St. Francis

College for Women

Begumpet, Hyderabad-500016

(Autonomous & Affiliated to Osmania University)

2021 — 2022

Francisian Hand Book

PERSONAL INFORMATION

PERSONAL INFORMATION

Name :.....

Roll No.:.....

Address:.....

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Mobile No.:.....

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E-mail: .....

Parent/Guardian No.:.....

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College Motto

"SNEHADA BUDDISHCHAYA SHANTISCHAYA"

WISDOM AND PEACE THROUGH LOVE

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 Principal Sr. Sandra Horta, our Vice Principal Sr. Sherly, our correspondent Sr. Mary Glory 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 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

Sr. 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 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 (1st Cycle)
UGC	:	College with Potential for Excellence (2004 – 2019)
NAAC	:	Reaccreditation at ‘A’ level, 2006
NAAC (2012)	:	Accreditation 3rd Cycle with CGPA of 3.46 out of 4
NAAC (2021)	:	Accreditation 4th Cycle with CGPA of 3.05 out of 4

Programmes	:	UG PG Ph.D. PG Diploma / Diploma Certificate Courses
No. of Departments	:	Arts - 11 Science - 13 Commerce - 5 streams BMS B. Voc
Student Strength	:	4383
Staff	:	Teaching – 176 Non-teaching – 96

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 Celebrations
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 Celebrations; 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 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 4th Floor to the main building

2013 : Signing MOU with American Consulate for starting 'American Corner', Introduction of B.Sc. Applied Nutrition, Completed 25 years of Autonomy

2014 : Sports Indoor Stadium Introduction of B.Voc. (IM) & B.Voc. (RM & IT) courses 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.

2021 : NAAC Re-accreditation at 'A' level

2021 : Ranked one among top 100 colleges in India by NIRF, MHRD Government of India.

: Extension of Autonomy Status

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 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 9th 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
Indian Heritage & Culture
Human Value Education
English Communication
Second Language or Modern Indian Language

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 support by a teacher/faculty member.

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
Dr. Sr. Sandra Horta Principal	Secretary
Dr. Meena Rajiv Chandawarkar Former Vice Chancellor, Karnataka State Women's University Vijayapura, Karnataka	UGC Nominee
Prof. V. Venkata Ramana Vice Chairman Telangana State Council for Higher Education Hyderabad	State Council Nominee
Prof. J. Savithri Dean, College Development Council Osmania University, Hyderabad	University Nominee
Ms. Shalini Deedayal Company Secretary	Special Invitee / Alumnae
Dr. Fr. Anthony SJ Principal Loyola Academy Degree & PG College Alwal, Secunderabad	Management Nominee/Educationist

Ms. Selina David Regional Director Hitachi Vantara	Management Nominee/ Industrialist
Sr. Mary Glory K Correspondent & Secretary,	Member
Dr. Sr. Sherly ED Vice Principal	Member
Sr. Rosy Chakiath College Treasurer	Member
Dr. Sr. Sujatha Yeruva Dept. of Computer Science	Member
Sr. Bridgit Joseph Province Treasurer	Member
Sr. Carmely Thaniyath Provincial Councilor	Member
Dr. Mallika Shetty HOD BMS	Dean Academics
Dr. Savitha Sukumar Dept. of Commerce	IQAC Coordinator
Dr. L N Shuba HOD Electronics	Controller of Exams
Ms. Rekha Jaichander Dept. of Mathematics	Senior Faculty
Ms. Margaret Selvaraj HOD Social Mgt.	Senior Faculty

Academic Council

Dr. Sr. Sandra S Horta	Principal & Convenor
Dr. Sr. Sherly ED	Vice-Principal
Dr. Mallika Shetty	Dean Academics & HOD BMS

Dr. Usha Praveena	Secretary, Academic Council
Ms. Saswati Majumdar	Asst. Secretary, Academic Council
Dr. Savitha Sukumar	IQAC Coordinator
Dr. L N Shuba	Controller of Exams & HOD Electronics
Dr. Uma Joseph	HOD History
Ms. Deepa Samuel	HOD Commerce
Dr. P. Lalitha	HOD Mathematics
Dr. D. Sumalatha	HOD Chemistry
Mr. Karthikeya	HOD Physics
Dr. Vijaya Gouri	HOD Telugu
Ms. Margaret Selvaraj	HOD Social Management
Dr. M. Shailaja Raj	HOD Microbiology
Dr. Vidya Jayaram	HOD Zoology
Ms. Padmasree	HOD Computer Science
Ms. Mary Kavitha	HOD Botany
Ms. T Shouni Niveditha	HOD Biotechnology
Ms. Kanchana Parijatham	HOD Biochemistry
Ms. Alice Esther	HOD Economics
Ms. Afshan Shireen	HOD Political Science
Dr. Ch. Yugandhar	HOD Statistics
Ms. Dhanalakshmi	HOD Environmental Studies
Ms. Manjiri Prashant	HOD Sanskrit
Ms. D. Rupali	HOD Public Administration
Ms. Geeta Kumari	HOD Psychology
Mr. P Clement Babu	HOD Mass Communication & Journalism
Dr. Surekha Chavan	HOD Hindi
Ms. Swetha Rachel	HOD French
Ms. Tabitha Romana C	HOD Nutrition
Dr. Subi Varghese	HOD B.Voc. (RM & IT)
Mr. Syed Farooq Kamal	HOD Physical Education
Ms. B. Geetha	Librarian
Dr. Sr. Sujatha Yeruva	PG Coordinator (Comp. Sc)
Ms. Rekha Jaichander	PG Coordinator (Maths)
Dr. R. Shiny	PG Coordinator (M.Com. Applied Finance)
Ms. Bhargavi	PG Coordinator (Chemistry)
Dr. P. Roselin	PG Coordinator (Microbiology)
Dr. K Anitha	PG Coordinator (Mass Communication & Journalism
Dr. Nandini Sanyal	PG Coordinator (Applied Psychology)
Ms. Geeta Gianchandani	PGD-HRM Coordinator

Lt. Marie Thomas	Placement Coordinator
Dr. Fr. Anthony SJ Principal, Loyola Academy	Educationist / Management Nominee
Dr. B Sreedhar Senior Principal Scientists IICT	Industry Representative
Ms. Rajita Singh Head-HR, Broadridge Financial Solutions Ltd.	Industry Representative
Prof. V. Appa Rao Dean, Faculty of Commerce, OU	University Nominee
Prof.K. Pratap Reddy Dean, Faculty of Science, OU	University Nominee
Prof. Chandrika K G Dean, Faculty of Management, OU	University Nominee
Prof.K .Narender Dean, Faculty of Social Sciences, OU	University Nominee
Prof. A. Karunaker 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

Dr. Sr. Sandra Horta	Principal
Sr. Mary Glory K	Correspondent & Secretary
Dr. Sr. Sherly ED	Vice Principal
Sr. Rosy Chakiath	College Treasurer
Ms. Shalini Deen Dayal	Nominee of the Governing Body
Dr. Mallika S Shetty	Dean Academics

Faculty Profile

FACULTY PROFILE (2021 – 2022)

Dr. Sr. Sandra S Horta – Principal – M.Sc. Ph.D.
Dr. Sr. Sherly ED – Vice Principal – M.Sc., Ph.D
Dr. Mallika Shetty – Dean Academics – M.Com., M.Phil., NET, Ph.D.

Faculty of Arts

Department of History

Dr. Uma Joseph (Associate Professor /Reader)	M.A., M.Phil., Dip. in Tourism Studies (IGNOU), Ph.D., Post Doctoral (Head of the Dept.)
Ms. Rooman Deb (Asst. Professor)	MA, NET (Ph.D)

Department of Political Science

Ms. 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.) (Ph.D)
Mr. Shafiq Ahmed (Lecturer)	M.A., NET, APSET (Ph.D)

Department of Economics

Ms. Alice Esther David (Asst. Professor)	M.A., NET, APSET, (Ph.D.) (Head of the Dept.)
Dr. K. Sirisha (Asst. Professor)	M.A., Ph.D.

Department of Psychology

Ms. Geetha Kumari S(Asst. Professor)	M.Sc., APSET, PGDPCS (Ph.D) (Head of the Dept.)
Dr. Nandini Sanyal (Asst. Professor)	M.Sc., NET, Ph.D.
Ms. K. Rajan Arupuda Mary (Asst. Professor)	M.Sc., (Applied Psychology), APSET, (Ph.D)
Ms. Krishnaveti Harshitha (Asst. Professor)	M.Sc. (Psy. Counselling), NET, (Ph.D)
Dr.Divya Sarah Lal (Asst. Professor)	M.Sc., M.Phil., Ph.D.
Ms. Amulya Kocherlakota (Asst. Professor)	M.Sc., APSET
Ms. Navya Suma (Asst. Professor)	M.Sc., M.Phil.
Ms. M Vinusha (Lecturer)	M.A. (Psy)

Department of English

Ms. X Stella Martina (Lecturer)	M.A., B.Ed., PGDELT, DCE (Ph.D) (Head of the Dept.)
Ms. Saswati Majumdar (Asst. Professor)	M.A, APSET
Ms. P.V.S. Lakshmi (Asst. Professor)	M.A., APSET
Dr. Sharmila Kunnu (Asst. Professor)	M. A., B.Ed., Ph. D
Dr. Reena Dewan (Asst. Professor)	M.A., Ph.D., PGCTE

Dr. Haritha Guduru (Asst. Professor)	M.A., Ph.D.
Ms. Bernadette A (Asst. Professor)	M.A., B.Ed., NET (Ph.D)
Dr. Smita Varghese (Asst. Professor)	M.A., M.Phil., Ph.D.
Dr. Ann Matthew (Asst. Professor)	M.A. M.Phil., Ph.D
Ms. B Medha (Asst. Professor)	M.A., SET, B.Ed.(Ph.D)
Dr. Aswathy Gopal (Asst. Professor)	M.A., M.Phil, Ph. D.
Dr. P Teja (Asst. Professor)	M. A., Ph.D
Mr. Jaydeep (Lecturer)	M.A., TS-SET, (Ph.D)
Ms. Carolyn (Lecturer)	M.A., M. Phil, SET, NET

Department of Social Management

Ms. Margaret Selvaraj (Asst. Professor)	M.S.W., NET/SLET, (Ph.D.) (Head of the Dept.)
Ms. Geeta Gianchandani (Lecturer)	M.S.W., Dip. in Counseling, Personal Trainer (AFAA- Aerobics and Fitness Association of America), Reebok Certified Trainer

Department of Mass Communication

Mr. P Clement Babu (Asst. Professor)	M.A., M.Sc., NET (Ph.D) (Head of the Dept.)
Dr. K. Anitha(Asst. Professor)	MCJ, M.Phil, APSET, Ph.D.
Ms. Angela (Lecturer)	M.A
Ms. Serah Vinodini (Lecturer)	M.A
Mr. K. Ravi Kumar (Asst. Professor)	M.A., M.Sc., NET, APSET & TSSET
Dr. Deepthi Krishna (Asst. Professor)	M.A., NET, Ph.D

Department of Languages

Dr. L.V. Vijaya Gouri (Asst. Professor)	M.A., M.Phil, NET, Ph.D. (Head Dept. of Telugu)
Dr. Sureka Chavan (Asst. Professor)	M.A., M.Phil., B.Ed., Ph.D. (Head Dept. of Hindi)
Ms. Priyambada Panda (Lecturer)	M.A., B.Ed.
Ms. Manjiri Prashant (Asst. Professor)	M.A. (Head Dept. of Sanskrit)
Ms. Sneha Kottawar (Lecturer)	M.A., D.Ed
Ms. Swetha Rachel (Lecturer)	M.A (French), M.Sc. (Microbiology), Diploma in French (DELF-DALF) (Head Dept. of French) (Ph.D)
Ms. Kirti Rao (Lecturer)	M.Sc. (Org. Chem), M.A (French) DALF-C1-Alliance Francaise

Department of Library

Ms. B. Geetha (Librarian)	MBA, MLISc. (Ph.D)

Department of Physical Education

Mr. Syed Farooq Kamal	M.A., M.P.Ed., M.Phil.,MA (Soc), MA (Eco), (Ph.D.) (Head of the Dept.)

