>	<b>Day 3</b> <ul style="list-style-type: none"> <li>• International Men's Day</li> <li>• Holy Mass for all Catholic Staff &amp; Students / Value of the Month Activity in Class</li> <li>• Zero Hour Day</li> </ul>
<b>Thu 20</b>	<b>Day 4</b> <ul style="list-style-type: none"> <li>• FEP</li> <li>• GLEE</li> </ul>
<b>Fri 21</b>	<b>Foundation Day of Sister's of Charity – Holiday</b>
<b>Sat 22</b>	<b>Capacity Building Programme – III</b>
<b>Sun 23</b>	
<p>“Death is not the greatest loss in life. The greatest loss is what dies inside us while we live.”  — Norman Cousins</p>	



**God's promise to us : Psalm 121:2** “My help comes from the Lord, the Maker of heaven and earth.”

November - 2025	
<b>Mon 24</b>	<b>Day 5</b> <ul style="list-style-type: none"> <li>• Sci Trial</li> </ul>
<b>Tue 25</b>	<b>Day 6</b> <ul style="list-style-type: none"> <li>• IQAC Core Committee Meeting</li> </ul>
<b>Wed 26</b>	<b>Day 1</b>
<b>Thu 27</b>	<b>Day 2</b> <ul style="list-style-type: none"> <li>• Class Mentors Meeting – VII</li> <li>• FDP</li> </ul>
<b>Fri 28</b>	<b>Day 3</b> <ul style="list-style-type: none"> <li>• FDP</li> <li>• FIP – VI</li> </ul>
<b>Sat 29</b>	<b>Working Day YUVAFLARE</b>
<b>Sun 30</b>	
<p>“Positivity, confidence, and persistence are key in life, so never give up on yourself.”</p> <p style="text-align: right;">– Khalid</p>	

**God's promise to us : Psalm 138:3** “On the day I called, You answered me; You made me bold with strength in my soul.”

December - 2025	
Mon 1	Day 4 <ul style="list-style-type: none"><li>• World Aids Day</li></ul>
Tue 2	Day 5
Wed 3	Day 6
Thu 4	Day 1
Fri 5	Day 2
Sat 6	<ul style="list-style-type: none"><li>• Faith Formation Session for Christian/Catholic Students</li></ul>
Sun 7	
<p>“Life is like riding a bicycle. To keep your balance, you must keep moving.”</p> <p>— Albert Einstein</p>	

**God's promise to us : Psalm 138:3** “On the day I called, You answered me; You made me bold with strength in my soul.”

December - 2025		
Mon 8	Social Outreach Week Programme	Day 3 • Department Meeting – VII
Tue 9		Day 4
Wed 10		Day 5
Thu 11		Day 6
Fri 12		Working Day STUDENT NATALE
Sat 13		
Sun 14	National Energy Conservative Day – Dept. of Physics	
“We are all born alone and die alone. The loneliness is definitely part of the journey of life.” – Jenova Chen		

**God's promise to us : Psalm 145:9** “The Lord is good to all; he has compassion on all he has made.”

December - 2025	
<b>Mon 15</b>	<b>Day 1</b>
<b>Tue 16</b>	<b>Day 2</b> <ul style="list-style-type: none"> <li>• Distribution of Sem I, III &amp; V Memos</li> </ul>
<b>Wed 17</b>	<b>Day 3</b> <ul style="list-style-type: none"> <li>• Holy Mass for all Catholic Staff &amp; Students / Value of the Month Activity in Class</li> <li>• Zero Hour Day</li> <li>• FIP – VII</li> </ul>
<b>Thu 18</b>	<b>Day 4</b> <ul style="list-style-type: none"> <li>• Class Mentors Meeting – VIII</li> </ul>
<b>Fri 19</b>	<b>Day 5</b>
<b>Sat 20</b>	<ul style="list-style-type: none"> <li>• Exam Grievance Committee Meeting</li> </ul>
<b>Sun 21</b>	
<p>“Peace begins with a smile.”</p> <p>– Mother Teresa</p>	

**God's promise to us : 1 Chronicles 16:34** “Give thanks to the Lord, for he is good; his love endures forever.”

December - 2025	
Mon 22	Working Day STAFF NATALE
Tue 23	Christmas Vacation
Wed 24	Christmas Vacation
Thu 25	<ul style="list-style-type: none"><li>• Christmas Vacation</li><li>• Good Governance Day</li></ul>
Fri 26	Christmas Vacation
Sat 27	Christmas Vacation
Sun 28	Christmas Vacation
<p>“Be faithful in small things because it is in them that your strength lies.”</p> <p>– Mother Teresa</p>	

**God's promise to us : 1 Chronicles 16:11** “Seek the Lord and his strength; seek his presence continually.”

December 2025 / January 2026	
Mon 29	Christmas Vacation
Tue 30	Christmas Vacation
Wed 31	Christmas Vacation
Thu 1	New Year – Holiday
Fri 2	Day 6 <ul style="list-style-type: none"><li>• College reopens after Christmas Vacation</li><li>• Exam Committee Meeting</li></ul>
Sat 3	
Sun 4	
“ Spread love everywhere you go. Let no one ever come to you without leaving happier. ” – Mother Teresa	

**God's promise to us : Proverbs 1:33** “All who listen to the Lord will live in peace, untroubled by fear of harm.”

January 2026		
Mon 5	UBA - VILLAGE VISIT - ARISTA CLUB	Day 1 <ul style="list-style-type: none"><li>• Online Registration for Even Sem Exams 5<sup>th</sup> – 19<sup>th</sup> Jan. (without fine)</li><li>• PG Supp. Online Registration – 5<sup>th</sup> – 19<sup>th</sup> Jan. (without fine)</li><li>• UBA – Village Visit – Arista Club (5<sup>th</sup> – 9<sup>th</sup> Jan.)</li></ul>
Tue 6		Day 2 <ul style="list-style-type: none"><li>• Internal IQAC Meeting</li></ul>
Wed 7		Day 3 <ul style="list-style-type: none"><li>• Holy Mass for all Catholic Staff &amp; Students / Value of the Month Activity in Class</li><li>• Zero Hour Day</li></ul>
Thu 8		Day 4
Fri 9		Day 5 <ul style="list-style-type: none"><li>• Department Meeting – VIII</li></ul>
Sat 10		Day 6
Sun 11		

“We ourselves feel that what we are doing is just a drop in the ocean. But the ocean would be less because of that missing drop. ”

