# St. Francis
## College for Women
Begumpet, Hyderabad

(Autonomous & Affiliated to Osmania University)

NAAC Re-accredited with 'A' Grade 3rd Cycle

# *Francisian Hand Book*
# *2020-2021*

## OUR FATHER

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

## COLLEGE PRAYER SONG

***Make me a channel of your Peace***

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

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

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

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

# PERSONAL INFORMATION

Name : .....

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

Address : .....

.....

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Telephone 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 do our work faithfully with love and sincerity of heart. Today we pray for our students. We ask you to help them to keep themselves open to all that you teach them, preserve them from all distractions and may they be able to focus in their studies by giving their best, bringing joy to themselves and to their parents and teachers. We seek your blessings on their families too. Keep them and all their dear ones in good health of body and mind. Guide and direct them with your wisdom and love, all through today and the days to come. 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. Amen.

**St. Francis of Assisi, the Patron Saint 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. Alphonsa and all the sisters who are a part of this institution. Bless them in their desire to make your love known and felt by us all. May we work together to make your kingdom come into our campus. Continue to walk with them so that they become channels of your merciful love and compassion to everyone who is a part of our institution.

**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. May they and all they hold dear always enjoy your blessings in abundance for all the days of their lives.

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

## COLLEGE PROFILE

### History

St. Bartolomea Capitanio

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

### College

St. Francis College for Women is a Catholic Minority Institution founded by the Sisters of Charity of St. Bartolomea Capitanio and 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 | : | Accreditation 3rd Cycle with CGPA of 3.46 out of 4 (2012) |
| Programmes | : | UG<br>PG<br>Ph.D.<br>PG Diploma / Diploma<br>Certificate Courses |
| No. of Departments | : | Arts - 11<br>Science - 13<br>Commerce - 5 streams<br>BMS<br>B. Voc |
| Student Strength | : | 4383 |
| Staff | : | Teaching – 176<br>Non-teaching – 99 |

**Landmark years in the History of St. Francis College**

| | | |
|---|---|---|
| 1959 | : | Inception of the college at Secunderabad |
| 1960 | : | Introduction of B.A. curriculum |
| 1962 | : | Introduction of B.Sc. (B.Z.C.) curriculum |
| 1968 | : | Introduction of B.Sc. (M.P.C.) curriculum |
| 1969 | : | Introduction of NSS |
| 1971 | : | Introduction of NCC |
| 1972 | : | Introduction of B.Com. (General) |
| 1977 | : | Degree College shifts to new site at Begumpet, Hyderabad |
| 1984 | : | Silver Jubilee Celebrations |
| 1988 | : | Degree College granted Autonomy: Restructuring of syllabus and courses;<br>Introduction of B.Sc. (Computer Science) |
| 1990 | : | Introduction of B.Sc. (Computer Science/Statistics)<br>Introduction of B.Com. Professional<br>Introduction of B.Com. (Regular) |
| 1994 | : | Vocational courses introduced |
| 1995 | : | Inauguration of PG block.<br>Commencement of the first PG programme (M.S.W);<br>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);<br>PGD in Psychological Counseling Skills. |
| 2004 | : | 'College with Potential for Excellence' by UGC. |
| 2005 | : | Introduction of Choice and Credit Based Semester System<br>Introduction of B.Com (Foriegn Trade) |
| 2006 | : | NAAC Re-accreditation at 'A' level |
| 2007 | : | Introduction of CCNA (Diploma) by SFC gymnasium and B.A. Social Management. |

| | | |
|---|---|---|
| 2008 | : | Golden Jubilee Celebrations; Introduction of Bachelor in Management Studies (B.M.S), Introduction of Newscorner |
| 2009 | : | Extension of Autonomous status till 2015 by UGC<br>Research Lab - AXIS |
| 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) (General), B.Sc. Hons (Software Engineering) & M.Sc. Applied Psychology<br>Addition of 4th Floor to the main building |
| 2013 | : | Signing MOU with American Consulate for starting 'American Corner',<br>Introduction of B.Sc. Applied Nutrition, 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 | : | Introduction of B.Com, Adoption of UGC-CBCS<br>Signing of MOU with Xavier University Aruba<br>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)<br>Signing of MOU with the Learning House, NCC Naval wing, Aasara Counselling Centre. |
| 2019 | : | Introduction of SFC Achieves Ranked one among top 100 colleges in India by NIRF, MHRD Government of India.<br>Diamond Jubilee Celebrations. |
| 2020 | : | Introduction of College e-Magazine, College Youtube Channel, MOU with Tally. |

**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
- 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 knowledgeenhancement.
Environmental Science
English Communication
Science & Technology
Second Language or Modern Indian Language

Indian Heritage & Culture
Human Value Education

**b. Skill Enhancement Courses (SEC)** : These are skill-based courses providing hands-on-training, competencies, skills, etc. These courses are chosen from a pool of courses designed to provide skill-based knowledge and contain theory and lab/hands-on training /field work.