Ms. Amita Daniel	B.P.Ed, M.P.Ed., TSSET (Ph.D)

Department of NCC

Lt. Marie Thomas	M.A.

Counselling Centre

Ms. Maurvi Kapoor Bhatia (Lecturer)	M.A. (Psychology)

Faculty of Commerce

Ms. Deepa Samuel (Asst. Professor) Dept.)	M.Com., SLET (Ph.D) (Head of the
Ms. S. Latha Subramaniam (Asst. Professor)	M.Com. (Ph.D)
Ms. A. Padmaja (Asst. Professor)	M.Com., M.Phil., (Ph.D.)
Dr. Vanisree T(Asst. Professor)	M.Com., M.Phil., Ph.D.
Ms. Hari Kalyani (Asst. Professor)	M.Com, LL.M, M.B.A., PG Diploma in Taxation, PG Diploma in IPR, TSSET(Ph.D)
Dr. R. Shiny (Asst. Professor)	M.Com., NET, Ph.D.
Dr. G.V. Sharada (Asst. Professor)	M.Com, M.B.A, M.Phil, APSET, NET, PGDHRM, Ph.D.
Dr. Savitha Sukumar (Asst. Professor) Ph.D.	M.Com., M.Phil, FCMA, JRF/NET,
Dr. S. Sunita (Asst. Professor)	M.Com., M.Phil., NET, Ph.D.
Ms. Vijayakumari K (Asst. Professor)	M.Com., M.Phil, APSET, (Ph.D)
Ms. Vijayalakshmi R (Asst. Professor)	M.Com, M.Phil., MBA, APSET, NET (Ph.D)
Ms. Kalyani Y(Asst. Professor)	M.Com., MBA, NET, PGDFM (Ph.D)
Ms. Manisha Kulkarni (Asst. Professor)	M.Com., APSET, MBA, (M.Phil) (Ph.D)
Ms. Lilly Kansal (Asst. Professor)	M.Com., M.B.A., M.Phil., (Ph.D.)
Ms. Latha G (Lecturer)	M.Com
Dr. Richa Mehta (Asst. Professor)	M.Com., M.Phil, Ph.D.
Ms. Nida Suleman (Asst. Professor)	M.Com., ICWA, NET, TSSET, (Ph.D)
Ms. CA Ramya (Lecturer)	M.Com., MBA, CA, (Ph.D)
Ms. Madhura Ayachit (Asst. Professor)	MBA, M.Com, TSSET, NET, (Ph.D)
Ms. P N Prashanti (Lecturer)	M.Com., PGDCA, (Ph.D)
Ms. Mary Jasmine James (Lecturer)	MBA, M.Com, (Ph.D)
Ms. Chandrakala V (Asst. Professor)	M.Com, NET, SLET
Ms. Ruchika Rani (Lecturer)	M.Com (Appl. Fin) (Ph.D)
Ms. Achini Neha	M. Com, TS-SET
Ms. S Alekhya	M. Com, UGC-NET

Faculty of Management

Department of BMS (Bachelor of Management Studies)

Dr. Mallika S Shetty (Asst. Professor)	M.Com. M.Phil. NET, Ph.D. (Head of the Dept.)
Ms. Mahnoor S (Asst. Professor)	MBA, NET, APSET, (Ph.D)
Ms. Augustina Alphonse (Lecturer)	MBA
Ms. Gabriella Angelina (Lecturer)	MBA, (Ph.D)
Ms. Sushmita Priyadarshini V	MBA, NET

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.)
Ms. Shalini William (Lecturer)	MBA, (Ph.D)
Mr. Venkatesh M (Lecturer)	MBA (UK), M.Sc. (Elec), MMM (Ph.D)
Ms. Vimal Singh	M. Com, PG DBA

Faculty of Sciences

Department of Chemistry

Dr. D. Sumalatha (Asst. Professor)	M.Sc., Ph.D. (Head of the Dept.)
Ms. Alina Jyothi (Assoc. Professor)	M.Sc.
Dr. Saritha Aduri (Asst. Professor)	M.Sc., B.Ed., Ph.D., TSSET
Ms. Shikha Chander (Asst. Professor)	M.Sc., M.Phil., APSET, B.Ed., (Ph.D.), PGDIPR
Ms. 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)
Ms. Lakshmi Madhuri (Asst. Professor)	M.Sc., PGDIPR., TSSET, (Ph.D)
Ms. Shruthy D Pattathil (Asst. Professor)	M.Sc. , APSET & TSSET, (Ph.D.)
Ms. Dhanya V (Asst. Professor)	M.Sc., B.Ed., NET, PGDIPR, (Ph.D)
Ms. Shravya Rao (Lecturer)	M.Sc., (Ph.D)
Ms. Prashanthi V (Asst. Professor)	M.Sc., TSSET, (Ph.D)
Dr. Sabiha Fatima (Asst. Professor)	M.Sc., B.Ed., Ph.D.
Dr. V. Radhika (Asst. Professor)	M.Sc., Ph.D., TSSET
Dr. Asha D (Asst. Professor)	M.Sc., M.Phil, PGDPCS, Ph.D.
Dr. E V L Madhuri (Asst. Professor)	M.Sc., M.C.A., TSSET, Ph.D.
Ms. Karuna K S	M.Sc. (Ph.D)
Dr. B. Uma Rani (Asst. Professor)	M.Sc., M.Phil, Ph.D
Dr. Ruchi Tejpal (Asst. Professor)	M.Sc., NET., Ph.D. (Post doc, GATE)
Dr. Priyanka Mangla (Asst. Professor)	M.Sc., NET., Ph.D.
Ms. Jhansi Mounika	M.sc., TSSET

Department of Physics

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

Department of Mathematics

Dr. P. Lalitha (Asst. Professor)	M.Sc., M.Phil., Ph.D. (Head of the Dept.)
Ms. Rekha Jaichander (Asst. Professor)	M.Sc., M.Tech, M.Phil. APSET, (Ph.D.)
Ms. Y. Suryavardhani (Asst. Professor)	M.Sc., M.Phil. (APSET & TSSET) (M.Sc Stat), (Ph.D)
Ms. Ramanjana (Lecturer)	M.Sc., Applied Maths, (Ph.D)
Ms. K Lavanya (Asst. Professor)	M.Sc., TSSET, (Ph.D)
Ms. Lavanya B (Lecturer)	M.Sc., (Ph.D)
Ms. A. Divya Hancyna (Lecturer)	M.Sc., B.Ed.
Ms. H. Lakshmi Mittipati (Asst. Professor)	M.Sc, APSET & TSSET, (Ph.D)
Ms. Sathyasri (Asst. Professor)	M.Sc., B.Ed, M.Phil
Ms. Priyanka Sahu (Asst. Professor)	M.Sc, B.Ed. (Ph.D)
Ms. Nivedha Bhaskar (Asst. Professor)	M.Sc, M.Phil. (Ph.D)

Department of Statistics

Dr. Ch. Yugandhar (Asst. Professor)	M.Sc., Ph.D. (Head of the Dept.)
Ms. G. Priyanka (Lecturer)	M.Sc.
Ms. Shruti Sagar (Lecturer)	M.Sc.

Department of Electronics

Dr. L.N. Shubha (Asst. Professor)	M.Sc. (Tech), PGDCS, M.Phil., APSET Ph.D. (Head of the Dept.)
Ms. Bulusu Sushma (Lecturer)	M.Sc., PGDCA (JNTUC) , (Ph.D)
Ms. Vanilakshmi V (Asst. Professor)	M.Sc. (Applied Elect), NET, (Ph.D)

Department of Computer Science

Ms. Padmasree (Asst. Professor)	M.Sc., (Elec), M.Sc. (IT), (Ph.D) (Head of the Dept.)
Ms. B. Kavitha (Lecturer)	MCA, (M.Phil), (Ph.D)
Ms. D.B. Rekha (Asst. Professor)	MCA, APSET, (Ph.D)
Ms. M. S. Sowjenya(Asst. Professor)	M.Sc., M.Phil.

Dr. Sr. Sujatha Yeruva (Asst. Professor)	M.Sc., Ph.D.
Ms. B Jyothi (Lecturer)	MCA, (Ph.D)
Ms. Prabhmeet Kaur (Lecturer)	MCA, (Ph.D)
Ms. Afeefa Noorain (Lecturer)	M.Sc., (Ph.D)
Ms. Khalida Tabassum (Asst. Professor)	MCA, TSSET, (Ph.D)
Ms. Shobana (Lecturer)	M.Sc., B.Ed. , (Ph.D)
Ms. Savithri (Lecturer)	M.Sc. Comp. Sc., M.Sc. Statistics, (Ph.D)
Ms. Navya Allam (Lecturer)	MCA
Ms. Parsi Kalpana (Asst. Professor)	MCA, M.Tech., APSET, (Ph.D.)
Ms. P Renuka (Lecturer)	MCA
Ms. D. Swetha (Lecturer)	M.Tech., MCA, (Ph.D)
Ms. Rajeshwari Pinjerla (Lecturer)	M.Sc (IS), M.Tech., (Ph.D)
Ms. Preethi Geetla (Lecturer)	MCA
Ms. R S Sumalatha	MCA

Department of Zoology

Dr. Vidya Jayaram (Asst. Professor)	M.Sc., Ph.D. (Head of the Dept.)
Dr. Jyothi Rani (Asst. Professor)	M.Sc., Ph.D., B.Ed., PGDCP,
Ms. Sangam Sravanthi (Asst. Professor)	M.Sc., APSET
Ms. X. Sheila Merlin (Lecturer)	M.Sc., B.Ed.

Department of Botany

Ms. Mary Kavitha (Asst. Professor)	M.Sc., B.Ed., SLET, PGDIPR, Advance Diploma in German (Head of the Dept.)
Dr. Basanti Chintapalli (Asst. Professor)	M.Sc., M. Phil, Ph.D.
Ms. Reena Manvitha (Lecturer)	M. Sc.

Department of Biochemistry

Dr. S Parijatham Kanchana (Lecturer)	M.Sc., Dip. in Advanced Bioinformatics, Dip. in Dietetics & Nutrition, Ph. D (Head of the Dept.)
Ms. S. Malathi Varma (Asst. Professor)	M.Sc., M. Phil, (Ph. D)
Dr. G. Sony (Asst. Professor)	M.Sc., M. Phil, Ph. D
Ms. Nikita Sharma (Lecturer)	M.Sc.

Department of Microbiology

Dr. M. Shailaja Raj (Asst. Professor)	M.Sc., CSIR-UGC JRF NET, Ph.D. (Head of the Dept.)
Dr. P. Roselin (Asst. Professor)	M.Sc., M. Phil., APSET, Ph.D.
Dr. Anitha Thomas (Asst. Professor)	M.Sc., M. Phil., Ph.D.
Dr. Gayathri Y (Asst. Professor)	M.Sc. M. Phil. Ph.D.
Ms. D. Sunita (Asst. Professor)	M.Sc., APSET, (Ph.D.)

Ms. Arsheen Tabassum (Asst. Professor)	M.Sc., M. Phil., NET, (Ph.D.)
Dr. Y V S Annapurna (Asst. Professor)	M.Sc., SLET, Ph.D.
Dr. B. Aruna (Asst. Professor)	M.Sc., Ph.D. Post Doc.
Ms. K. Swathi (Lecturer)	M.Sc.

Department of Biotechnology

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

Department of Environmental Studies

Ms. G Dhanalakshmi (Asst. Professor)	M.Sc, APSET, NET., M.Ed., (Ph. D)

Department of Nutrition

Ms. Tabitha Ramona (Lecturer)	M.Sc., PGD in Nutrition, (Ph. D) (Head of the Dept.)
Ms. Patricia Michael (Asst Professor)	M.Sc., NET, (Ph. D)
Ms. Indu Bhargavi (Lecturer)	M.Sc.