– Mother Teresa

**God's promise to us : Proverbs 2:11** “Discretion will protect you, and understanding will guard you.”

January 2026	
<b>Mon 12</b>	Day 1
<b>Tue 13</b>	Bhogi – Holiday
<b>Wed 14</b>	Sankranthi – Holiday
<b>Thu 15</b>	Day 2
<b>Fri 16</b>	Day 3
<b>Sat 17</b>	Capacity Building Programme – IV
<b>Sun 18</b>	
<p>“Intense love does not measure, it just gives. ”</p> <p>– Mother Teresa</p>	



**God's promise to us : Proverbs 3:5** “Trust in the LORD with all your heart, and lean not on your own understanding.”

January 2026	
<b>Mon 19</b>	<b>Working Day</b> <ul style="list-style-type: none"> <li>• UG &amp; PG Even Sem IA – I Exams (19<sup>th</sup> – 22<sup>nd</sup> Jan)</li> </ul>
<b>Tue 20</b>	<b>Working Day</b> <ul style="list-style-type: none"> <li>• Online Registration for Even Sem Exams (with per day fine)</li> <li>• UG &amp; PG Supp. Online Registration (with per day fine – 20<sup>th</sup> – 27<sup>th</sup> Jan)</li> </ul>
<b>Wed 21</b>	<b>Working Day</b> <ul style="list-style-type: none"> <li>• UG &amp; PG Even Sem IA – I Exams (19<sup>th</sup> – 22<sup>nd</sup> Jan)</li> </ul>
<b>Thu 22</b>	<b>Day 4</b> <ul style="list-style-type: none"> <li>• Christian Unity Prayer</li> <li>• FIP – VIII</li> </ul>
<b>Fri 23</b>	<b>Day 5</b>
<b>Sat 24</b>	<b>Working Day</b> <ul style="list-style-type: none"> <li>• CRESCENTIA – Arista National Management Fest</li> </ul>
<b>Sun 25</b>	
<p>“Not all of us can do great things. But we can do small things with great love.”</p> <p style="text-align: right;">– Mother Teresa</p>	

**God's promise to us : Proverbs 28:20** "A faithful person shall abound with blessings."

## January / February 2026

<b>Mon 26</b>	<b>Republic Day Celebration</b>
<b>Tue 27</b>	<b>Day 6</b>
<b>Wed 28</b>	<b>Day 1</b> <ul style="list-style-type: none"> <li>• UG &amp; PG Online Registration for Even Sem Exams (with fine equaling registration amount) 28<sup>th</sup> – 10<sup>th</sup> Feb</li> <li>• PG Supp. Online registration (with fine 1000/- per subject)</li> </ul>
<b>Thu 29</b>	<b>Day 2</b>
<b>Fri 30</b>	<b>Working Day</b> <ul style="list-style-type: none"> <li>• College Day</li> <li>• Martyr's Day – Prayer for Peace</li> </ul>
<b>Sat 31</b>	<b>Day 3</b> <ul style="list-style-type: none"> <li>• Exam Grievance Committee Meeting</li> </ul>
<b>Sun 1</b>	

“Kind words can be short and easy to speak, but their echoes are truly endless. ”

– Mother Teresa

**God's promise to us : Proverbs 38:5** “Trust in the Lord with all your heart and lean not on your own understanding.”

February 2026	
<b>Mon 2</b>	<b>Day 4</b>
<b>Tue 3</b>	<b>Day 5</b> • <b>SQC Reps Meeting</b>
<b>Wed 4</b>	<b>Day 6</b> • <b>World Cancer Day</b>
<b>Thu 5</b>	<b>Day 1</b> • <b>Exam Committee Meeting</b>
<b>Fri 6</b>	<b>Day 2</b>
<b>Sat 7</b>	<b>Working Day</b> <b>Arthasastra – Commerce Fest</b>
<b>Sun 8</b>	
<p>“The hunger for love is much more difficult to remove than the hunger for bread. ”</p> <p>– Mother Teresa</p>	

**God's promise to us : Matthew 5:14** “You are the light of the world.  
A town built on a hill cannot be hidden.”

February 2026	
<b>Mon 9</b>	<b>Day 3</b> <ul style="list-style-type: none"> <li>• Department Meeting – IX</li> </ul>
<b>Tue 10</b>	<b>Day 4</b> <ul style="list-style-type: none"> <li>• IQAC Core Committee Meeting</li> </ul>
<b>Wed 11</b>	<b>Day 5</b>
<b>Thu 12</b>	<b>Day 6</b> <ul style="list-style-type: none"> <li>• World Radio Day</li> </ul>
<b>Fri 13</b>	<b>Day 1</b> <ul style="list-style-type: none"> <li>• BOS Meeting</li> </ul>
<b>Sat 14</b>	
<b>Sun 15</b>	<b>Mahashivaratri</b>
<p>“If you can't feed a hundred people, then feed just one. ”</p> <p>– Mother Teresa</p>	

**God's promise to us : Matthew 5:14** “You are the light of the world.  
A town built on a hill cannot be hidden.”

February 2026		
Mon 16	UBA - VILLAGE VISIT - VOCTALENT CLUB	Day 2 • UBA – Village Visit – Voctalent Club (16 <sup>th</sup> – 20 <sup>th</sup> Feb.)
Tue 17		Day 3
Wed 18		Day 4 • Ash Wednesday • Holy Mass for all Catholic Staff & Students / Value of the Month Activity in Class • Zero Hour Day
Thu 19		Day 5
Fri 20		Day 6 • FIP – IX • International Writer's Day
Sat 21		Day 1
Sun 22		
“If you can't feed a hundred people, then feed just one. ” – Mother Teresa		

**God's promise to us : John 8:12** “Whoever follows the Lord will never walk in darkness, but will have the light of life.”

**February / March 2026**

<b>Mon 23</b>	<b>Day 2</b> <ul style="list-style-type: none"> <li>• Class Mentors Meeting – IX</li> </ul>
<b>Tue 24</b>	<b>Day 3</b>
<b>Wed 25</b>	<b>Day 4</b>
<b>Thu 26</b>	<b>Day 5</b>
<b>Fri 27</b>	<b>Working Day</b> <ul style="list-style-type: none"> <li>• UG &amp; PG Even Sem IA – II</li> </ul>
<b>Sat 28</b>	<b>Working Day</b> <ul style="list-style-type: none"> <li>• Exam Grievance Committee Meeting</li> <li>• UG &amp; PG Even Sem IA – II</li> </ul>
<b>Sun 1</b>	

“I have found the paradox, that if you love until it hurts,  
there can be no more hurt, only more love.” – Mother Teresa