**c. Project work/Dissertation** is a special course designed to acquire special/advanced knowledge, involving application of knowledge in solving / analyzing /exploring a real life situation / difficult problem.

A student studies such a course on her own with an advisory 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<br>Provincial Superior<br>Former Principal | Chairperson |
| Sr. Sandra Horta<br>Principal | Secretary |

| | |
|---|---|
| Dr. Meena Rajiv Chandawarkar<br>Former Vice Chancellor,<br>Karnataka State Women's University<br>Vijayapura, Karnataka | UGC Nominee |
| Prof. V. Venkata Ramana<br>Vice Chairman<br>Telangana State Council<br>for Higher Education<br>Hyderabad | State Council Nominee |
| Prof. D. Sreeramulu<br>Dean, College Development Council<br>Osmania University, Hyderabad | University Nominee |
| Ms. Shalini Deedayal<br>Company Secretary | Special Invitee / Alumnae |
| Dr. Fr. Anthony SJ<br>Educationist<br>Principal<br>Loyola Academy Degree & PG College<br>Alwal, Secunderabad | Management Nominee/ |
| Ms. Selina David<br>Industrialist<br>Regional Director<br>Hitachi Vantara | Management Nominee/ |
| Sr. Alphonsa P Kunjuvareed<br>Correspondent & Secretary, | Member |
| Dr. Sr. Sherly ED<br>Vice Principal | Member |
| Sr. Rosy Chakiath<br>College Treasurer | Member |
| Dr. Sr. Sujatha Yeruva<br>Dept. of Computer Science | Member |
| Sr. Bridgit Joseph<br>Province Treasurer | Member |

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|---|---|
| Sr. Carmely Thaniyath<br>Provincial Councilor | Member |
| Dr. Mallika Shetty<br>HOD BMS | Dean Academics |
| Dr. Savitha Sukumar<br>Dept. of Commerce | IQAC Coordinator |
| Dr. L N Shuba<br>HOD Electronics | Controller of Exams |
| Ms. Rekha Jaichander<br>Dept. of Mathematics | Senior Faculty |
| Ms. Margaret Selvaraj<br>HOD Social Mgt. | Senior Faculty |

**Academic Council**

| | |
|---|---|
| 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 & HOD Physics |
| 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. S. Latha Subramaniam | HOD Commerce |
| Dr. P. Lalitha | HOD Mathematics |
| Ms. Alina Jyothi | HOD Chemistry |
| 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. L.N. Shuba | HOD Electronics |
| Ms. Mary Kavitha | HOD Botany |
| Ms. Deepa Switha | HOD Biotechnology |
| Ms. Kanchana Parijatham | HOD Biochemistry |
| Ms. PVS Lakshmi | HOD English |
| 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 |
| Dr. K. Anitha | 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) |
| Dr. D. Sumalatha | PG Coordinator (Chemistry) |
| Dr. P. Roselin | PG Coordinator (Microbiology) |
| Mr. P Clement Babu | 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<br>Principal, Loyola Academy | Educationist / Management Nominee |
| Mr. Ravi Sankar<br>Chief Business Excellence Officer,<br>Tata Projects | Industry Representative |
| Ms. Rajita Singh<br>Head-HR,<br>Broadridge Financial Solutions Ltd. | Industry Representative |
| Prof. V. Appa Rao<br>Dean, Faculty of Commerce, OU | University Nominee |
| Prof. Shivaraj<br>Dean, Faculty of Science, OU | University Nominee |
| Prof. Chandrika<br>Dean, Faculty of Management, OU | University Nominee |
| Prof. Naidu Ashok<br>Dean, Faculty of Social Sciences, OU | University Nominee |
| Prof. A. Karunaker<br>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**

| | |
|---|---|
| Sr. Sandra Horta | Principal |
| Sr. Alphonsa P Kunjuvareed | 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 (2020 – 2021)

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.A., M.Phil., 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. |