SPORTS COACHES

1. Mr. K R Vijayanand	Volley Ball
2. Mr. Y Nagandar Goud	Table Tennis
3. Mr.MD Nayeemuddin	Basket Ball
4. Mr. S Shiv Kumar	Hand Ball
5. Mr. J Padma Rao	Chess
6. Mr. Anand Kumar	Carroms
7. Mr. A Karupannan	Badminton
8. Mr. P Venkatesh	Martial Arts

CERTIFICATE COURSE

1. Fr. Joseph Manohar
2. Mr. Gorden Moris
3. Mr. Shamsuddin
4. Ms. Jaya Agarwal
5. Mr. Stanley

OPEN ELECTIVE

1. Mr. Atul Kumar

SILVER JUBILARIANS OF THE YEAR 2021 – 22

1. Ms. Rekha Jaichander (Asst. Professor) (Mathematics)

Non -Teaching Staff

Administration Department

Sr. Mary Glory Correspondent / Secretary
Mr. M.B. Srinivas
Ms. Suchitra
Ms. Jayasheela
Ms. Racheal Daniel
Ms. Linnette
Ms. Fathima PLS
Ms. Kameshwari
Mr. A Srikanth
Ms. K Saritha

Accounts Department

Sr. Rosy Chakiath College Treasurer
Ms. Anjali
Ms. Renuka
Ms. Y.J. Lavanya

Library Department

Ms. Geetha Librarian
Ms. Lilly Dororthy
Ms. Padmini
Ms. Arokiya Mary
Mr. Paulus
Ms. C Kavitha
Ms. Rameshwari

Exam branch

Ms. D. Vajramani
Ms. Maruthi
Ms. Natalia
Ms. Veena Velangani
Ms. Maheshwari
Mr. Shashidhar
Mr. Vijay Kumar
Mr. Gulshan Nag

Laboratories

Lab. Assistants

Mr. Devender	Botany Lab.
Ms. Karuna	Zoology Lab.
Mr. Ranga Rao	Chemistry Lab.
Ms. D. Radha	Chemistry Lab.
Ms. Maria Goretti	Chemistry Lab.
Mr. Anil Kumar	Physics Lab
Ms. Swetha	Biochemistry Lab.
Ms. Swaroopa Rani	Biotechnology Lab.
Ms. Leena Agnes	Microbiology Lab.
Ms. Priscilla	Microbiology Lab.
Ms. S Anuradha	Nutrition Lab,
Ms. Susan Mary	Computer Lab.
Ms. Ch. Yamuna Raj	Computer Lab.
Ms. Maria A	Computer Lab.
Mr. Nihal Leonard D'Souza	Computer Lab.
Mr. Abhishek	Computer Lab.
Ms. Uma Patel	Psychology Lab.
Ms. Veena	Psychology Lab.
Mr. K. Sridhar	Technician Multimedia
Mr. Ram	Asst. Technician Multimedia

IT Services

Mr. Krishna Murthy	Technical Officer/ Systems Manager
Mr. Kiran Kumar	Asst. Technical Officer
Mr. Shravan K	
Mr. Glady Thomas	

Stores

Sr. Sagar Mary – Incharge
Ms. Margaret

General Staff

Mr. Jagadishwar	Graphic Designer & Photographer
Ms. Leena Mary	Sports
Ms. Mary Dias	Receptionist
Mr. Ch. Joseph Vijay	Electrician
Mr. Ravi	Asst. Electrician
Ms. K. Sumathi	Nurse

Administrative Support Staff

Mr. Chamber Singh	Office
Mr. M. Murali Krishna	Office
Mr. Shashidhar	Exam Branch

Lab. Support Staff

Ms. Sunitha	Botany
Ms. Anuradha	Zoology Lab.
Ms. Roopa	Chemistry
Mr. Jagannadha Rao	Chemistry
Ms. G Manjula	PG Chemistry
Ms. Shobha Rani	Biochemistry
Ms. Lalitha	Microbiology
Ms. Kavitha	Microbiology
Ms. Tresa David	Biotechnology
Ms. Rajeshwari	Computer Lab.
Ms. Shivarani	Psychology
Mr. Ramulu	Sports
Mr. Bhaju	Sports
Ms. Tara	Library

House Keeping Staff

Mr. Md. Myan
Mr. Prem Kumar
Mr. Syed Pasha
Ms. Padma
Ms. Latha
Ms. Nasreen
Ms. Hemalatha
Ms. Fatima
Ms. Mehraj
Ms. Haleema
Ms. Afsari
Ms. Machala Renuka
Ms. A. Sahaya Mary
Mr. Chada
Mr. Jagantaiah
Mr. Goverdan
Ms. B. Parvathi
Ms. Aysha Khatoon
Ms. Shabana
Mr. Hari Bahadur
Mr. Krishna

LIST OF COMMITTEES 2021 – 2022

1. Board of Management of St. Francis College

Registered Society (Registration No. 716/2005)

Dr. Sr. Alphonsa Vattoly	President
Dr. Sr. Sandra Horta	Principal (Vice-President)
Sr. Mary Glory K	Correspondent & Secretary
Dr. Sr. Sherly ED	Vice-Principal (Member)
Sr. Rosy Chakiath	College Treasurer
Sr. Carmely Thaniaath	Member
Sr. Bridgit Joseph	Member
Dr. Sr. Sujatha Yeruva	Member

2. Members Appointed by the Board of Management

Dr. Mallika S Shetty	Dean Academics
Dr. L.N. Shuba	Controller of Examination
Ms. Afeefa	Addl. Controller of Exams
Dr. Savitha Sukumar	IQAC Coordinator
Ms. Geeta Gianchandani	PGDHRM
Ms. Priyanka Musulay	PGD Counselling
Ms. Latha G	Dean – Student Affairs (Commerce)
Dr. Surekha Chavan	Dean – Student Affairs (Arts)
Ms. Ramanjana K	Dean – Student Affairs (Science)
Ms. Rekha Jaichander	Dean – Student Affairs (PG)

3. College Council

Principal
Vice Principal
Correspondent
Dean Academics
IQAC Coordinator
All HODs

4. Staff Representatives – Governing Body

Ms. Rekha Jaichander	Governing Body Member
Ms. Margaret Selvaraj	Governing Body Member

5. Academic Council

Dr. Usha Praveena	Academic Council – Secretary
Ms. Saswati Majumdar	Asst. Secretary

6. IQAC

Dr. Savitha Sukumar	Coordinator
Dr. P Roselin	Asst. Coordinator

7. PG Coordinators

Ms. Rekha Jaichander	M.Sc. Mathematics
Dr. Sr. Sujatha Yeruva	M.Sc. Computer Science
Dr. R. Shiny	M.Com. Applied Finance
Dr. P Roselin	M.Sc. Microbiology
Ms. Bhargavi	M.Sc. Organic Chemistry
Dr. K Anitha	M.A. Mass Communication
Dr. Nandini Sanyal	M.Sc. Applied Psychology

8. Academic Audit Cell

Dr. P. Lalitha	Coordinator
Dr. Uma Joseph	
Ms. Latha Subramaniam	
Ms. Deepa James	
Dr. Shailaja Raj	
Dr. Mallika S Shetty	
Dr. R Shiny	
Dr. Savitha Sukumar	
Dr. L.N. Shubha	
Ms. Alice	
Dr. Subi Varghese	
Dr. Nandini Sanyal	

9. Staff Grievance Redressal Cell

Sr. Mary Glory	Correspondent
Dr. Sr. Sandra Horta	Principal
Dr. Sr. Sherly ED	Vice-Principal
Dr. Mallika S Shetty	Dean Academics
Dr. Savitha Sukumar	IQAC Coordinator
Dr. Uma Joseph	Senior Lecturer

10. Students Grievance Redressal Cell

Dr. Sr. Sandra Horta	Principal
Dr. Sr. Sherly ED	Vice Principal
Dr. Mallika Shetty	Dean Academics
Dr. L.N. Shuba	Controller of Exams
Dr. Savitha Sukumar	IQAC Coordinator
Dr. Uma Joseph	Senior Lecturer
Dean Student Affairs	
Concerned Class Mentors	

11. Internal Quality Assurance Cell (IQAC)

Dr. Sr. Sandra Horta	Chairperson, Principal
Dr. Sr. Sherly ED	Senior Administrative Officer
Sr. Mary Glory	Management
Sr. Rosy Chakiath	Senior Administrative Officer
Dr. Mallika Shetty	Faculty
Dr. P Roselin	Faculty
Ms. Latha G	Faculty
Dr. Surekh	Faculty
Ms. Ramanjana K	Faculty
Ms. Rekha RJ	Faculty
Lt. Marie Thomas	Placement Officer
Ms. Suchithra	Office Staff
Mr. Pavan Kumar Pillalamarri	Nominee – Local Society
Ms. Aditi Mammen	Student Representative
Ms. Shimron Diana	Student Representative
Ms. Sindhu Reddy, CEO of IRFW	Industry Nominee
Ms. Vinodhini, Senior Analyst, DuPont Sustainable Solutions	Alumnae Representative
Dr. Joveeta Joseph, Microbiogist LV Prasad Eye Institute	Stake Holder
Prof. Vidya Rajesh	Stake Holder
Mr. Anubhav Tiwari, Head, Community Corporate Initiative & Outreach, IIIT, Hyderabad	Stake Holder
Dr. Savitha Sukumar	IQAC Coordinator

12. Francisian Handbook Committee

Dr. Sr. Sandra Horta	
Dr. Sr. Sherly ED	
Ms. Rekha R Jaichander	Coordinator

13. Prospectus Committee

Dr. Anitha Thomas	Coordinator
Ms. B. Jyothi	

14. Magazine Committee

Ms. X. Stella Martina	Coordinator
Dr. Vijaya Gouri	
Ms. Kirti Rao	
Ms. Sneha Kottawar	
Ms. Priyambada	
Dr. Ann Matthew	
Mr. Jagdeeswar Gatla	

15.Convocation Committee

Ms. Latha Subramanian	Coordinator
Dr. L N Shubha	
Ms. Afshan	
Dr. Sushmitha	

16.IT Services

Ms. Afeefa Noorain	Exams
Ms. Shobana	Time Table
Ms. Kalpana P	Admission
Mr. Shravan	
Mr. Glady	

17.Website & Social Media Maintenance Committee

Ms. Prabhmeet Kaur
Ms. M Sowjenya
Ms. Sinjini
Ms. Nikita
Ms. Chandrakala
Mr. Glady

18.Reporting for All Events

Ms. R. Vijayalakshmi	Coordinator
Ms. V. Gayathri	
Ms. D Swetha	
Dr. Smitha Varghese	
Ms. Mahnoor Sahrash	
Ms. Madhura	
Mr. Ravi Kumar	
Mr. Jagadish	

19.Record Keeping of Minutes of All Staff Meetings

Deans Student Affairs

20.NSS PO's

Dr. Saritha Aduri	(Science)
Ms. Rooman Deb	(Arts)
Ms. Vijayakumari K	(Commerce)
Ms. Rajeshwari Pinjerla	(Science)

21.College Choir

Ms. Bernadette A	Coordinator
Ms. Angelina	
Ms. Mary Dias	

22. Campus Ministry Committee

Dr. Sr. Sherly ED –	Coordinator
Sr. Sagar Mary	
Ms. Vijayakumari K	
Ms. Patricia Michael	
Ms. Shiela Merlin	

Face club Staff Co-ordinators

Ms. Shalini William	Co-ordinator
Ms. Swathi	
Dr. Sony	

23. Natale Committee

Ms. Sharmila Kunnu	Coordinator
Ms. Mary Anthony	
Ms. Swathi	
Ms. Shalini	
Dr. Sony	
All Christian Staff	

24. Value Education Cell

Dr. Jyothi Rani	Coordinator
Ms. Shouni Niveditha	
Ms. Mary Jasmine	

25. Admission Committee

Ms. Gayathri	Admission Officer
Ms. Parsi Kalpana	Admission Officer (IT)
Ms. Navya	Admission Officer (IT)
Ms. Manjiri	Cultural
Ms. Sravanthi	SC/ST
Ms. Sheila Merlin X	SC/ST
Ms. Amitha	Sports
Lt. Marie Thomas	Sports
Sr. Rosy Chakiath	Finance Officer
Ms. Rachael	Additional Admission Officer
Ms. Linette	
Ms. Saritha	
Ms. Mary Dias	

<u>Verification In charge :</u>

Arts	Ms. Rajeshwari & Ms. Sowjenya
Commerce	Ms. Renuka & Ms. B Jyothi
BMS & B. Voc	Ms. Tabassum