**God's promise to us : John 10:10** "I have come that you may have life, and have it to the full."

March 2026	
<b>Mon 2</b>	<b>Working Day</b> <ul style="list-style-type: none"> <li>• UG &amp; PG Even Sem IA – II</li> </ul>
<b>Tue 3</b>	<ul style="list-style-type: none"> <li>• Holi – Holiday</li> <li>• World Wild Life Day (Dept. of Zoology)</li> </ul>
<b>Wed 4</b>	Day 6
<b>Thu 5</b>	Day 1
<b>Fri 6</b>	<b>Day 2</b> <ul style="list-style-type: none"> <li>• Exam Committee Meeting</li> </ul>
<b>Sat 7</b>	Day 3
<b>Sun 8</b>	<ul style="list-style-type: none"> <li>• International Women's Day</li> </ul>
<p>“We shall never know all the good that a simple smile can do. ”  — Mother Teresa</p>	

**God's promise to us : John 14:1** “Do not let your hearts be troubled, believe in God.”

March 2026	
Mon 9	Day 4 <ul style="list-style-type: none"><li>• Celebration of International Women's Day</li></ul>
Tue 10	Day 5 <ul style="list-style-type: none"><li>• Department Meeting – X</li></ul>
Wed 11	Day 6
Thu 12	Day 1 <ul style="list-style-type: none"><li>• FIP – X</li></ul>
Fri 13	Day 2
Sat 14	
Sun 15	
“Love cannot remain by itself – it has no meaning. Love has to be put into action, and that action is service.” – Mother Teresa	



**God's promise to us : John 14:27** “Peace I leave with you; my peace I give you.”

March 2026	
<b>Mon 16</b>	<b>Day 3</b> <ul style="list-style-type: none"> <li>• Class Mentors Meeting – X</li> <li>• Project Viva Begins</li> <li>• National Vaccination Day ( Dept. of Microbiology)</li> <li>Academic Council Meeting</li> </ul>
<b>Tue 17</b>	<b>Day 4</b>
<b>Wed 18</b>	<b>Day 5</b> <ul style="list-style-type: none"> <li>• IQAC External Meeting</li> </ul>
<b>Thu 19</b>	<b>Day 6</b> <ul style="list-style-type: none"> <li>• Final Year Prayer Session</li> </ul>
<b>Fri 20</b>	<b>Ugadi – Holiday</b>
<b>Sat 21</b>	<b>Id-ul-Fitr – Holiday</b> <ul style="list-style-type: none"> <li>• Student Feedback</li> </ul>
<b>Sun 22</b>	
<p>“The most terrible poverty is loneliness, and the feeling of being unloved.”</p> <p>– Mother Teresa</p>	

**God's promise to us : John 15:5** “Those who remain in the Lord, will produce much fruit..”

March 2026	
<b>Mon 23</b>	<b>Day 1</b>
<b>Tue 24</b>	<b>Day 2</b> • Farewell
<b>Wed 25</b>	<b>Day 3</b> • UG & PG IA / CA marks submission to the Exam branch
<b>Thu 26</b>	<b>Day 4</b> • UG & PG Even End Sem Hall tickets download • Last Teaching Date for Science, Arts, Mgmt. & Commerce
<b>Fri 27</b>	<ul style="list-style-type: none"> <li>• Sri Ramanavami – Holiday</li> <li>• Exam Grievance Committee Meeting</li> <li>• UG &amp; PG Even End Sem Exam Last Date for Condonation &amp; Medical Fee (27<sup>th</sup> March – 29<sup>th</sup> March)</li> </ul>
<b>Sat 28</b>	
<b>Sun 29</b>	
<p>“If you judge people, you have no time to love them. ”</p> <p>– Mother Teresa</p>	

**God's promise to us : Mark 11:24** “Whatever you ask for in prayer, believe that you have received it, and it will be yours.”

March / April 2026	
<b>Mon 30</b>	<b>UG &amp; PG Even Sem Practical Exam Begins</b>
<b>Tue 31</b>	
<b>Wed 1</b>	
<b>Thu 2</b>	<b>Maundy Thursday – Holiday</b>
<b>Fri 3</b>	<b>Good Friday – Holiday</b>
<b>Sat 4</b>	<b>Holy Saturday – Holiday</b>
<b>Sun 5</b>	<b>Babu Jagjivanram Jayanthi – Holiday Easter – Holiday</b>
<p>“What can you do to promote world peace? Go home and love your family. ”</p> <p style="text-align: right;">– Mother Teresa</p>	

**God's promise to us : Luke 6:31** “Do to others as you would have them do to you.”

April 2026	
Mon 6	
Tue 7	
Wed 8	
Thu 9	• Governing Body Meeting – II
Fri 10	• UG & PG Regular Even Semester & Supp. Exams Begins
Sat 11	
Sun 12	
“I alone cannot change the world, but I can cast a stone across the waters to create many ripples. ” – Mother Teresa	

**God's promise to us : Rom 8:28** “And we know that in all things God works for the good of those who love him, who have been called according to his purpose.”

April 2026	
<b>Mon 13</b>	Even Semester Exam begins for all Sciences
<b>Tue 14</b>	Dr. Amedkar Jayanthi – Holiday
<b>Wed 15</b>	
<b>Thu 16</b>	
<b>Fri 17</b>	
<b>Sat 18</b>	
<b>Sun 19</b>	
<p>“I want you to be concerned about your next-door neighbor. Do you know your next-door neighbor? ” — Mother Teresa</p>	

**God's promise to us : Romans 15:13** “May the God of hope fill you with all joy and peace as you trust in him, so that you may overflow with hope by the power of the Holy Spirit.”

April 2026	
Mon 20	
Tue 21	
Wed 22	External Academic & Administrative Audit
Thu 23	External Academic & Administrative Audit
Fri 24	
Sat 25	
Sun 26	
“God doesn't require us to succeed, he only requires that you try.” — Mother Teresa	

God's promise to us : 1 Corinthians 13:4 “Love is patient and kind”

April / May 2026	
<b>Mon 27</b>	
<b>Tue 28</b>	<b>UG &amp; PG Regular Even Semester Exams Ends</b>
<b>Wed 29</b>	<b>Last Signing Date</b>
<b>Thu 30</b>	
<b>Fri 1</b>	<b>May Day — Celebrations</b>
<b>Sat 2</b>	
<b>Sun 3</b>	
<p>“If we have no peace, it is because we have forgotten that we belong to each other.” — Mother Teresa</p>	

**God's promise to us : Philippians 4: 13** “I can do all this through him who gives me strength.”

<div>May 2026</div>	
Mon 4	
Tue 5	
Wed 6	
Thu 7	
Fri 8	
Sat 9	
Sun 10	
<div>“It's not how much we give but how much love we put into giving.” — Mother Teresa</div>	



**God's promise to us : Philippians 4: 19** My God will meet all your needs according to the riches of his glory.”

<div>May 2026</div>	
Mon 11	
Tue 12	
Wed 13	
Thu 14	
Fri 15	
Sat 16	
Sun 17	
<div>“Joy is a net of love in which you can catch souls.” — Mother Teresa</div>	

**God's promise to us : James1:5** “If any of you lacks wisdom, you should ask God, who gives generously to all without finding fault.”