**Department of English**

| | |
|---|---|
| Ms. P.V.S. Lakshmi (Asst. Professor) | M.A., APSET (Head of the Dept.) |
| Ms. Sharmila Kunnu (Asst. Professor) | M. A., B.Ed., (M.Phil.) (Ph.D.) |
| Ms. Saswati Majumdar (Asst. Professor) | M.A, APSET |
| Ms. Stella Martina X (Lecturer) | M.A., B.Ed., PGDELT, DCA (Ph.D) |
| Dr. Reena Dewan (Asst. Professor) | M.A., Ph.D., PGCTE |
| Dr. Haritha Guduru (Asst. Professor) | M.A., M.Phil., 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. |
| Ms. Maria Rajan Thaliath (Asst. Professor) | M.A., M.Phil., NET |
| Ms. Bivitha Easo (Lecturer) | M.A., M.Phil., NET, (Ph.D) |
| Dr. Ruth P Johny (Asst. Professor) | M.A., NET., APSET, Ph.D |
| Dr. Ann Matthew (Asst. Professor) | M.A. M.Phil., Ph.D |
| Ms. Raunak Roy (Lecturer) | M.A. M.Phil., NET., (Ph.D) |

**Department of Social Management**

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|---|---|
| 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 (Ph.D) |

**Department of Mass Communication**

| | |
|---|---|
| Dr. K. Anitha (Asst. Professor) | MCJ, M.Phil, APSET, Ph.D. (Head of the Dept.) |
| Mr. P Clement Babu (Lecturer) | M.A., M.Sc. (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 |

**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-B2) (Head Dept. of French) |
| Ms. Kirti Rao (Lecturer) | M.Sc. (Org. Chem), M.A (French) DALF-C1-Alliance Francaise |
| Ms. Rashi Srivastava (Lecturer) | M.Sc., DELF-B Certificate |

**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., APSET, (Ph.D.) (Head of the Dept.) |
| Ms. Amita Daniel | B.P.Ed, M.P.Ed., MCA, MA (Soc), MA (Eco), TSSET (Ph.D) |

**Department of NCC**

| | |
|---|---|
| Lt. Marie Thomas | M.A. |

**Counselling Centre**

| | |
|---|---|
| Ms. M. Sri Lakshmi | M.Sc. (Appl. Psy) |

**Faculty of Commerce**

| | |
|---|---|
| Ms. S. Latha Subramaniam (Asst. Professor) | M.Com. (Head of the Dept.) (Ph.D) |
| Ms. Deepa Samuel (Asst. Professor) | M.Com., SLET (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, (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) | M.Com., M.Phil, FCMA, JRF/ NET, Ph.D. |
| 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, (Ph.D) (M.Phil) |
| Ms. Lilly Kansal (Asst. Professor) | M.Com., M.B.A., M.Phil., (Ph.D.) |
| Dr. K. Shree Jyothi (Asst. Professor) | M.B.A. (Finance), M.Com., HDASM, NET, APSET, 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 |
| P N Prashanti (Lecturer) | M.Com., PGDCA, (Ph.D) |
| Dr. Shobana Swamynathan (Asst. Professor) | M.Com, Ph.D, CA |
| Ms. Mary Jasmine James (Lecturer) | MBA, M.Com, (Ph.D) |
| Ms. Chandrakala V (Asst. Professor) | M.Com, NET |
| Ms. Ruchika Rani (Lecturer) | M.Com (Appl. Fin) (Ph.D) |

**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) |
| Mr. M. Srinivas (Asst. Professor) | M.Com, MBA, M.Phil, APSET, (Ph.D) |

## Faculty of Sciences

**Department of Chemistry**

| | |
|---|---|
| Ms. Alina Jyothi (Assoc. Professor) | M.Sc. (Head of the Dept.) |
| Dr. D. Sumalatha (Asst. Professor) | M.Sc., Ph.D. |
| 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 (Lecturer) | M.Sc. , (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**

| | |
|---|---|
| Dr. Usha Praveena V J (Asst. Professor) | M.Sc., M.Tech., M.Phil., Ph.D. (Head of the Dept.) |
| Mr. Karthikeya (Assoc. Professor) | M.Sc. |
| 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., M.B.A., TSSET, (Ph.D) |
| Ms. Boneita Maria J.V (Asst. Professor) | M.Sc. (APSET & TSSET) |
| Ms. Lavanya B (Lecturer) | M.Sc., (Ph.D) |
| Ms. A. Divya Hancyna (Lecturer) | M.Sc., B.Ed. |
| Ms. Bhavyashree (Lecturer) | M.Sc. |
| Ms. H. Lakshmi Mittipati (Asst. Professor) | M.Sc, APSET & TSSET, (Ph.D) |
| Ms. D Sravani (Lecturer) | M.Sc. |
| Ms. Sathyasri (Lecturer) | M.Sc., B.Ed, M.Phil |

**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., BPT, PGDCP, |
| Ms. Sangam Sravanthi (Asst. Professor) | M.Sc., APSET |
| Ms. X. Sheila Merlin (Lecturer) | M.Sc., B.Ed. |
| Dr. Parmar Felica Peterbhai (Asst. Professor) | M.Sc., Ph.D. |