Life Science	Ms. Swetha & Ms. R S Sumalatha
Physical Science	Ms. Savithri

26. Orientation for Parents / Students

Ms. Deepa James — Coordinator
Department of Commerce

27. Freshers Welcome & Farewell

Mr. Clement — Coordinator
Department of Mass Communication
Deans of Student Affairs

28. Faculty Development Cell

Ms. Latha Subramaniam — Coordinator
Ms. Alina Jyothi
Ms. Kavitha B
Ms. Mary Anthony
Dr. Vidya Jayram
Ms. S Geeta Kumari
Dr. Subi Varghese

29. Faculty Research Cell

Dr. Vanisree Talluri	Commerce	Coordinator
Ms. Afshan	Arts	
Dr. B. Aruna	Science	
Dr. Ruchi Tejpal	Science	

30. Examination Committee

Dr. Sr. Sandra Horta	Principal – Chief Controller of Exams
Dr. Sr. Sherly ED	Vice-Principal – Asst. Chief Controller of Exams
Dr. L N Shuba	Controller Incharge of Exams
Ms. Afeefa	Addl. Controller of Exams
Ms. Lily	
Ms. Swetha Rachel	
Ms. Shravya	
Ms. Preethi G	
Dr. B. Aruna (PG)	
Dr. Richa Mehta (PG)	

31. Remedial Instruction

Dr. S. Sunita	(Commerce)	Coordinator
Ms. Savithri	(Comp. Sc.)	
Ms. K. Lavanya	(Maths)	
Dr. EVL Madhuri	(Chemistry)	
Ms. G. Priyanka	(Statistics)	
Ms. Stella Martina	(English)	

32. Celebration of National Festivals

Department of BMS & B.Voc
Departments of Sports / NCC / NSS

33. Women's Cell

Ms. Shikha Chander	Coordinator
Ms. Suryavardhini	
Ms. Deepa Switha	
Ms. Devy	
Ms. Manisha	

34. Educational Study Tours

Dr. Mallika Shetty	Coordinator

All HODs Coordinated by Vice Principal & Dean Academics

35. Centre for International Studies

Dr. Reena Dewan	Coordinator
Dr. Shailaja Raj	
Ms. Geeta Kumari	
Mr. Ravi Kumar	
Ms. Nida Suleman	
Ms. Swetha Rachel	

36. IPR Cell

Ms. Harikalyani	Coordinator
Ms. Dhanya V	
Dr. Y V S Annapurna	
Ms. Laksmi Madhuri	

37. Alumnae Committee

Principal
Vice Principal

Ms. Deepa Narne	President
Ms. Manasa Mahathi	Vice President
Ms. Archana Suresh	General Secretary
Ms. Snigdha Yalamanchila	Treasurer
Ms. IshaniGhotikar (Life Science)	Member
Ms. Catherine Kirk Naidu (Life Science)	Member
Ms. Kirthana (Physical Science)	Member
Ms. Hima Bindu (Physical Science)	Member
Ms. M. Sindhu Reddy (B Voc)	Member
Ms. Nishita A (BMS)	Member
Ms. M Amrutha Devi (Commerce)	Member
Ms. Suma Shreya Kaashyap (Commerce)	Member

Ms. Shraddha (B.A.) Member
Ms. Ramya Munjuluri (B. A.) Member

38. Sports Committee

Mr. Syed Farooq Kamal Coordinator
Ms. Amita Daniel
Ms. Mary Antony
Ms. Madhura Ayachit

39. Cultural Committee

Ms. Manjiri Prashant Coordinator
Dr. Vanisree Talluri
Ms. Lakshmi Madhuri
Ms. Malathi Varma
Ms. Lilly Kansal

40. Institutional Ranking Committee

NIRF

Dr. Uma Joseph Coordinator
Dr. Mallika Shetty
Dr. Savitha Sukumar
Dr. P Roselin

INDIA TODAY

Ms. Margaret Selvaraj Coordinator
Dr. Sinjini
Dr. Vanisree
Ms. Hari Kalyani
Dr. Anitha Thomas
Ms. Ramanjana
Ms. Fathima – Documentation Assistant

41. Yuvaflare Inter College Fest Committee

Ms. Reena Dewan Coordinator
Ms. Prabhmeet Kaur
All Club Coordinators

42. Career Guidance Placement Cell

Ms. Marie Thomas
Ms. Mahnoor
Ms. Arpuda

43. Media Network Committee

Dept of Mass Communication

44.Audio Visual Committee

Ms. Jyothi B	Coordinator
Mr. Shravan	
Mr. Glady	

45.Health Centre

Ms. Kanchana
Dept of Biochemistry

46.Canteen Committee

Ms. Tabitha	Coordinator
Dept. of Nutrition	
Ms. Dhanalakshmi	

47.Water Potability Testing Committee

Dept. of Biochemistry + Microbiology + Biotechnology - Lab Staff

48.Syllabus Review Committee

Principal	
Vice Principal	
Dean Academics	Coordinator
Dr. Uma Joseph	
Ms. Latha Subramaniam	
Dr. Shailaja Raj	

49.Institutional Social Responsibility Committee

Dr. Uma Joseph	Coordinator
NSS POs	
Ms. Mary Jasmine (B. Com)	
Ms. D Rupali (B.A.)	
Dr. Saritha Aduri – SPOC (Swarnojwala)	
Mr. Venkat –SPOC (Vajrojwala)	

50.IQAC Core Committee

Principal	
Vice Principal	
Dr. Savitha Sukumar	IQAC Coordinator
Dr. P Roselin	IQAC Asst. Coordinator
Dr. Mallika S Shetty	Criterion 1
Ms. Kanchana	Criterion 2
Dr. Shailaja Raj	Criterion 3
Dr. Anitha K	Criterion 4
Ms. Vijayalakshmi	Criterion 5
Ms. Alice	Criterion 6
Dr. Shiny	Criterion 7

IQAC Working Committee

Criteria 1 – Ms. D B Rekha, Dr. Nandini, Ms. Y Kalyani, Ms. B Prashanthi
Criteria 2 – Ms. Nida, Ms. Swetha Rachel, Ms. Shalini, Ms. Shravya, Ms. Vanilakshmi, Ms. Rachel
Criteria 3 – Dr. Usha Praveena, Dr. Vanisree, Ms. Gayathri, Ms. Afshan
Criteria 4 – Ms. Kavitha B, Dr. Haritha, Ms. Geetha (Lib), Mr. Krishnamurthy
Criteria 5 – Dr. Saritha A, Ms. Latha G, Ms. Angela, Ms. Amitha, Ms. Arupuda, Ms. Leena
Criteria 6 – Ms. Latha S, Dr. Jyothi Rani, Ms. Jyothi B, Ms. Lavanya
Criteria 7 – Ms. Deepa Switha, Ms. Vijaya Kumari, Ms. Rooman, Ms. Madhura

51.Innovation Hub

Mr. Venkatesh Mutyala — Coordinator
Ms.P N Prashanthi B

52.Student Induction Programme (SIP)

Dr. Jyothi Rani — Coordinator
Ms. Shalini
Ms. Afshan

53.Anti-Ragging and Anti- Sexual Harassment Committee

Principal
Vice Principal
Dr. Uma Joseph
Dean
Dean Student Affairs

54.Institutional Support for Hostelers

Ms. Geeta Gianchandani — Coordinator
Ms. Patricia
Ms. Manisha Kulkarni
Ms. Augustina Alphonse

55.Disaster Management / COVID Cell

Ms. Margaret
Ms. Geeta Gianchandani
Dr. Usha Praveena
Ms. Vijayakumari

56.e-learning Cell

Dr. P Lalitha — Coordinator
Ms. Padmashree
Dr. Anitha

Mr. Sridhar
Mr. Ram

57.Time Table Committee

Ms. Shobana Coordinator
Ms. A Padmaja
Dr. Haritha G
Ms. Nikitha

58.Student Scholarship Committee

Dr. Subi Varghese Coordinator
Dr. Sirisha
Dr. G V Sharada
Ms. Tabassum
Mr. Srikanth

59.Outcome Base Education Committee (OBE)

Dr. L N Shubha
Ms. Afeefa
Ms. Kanchana (B.SC)
Dr. Vanishree (B. Com)
Dr. Sirisha (B. A.)
Ms. Mahnoor (BMS)

60.Alumnae SPOC from Departments

Arts – Ms. Angela
Commerce – Ms. Jasmine
BMS / B. Voc – Ms. Angelina
Physical Science – Ms. Sowjenya
Life Science – Ms. Mini Fernandes

Mentors for BA Faculty – 2021 – 2022

BA I

Class	Teacher
HLP	Dr. Smitha V
HPP	Ms. Rupali
EPP	Ms. Manjiri
EPS	Ms. Margaret
PLP	Ms. Priyambada Panda
PPP	Ms. Arpuda Mary
MLP	Ms. Kirthi Rao
MLS	Dr. Reena Dewan

BA II

Class	Teacher
HLP	Ms. Afshan
HPP	Ms. Rooman
EPP	Ms. Alice David
EPS	Dr. Sirisha
PLP	Ms. Bernadette
PPP	Ms. Geetha K
MLP	Dr. Ann Mathew
MLS	Ms. Geetha G

BA III

Class	Teacher
HLP	Ms. Swaswati M
HPP	Mr. Shafiq Ahmed
EPP	Ms. Swetha Racheal
EPS	Dr. Surekha
PLP	Ms. Stella Martina
PPP	Dr. Sinjini B
MLP	Ms. Angela
MLS	Mr. Ravi Kumar

Mentors for Science Faculty – 2021 – 2022

Class	Combination	Faculty-in-charge
B.Sc. I A	○ BZC ○ Biotech/Zoo/Chem	○ Dr. Jyothi Rani ○ Ms. Mini Fernandes
B.Sc. I B	○ MPC ○ MPCs	○ Ms. Suryavardhini ○ Ms. Devy
B.Sc. I C	○ Micro/Biochem/Chem ○ Micro/Biotech/Chem	○ Ms. Kanchana ○ Ms. Shouni Nivedita
B.Sc. I D	○ M/Stat/Cs	○ Ms. Sruthi Sagar
B.Sc. I E	○ M/E/Cs	○ Ms. Sushma
B.Sc. I F	○ Biochem/CAP/Chem ○ Biochem/Biotech/Chem	○ Ms. B Jyothi ○ Ms. Prashanthi V
B.Sc. I N	○ Nut/Zoo/Chem ○ Nut/Bot/Chem	○ Ms. Patricia ○ Ms. Karuna
B.Sc. I H		○ Ms. Prabhmeet

B.Sc. II A	○ BZC ○ Biotech/Zoo/Chem	○ Dr. Basanti ○ Ms. Sheila Merlin X
B.Sc. II B	○ MPC ○ MPCs	○ Ms. EVL Madhuri ○ Ms. Renuka
B.Sc. II C	○ Micro/Biochem/Chem ○ Micro/Biotech/Chem	○ Ms. Sony ○ Ms. Arsheen Tabassum
B.Sc. II D	○ M/Stat/Cs	○ Ms. Priyanka
B.Sc. II E	○ MECs	○ Ms. D B Rekha
B.Sc. II F	○ Biochem/CAP/Chem ○ Biochem/Biotech/Chem	○ Ms. Rajeshwari ○ Dr. V Radhika
B.Sc. II N	○ Nut/Zoo/Chem ○ Nut/Bot/Chem	○ Ms. Tabitha ○ Dr. A. Saritha
B.Sc. II H		○ Ms. Sowjenya

B.Sc. III A	○ BZC ○ Biotech/Zoo/Chem	○ Ms. Sravanthi ○ Ms. Lakshmi Madhuri
B.Sc. III B	○ MPC ○ MPCs	○ Ms. Ramanjana ○ Ms. K. Lavanya
B.Sc. III C	○ Micro/Biochem/Chem ○ Micro/Biotech/Chem	○ Ms. Shika Chander ○ Dr. Anitha Thomas
B.Sc. III D	○ MSCs	○ Ms. B Kavitha
B.Sc. III E	○ MECs	○ Ms. B. Lavanya
B.Sc. III F	○ Biochem/CAP/Chem ○ Biochem/Biotech/Chem	○ Ms. Malathi ○ Ms. Dhanya
B.Sc. III N	○ Nut/Zoo/Chem ○ Nut/Bot/Chem	○ Ms. B. Prashanthi ○ Ms. Shravya Rao
B.Sc. III H		○ Ms. Afeefa