May 2026	
Mon 18	
Tue 19	
Wed 20	
Thu 21	
Fri 22	
Sat 23	
Sun 24	
“Do not abandon yourselves to despair. We are the Easter people and hallelujah is our song.” — Pope John Paul 11	

**God's promise to us : 1 Peter 5:7** "Cast all your anxiety on him because he cares for you."

May 2026	
Mon 25	
Tue 26	
Wed 27	Bakrid - Holiday
Thu 28	
Fri 29	
Sat 30	
Sun 31	
“Do not be afraid. Do not be satisfied with mediocrity. Put out into the deep and let down your nets for a catch.” — Pope John Paul 11	

**God's promise to us : 2 Timothy 1:7** “The Spirit God gave us does not make us timid, but gives us power, love and self-discipline.”

June - 2026	
Mon 1	
Tue 2	Telangana Formation Day – Holiday
Wed 3	
Thu 4	
Fri 5	<ul style="list-style-type: none"><li>• Working Day</li><li>• Reopening for Staff</li></ul>
Sat 6	
Sun 7	
<p>“The worst prison would be a closed heart.”</p> <p>— Pope John Paul II</p>	

**God's promise to us : 2 Timothy 4:17** "But the Lord stood with me and gave me strength."

June - 2026	
Mon 8	
Tue 9	
Wed 10	
Thu 11	
Fri 12	
Sat 13	
Sun 14	
“As the family goes, so goes the nation and so goes the whole world in which we live.” — Pope John Paul II	

# **Academic Planner 2025– 2026**

## **Odd Semester**

- ◆ Re-opening : 9<sup>th</sup> June 2025 (UG II, III & PG II years)
- ◆ Continuous Assessment I : 4<sup>th</sup> to 7<sup>th</sup> August 2025
- ◆ Continuous Assessment II : 22<sup>nd</sup> to 25<sup>th</sup> September 2025
- ◆ Last Teaching Day : 15<sup>th</sup> October 2025 (Science)  
: 18<sup>th</sup> October 2025 (Arts, BMS & Commerce)
- ◆ Odd Semester Exams : 23<sup>rd</sup> October 2025
- ◆ Short Vacation : 10<sup>th</sup> to 15<sup>th</sup> November 2025

## **Even Semester**

- ◆ Re – opening : 17<sup>th</sup> November 2025
- ◆ Continuous Assessment I : 19<sup>th</sup> to 22<sup>nd</sup> January 2026
- ◆ Continuous Assessment II : 27<sup>th</sup> Feb. – 3<sup>rd</sup> March 2026
- ◆ Farewell : 24<sup>th</sup> March 2026
- ◆ Last Teaching Day : 26<sup>th</sup> March 2026
- ◆ External Practical Exams : 30<sup>th</sup> March 2026
- ◆ Revision Holidays for Arts, Commerce & Sciences : 24<sup>th</sup> March to 9<sup>th</sup> April 2026
- ◆ Even Semester Exams for UG : 10<sup>th</sup> April 2026
- ◆ Last Signing Day : 29<sup>th</sup> April 2026

## Academic Planner 2025– 2026

<b>Month Odd Semester</b>	<b>No. of Teaching Day</b>	<b>No. of Working Day</b>
June	16	17
July	22	22
August	16	19
September	14	19
October	12	12
<b>Total</b>	<b>80</b>	<b>89</b>

<b>Month Even Semester</b>	<b>No. of Teaching Day</b>	<b>No. of Working Day</b>
November	9	10
December	14	16
January	16	21
February	20	23
March	17	18
<b>Total</b>	<b>76</b>	<b>88</b>

**ST. FRANCIS COLLEGE FOR WOMEN, HYDERABAD**  
**ACADEMIC YEAR 2025-2026, DEPARTMENTAL MEETING -THEMES**

MONTH	THEME
<b>JUNE</b>	<b>Planning for the Semester</b> <ul style="list-style-type: none"> <li>• Drafting department planner and Faculty academic planner for the year</li> <li>• Review of Even Semester (April 2025) results – CO - PO Mapping</li> <li>• Collection of progression related details of the batch 2022 -2025</li> <li>• Planning for GL / Workshops /Conference for the year</li> <li>• Assessing readiness for external academic audit</li> </ul>
<b>JULY</b>	<ul style="list-style-type: none"> <li>• ATR of June Meeting</li> <li>• Every department to identify and implement one key transformational initiative to contribute to institutional growth.</li> <li>• Submit Research papers presented / published</li> <li>• Planning for PW guidance, Field trips and Study Tours</li> </ul>
<b>AUGUST</b>	<ul style="list-style-type: none"> <li>• ATR of July Meeting</li> <li>• Review of Syllabus Completion for IA</li> <li>• Identifying student issues and arriving at probable solutions</li> </ul>
<b>SEPTEMBER</b>	<ul style="list-style-type: none"> <li>• ATR of August meeting</li> <li>• IA performance analysis and plan of action for improvement to be submitted to Dean</li> <li>• Review related to syllabus revision / introduction of new programmes</li> </ul>
<b>OCTOBER</b>	<ul style="list-style-type: none"> <li>• ATR of September meeting</li> <li>• Review of Semester– Feedback from faculty and students wrt T-L-E</li> <li>• Compilation of Best Practices adopted by department</li> <li>• Submission of Semester-end report to the documentation committee</li> </ul>
<b>NOVEMBER</b>	<ul style="list-style-type: none"> <li>• ATR of October meeting</li> <li>• Review of Department planner and Faculty academic planner</li> <li>• Review of research output of the department-Report to be submitted</li> <li>• Review of study tour /field trips- Report to be submitted to Dean</li> </ul>
<b>DECEMBER</b>	<ul style="list-style-type: none"> <li>• ATR of November meeting</li> <li>• Progress of project-work</li> <li>• Review of GL / Workshops conducted- Report to be submitted</li> </ul>
<b>JANUARY</b>	<ul style="list-style-type: none"> <li>• ATR of December meeting</li> <li>• Odd Semester -end exam performance analysis - CO – PO Mapping</li> <li>• Review of syllabus completion for IA</li> </ul>