**Department of Botany**

| | |
|---|---|
| Ms. Mary Kavitha (Asst. Professor) | M.Sc., B.Ed., SLET, PGDIPR, Advance Diploma in German (Head of the Dept.) |
| Dr. Basanti Chintaplli (Asst. Professor) | M.Sc., M.Phil, Ph.D. |
| Ms. Nilofar Naaz | M.Sc., B.Ed, (Ph.D) |

**Department of Biochemistry**

| | |
|---|---|
| Ms. 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) |
| Ms. G. Sony (Asst. Professor) | M.Sc., M.Phil (Ph.D) |
| Dr. Dipti Soni Jaipuriar (Asst. Professor) | M.Sc., Ph.D, Dip. in Hospital Administration |
| 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. |
| Ms. 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., (Ph.D) |

**Department of Biotechnology**

| | |
|---|---|
| Ms. Deepa Switha (Asst. Professor) | M.Sc., M.Phil., (Ph.D.) (Head of the Dept.) |
| Ms. T Shouni Niveditha (Asst. Professor) | M.Sc., APSET & TSSET |
| Ms. Mini Fernandez (Lecturer) | M.Sc., (Ph.D) |
| Dr. P.V. Rekha Devi (Asst. Professor) | M.Sc. Ph.D., NET |

**Department of Environmental Studies**

| | |
|---|---|
| Ms. Dhanalakshmi (Lecturer) | M.Sc, 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. Shweta Singh (Asst. Professor) | M.Sc., NET, (Ph.D) |

**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 COURSES**

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 2020 – 21**

1. Sr. Sandra Horta - Principal
2. Ms. Deepa Samuel - Asst. Professor (Commerce)
3. Ms. Margaret Selvaraj - HOD Social Management
4. Mr. Anil Kumar – Non Teaching Staff
5. Ms. Margaret – Non Teaching Staff

# Non -Teaching Staff

**Administration Department**

Sr. Alphonsa P Kunjuvareed 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. Shirisha Bharaji
Ms. Veena Velangani
Ms. Maheshwari
Mr. Shashidhar
Mr. Vijay Kumar

**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 |
| Mr. Gulshan Nag | 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 | |
| Ms. Shuba Rachael | |
| 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
Mr. Hari Bahadur

# LIST OF COMMITTEES 2020 – 2021

**1. Board of Management of St. Francis College**
**Registered Society (Registration No. 716/2005)**

| | |
|---|---|
| Sr. Alphonsa Vattoly | President |
| Sr. Sandra Horta | Principal (Vice-President) |
| Sr. Alphonsa P Kunjuvareed | Correspondent & Secretary |
| Dr. Sr. Sherly ED | Vice-Principal (Member) |
| Sr. Rosy Chakiath | College Treasurer |
| Sr. Christine Fernandes | Member |
| Sr. Carmely Thaniyath | 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 |
| Dr. G.V. Sharada | 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) |
| Mr. P Clement Babu | Dean – Student Affairs (PG) |

**3. Academic Planning & Development**

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 |
| Dr. D Sumalatha | M.Sc. Organic Chemistry |
| Mr. P Clement Babu | M.A. Mass Communication & Journalism |
| 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. PVS Lakshmi | |
| Dr. Subi Varghese | |
| Dr. Nandini Sanyal | |

**9. Staff Grievance Redressal Cell**

| | |
|---|---|
| Sr. Alphonsa P Kunjuvareed | Correspondent |
| 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**

| | |
|---|---|
| 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)**

| | |
|---|---|
| Sr. Sandra Horta | Chairperson, Principal |
| Dr. Sr. Sherly ED | Senior Administrative Officer |
| Sr. Alphonsa P Kunjuvareed | 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 |
| Mr. P Clement Babu | Faculty |
| Lt. Marie Thomas | Placement Officer |
| Ms. Suchithra | Office Staff |
| Ms. Albina Aseervatham | Nominee – Local Society |
| Ms. Hafeezunnisa | Student Representative |
| Ms. Priyanka Mukund | Student Representative |
| Ms. Rohit Kumar, Vice President, Global Marketing, Cloud 4C | Industry Nominee |
| Dr. Joveeta Joseph, Microbiogist LV Prasad Eye Institute | Alumnae Representative |
| Dr. Anuradha, DRDO, | Stake Holder |
| Prof. G. Ram Reddy | Stake Holder |
| Mr. Anubhav Tiwari, Head, Community Corporate Initiative & Outreach, IIIT, Hyderabad | Stake Holder |
| Dr. Savitha Sukumar | IQAC Coordinator |

**12. Francisian Handbook Committee**

| | |
|---|---|
| Sr. Sandra Horta | |
| Dr. Sr. Sherly ED | |
| Dr. Mallika Shetty | |
| Ms. Rekha R Jaichander | Coordinator |