Mentors for Commerce Faculty – 2021 – 2022

Class	Faculty-in-charge
B.Com I (A & F)	Ms. Vijaya Kumari
B.Com I (H)	Ms. Ruchika
B.Com I (CAP)	Ms. Manisha
B.Com I (IPP)	Ms. Ramya
B.Com I (IB)	Ms. Chandrakala

B.Com II (A&F)	Dr. Sharada
B.Com II (H)	Ms. Vijayalakshmi
B.Com II (CAP)	Ms. Prashanthi
B.Com II (IPP)	Ms. Lilly
B.Com II (IB)	Ms. Y Kalyani

B.Com III (A & F)	Ms. Jasmine
B.Com III (H)	Ms. Madhura
B.Com III (C)	Dr. Sunitha S
B.Com III (IPP)	Ms. Padmavathi
B.Com III (IB)	Ms. Latha G

Mentors for Management Faculty – 2021 – 2022

Class	Faculty-in-charge
BMS III	Ms. Mahnoor
BMS II	Ms. Angelina
BMS I	Ms. Augustina
B.Voc. III (RM & IT)	Ms. Shalini
B.Voc. II (RM & IT)	Mr. Venkat
B.Voc. I (RM & IT)	Dr. Subi Varghese

Mentors for PG Faculty – 2021 – 2022

Class	Faculty-in-charge
M.Com (Appl. Finance) II	Dr. Shiny
M.Com (Appl. Finance) I	Dr. Richa
M.Sc. (Micro) II	Dr. Aruna
M.Sc. (Micro) I	Ms. Annapurna
M.Sc. (Org. Chem) II	Dr. Sushmita
M.Sc. (Org. Chem.) I	Dr. Sabiha Fatima
M.Sc. (Mathematics) II	Ms. Rekha J
M.Sc. (Mathematics) I	Ms. H Lakshmi
M.Sc. (Computer Science) II	Ms. Tabassum
M.Sc. (Computer Science) I	Ms. P Kalpana
M.Sc. (Appl. Psychology) II	Dr. Divya Sarah Lal
M.Sc. (Appl. Psychology) I	Dr. Nandini
M.A. (Mass Comm. & Journalism) II	Dr. K Anitha
M.A. (Mass Comm. & Journalism) I	Mr. Clement

Faith Formation Teachers 2021 – 22

S.No.	Name	Class
1.	Mr. Ravi (Mass Comm)	BA I A
2.	Ms. Arpuda Mary (Psy)	BA I B
3.	Ms. Bernedetta	BA II A
4.	Ms. Alice (Eco)	BA II B
5.	Ms. Stella Martina (Eng)	BA III A
6.	Ms. Margaret (Social Mgmt)	BA III B
7.	Ms. Sheila (Zoo)	B Sc (1,2,3)A
8.	Ms. Saritha A(Chem)	B Sc (1,2,3)B
9.	Ms. Asha D (Chem)	B Sc (1,2,3)C
10.	Ms. Navya (Csc)	B Sc (1,2,3)D
11.	Ms. Swetha D (Csc)	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
15.	Ms. Angelina (BMS)	B Com II
16.	Ms. Jasmine (Com)	B Com III
17.	Ms. Augustina (BMS)	BMS 1,2 & 3
18.	Ms. Shalini (B Voc)	B Voc 1,2 & 3
19.	Ms. Angela (Mass Comm)	P.G.

GENERAL INFORMATION

College timings :

8.20 a.m - 2.00 p.m - UG Programmes (B.Com, B.M.S, B.Voc (RM&IT) , B.A III)
- PG Programmes (Computer Science, Mathematics, Commerce,
Microbiology, Mass Communication and Psychology)

9.10 a.m - 3.10 p.m - B.A II and B.Sc II

10.20 a.m - 4 p.m - B.A I , B.Sc I , B.Sc III , PG (Chemistry)

9.20 a.m - 10.10 a.m - All certificate courses

Administrative office timings:

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

Lunch break : 12.30 p.m – 1.00 p.m – Phase I
1.00 p.m – 1.30 p.m – Phase II

Timings to meet Principal

Students : 2 p.m - 3 p.m

Parents : 3 p.m - 4 p.m

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 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.

- Charging of cell phones or laptops in college premises is forbidden.

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.

- 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 Dean Student affairs, 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 Dean Academics 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) and NCC, Physical Education instructors , Deans of Student affairs , faculty coordinators of student clubs and HoDs are the only authorised 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 comprise of 2 components i.e Continuous Assessments (40 marks) and Semester-end examination (60 marks)

- Continuous assessments will have a written test (20 marks) of 1 hour duration which will be held on scheduled dates as given in the Francisian hand book. **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 20 marks, faculty uses appropriate methodologies like assignment ,book reviews, seminars, group discussion, mini -project, laboratory work among others.

- 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 the doors are closed.

	Credits	**Continuous assessment**	**Semester-end examination**	**Duration of the semester-end examination**
UG courses	3/4/5	40 marks	60 marks	2 hours
PG courses	3/4/5	40 marks	60 marks	2.5 hours
Courses with maximum 50 marks	2	20 marks	30 marks	1 hour
Courses with maximum 25 marks	1	Not applicable	25 marks	1 hour

	Evaluation by Internal examiners	**Evaluation by External examiners**	**Semester-end examination**
Practical courses	Semester I ,III & V (UG) Semester I & III (PG)	Semester II ,IV & VI (UG) Semester II & IV (PG)	2 hours for 50 marks

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

Malpractice

- A student is 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.

- A committee comprising of the Principal, Controller of Examinations and the concerned Invigilator will investigate cases of malpractice.

- In case of malpractice during continuous assessments , the student found guilty by the committee will be awarded zero marks in the concerned paper. In case semester-end examinations ,the paper during the exam which the malpractice was detected as well all subsequent papers will be 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 to be held in the even semester only

- Semester backlog examinations can be taken only three times for a subject under the same syllabus. Thereafter the student will have to repeat the examination under the revised syllabus, if the syllabus is revised.

- To be awarded I / II division 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 backlog candidates. No division will be awarded.

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 semester / four semester 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 (4th week in a 15 week semester) under any circumstances. The cut-off date for granting re-admission shall be reckoned from the date of commencement of classes for different courses as per the almanac of the College.

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 students 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

Psychological Counseling Cell

The College has a Counselor available at all times during the college hours. Counseling Cell Services in the area of guidance and counseling have been availed by a number of students, parents and staff of the college. Group counseling and individual (one on one) counseling services are provided and the sessions are offered in privacy and strict confidentiality.

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.

Companies visiting us for Placements to name a few – Deloitte, Amazon, Wipro, Cognizant, IKS Health, Delhi Public School, Regalix, Qualcomm, Fit Kids, Hunger Box, Uber, HGS, IBM, Tech Mahindra, KPMG, Artesium, D.E. Shaw etc.

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 practicing managers
- Coaching classes organized by TIME
- Campus interviews by leading Companies

Grievance Redressal Cell

The college has a grievance redress cell, consisting of Principal, Vice Principal, Dean Academics, 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 Grievances 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 have responded enthusiastically in terms of sharing their expertise for the benefit of students. They have offered to be guest lecturers and share their expertise with the students. They have also extended 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 fail or absent for the exam.

St. Francis Alumnae Association

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 counselors
- 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

Our Golden Jubilee year saw the launch of a very successful rural student adoption programme Swarnojwala, that has been sustained till date .
We have launched our ambitious Village adoption programme – Vajrojwala .Yedulapur village in Medak district has been identified as the beneficiary .We hope to be able to adopt and help in the development of needy villages in the coming years.
Daan utsav– the joy of giving week -is our way of expressing our gratitude to the society that has given us the love and respect we enjoy. This Spirit of generous outreach pervades every single member of the college – whether it is the student clubs adopting a social project to work on during the year or the alumnae and staff raising funds for disasters & calamities, the college stands united in this commitment to social justice and charity.

EXTRA CURRICULAR ACTIVITIES WITH CREDITS

NSS / NCC / SPORTS

The focus of the college being all-round development of students, the college endeavors to channelize youthful energy and potential to instil in them the spirit of community service through their involvement in NSS, NCC and Sports. The students have to opt for any one of these activities and put in a minimum of 60 hours of work to be eligible for the award of degree. Such participation is awarded one credit at the end of the undergraduate programme.

National Social Service (NSS)

The college has the unique distinction of being the recipient of 4 National awards by the Government for NSS in the very year of the inception of the awards. The college attempts to instill in the students the spirit of community service by

involving them in extension activities organized by the NSS units. There are four Units of NSS. The programme officers in collaboration with the NSS unit of Osmania University organize various activities.

National Cadets Corps (NCC)

NCC aims at development of leadership qualities, strong character and spirit of service and creation of a disciplined force that could be of use in national emergencies. Training is provided with a view to developing officer- like qualities in the cadets enabling them to obtain commissions in the Armed Forces. The total strength of the NCC squad in our college comprising three wings (Army, Navy and Air Force) is 100.

To develop the spirit of adventure among the cadets various adventure activities such as Trekking, Para-sailing, Mountaineering etc. are offered. International youth exchange programmes, national and local camps are conducted. Every year, individual cadets have won laurels for themselves and the college. Some of our Cadets and staff have represented our State at the Republic Day Parade in Delhi and have won many awards. They have also participated in the Integration camp at Port Blair and the International Youth Exchange Programmes.

Sports

The Department of Sports at St. Francis College offers a number of sports activities to help students become physically fit, develop leadership qualities and encourage a spirit of sportsmanship. The college has excellent infrastructural facilities for both indoor and outdoor activities. The following are the guidelines for sports participation:

- Students opting for sports are required to complete their certificate course in any sport during their 1st or 2nd semester with a compulsory attendance of 30 hrs.
- Students who represent the College at District, State, Zonal, All-India Intervarsity, and National levels are required to have at least 50% attendance in order to appear for the examinations.
- Students are allowed a retest if they if they are representing college in any match during the Internal Assessment dates. This facility is however not available for semester-end examinations to ensure that the academic career of the student is not affected.
- The college appoints coaches on a part time basis to coach and conduct sports certificate courses in: Basket ball, Base Ball, Soft ball, Hand ball, volley ball, Throw ball, Tennikoit, Table Tennis, Caroms, Chess, Shuttle Badminton, Yoga, Cross-Country, Taekwondo, Karate.
- Minimum number of students required for running a certificate course in sports is 40. The college invites applications for admission under “Sports Quota” from students who have participated at State, National and International level under the sports quota.

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 a student is awarded one credit at the end of the undergraduate programme.

Outbound Training

The college outbound training programme for all the final year UG students to help them develop professional skills and life skills which are essential to present day living. This programme is found to be effective in areas that involve interpersonal relationships, trust and bonding, communication of shared vision and goals, motivation, behavior modification in response to change, and personal effectiveness.

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 outreach program is known as Glee.

COFFEE-Faculty of Commerce

COFEE ñ is the Club initiated by the Faculty of Commerce stands for the Commerce Organization for Emerging Entrepreneurs. This Club organizes numerous competitions and outreach programs throughout the year and brings out its newsletter titled Vantage.

ARISTA - Faculty of Management Studies
ARISTA - is the Student Club of the Department of Bachelor of Management Studies. It conducts activities in the areas of finance, human resource, marketing and entrepreneurship.

VOCTALENT - Faculty of B.Voc
Voctalent is a club instituted by the Department of Bachelor of Vocational Studies (Retail Management & Information Technology). This club comprises all the students of B. Voc. 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.

FACE, or the Francisian Association for Christian Endeavours works towards bringing Christians 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 ì Francis Production for the drama enthusiasts of the college.

Harivillu
It is the literary and cultural club by the Department 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 festival KADAMBAM.

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

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

MAJOR EVENTS
In St Francis 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 pay our respects to the nation on the 15th August and 26th January.
Other annual events include the Fresher's Day, Teacher's Day, Convocation of our graduate students, 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.