<b>FEBRUARY</b>	<ul style="list-style-type: none"> <li>• ATR of January meeting</li> <li>• Initiating stakeholder feedback wrt T-L-E – Coordination with SQC</li> <li>• Initiating faculty feedback, review and submission of report to principal</li> <li>• Planning of new initiatives for the academic year 2026-2027</li> </ul>
<b>MARCH</b>	<ul style="list-style-type: none"> <li>• ATR of February meeting</li> <li>• IA performance analysis &amp; plan of action for improvement - CO Mapping</li> <li>• Compilation and forwarding reports for the college magazine</li> <li>• Compilation and forwarding of annual report of the department</li> <li>• Compilation and submission of reports as required by IQAC (According to a common template)</li> </ul>
<b>APRIL</b>	<ul style="list-style-type: none"> <li>• ATR of March meeting</li> <li>• Review of Semester - Feedback from faculty and students wrt T-L-E</li> <li>• Review of best practice of the department</li> <li>• SWOC review</li> </ul>

**# Study tour Itinerary to be approved by the principal**

**ST. FRANCIS COLLEGE FOR WOMEN, HYDERABAD**  
**ACADEMIC YEAR 2025-2026, THEMES FOR CLASS MENTOR MEETING'S**

MONTH	THEME
JUNE	<ul style="list-style-type: none"> <li>• Review of Even Semester (April 2025) results</li> <li>• Orientation on rules and regulations of the college</li> <li>• Create Peer Mentors</li> <li>• Finalise mechanism to collect/document information related to student participation, achievements</li> </ul>
JULY	<ul style="list-style-type: none"> <li>• ATR of June Meeting</li> <li>• Project-work timeline discussion (Final years)</li> <li>• Finalization of Study tour and field visit-Dates to be finalised</li> <li>• Completion of feedback</li> </ul>
AUGUST	<ul style="list-style-type: none"> <li>• ATR of July Meeting</li> <li>• Review of attendance status-Report of students with less than 70% to be submitted to the Principal / Deans</li> <li>• Discuss student issues and arrive probable solutions / Cleanliness of Campus / Washrooms</li> <li>• List out issues to be escalated to the HoD and Principal</li> </ul>
SEPTEMBER	<ul style="list-style-type: none"> <li>• ATR of August Meeting</li> <li>• IA performance analysis and plan of action for improvement</li> <li>• Review of attendance status-Report of students with less than 70% to be submitted to the Principal / Deans</li> <li>• Review of syllabus completion, IA &amp; CA assessment status, access to past question papers</li> </ul>
OCTOBER	<ul style="list-style-type: none"> <li>• ATR of September Meeting</li> <li>• Completion of feedback</li> <li>• Complete documenting and forwarding of student participation and achievement details-Report to be submitted to IQAC</li> <li>• Review of External exam preparedness, Instructions related to exam etiquette, implications of malpractice</li> <li>• Project-work progress (Final years)- Report to be submitted</li> </ul>
NOVEMBER	<ul style="list-style-type: none"> <li>• ATR of October Meeting</li> <li>• Review of study tour / field visits - Report to be submitted to IQAC</li> </ul>

	<ul style="list-style-type: none"> <li>• Plan for social outreach</li> <li>• Project-work progress (Final years)</li> </ul>
<b>DECEMBER</b>	<ul style="list-style-type: none"> <li>• ATR of November Meeting</li> <li>• ATR of August Meeting on Cleanliness of campus and washrooms</li> <li>• List out issues to be escalated to the HoD and Principal</li> </ul>
<b>JANUARY</b>	<ul style="list-style-type: none"> <li>• ATR of December Meeting</li> <li>• Odd Semester-end exam performance analysis, handing over of memo, meeting parents of students with backlog</li> <li>• Review of syllabus completion for IA- Report to be submitted to Deans</li> <li>• Project-work progress (Final years)</li> <li>• Initiation of project-work (Second years)</li> </ul>
<b>FEBRUARY</b>	<ul style="list-style-type: none"> <li>• ATR of January Meeting</li> <li>• IA exam preparedness</li> <li>• Student issues in college and suggestions for improvement (Drugs / Relationship issues)</li> </ul>
<b>MARCH</b>	<ul style="list-style-type: none"> <li>• ATR of February Meeting</li> <li>• IA performance analysis and plan of action for improvement</li> <li>• Review of syllabus completion, IA &amp; CA assessment status, access to past question papers</li> <li>• Complete documenting and forwarding of student participation and achievement details- Report to be submitted to IQAC</li> </ul>

## **Academic Schedule**

### **Important Dates**

#### **June – 2025**

- 05 : World Environment Day  
: Orientation for Newly Recruited Faculty – FIP Session I
- 06 : Reopening for Staff
- 09 : Reopening for UG II, III & PG II Years  
: Orientation for UG II, III & PG II Years by Class Mentors  
: Staff Meeting
- 10 : Department Meeting – I  
: IQAC Core Committee Meeting
- 13 : Farewell to Dr. Sumalatha
- 16 : Orientation & Reopening for B. Com & BMS I Year
- 18 : Holy Mass for all Catholic Staff & Students / Value of the  
Month Activity in Class  
: Zero Hour Day
- 19 : Orientation & Reopening for BA I Year  
: National Reading Day  
: Exam Committee Meeting
- 20 : Students Rep's Elections – CR, SQC & Club – UG II, III &  
PG II
- 21 : International Yoga Day  
: Non Teaching Staff Day Out
- 24 : Distribution of UG Sem VI & PG Sem IV Memos &  
Certificates (onwards)
- 25 : Zero Hour Day
- 26 : IQAC National Seminar (26<sup>th</sup> & 27<sup>th</sup> June)
- 27 : Class Mentors Meeting – II  
: FIP – I  
: Exam Grievance Committee Meeting

#### **July – 2025**

- 01 : National Statistics Day
- 02 : Zero Hour Day

- 05 : Last date for Odd Semester fee payment for UG & PG  
: Capacity Building Programme – I  
: Faith Formation Session for Christian/Catholic Students
- 07-11 : UBA – Village Visit – Expression Club (7<sup>th</sup> – 11<sup>th</sup> July)
- 10 : Distribution of UG Sem II & IV Memos  
: Department Meeting – II
- 11 : Exam Committee Meeting
- 14 : SQC Reps Meeting
- 15 : FEP
- 16 : Holy Mass for all Catholic Staff & Students / Value of the  
Month Activity in Class  
: Zero Hour Day
- 22 : Pi Approximation Day  
: IQAC Core Committee Meeting  
: World Brain Day
- 24 : Class Mentors Meeting – III
- 25 : FIP – II
- 26 : Teaching Staff Day Out
- 29 : World Tiger Day
- 31 : Exam Grievance Committee Meeting

### **August – 2025**

- 01 : Exam Committee Meeting
- 02 : Faith Formation Session for Christian/Catholic Students
- 04 : UG & PG Odd Sem IA – Exam I (4<sup>th</sup> – 7<sup>th</sup> August)
- 08-09 : Retreat for all Catholic / Christian Staff & Students
- 11 : Department Meeting – III
- 13 : Holy Mass for all Catholic Staff & Students / Value of the  
Month Activity in Class  
: Zero Hour Day
- 15 : Independence Day
- 19 : IQAC Core Committee Meeting
- 28 : Class Mentors Meeting – IV  
: Exam Grievance Committee Meeting
- 29 : FIP – III