**13. Prospectus Committee**

| | |
|---|---|
| Dr. Anitha Thomas | Coordinator |
| Ms. B. Jyothi | |

**14. Magazine Committee**

| | |
|---|---|
| Dr. Haritha Guduru | Coordinator |
| Dr. Vijaya Gouri | |
| Dr. Surekha Chavan | |
| Ms. Swetha Rachel | |
| Ms. D. Swetha | |

Mr. Ravi Kumar
Mr. Jagdish

**15. IT Services**

| | |
|---|---|
| Ms. Afeefa Noorain | Exams |
| Mr. Glady | |
| Ms. Navya Allam | Admission |
| Ms. Shuba Rachael | |
| Ms. Shobana | Time Table |
| Mr. Shravan | |

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

Ms. Prabhmeet Kaur
Ms. Shuba Rachael
Ms. Soujenya
Ms. Saswati M
Mr. Mahnoor Nida,
Ms. Srujana
Ms. Nikitha

**17. Reporting for All Events**

| | |
|---|---|
| Ms. R. Vijayalakshmi | Coordinator |
| Ms. V. Gayathri | |
| Ms. M. Sowjenya | |
| Ms. Mahnoor Sahrash | |
| Mr. Ravi Kumar | |
| Mr. Jagadish | |

**18. Record Keeping of Minutes of All Staff Meetings**

Deans Student Affairs

**19. NSS PO's**

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

**20. College Choir**

| | |
|---|---|
| Ms. Bernadette A | Coordinator |
| Ms. Serah Vinodhini | |
| Ms. Angelina | |
| Ms. Mary Dias | |

**21. Campus Ministry Committee**

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

**Face club Staff Co-ordinators**

Ms. Shalini William – Co-ordinator
Ms. Tabitha Romana

**22. Natale Committee**

Ms. Mary Antony Coordinator
Dr. Roselin
Ms. Shalini
All Christian Staff

**23. Value Education Cell**

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

**24. Admission Committee**

Sr. Sandra Horta
Dr. Sr. Sherly ED
Dr. Mallika S Shetty
Ms. Parsi Kalpana Coordinator
Dr. L N Shuba
Dr. Sr. Sujatha Yeruva
Dr. Subi Varghese
Sr. Rosy Chakiath

**25. Orientation for Parents / Students**

Ms. Alina Jyothi Coordinator
Department of Chemistry

**26. Freshers Welcome & Farewell**

Dr. K. Anitha Coordinator
Department of Mass Communication
Deans of Student Affairs

**27. Faculty Development Cell**

Principal
Vice Principal
Dr. Shailaja Raj — Coordinator
Ms. Sharmila Kannan
Dr. Uma Joseph
Ms. Latha Subramaniam
Dr. Lalitha P
Ms. Alina Jyothi
Dr. L.N. Shubha
Ms. Marie Thomas

**28. Faculty Research Cell**

| | | |
|---|---|---|
| Dr. Vanisree Talluri | Commerce | Coordinator |
| Dr. B. Aruna | Science | |
| Dr. Ch. Yugandhar | Science | |

**29. Examination Committee**

| | |
|---|---|
| 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 |
| Dr. G.V. Sharada | Addl. Controller of Exams |
| Dr. P. Sirisha | Supdt. of Exams |

Dr. D. Sumalatha (PG)
Ms. Shree Jyothi (PG)
Ms. Kanchana Parijatham
Ms. P. Renuka

**30. Remedial Instruction**

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

**31. Celebration of National Festivals**

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

**32. Women's Cell**

Ms. Shikha Chander — Coordinator
Ms. Suryavardhini

Dr. Richa Mehta
Ms. D. Rupali
Ms. Shouni Niveditha

**33. Educational Study Tours**
**Dr. Mallika Shetty** Coordinator
All HODs Coordinated by Vice Principal & Dean Academics

**34. Centre for International Studies**
Dr. Reena Dewan Coordinator
Dr. Shailaja Raj
Ms. Geeta Kumari
Mr. Ravi Kumar
Ms. Nida Suleman
Ms. Swetha Rachel

**35. IPR Cell**
Ms. Harikalyani Coordinator
Ms. Dhanya V
Dr. Y V S Annapurna
Ms. Laksmi Madhuri

**36. Alumnae Committee**
Principal
Vice Principal
Ms. Shalini Deendayal - President
Dr. Swaswati Choudhury – Vice President
Ms. Asha Kumar – Secretary
Ms. Deepa James – Joint Secretary
Ms. Geeta G – Treasurer
Ms. Anitha Thomas – Coordinator
Ms. Pooja Bajaj – Member
Ms. Bhavana – Member
Ms. Pallavi – Member
Ms. Jaspreet Kaur – Member