FACULTY DEVELOPMENT INITIATIVES

To enhance knowledge and skill among the teaching faculty, the management supports and encourages research work and participation in seminars, workshops and symposiums at the state, national and international level. The college gives financial awards to faculty who have publications in National and International Journals. Many of our faculty members offer their expertise and research experience and have been 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.

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

	June / July 2021	
Mon 28	**HARITHARAM**	
Tue 29		• **National Statistics Day** • Holy Mass - Offline
Wed 30		
Thu 1		• **Social Media Day – Dept of Mass. Com**
Fri 2		Newly Recruited Faculty Induction Programme – 10.30am
Sat 3		
Sun 4		
	"As the family goes, so goes the nation and so goes the whole world in which we live." -Pope John Paul II	

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

	July 2021
Mon 5	
Tue 6	
Wed 7	
Thu 8	Webinar for Faculty on Basic Counseling Skills
Fri 9	Webinar for Faculty on Basic Counseling Skills
Sat 10	**Second Saturday-Holiday** Webinar by GECF (Global Education & Careers Forum)
Sun 11	
"As the family goes, so goes the nation and so goes the whole world in which we live." -Pope John Paul II	

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 2021	
Mon 12	Departmental Meeting (Morning) IQAC Core Committee Meeting (Afternoon)
Tue 13	All Committees Internal Meeting **Awards Day 2021**
Wed 14	Staff Meeting (Morning) Exam Committee Meeting with Principal (Afternoon)
Thu 15	**Day 1** • **Reopening for UG(II & III years)** • **French National Day (BASTILLE DAY)** • Prayer (10.00 - 10.30am) • Class Mentors Meeting with respective Class (10.30 - 11.20am)
Fri 16	**Day 2**
Sat 17	**Day 3**
Sun 18	

"As the family goes, so goes the nation and so goes the whole world in which we live." -Pope John Paul II

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 2021	
Mon 19	**Day 4** • **Reopening for PG(II years)**
Tue 20	**Day 5**
Wed 21	**Bakrid - Holiday**
Thu 22	**Day 6**
Fri 23	**Day 1** **Class Representative Elections (CR, VCR & SQC) II&III (UG) & II (PG)**
Sat 24	**Day 2**
Sun 25	

"As the family goes, so goes the nation and so goes the whole world in which we live." -Pope John Paul II

July / August 2021

Mon 26	**Day 3** Last Date to submit Nominations for Student Council Elections
Tue 27	**Day 4** • CBP - Primary Health Care through Medicinal Herbs (Botany)
Wed 28	**Day 5** • Holy Mass - **Youtube**
Thu 29	**Day 6**
Fri 30	**Day 1**
Sat 31	**Day 2**
Sun 1	

"As the family goes, so goes the nation and so goes the whole world in which we live." -Pope John Paul II

August 2021

Mon 2	**Bonalu-Holiday**
Tue 3	**Day 3**
Wed 4	**Day 4**
Thu 5	**Day 5**
Fri 6	**Day 6** **Student Council Investiture**
Sat 7	**Day 1** **Mentors Meeting with respective Class**
Sun 8	

"As the family goes, so goes the nation and so goes the whole world in which we live." -Pope John Paul II

August 2021

Mon 9	**Day 2**
Tue 10	**Day 3**
Wed 11	**Day 4**
Thu 12	**Day 5**
Fri 13	**Day 6**
Sat 14	**Second Saturday-Holiday** **Departmental Meeting**
Sun 15	**Independence Day-Holiday**

"As the family goes, so goes the nation and so goes the whole world in which we live." -Pope John Paul II

August 2021

Mon 16	**Day 1**
Tue 17	**Day 2** • **Reopening for UG I years**
Wed 18	**Day 3**
Thu 19	**Moharam- Holiday**
Fri 20	**Day 4**
Sat 21	**Day 5** **IQAC Core Committee Meeting**
Sun 22	**Raksha Bhandan - Holiday**

"As the family goes, so goes the nation and so goes the whole world in which we live." -Pope John Paul II

August 2021

Mon 23	**Day 6** **Sanskrit Diwas**
Tue 24	**Day 1**
Wed 25	**Day 2** • **Holy Mass - Youtube**
Thu 26	**Day 3** • **CBP – Solid Waste Mgmt (EVS)**
Fri 27	**Day 4**
Sat 28	**Day 5** • **Website Committee Meeting** • **Investiture of Various Clubs - Youtube**
Sun 29	• **Rashtriya Khel Diwas (National Sports Day)** • **Telugu Day**

"As the family goes, so goes the nation and so goes the whole world in which we live." -Pope John Paul II

August / September 2021

Mon 30	**Day 6**
Tue 31	**Sri Krishna Ashtami - Holiday**
Wed 1	**Day 1** • **Freshers - Online**
Thu 2	**Day 2** • **Micro Aura@sfc - Inaugural (Microbiology Dept.)** • **Faculty Exchange Programme**
Fri 3	**Day 3**
Sat 4	**Day 4** **Mentors Meeting with respective Class**
Sun 5	**Teachers Day**

"As the family goes, so goes the nation and so goes the whole world in which we live." -Pope John Paul II

	September 2021	
Mon 6	**SUICIDE PREVENTION WEEK - (Dept. Of Psychology)**	**Day 5** • **Teachers Day Celebrations – Youtube(Offline)**
Tue 7		**Day 6**
Wed 8		• **Feast of Maria Bambina - Holiday**
Thu 9		**Day 1** • Suicide Prevention Day – Dept of Psychology • **Telangana Language Day** • **Holy Mass - Youtube**
Fri 10		**Ganesh Chavithi - Holiday**
Sat 11		**Second Saturday-Holiday** **Departmental Meeting**
Sun 12		
	"As the family goes, so goes the nation and so goes the whole world in which we live." -Pope John Paul II	

September 2021	
Mon 13	**Internal Assessment**
Tue 14	**Internal Assessment** • **Hindi Diwas - Youtube**
Wed 15	**Internal Assessment** • **SIP – Session 1**
Thu 16	**Day 2** • **Autonomy Extension Inspection - Day 1**
Fri 17	**Day 3** • **Autonomy Extension Inspection - Day 2** • **World Managers Day - BMS**
Sat 18	**Day 4** **IQAC Core Committee Meeting**
Sun 19	**Ganesh Immersion**
"As the family goes, so goes the nation and so goes the whole world in which we live." -Pope John Paul II	

September 2021

Mon 20	**Day 5** • **SIP – Session 2**
Tue 21	**Day 6** • **SIP – Session 3**
Wed 22	**Day 1**
Thu 23	**Day 2**
Fri 24	**Day 3**
Sat 25	**Day 4** **Website Committee Meeting**
Sun 26	

"As the family goes, so goes the nation and so goes the whole world in which we live." -Pope John Paul II

September / October 2021

Mon 27	**Day 5** • **Floral Festival – Dept. of Botany** • **World Tourism Day – Dept. of History**
Tue 28	**Day 6**
Wed 29	**Day 1**
Thu 30	**Day 2**
Fri 1	**Day 3** • **Orientation for PG I Years**
Sat 2	**Mahatma Gandhi Jayanthi - Holiday** **Mentors Meeting with respective Class**
Sun 3	

"As the family goes, so goes the nation and so goes the whole world in which we live." -Pope John Paul II

October 2021

Mon 4	**Day 4** • **Prakriti Day – EVS** • **Feast of St. Francis of Assisi** • **Odd Semester reopening for PG I Years** • **Holy Mass**
Tue 5	**Day 5** • **Reopening Date UG I (DOST) HPP**
Wed 6	**Bathukama Starting Day - Holiday**
Thu 7	**Day 6**
Fri 8	**Day 1**
Sat 9	**Second Saturday-Holiday** **Departmental Meeting**
Sun 10	

"As the family goes, so goes the nation and so goes the whole world in which we live." -Pope John Paul II

October 2021

Mon 11	**Day 2** • **Reopening Date UG I (DOST) MPC**
Tue 12	**Day 3**
Wed 13	**Durga Ashtami - Holiday**
Thu 14	**Durga Navami - Holiday**
Fri 15	**Vijaya Dashami - - Holiday**
Sat 16	**Day 4** **IQAC Core Committee Meeting**
Sun 17	

"As the family goes, so goes the nation and so goes the whole world in which we live." -Pope John Paul II

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

October 2021

Mon 18	**Day 5** • **Science Practical** • **OFFLINE Classes for UG I Year begins**
Tue 19	• **Milad – un – nabi - Holiday**
Wed 20	**Day 6** • **Yuvaflare – Inaugural**
Thu 21	**Day 1**
Fri 22	**Day 2**
Sat 23	**Day 3** • **Website Committee Meeting** • **Yuvaflare – Valedictory**
Sun 24	

"As the family goes, so goes the nation and so goes the whole world in which we live." -Pope John Paul II

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."

October 2021

Mon 25	**Day 4**
Tue 26	**Day 5**
Wed 27	**Day 6**
Thu 28	**Day 1**
Fri 29	**Day 2** • **Birthday of St. Vincenza Gerosa**
Sat 30	**Day 3** • **Last Teaching Date for UG II,III and PG II years**
Sun 31	

"As the family goes, so goes the nation and so goes the whole world in which we live." -Pope John Paul II

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

November 2021	
Mon 1	**Day 4**
Tue 2	**Day 5** **Science Practical OFFLINE Classes for UG I Year ends**
Wed 3	**Day 6** **Holy Mass**
Thu 4	• **Diwali - Holiday**
Fri 5	• **Diwali - Holiday**
Sat 6	**Day 1** • **Mentors Meeting with respective Class** • **IA Exam for UG I Year (DOST)HPP**
Sun 7	
"Positivity, confidence, and persistence are key in life, so never give up on yourself." - Khalid	

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."

November 2021	
Mon 8	**Day 2** • **IA Exam for UG I Year (DOST)HPP** • **Odd Semester Exam Begins for UG II,III and PG II years.**
Tue 9	**Day 3** • **IA Exam for UG I Year (DOST)HPP**
Wed 10	**Day 4**
Thu 11	**Day 5**
Fri 12	**Day 6**
Sat 13	• **Second Saturday – Holiday** • **Departmental Meeting**
Sun 14	
"Life is like riding a bicycle. To keep your balance, you must keep moving." - Albert Einstein	

God's promise to us : Psalm 145:18 "The Lord is near to all who call on him, to all who call on him in truth."

November 2021	
Mon 15	**Day 1**
Tue 16	**Day 2**
Wed 17	**Day 3**
Thu 18	**Day 4**
Fri 19	**Day 5** • **Guru Nanak Jayanthi** • **International Men's Day (Women's Cell)**
Sat 20	**Day 6** • **IQAC Core Committee Meeting**
Sun 21	• **Foundation Day of Sister's of Charity**
"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."

November 2021	
Mon 22	**Day 1**
Tue 23	**Day 2**
Wed 24	**Day 3** • **Odd Semester Exam Ends for UG II,III and PG II years.** • **College Choir Day**
Thu 25	**Day 4** • **NCC Day**
Fri 26	**Day 5** • **Constitution Day of India**
Sat 27	**Day 6** • **Website Committee Meeting** • **41st Convocation 2021**
Sun 28	
"Peace begins with a smile." - Mother Teresa	

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

November / December 2021

Mon 29	**Day 1** • **IA Exam for UG I Year (DOST)MPC** • **Orientation for Newly Recruited Staff Session III at 2 p.m.** • **Exam Committee Meeting**
Tue 30	**Day 2** • **International Men's Day (Women's Cell)** • **IA Exam for UG I Year (DOST) MPC& PG I Years** • **Last Teaching Date for UG I year and (DOST)HPP**
Wed 1	**Day 3** • **World AIDS Day (Dept. of Microbiology)** • **Reopening for Even Semester of UG II & III Years & PG II Years - Offline** • **IA Exam for UG I Year (DOST) MPC**
Thu 2	**Day 4**
Fri 3	**Day 5** • **Staff Meeting at 1.30 p.m.** • **Monthly Class Mentors Meeting**
Sat 4	**Day 6** • **Odd Semester Exam for UG I Year and (DOST)HPP- EVS/HV – (Online).**
Sun 5	

"Be faithful in small things because it is in them that your strength lies." - Mother Teresa

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

December 2021

Mon 6	**Day 1** • **Daan Utsav – Joy of giving week** **Odd Semester Exam Begins for UG I Year and (DOST)HPP – (Offline).** • **Motivational Talk Series (MTS) for Final Years (BA, BMS & B Voc) 10.30 am to 12 noon**
Tue 7	**Day 2**
Wed 8	**Day 3**
Thu 9	**Day 4** • **Anti Corruption Day – Dept. of Public Admn**.
Fri 10	**Day 5** • **Human Rights Day – Dept. of Pol. Sc.** • **Departmental Meeting**
Sat 11	• **Second Saturday – Holiday**
Sun 12	

" 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."