## **September – 2025**

- 01 : Online Registration for Odd Sem Exams (without fine) for UG & PG (1<sup>st</sup> – 14<sup>th</sup> Sept)
- 03 : Exam Committee Meeting  
: Holy Mass for all Catholic Staff & Students / Value of the Month Activity in Class  
: Zero Hour Day
- 04 : Teacher's Day Celebration
- 08-12 : UBA – Village Visit – Spectrum Club (8<sup>th</sup> – 12<sup>th</sup> Sep.)
- 09 : Department Meeting – IV  
: Telugu Bhasha Dinotsavam
- 10 : WORLD SUICIDE PREVENTION DAY
- 13 : Convocation Day
- 14 : Hindi Diwas
- 15 : Online Registration for Odd Sem Exams (with per day fine) for UG & PG (15<sup>th</sup> – 21<sup>st</sup> Sept)
- 16 - 19 : Canonical Visit of Provincial Superior
- 17 : Exam Committee Meeting
- 20 : Capacity Building Programme – II
- 22 : UG & PG Odd Sem – IA – II Exam (22<sup>nd</sup> – 25<sup>th</sup> Sept)  
: Online Registration for Odd Sem Exams (with fine equalling registration amount) for UG & PG (22<sup>nd</sup> Sept. – 09<sup>th</sup> Oct)
- 26 : Class Mentors Meeting – V  
: FIP – IV
- 30 : Exam Grievance Committee Meeting

## **October – 2025**

- 04 : Faith Formation Session for Christian/Catholic Students  
: Exam Committee Meeting  
: Feast of St. Francis of Assisi Patron Saint of the College
- 06 : Department Meeting – V
- 08 : Holy Mass for all Catholic Staff & Students / Value of the Month Activity in Class  
: Zero Hour Day
- 10 : FIP – V  
: Governing Body Meeting – I

- 13 : Class Mentors Meeting – VI  
: Students Feedback
- 15 : Internal Audit (15<sup>th</sup> & 16<sup>th</sup>)  
: UG & PG Odd End Sem Last Date for Condonation & Medical  
Fee Payment (15<sup>th</sup> – 16<sup>th</sup> Oct)  
: Last Teaching Day for Sciences  
: UG & PG Odd End Sem Hall tickets download for Sciences
- 16 : UG & PG Odd Sem Practical Exams (16<sup>th</sup> – 25<sup>th</sup> Oct)
- 17 : UG & PG IA / CA Marks Submission to the Exam Branch  
: SQC Feed Back
- 18 : Last Teaching Day for Arts, BMS & Commerce
- 23 : Odd Sem Exam Begins (UG & PG)

**November – 2025** (Short Vacation from 10 – 15 November)

- 10 : UBA – Village Visit – Cofee Club (10<sup>th</sup> – 16<sup>th</sup> Nov.)
- 07 : Odd Semester Exam Ends (UG & PG)
- 10 - 15 : NSS Camp & Study Tour
- 17 : College reopens for Even Sem UG & PG  
: Department Meeting – VI
- 19 : International Men's Day (Women's Cell)  
: Holy Mass for all Catholic Staff & Students / Value of the  
Month Activity in Class  
: Zero Hour Day
- 20 : FEP  
: GLEE
- 21 : Foundation Day of the Sisters of Charity
- 22 : Capacity Building Programme – III
- 24 : Sci Trial
- 25 : IQAC Core Committee Meeting
- 27 : Class Mentors Meeting – VII  
: FDP
- 28 : FDP  
: FIP – VI
- 29 : YUVAFLARE

**December – 2025**

- 01 : World Aids Day
- 06 : Faith Formation Session for Christian/Catholic Students
- 08 : Department Meeting – VII
- 08 - 13 : Social Outreach Week
- 12 : NATALE (STUDENTS)
- 14 : National Energy Conservation Day
- 16 : Distribution of Sem I, III & V Memos
- 17 : Holy Mass for all Catholic Staff & Students / Value of the  
Month Activity in Class  
: Zero Hour Day  
: FIP – VII
- 18 : Class Mentors Meeting – VIII
- 20 : Exam Grievance Committee Meeting
- 22 : NATALE (Staff)
- 23 : Christmas Vacation (23<sup>rd</sup> – 1<sup>st</sup> Jan' 2026)
- 25 : Good Governance Day

### **January – 2026**

- 02 : College Reopens after Christmas Vacation  
: Exam Committee Meeting
- 05 : Online Registration for Even Sem Exams (without fine)  
: PG Supp. Online Registration – 5<sup>th</sup> – 19<sup>th</sup> Jan (without fine)  
: UBA – Village Visit – Arista Club (5<sup>th</sup> – 9<sup>th</sup> Jan.)
- 06 : Internal IQAC Meeting
- 07 : Holy Mass for all Catholic Staff & Students / Value of the  
Month Activity in Class  
: Zero Hour Day
- 09 : Department Meeting – VIII
- 17 : Capacity Building Programme – IV
- 19 : UG & PG Even Sem IA – I Exams (19<sup>th</sup> – 21<sup>st</sup> Jan)
- 20 : Online Registration for Even Sem Exams (with per day fine)  
: UG & PG Supp. Online Registration (with per day fine) – 21<sup>st</sup> –  
27<sup>th</sup> Jan
- 22 : Christian Unity Prayer  
: FIP – VIII



- 24 : CRESCENTIA – Arista National Management Fest
- 26 : Republic Day Celebration
- 28 : UG & PG Online Registration for Even Sem Exams (with fine equaling registration amount) 28<sup>th</sup> – 10<sup>th</sup> Feb  
: PG Supp. Online registration (with fine 1000/- per subject)
- 30 : College Day  
: Martyrs Day – Prayer for Peace
- 31 : Exam Grievance Committee Meeting

## **February – 2026**

- 03 : SQC Reps Meeting
- 04 : World Cancer Day
- 05 : Exam Committee Meeting
- 07 : Arthasastra – Commerce Fest
- 09 : Department Meeting – IX
- 10 : IQAC Core Committee Meeting
- 12 : World Radio Day
- 13 : BOS Meeting
- 16 : UBA – Village Visit – Voctalent Club (16<sup>th</sup> – 20<sup>th</sup> Feb.)
- 18 : Ash Wednesday  
: Holy Mass for all Catholic Staff & Students / Value of the Month Activity in Class  
: Zero Hour Day
- 20 : FIP – IX  
: International Writer's Day
- 23 : Class Mentors Meeting – IX
- 27 : UG & PG Even Sem IA – II (27<sup>th</sup> Feb – 2<sup>nd</sup> March)