**37. Sports Committee**
Mr. Syed Farooq Kamal Coordinator
Ms. Amita Daniel
Ms. Mary Antony
Ms. Madhura Ayachit
Ms. Harshitha K

**38. Cultural Committee**

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

**39. NIRF Committee**

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

**40. Inter College Fest**

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

**41. Placement Cell**

Ms. Marie Thomas — Coordinator
Dr. Shree Jyothi (Commerce)
Mr. P. Clement Babu (Mass Comm)
Ms. Shalini William (B.Voc)
Mr. Venkatesh Mutyala (B.Voc)
Ms. V Dhanya (Chemistry)
Ms. D Sunitha (Micro)
Ms. Arpuda (BA)

**42. Media Network Committee**

Dept of Mass Communication

**43. Audio Visual Committee**

Ms. Jyothi B — Coordinator
Ms. D. Swetha
Mr. Shravan
Mr. Nihal

**44. Health Centre**

Ms. Kanchana

**45. Canteen Committee**

Ms. Tabitha — Coordinator
Dept. of Nutrition

**46. Water Potability Testing Committee**

Dept. of Microbiology + Biochemistry + Biotechnology - Lab staff
Dept. of Microbiology

**47. CBCS Review Committee**

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

**48. Social Outreach Committee**

Dr. Uma Joseph — Coordinator
Ms. Mary Jasmine (B.Com)
Ms. D Rupali (BA)
Ms. Kanchana Parijatham (B.Sc.)

**49. NAAC Accreditation Core Committee**

Principal
Vice Principal
IQAC Coordinator
IQAC Asst. Coordinator
Dr. Mallika S Shetty
Ms. Alina Jyothi
Dr. Shailaja Raj
Dr. P Lalitha
Dr. Uma Joseph
Ms. Deepa James
Ms. Mary Anthony

**50. Innovation Hub**

Mr. Venkatesh Mutyala – Coordinator
Ms.V N Prashanthi B

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

Dr. Jyothi Rani - Coordinator
Ms. Shalini

**52. Anti Raging Committee**

Principal
Vice-Principal
Dean
Dean student affair, Dr. Uma Joseph

**53. Student Discipline Committee**

Ms. Marie Thomas — Coordinator
Mr. Syed Farooq Kamala — Coordinator

**Ground Floor**

Ms. Alina Jyothi – Chemistry Lab Verandah
Ms. Usha Praveena – Physics Verandah
Ms. Deepa Switha – Reception Area
Ms. Kanchana Parijatham - Axis Verandah

**1st Floor**

Dr. Shailaja Raj – Microbiology Verandah
Ms. Mary Anthony - R.No.100 Verandah
Dr. D Sumalatha – Board Room Verandah

**2nd Floor**

Dr. Uma Joseph – R. No. 71, 72 Verandah
Ms. Latha S – R. No. 57. 58, 60 – 64, 74, 75
Dr. Ch. Yugandhar – R. No. 65 – 70
Ms. Margaret Selvaraj

**3rd Floor**

Dr. Mallika.Shetty - 3rd Floor
Dr. Subi Varghese - 3rd Floor
Ms. Geeta Gianchandani – HRM Verandah

**PG Block – 1st Floor**

Ms. Padmasree
Ms. Manjiri Prashant

**2nd Floor**

Dr.P Lalitha - 208 - 212
Ms. Geetha Kumari 201 - 207

**Mass Comm Block**

Dr. K Anita – Entire Mass Comm. 1st & 2nd Floor
Mr. Ravi Kumar – American Corner

# Mentors for BA Faculty – 2020 – 2021

**BA I**

| Class | Teacher |
|---|---|
| HLP | Ms. Afshan |
| HPP | Ms. PVS Lakshmi |
| EPP | Ms. Alice David |
| EPS | Dr. Sirisha |
| PLP | Ms. Bernadette |
| PPP | Ms. Geetha K |
| MLP | Ms. Serah Vinodhini |
| MLS | Ms. Geetha G |

**BA II**

| Class | Teacher |
|---|---|
| HLP | Ms. Swaswati M |
| HPP | Dr. Haritha |
| EPP | Ms. Swetha Racheal |
| EPS | Ms. Ruth P Johny |
| PLP | Ms. Stella Martina |
| PPP | Dr. Sinjini B |
| MLP | Ms. Angela |
| MLS | Mr. Ravi Kumar |

**BA III**

| Class | Teacher |
|---|---|
| HLP | Ms. Rooman |
| HPP | Ms. Rupali |
| EPP | Ms. Manjiri |
| EPS | Ms. Margaret |
| PLP | Ms. Harshitha |
| PPP | Ms. Arpuda Mary |
| MLP | Dr. Surekha |
| MLS | Dr. Reena Dewan |