December 2021	
Mon 13	**Day 6** • **Motivational Talk Series (MTS) for Final Years (B Sc Life Sciences) 10.30 am to 12 noon** • **Orientation for Newly Recruited Staff Session IV at 2 p.m.**
Tue 14	**Day 1**
Wed 15	**Day 2** • **Odd Semester Exam Ends for UG I Year and (DOST)HPP –(Offline).**
Thu 16	**Day 3** • **Science Practical Exams Begins for UG I Year (DOST) MPC - Offline**
Fri 17	**Day 4** • **NEP – Webinar for Faculty (FDP)** • **Holy Mass for all Catholic Staff & Students at 12.10 p.m.**
Sat 18	**Day 5** • **IQAC Core Committee Meeting**
Sun 19	
"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."

December 2021	
Mon 20	**Day 6**
Tue 21	**Day 1** • **Science Practical Exams Ends for UG I Year (DOST) MPC - Offline**
Wed 22	• **Working Day** • **STAFF & STUDENT NATALE**
Thu 23	• **Christmas Vacation**
Fri 24	• **Christmas Vacation**
Sat 25	• **Christmas**
Sun 26	• **Christmas Vacation**
"Intense love does not measure, it just gives. " - 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."

December 2021 / January 2022	
Mon 27	• **Christmas Vacation**
Tue 28	• **Christmas Vacation**
Wed 29	• **Christmas Vacation**
Thu 30	• **Christmas Vacation** • **Last Teaching Date For UG I Year (DOST)MPC**
Fri 31	• **Christmas Vacation**
Sat 1	• **New Year – Holiday**
Sun 2	
"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 2022	
Mon 3	**Day 2** • **Staff Meeting** • **Reopening after Christmas Vacation for all UG II, III and PG II Years** • **Even Semester Classes begin for UG I Years** • **Odd Semester Exam For UG I Year (DOST) MPC Begins**
Tue 4	**Day 3** • **Civils Exam Orientation for Students** • **National Festival Committee Meeting** • **Prospectus Committee Meeting** • **Magazine Committee Meeting**
Wed 5	**Day 4** • **Monthly Class Mentors Meeting**
Thu 6	**Day 5**
Fri 7	**Day 6** • **Departmental Meeting** • **NCC Golden Jubilee Celebrations** • **Holy Mass for all Catholic Staff & Students at 12.10 p.m.**
Sat 8	• **Second Saturday – Holiday**
Sun 9	
"Intense love does not measure, it just gives. " - Mother Teresa	

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

January 2022	
Mon 10	**Day 1** • **Last teaching Date for PG I Years** • **Motivational Talk Series (MTS) for Final Years (B Sc Physical Sciences) from 10.30 am to 12 noon**
Tue 11	**Day 2**
Wed 12	**Day 3** • **Odd Semester Exam For UG I Year (DOST) MPC Ends** • **Kite Festival (Dept of Sports)** • **Orientation for Newly Recruited Staff Session V at 2 p.m.** • **National Youth Day (NSS)**
Thu 13	**Day 4** • **Birthday of St. Bartholomea Capitanio (Foundress of Sisters of Charity)**
Fri 14	• **Bhogi – Holiday**
Sat 15	• **Sankranthi - Holiday**
Sun 16	
"Not all of us can do great things. But we can do small things with great love. " - Mother Teresa	

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

January 2022	
Mon 17	**Day 5** • **Even Semester Classes begins for UG I Years (DOST) MPC.** • **Odd Semester Exams begins for PG I Years** • **Motivational Talk Series (MTS) for Final Years (B Com) 10.30 am to 12 noon**
Tue 18	**Day 6** • **Christian Unity Octave Prayer (3 pm)**
Wed 19	**Day 1** • **Azadi Ka Amrit Mahotsav Week Begins (Dept. Social Sciences)**
Thu 20	**Day 2**
Fri 21	**Day 3**
Sat 22	**Day 4** • **Final Years Class Photographs (UG&PG)**
Sun 23	
"Intense love does not measure, it just gives. " - Mother Teresa	

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

January 2022

Mon 24	**Day 5** • **Motivational Talk Series (MTS) for Final Years (PG) 10.30 am to 12 noon**
Tue 25	**Day 6** •
Wed 26	• **Republic Day** • **Azadi Ka Amrit Mahotsav Week Ends (Dept. Social Sciences)**
Thu 27	**Day 1**
Fri 28	**Day 2**
Sat 29	**Day 3** • **Odd Semester Exams Ends for PG I Years** • **College Day**
Sun 30	• **Martyrs Day**

"Not all of us can do great things. But we can do small things with great love. " - Mother Teresa

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

January / February 2022

Mon 31	**Day 4**
Tue 1	**Day 5** • **Even Semester Classes Begins for PG I Years** • **Reporting Committee Meeting**
Wed 2	**Day 6**
Thu 3	**Day 1**
Fri 4	**Day 2** • **Monthly Class Mentors Meeting** • **World Cancer Day (Dept. of Biochemistry)**
Sat 5	**Day 3**
Sun 6	

"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 2022	
Mon 7	**Day 4**
Tue 8	**Day 5**
Wed 9	**Day 6**
Thu 10	**Day 1**
Fri 11	**Day 2** • **Departmental Meeting**
Sat 12	• **Second Saturday – Holiday**
Sun 13	• **World Radio Day (Dept. of Mass Communication & Journalism)**
"The hunger for love is much more difficult to remove than the hunger for bread. " - Mother Teresa	

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 2022	
Mon 14	**Day 3**
Tue 15	**Day 4** • **Last Date for BOS (UG&PG)**
Wed 16	**Day 5**
Thu 17	**Day 6**
Fri 18	**Day 1**
Sat 19	**Day 2**
Sun 20	
"If you can't feed a hundred people, then feed just one. " - Mother Teresa	

God's promise to us : Matthew 11:28 "Come to me, all you who are weary and burdened, and I will give you rest."

February 2022	
Mon 21	**Day 3**
Tue 22	**Day 4**
Wed 23	**Day 5**
Thu 24	**Day 6**
Fri 25	**Day 1**
Sat 26	**Day 2**
Sun 27	
"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 2022	
Mon 28	**Day 3** • **National Science Day (SPECTRUM)**
Tue 1	• **Maha Shivaratri - Holiday**
Wed 2	**Day 4** • **Ash Wednesday** • **Holy Mass for all Catholic Staff & Students at 12.10 p.m.**
Thu 3	**Day 5** • **World Wild Life Day (Dept. of Zoology)**
Fri 4	**Day 6** • **Monthly Class Mentors Meeting**
Sat 5	**Day 1**
Sun 6	
"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 2022	
Mon 7	**Day 2**
Tue 8	**Day 3** • **International Women's Day**
Wed 9	**Day 4**
Thu 10	**Day 5** • **Academic Council Meeting**
Fri 11	**Day 6** • **Departmental Meeting**
Sat 12	• **Second Saturday – Holiday**
Sun 13	
"We shall never know all the good that a simple smile can do. " - Mother Teresa	

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

March 2022	
Mon 14	**Day 1** • **IA Exam for UG I, II & III Years & PG I &II Years**
Tue 15	**Day 2** • **World Consumer Rights Day (Faculty of Management Studies)** • **IA Exam for UG I, II & III Years & PG I & II Years**
Wed 16	**Day 3** • **National Vaccination Day (Dept. of Microbiology)** • **IA Exam for UG I, II & III Years & PG I &II Years**
Thu 17	**Day 4**
Fri 18	**Holi - Holiday**
Sat 19	**Day 5**
Sun 20	
"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 2022	
Mon 21	**Day 6**
Tue 22	**Day 1**
Wed 23	**Day 2**
Thu 24	**Day 3**
Fri 25	**Day 4** • **Prayer for Final Years**
Sat 26	**Day 5** • **Farewell**
Sun 27	
"The most terrible poverty is loneliness, and the feeling of being unloved. " - Mother Teresa	

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

March / April 2022	
Mon 28	**Day 6**
Tue 29	**Day 1**
Wed 30	**Day 2** • **Last Date for uploading CIA (40 marks) – UG I, II, III & PG II Years**
Thu 31	**Day 3** • **Last Teaching Date for UG I, II, III & PG II years**
Fri 1	**Day 4** • **Staff Meeting** • **Release of College Magazine, Prospectus & Annual Report** • **Project Submission for UG & PG to Exam Branch**
Sat 2	**Ugadi-Holiday**
Sun 3	
"If you judge people, you have no time to love them. " - Mother Teresa	

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."

April 2022	
Mon 4	**Day 5** • **Even Semester Exams Begins for UG I , II, III and PG II Years.**
Tue 5	• **Babu Jagjivan Ram Birthday-Holiday**
Wed 6	**Day 6**
Thu 7	**Day 1**
Fri 8	**Day 2** • **Departmental Meeting**
Sat 9	• **Second Saturday – Holiday**
Sun 10	• **Ramanavami - Holiday**
"What can you do to promote world peace? Go home and love your family. " - Mother Teresa	

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

April 2022	
Mon 11	**Day 3** • **Last Date for uploading CIA (40 marks) – PG I Years**
Tue 12	**Day 4** • **Last Teaching date for PG I years**
Wed 13	**Day 5**
Thu 14	• **Dr. B. R. Ambedkar Jayanthi-Holiday** • **Maundy Thursday-Holiday**
Fri 15	• **Good Friday-Holiday**
Sat 16	• **Holy Saturday**
Sun 17	• **Easter-Holiday**
"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 2022	
Mon 18	•
Tue 19	
Wed 20	
Thu 21	
Fri 22	
Sat 23	
Sun 24	
"I want you to be concerned about your next-door neighbor. Do you know your next-door neighbor? " - Mother Teresa	

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 / May 2022	
Mon 25	
Tue 26	
Wed 27	
Thu 28	
Fri 29	
Sat 30	• **Last Exam for UG I, II, III, & PG II Years**
Sun 1	• **May Day**
"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"

May 2022	
Mon 2	• **Even Semester Exams Begins for PG I Years**
Tue 3	• **Idul-fitr-Holiday**
Wed 4	
Thu 5	
Fri 6	
Sat 7	
Sun 8	
"If we have no peace, it is because we have forgotten that we belong to each other." - Mother Teresa	

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

May 2022	
Mon 9	
Tue 10	
Wed 11	
Thu 12	
Fri 13	
Sat 14	
Sun 15	
"It's not how much we give but how much love we put into giving." - Mother Teresa	

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

May 2022	
Mon 16	
Tue 17	
Wed 18	
Thu 19	
Fri 20	
Sat 21	
Sun 22	

"Joy is a net of love in which you can catch souls." - Mother Teresa

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 2022	
Mon 23	
Tue 24	
Wed 25	
Thu 26	
Fri 27	
Sat 28	
Sun 29	

"Do not abandon yourselves to despair. We are the Easter people and hallelujah is our song." -Pope John Paul II

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

May / June 2022	
Mon 30	
Tue 31	
Wed 1	• **Reopening for Staff** • **Staff Seminar**
Thu 2	• **Telangana Formation Day- Celebrations**
Fri 3	
Sat 4	
Sun 5	

"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 II

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 2022	
Mon 6	• **Reopening for Odd Sem UG II, III & PG II Years**
Tue 7	
Wed 8	
Thu 9	
Fri 10	
Sat 11	
Sun 12	