## **March – 2026**

- 03 : World Wild Life Day (Dept. of Zoology)
- 06 : Exam Committee Meeting
- 09 : International Women's Day
- 10 : Department Meeting – X
- 12 : FIP – X

- 16 : Class Mentors Meeting – X  
: Project Viva Begins  
: National Vaccination Day (Dept. of Microbiology)  
: Academic Council Meeting
- 18 : IQAC External Meeting
- 19 : Final Year Prayer Session
- 21 : Student Feedback
- 24 : Farewell
- 25 : UG & PG IA / CA marks submission to the Exam branch
- 26 : UG & PG Even End Sem Hall tickets download  
: Last Teaching Day for Science, Arts, Mgmt. & Commerce
- 27 : Exam Grievance Committee Meeting  
: UG & PG Even End Sem Exam Last Date for  
Condonation & Medical Fee (27<sup>th</sup> – 29<sup>th</sup> March)
- 30 : UG & PG Even Sem Practical Exam Begins

## **April – 2026**

- 09 : Governing Body Meeting – II
- 10 : UG & PG Regular Even Semester & Supp. Exams Begins
- 13 : Even Semester Exam begins for all Sciences
- 22 - 23 : External Academic & Administrative Audit
- 28 : UG & PG Regular Even Semester Exams Ends
- 29 : Last Signing Date

## Examination Calendar 2025-2026

JUNE 2025	
24th June onwards	Distribution of UG Semester VI & PG Semester IV memos & Certificates
19th June	Exam Committee Meeting
27th June	Exam Grievance Meeting
JULY 2025	
3rd July	Verification of Syllabus & Model QP's by all the HoD's UG/PG to the Exam branch
8th July	UG & PG Odd Semester : IA-1 Time Table to be ready
10th July	Distribution of Semester II & IV memos
11th July	Examination Committee Meeting
21st July	IA-1 question paper to be sent to the Exam branch
24th July	IA-1 invigilation duties to be ready
31st July	Exam Grievance Meeting
AUGUST 2025	
1st Aug	Exam Committee Meeting
4th Aug- 7th Aug	UG & PG Odd Semester : IA-1 Exams
28th Aug	Exam Grievance Meeting
SEPTEMBER 2025	
1st Sept - 14th Sept	UG&PG : Online Registration for ODD Semester Exams(without fine)
15th Sept - 21st Sept	UG&PG : Online Registration for ODD Semester Exams(with per day fine of Rs 50 )
22nd Sept-9th October	UG&PG : Online Registration for ODD Semester Exams(with fine of Rs 1000 )
4th Sept	Examination Committee Meeting
9th Sept	UG & PG Odd Semester : IA-2 Time Table to be ready
10th Sept	IA-2 question paper to be sent to the Exam branch
16th Sept	IA-2 invigilation duties to be ready
17th Sept	Examination Committee Meeting
22nd Sept- 25th Sept	UG & PG Odd Semester : IA-2 Exams
29th Sept	UG & PG Odd Semester : Practical and Theory Time Table to be ready
30th Sept	Exam Grievance Meeting
OCTOBER 2025	
4th Oct	Examination Committee Meeting
15th Oct	<b>Last Teaching day for Science</b>
15th Oct	UG&PG Odd End Semester Hall Ticket download for Science
15th Oct - 16th Oct	UG&PG Odd End Semester payment of Condonation&Medical Fee for Science

16th Oct-25th Oct	<b>UG&amp;PG Odd Semester Practical Exams</b>
17th Oct	UG & PG IA/CA marks Submission to the Exam branch
17th Oct	<b>Last Teaching day for Arts &amp; Commerce</b>
18th october	UG&PG Odd End Semester payment of Condonation&Medical Fee for Science
23rd Oct	<b>ODD Semester Exams begins (UG&amp;PG)</b>
<b>NOVEMBER 2025</b>	
12th Nov	ODD Semester Exams Ends (UG&PG)
17th Nov	College reopens
<b>DECEMBER 2025</b>	
5th Dec	Verification of details of Depts. Subject titles, Faculty – in – charge, Syllabus & Model QP's by all HoDs UG / PG to exam branch
16th Dec	Distribution of Semester I, III & V memos
20th Dec	Exam Grievance Meeting
<b>JANUARY 2026</b>	
5th Jan-19th Jan	UG&PG : Online Registration for EVEN Semester Exams(without fine)
20th Jan-27st Jan	UG&PG : Online Registration for EVEN Semester Exams(with per day fine) UG & PG Supplementary Online Registration (with per day fine)
28th -10th Feb	UG&PG : Online Registration for EVEN Semester Exams(with fine equals to registration amount) UG & PG Supplementary Online Registration (with fine-1000/-)
2nd Jan	Exam Committee Meeting
5th Jan	UG & PG Even Semester IA-1 Exams Time table to be ready
7th Jan	IA-1 question paper to be send to the Exam branch
16th Jan	IA invigilation duties to be ready
19th Jan - 22th Jan	UG & PG Even Semester : IA-1 Exams
31st Jan	Exam Grievance Meeting

<b>FEBRUARY 2026</b>	
5th Feb	Exam Committee Meeting
20th Feb	UG & PG Odd Semester : IA-2 Time Table to be ready
21st Feb	IA-2 question paper to be send to the Exam branch
25th Feb	IA-2 invigilation duties to be ready
27th Feb- 3rd Mar	UG&PG Even Semester : IA -2
28th Feb	Exam Grievance Meeting
<b>MARCH 2026</b>	
27th Feb-3rd Mar	UG&PG Even Semester : IA -2
6th Mar	Exam Committee Meeting
7th Mar	UG & PG Supplementary & Regular Exam Time table to be ready
12th Mar	Submission of project report for plagiarism
16th Mar	Project Viva begins
26th Mar	<b>Last Teaching day for Science, Arts &amp; Commerce</b>
26th Mar	UG&PG Even End Semester Hall Ticket download
27th Mar-29th Mar	UG&PG Even End Semester last date for Condonation&Medical Fee
25th Mar	UG & PG IA/CA marks Submission to the Exam branch
30th Mar	<b>UG&amp;PG Even Semester Practical Exams begins</b>
25th Mar	Orientation to the Invigilators
27th Mar	Exam Grievance Meeting
<b>APRIL 2026</b>	
10th Apr	<b>UG &amp; PG Regular Even Semester &amp; Supplementary Exams begins</b>
<b>MAY 2026</b>	
7th May	<b>UG &amp; PG Regular Even Semester Exams Ends</b>