**Mentors for Science Faculty – 2020 – 2021**

| Class | Combination | Faculty-in-charge |
|---|---|---|
| B.Sc. I A | ○ BZC<br>○ Biotech/Zoo/Chem | ○ Dr. Basanti<br>○ Ms. Sheila Merlin X |
| B.Sc. I B | ○ MPC<br>○ MPCs | ○ Ms. EVL Madhuri<br>○ Ms. Renuka |
| B.Sc. I C | ○ Micro/Biochem/Chem<br>○ Micro/Biotech/Chem | ○ Ms. Sony<br>○ Ms. Arsheen Tabassum |
| B.Sc. I D | ○ M/Stat/Cs | ○ Ms. Priyanka |
| B.Sc. I E | ○ M/E/Cs | ○ Ms. D B Rekha |
| B.Sc. I F | ○ Biochem/CAP/Chem<br>○ Biochem/Biotech/Chem | ○ Ms. Rajeshwari<br>○ Dr. V Radhika |
| B.Sc. I N | ○ Nut/Zoo/Chem<br>○ Nut/Bot/Chem | ○ Ms. Tabitha<br>○ Dr. A. Saritha |
| B.Sc. I H | | ○ Ms. Sowjenya |
| B.Sc. II A | ○ BZC<br>○ Biotech/Zoo/Chem | ○ Ms. Sravanthi<br>○ Ms. Lakshmi Madhuri |
| B.Sc. II B | ○ MPC<br>○ MPCs | ○ Ms. Ramanjana<br>○ Ms. K. Lavanya |
| B.Sc. II C | ○ Micro/Biochem/Chem<br>○ Micro/Biotech/Chem | ○ Ms. Shika Chander<br>○ Dr. Anitha Thomas |
| B.Sc. II D | ○ M/Stat/Cs | ○ Ms. B Kavitha |
| B.Sc. II E | ○ MECs | ○ Ms. B. Lavanya |
| B.Sc. II F | ○ Biochem/CAP/Chem<br>○ Biochem/Biotech/Chem | ○ Ms. Malathi<br>○ Ms. Dhanya |
| B.Sc. II N | ○ Nut/Zoo/Chem<br>○ Nut/Bot/Chem | ○ Ms. B. Prashanthi<br>○ Ms. Shravya Rao |
| B.Sc. II H | | ○ Ms. Afeefa |
| B.Sc. III A | ○ BZC<br>○ Biotech/Zoo/Chem | ○ Dr. Jyothi Rani<br>○ Ms. Mini Fernandes |
| B.Sc. III B | ○ MPC<br>○ MPCs | ○ Ms. Suryavardhini<br>○ Ms. Devy |
| B.Sc. III C | ○ Micro/Biochem/Chem<br>○ Micro/Biotech/Chem | ○ Ms. Kanchana<br>○ Ms. Shouni Nivedita |
| B.Sc. III D | ○ MSCs | ○ Ms. Boneita |
| B.Sc. III E | ○ MECs | ○ Ms. Sushma |
| B.Sc. III F | ○ Biochem/CAP/Chem<br>○ Biochem/Biotech/Chem | ○ Ms. Navya<br>○ Ms. Prashanthi V |
| B.Sc. III N | ○ Nut/Zoo/Chem<br>○ Nut/Bot/Chem | ○ Ms. Patricia<br>○ Ms. Swetha Singh |
| B.Sc. III H | | ○ Ms. Prabhmeet |

## Mentors for Commerce Faculty – 2020 – 2021

| Class | Faculty-in-charge |
|---|---|
| B.Com I (A & F) | Dr. Sunitha S |
| B.Com I (H) | Ms. Latha G |
| B.Com I (C) | Ms. Madhura |
| B.Com I (IPP) | Ms. Lilly |
| B.Com I (IB) | Ms. Vijaya Kumari |
| B.Com II (A&F) | Ms. Jasmine |
| B.Com II (H) | Ms. Harikalyani |
| B.Com II (C) | Ms. Vijayalakshmi |
| B.Com II (IPP) | Dr. Savitha Sukumar |
| B.Com II (IB) | Dr. Sharada |
| B.Com III (A & F) | Dr. Vanisree |
| B.Com III (H) | Ms. Prashanthi |
| B.Com III (C) | Ms. Manisha |
| B.Com III (IPP) | Ms. Shobana |
| B.Com III (IB) | Ms. A Padmaja |