"The worst prison would be a closed heart."- Pope John Paul II

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

June 2022	
Mon 13	
Tue 14	
Wed 15	
Thu 16	
Fri 17	
Sat 18	
Sun 19	

"As the family goes, so goes the nation and so goes the whole world in which we live." -Pope John Paul II

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 2022	
Mon 20	
Tue 21	
Wed 22	
Thu 23	
Fri 24	
Sat 25	
Sun 26	

"The worst prison would be a closed heart."- Pope John Paul II

Academic Planner 2021– 2022

Odd Semester

♦ Re-Opening	:	15 July, 2021 (UG Sem. III, V)
	:	19 July, 2021 (PG Sem. III)
♦ Continuous Assessment	:	13 – 15 September, 2021 (UG Sem. III, V & PG Sem.III)
	:	29 – 30 November & 1 December 2021 (UG I(DOST) MPC
♦ Last Teaching Day	:	30 October, 2021 (UG Sem. III, V & PG Sem. III)
	:	30 November, 2021 (UG Sem. I)
	:	5 January, 2022 (PG Sem. I)
♦ Odd Semester Exams	:	8 Nov. – 24 Nov. 2021 (UG Sem. III, V & PG Sem. III)
	:	7 Dec. – 22 Dec. 2021 (UG Sem. I)
	:	10 Jan. – 22 Jan. 2022 (PG Sem. I)

Even Semester

▪ Re – Opening	:	1 December, 2021 for UG Sem. IV, VI & PG Sem. IV
	:	3 January, 2022 for UG Sem. II
	:	25 January, 2022 for PG Sem. II
▪ Continuous Assessment	:	14 – 16 March, 2022
▪ Prayer for Final Year Students	:	25 March 2022
▪ Farewell	:	26 March 2022
▪ Last Teaching Day	:	31 March 2022 (UG Sem. II, IV, VI & PG Sem. IV)
	:	12 April, 2022 (PG Sem. II)
▪ Even Semester Exam	:	4 - 30 April, 2022 (UG Sem. II, IV, VI & PG Sem. IV)
	:	18 – 30 Apr.2022 (PG Sem. II)

Academic Schedule
Important Dates

June – 2021

- 29 : National Statistics Day
  : Holy Mass - Offline

July – 2021

- 01 : Social Media Day – Dept of Mass. Com
- 02 : Newly Recruited Faculty Induction Programme at 10.30am
- 08 & 09 : Webinar for Faculty on Basic Counseling Skills
- 10 : Webinar by GECF (Global Education & Careers Forum)
- 12 : Departmental Meeting (Morning)
  : IQAC Core Committee Meeting (Afternoon)
- 13 : All Committees Internal Meeting
  : Awards Day 2021
- 14 : Staff Meeting (Morning)
  : Exam Committee Meeting with Principal (Afternoon)
- 15 : Reopening for UG (II & III years)
  : French National Day (BASTILLE DAY)
  : Prayer (10.00 - 10.30am)
  : Class Mentors Meeting with respective Class (10.30 - 11.20am)
- 19 : Reopening for PG(II years)
- 23 : Class Representative Elections (CR, VCR & SQC) II&III (UG) & II (PG)
- 26 : Last Date to submit Nominations for Student Council Elections
- 27 : CBP - Primary Health Care through Medicinal Herbs (Botany)
- 28 : Holy Mass - **Youtube**

August – 2021

- 06 : Student Council Investiture
- 07 : Mentors Meeting with respective Class
- 14 : Departmental Meeting
- 15 : Independence Day
- 17 : Reopening for UG I years
- 21 : IQAC Core Committee Meeting
- 23 : Sanskrit Diwas
- 25 : Holy Mass – Youtube
- 26 : CBP – Solid Waste Mgmt (EVS)
- 28 : Website Committee Meeting
  : Investiture of Various Clubs - Youtube
- 29 : Telugu Day
  : Rashtriya Khel Diwas (National Sports Day)

September – 2021

- 01 : Freshers - Online
- 02 : Micro Aura@sfc - Inaugural (Microbiology Dept.)
  : Faculty Exchange Programme
- 04 : Mentors Meeting with respective Class
- 06 : Teacher's Day celebration
- 09 : Suicide Prevention Day – Dept of Psychology
  : Telangana Language Day
  : Holy Mass - Youtube
- 11 : Departmental Meeting
- 13 - 15 : Internal Assessment
- 14 : Hindi Diwas
- 15 : Student Induction Programme (SIP) – Session 1
- 16&17 : Autonomy Extension Inspection
- 17 : World Managers Day - BMS
- 18 : IQAC Core Committee Meeting
- 20 : Student Induction Programme (SIP) – Session 2
- 21 : Student Induction Programme (SIP) – Session 3
- 25 : Website Committee Meeting
- 27 : Floral Festival – Dept. of Botany
  : World Tourism Day – Dept. of History

October – 2021

- 01 : Orientation for PG I Years
- 02 : Mentors Meeting with respective Class
- 04 : Sem I, III, V – IPP Exams
  : Prakriti Day – EVS
  : Feast of St. Francis of Assisi
  : Odd Semester reopening for PG I Years
  : Holy Mass
- 05 : Reopening Date UG I (DOST) HPP
- 09 : Departmental Meeting
- 11 : Reopening Date UG I (DOST) MPC
- 16 : IQAC Core Committee Meeting
- 18 : Science Practical
  : OFFLINE Classes for UG I Year begins
- 20 : Yuvaflare – Inaugural
- 23 : Website Committee Meeting
  : Yuvaflare – Valedictory
- 29 : Birthday of St. Vincenza Gerosa
- 30 : Last Teaching Date for UG II,III and PG II years

November – 2021

- 02 : Science Practical
  : OFFLINE Classes for UG I Year ends
- 03 : Holy Mass
- 06 : Mentors Meeting with respective Class
- 06-09 : IA Exam for UG I Year (DOST)HPP
- 08 : Odd Semester Exam Begins for UG II,III and PG II years.
- 13 : Departmental Meeting
- 19 : International Men's Day (Women's Cell)
- 20 : IQAC Core Committee Meeting
- 21 : Foundation Day of the Sisters of Charity
- 24 : Odd Semester Exam Ends for UG II,III and PG II years.
  : College Choir Day
- 25 : NCC Day
- 26 : Constitution Day of India

- 27 : Website Committee Meeting
  : 41st Convocation, 2021
- 29,30 : IA Exam for UG I Year (DOST)MPC & PG I Years
  : Orientation for Newly Recruited Staff Session III at 2 p.m.
  : Exam Committee Meeting
- 30 : Last Teaching Date for UG I year and (DOST)HPP

December – 2021

- 01 : World AIDS Day (Dept. of Microbiology)
  : Reopening for Even Semester of UG II & III Years & PG II Years - Offline
  : IA Exam for UG I Year (DOST) MPC
- 03 : Staff Meeting at 1.30 p.m.
  : Monthly Class Mentors Meeting
- 04 : Odd Semester Exam UG I Year and (DOST)HPP- EVS/HV – (Online).
- 06 : Daan Utsav – Joy of giving week
  : Odd Semester Exam Begins for UG I Year and (DOST)HPP – (Offline).
- 09 : Anti Corruption Day – Dept. of Public Admn.
  : Application for Revaluation
- 10 : Human Rights Day – Dept. of Pol. Sc
  : Departmental Meeting
- 13 : Orientation for Newly Recruited Staff Session IV at 2 p.m.
- 15 : Odd Semester Exam Ends for UG I Year and (DOST)HPP – (Offline).
- 16 : Science Practical Exams Begins for UG I Year (DOST) MPC – Offline
- **17** **:** NEP – Webinar for Faculty (FDP)
  : Holy Mass for all Catholic Staff & Students at 12.10 p.m.
- 18 : IQAC Core Committee Meeting
- 21 : Science Practical Exams Ends for UG I Year (DOST) MPC – Offline
- 22 : Staff & Student Natale
- 23 : Christmas Vacation (23 – 2 Jan' 2022)
- 30 : Last Teaching Date For UG I Year (DOST)MPC

January – 2022

- 03 : Re-opening UG & PG after Christmas Vacation
  : Even Semester Classes begin for UG I Years
  : Odd Semester Exam For UG I Year (DOST) MPC Begins
- 04 : Holy Mass for all Catholic Staff & Students at 12.10 p.m.
- 05 : Monthly Class Mentors Meeting
- 07 : Odd Semester Exam For UG I Year (DOST) MPC Ends
  : Departmental Meeting
- 10 : Last teaching Date for PG I Years
  : Even Semester Classes begins for UG I Years (DOST) MPC.
  : Motivational Talk Series (MTS) for Final Years (B Sc Physical Sciences) from 10.30 am to 12 noon
- 12 : National Youth Day
  : Kite Festival (Dept of Sports)
  : Orientation for Newly Recruited Staff Session V at 2 p.m.
- 13 : Birthday of St. Bartholomeo
- 17 : Odd Semester Exam begins for PG I Years
  : Motivational Talk Series (MTS) for Final Years (B Com) from 10.30 am to 12 noon
- 18 : Christian Unity Octave Prayer
- 19 : Azadi Ka Amrit Mahotsav Week Begins (Dept. Social Sciences)
- 22 : Final Years Class Photographs (UG&PG)
- 25 : Motivational Talk Series (MTS) for Final Years (PG) 10.30 am to 12 noon
- 26 : Republic Day
  : Azadi Ka Amrit Mahotsav Week Ends (Dept. Social Sciences)
- 29 : College Day
  : Odd Semester Exams Ends for PG I Years
- 30 : Martyrs Day – Prayer for Peace

February – 2022

- 01 : Even Semester Classes Begins for PG I Years.
- 04 : Monthly Class Mentors Meeting

: World Cancer Day – Dept. of Biochemistry

- 11 : Departmental Meeting
- 13 : World Radio Day (Dept. of Mass Communication & Journalism)
- 15 : Last Date for BOS (UG&PG)
- 28 : National Science Day (SPECTRUM)

March – 2022

- 02 : Ash Wednesday
  : Holy Mass for all Catholic Staff & Students at 12.10 p.m.
- 03 : World Wild Life Day (Dept. of Zoology)
- 04 : Monthly Class Mentors Meeting
- 08 : International Women's Day Celebration
- 10 : Academic Council Meeting
- 11 : Departmental Meeting
- 14 - 16 : IA Exam for UG I, II & III Years & PG I &II Years
- 15 : World Consumer Rights Day (Faculty of Management Studies)
- 16 : National Vaccination Day (Dept. of Microbiology)
- 25 : Prayer for Final Years
- 26 : Farewell
- 30 : Last Date for uploading CIA (40 marks) – UG I, II, III & PG II Years
- 31 : Last Teaching Date for UG I, II, III & PG II years

April – 2022

- 01 **:** Project Submission for UG & PG to Exam Branch
- 04 : Even Semester Exams Begins for UG I , II, III and PG II Years.
- 08 : Departmental Meeting
- 11 : Last Date for uploading CIA (40 marks) – PG I Years.
- 12 : Last Teaching date for PG I years
- 30 : Last Exam for UG I, II, III, PG I & II Years

May – 2022

- 02 : Even Semester Exams Begins for PG I Years

Academic Planner 2021 – 2022

Month Odd Semester	No. of Teaching Days	No. of Working Day
July	14	14
August	22	22
September	20	23
October	19	19
Total	**75**	**78**

Month Even Semester	No. of Teaching Day	No. of Working Day
December	17	18
January	21	21
February	23	23
March	21	24
Total	**82**	**86**

I, III, V Semester June – November 2021						
Day Order	1st Hour	2nd Hour	3rd Hour	4th Hour	5th Hour	6th Hour
1						
2						
3						
4						
5						
6						

II, IV, VI Semester November 2021 – April 2022						
Day Order	1st Hour	2nd Hour	3rd Hour	4th Hour	5th Hour	6th Hour
1						
2						
3						
4						
5						
6						

OUR FATHER

Our Father who art in heaven, hallowed be thy name, thy kingdow come, thy will be done on earth as it is in heaven. give us this day our daily bread, firgive 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 ypur 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 shinning 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.

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 bring 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	- Managament
Thursday	- Benefactors & Well wishers
Friday	- Peace & Harmony in the Country

Academic Calender Compiled by
Principal, Vice-principal, Dean Academics
Ms. Rekha Jai chander