**NOTE : Kindly check the Notification/Circulars on WINNOU portal for Regular & Supplementary Exam Registration and Time Table**

## Library Calendar - 2025-26

### June

11<sup>th</sup> June

Selection of Shastr Club Members

16<sup>th</sup> June

Orientation for Shastr Club Students

### July

7<sup>th</sup> July

Library Committee Meeting

21<sup>st</sup> – 25<sup>th</sup>

Orientation for all UG First Year Students

### August

4<sup>th</sup> -8<sup>th</sup> August

Library Day Competitions to Staff & Students

12<sup>th</sup> August

Celebration of Library Day

### September

11<sup>th</sup> September

Shastr Club Event

17<sup>th</sup> -28<sup>th</sup> September

Odd Semester - Book Issue for UG & PG

### October

6<sup>th</sup> October

Library Committee Meeting

### November

15<sup>th</sup> November

Library Staff Visit - College / University Libraries

### December

10<sup>th</sup> December

Daanutsav program by club students

### January 2025

19<sup>th</sup> January

Club Event

27<sup>th</sup> January

Class Rep's Meeting for all the Streams

### February

16<sup>th</sup> February

Plagiarism Orientation for final year UG & PG project students

21<sup>st</sup> February

Valedictory of Shastr Club students

### March

4<sup>th</sup> March

Library Committee Meeting

9<sup>th</sup> March

Even Semester - Book Issue

## Campus Ministry Calendar 2025 – 26

<b>June 2025</b>	
18 <sup>th</sup> June	Holy Mass for all Catholic Staff & Students
<b>July 2025</b>	
5 <sup>th</sup> July	Faith formation Session for Christian/Catholic Students
16 <sup>th</sup> July	Holy Mass for all Catholic Staff & Students
<b>August 2025</b>	
2 <sup>nd</sup> Aug	Faith formation Session for Christian/Catholic Students
8 <sup>th</sup> & 9 <sup>th</sup> Aug.	Retreat for all Catholic & Christian Staff & Students
13 <sup>th</sup> Aug	Holy Mass for all Catholic Staff & Students
<b>September 2025</b>	
3 <sup>rd</sup> Sept	Holy Mass for all Catholic Staff & Students
<b>October 2025</b>	
4 <sup>th</sup> Oct	Faith formation Session for Christian/Catholic Students
8 <sup>th</sup> Oct	Holy Mass for all Catholic Staff & Students
<b>November 2025</b>	
19 <sup>th</sup> Nov	Holy Mass for all Catholic Staff & Students
29 <sup>th</sup> Nov	Faith formation Session for Christian/Catholic Students
<b>December 2025</b>	
6 <sup>th</sup> Dec	Faith formation Session for Christian/Catholic Students
17 <sup>th</sup> Dec	Holy Mass for all Catholic Staff & Students
<b>January 2026</b>	
7 <sup>th</sup> Jan	Holy Mass for all Catholic Staff & Students
22 <sup>nd</sup> Jan	Christian Unity Prayer
<b>February 2026</b>	
18 <sup>th</sup> Feb	Holy Mass for all Catholic Staff & Students

## Eucharistic Celebration 2025 – 26

Month	Theme	Teaching Staff	Non-Teaching Staff
June	Holy Spirit	Dr. Alice Ms. Stella Martina	Ms. Priscilla Ms. Leena Agnes
July	FACE Club Investiture	Ms. Elisa Ms. Carol Ann Ms. Shalini William	Ms. Arokia Mary Ms. Lilly Mr. Nihal
August	Country	Mr. Clement Ms. Shouni	Ms. Rachel Ms. Anuradha
Sept	Mother Mary	Dr. Sr. Sujatha Yeruva Ms. Mini Fernandes	Ms. Fathima Ms. Veena Mary
Oct	St. Francis of Assisi	Mr. Ravi Ms. Divya K	Ms. Susan Ms. Mary Dias
Nov	Institute	Dr. Sr. Jacintha Mary Ms. Angelina	Ms. Linette, Ms. Karuna Mr. Bajju
Dec	Advent	Ms. Vijay Kumari Ms. Swati K	Ms. Leena Mary Ms. Natalia
Jan	New Year	Ms. Marie Thomas Dr. Asha Ms. Patricia	Ms. Veena Velangini Mr. Abhishek
Feb	Ash Wed	Sr. Dorine Dr. Saritha A	Ms. Preeti Ms. Maria Goretti



I, III, V Semester June – November 2025						
Day Order	1 <sup>st</sup> Hour	2 <sup>nd</sup> Hour	3 <sup>rd</sup> Hour	4 <sup>th</sup> Hour	5 <sup>th</sup> Hour	6 <sup>th</sup> Hour
1						
2						
3						
4						
5						
6						

II, IV, VI Semester November 2025 – April 2026						
Day Order	1 <sup>st</sup> Hour	2 <sup>nd</sup> Hour	3 <sup>rd</sup> Hour	4 <sup>th</sup> Hour	5 <sup>th</sup> Hour	6 <sup>th</sup> Hour
1						
2						
3						
4						
5						
6						

## Zero Hr Class Timings for the Academic Year 2025-2026

<b>Hour</b>	<b>Time</b>	<b>Remarks</b>
<b>1</b>	8:30 am To 9:20 am	
<b>2</b>	9:20 am To 10:10 am	
	<b>10:10 am To 10:20 am</b>	<b>Prayer</b>
<b>3</b>	10:20 am To 11:10 am	
<b>4</b>	11:10 am To 12:00 pm	
	<b>12:00 pm To 1:10 pm</b>	<b>Zero Hour</b>
	<b>1:10 pm To 1:40 pm</b>	<b>Lunch</b>
<b>5</b>	1:40 pm To 2:30 pm	
<b>6</b>	2:30 pm To 3:20 pm	
<b>7</b>	3:20 pm To 4:10 pm	

## NOTES

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## NOTES

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## NOTES

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## COLLEGE ANTHEM

**With St. Francis as our guide  
We have wisdom on our side  
And we'll reach the plains of peace  
through love, through love  
And we'll reach the plains of peace  
through love.**

Learning brings its own reward  
And knowledge is the key  
Ideals we shall revere  
Minds pure and hearts sincere

Each college girl your flag unfurl  
Through service kindly shown  
We shall lead our country's children  
In a higher quest for truth

## Morning Assembly Themes

Monday – Students, Alumnae & their Families  
Tuesday – Staff & their Families  
Wednesday – Management  
Thursday – Benefactors & Well wishers  
Friday – Peace & Harmony in the Country

**Hand Book Compiled by**

Principal, Vice-Principal

**Dr. Rekha RJ**



**St. Francis**

College for Women  
Begumpet, Hyderabad-500016

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