## Mentors for Management Faculty – 2020 – 2021

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

## Mentors for PG Faculty – 2020 – 2021

| Class | Faculty-in-charge |
|---|---|
| M.Com (Appl. Finance) II | Dr. Richa |
| M.Com (Appl. Finance) I | Ms. Shree Jyothi |
| M.Sc. (Micro) II | Ms. Annapurna |
| M.Sc. (Micro) I | Dr. Aruna |
| M.Sc. (Org. Chem) II | Dr. Sumalatha |
| M.Sc. (Org. Chem.) I | Dr. Sushmita |
| M.Sc. (Mathematics) II | Ms. Sravani |
| M.Sc. (Mathematics) I | Ms. Rekha J |
| M.Sc. (Computer Science) II | Ms. P Kalpana |
| M.Sc. (Computer Science) I | Ms. Padmasree |
| M.Sc. (Appl. Psychology) II | Dr. Nandini |
| M.Sc. (Appl. Psychology) I | Dr. Divya Sarah Lal |
| M.A. (Mass Comm. & Journalism) II | Mr. Clement |
| M.A. (Mass Comm. & Journalism) I | Dr. K Anitha |

## 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 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 |

| | Evaluation by Internal examiners | Evaluation by External examiners | Semester-end examination |
|---|---|---|---|
| Practical courses | Semester I ,III & V ( UG)<br>Semester I & III ( PG) | Semester II ,IV & VI ( UG)<br>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 / 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.

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

**Revalution**
**Note :** *Revaluation of semester-end examination result ( Available only for UG programmes)*

**Revalution**

In case of dissatisfaction with semester-end examination results a student can apply 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.

**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.

**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.

- 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.

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

- They should have been promoted to next higher class / semester in which they are seeking re-admission.

- They should join the course within 4 weeks from the date of commencement of classes.

- They should be able to complete the course within 5 years in case of UG or within the double
- duration (4 years ) in case of PG, from the year of their original admission.

- They should pay the re-admission fee as prescribed by the College.

**NOTE: No re-admission shall be made after the cut-off date (4$^{th}$ 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 PROGRAMME – SWARNOJWALA**

As part of the Golden Jubilee Celebrations in 2009 a new venture, Swarnojwala, Rural Student Adoption Programme, the institutions modest contribution to the cause of rural social development was introduced. This scheme aims to provide education to girls from rural background, first generation learners and economically poor but who excel in studies irrespective of their caste or creed. Every year three girl students are admitted into the 3 year degree programme of B.A, B.Sc. and B.Com. This programme takes care of the Financial, Academic and the Social needs of the students. The students are provided for food & accommodation, college fees, books and other requirements of a regular student of the college. The academic support is given by the staff who will volunteer to take over as an Academic Counselor and Guardian, providing the necessary direction and guidance to the students. The student is provided the benefit of extra tutorials, courses to develop soft skills and other avenues for the overall personality development. The college Placement Cell assists them in providing employment on successful completion of their respective course.

## 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 : Exodus 14:14** "The Lord will fight for you; you need only to be still."

| JUNE - 2020 | |
|---|---|
| Mon 1 | |
| Tue 2 | |
| Wed 3 | |
| Thu 4 | |
| Fri 5 | |
| Sat 6 | |
| Sun 7 | |

"The unexamined life is not worth living" – Socrates

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

| JUNE - 2020 | |
|---|---|
| Mon 8 | |
| Tue 9 | |
| Wed 10 | |
| Thu 11 | |
| Fri 12 | |
| Sat 13 | |
| Sun 14 | |

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

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

| JUNE - 2020 | |
|---|---|
| **Mon 15** | **Day 1**Online Classes begin for Sem III & V |
| **Tue 16** | **Day 2** |
| **Wed 17** | **Day 3** |
| **Thu 18** | **Day 4** |
| **Fri 19** | **Day 5** |
| **Sat 20** | |
| **Sun 21** | |

"No man's knowledge here can go beyond his experience" – John Locke

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

| JUNE - 2020 | |
|---|---|
| **Mon 22** | **Day 6** |
| **Tue 23** | **Day 1** |
| **Wed 24** | **Day 2** |
| **Thu 25** | **Day 3** |
| **Fri 26** | **Day 4** |
| **Sat 27** | |
| **Sun 28** | |

"God doesn't require us to succeed, he only requires that you try."
- Mother Teresa

**God's promise to us: Isaiah 26:3** "The Lord will keep in perfect peace those whose minds are steadfast, because they trust in Him."

| JUNE / JULY - 2020 | |
|---|---|
| **Mon 29** | **Day 5** |
| **Tue 30** | **Day 6** |
| **Wed 1** | **Day 1** |
| **Thu 2** | **Day 2** |
| **Fri 3** | **Day 3** |
| **Sat 4** | |
| **Sun 5** | |

"Even while they teach, we learn" - Seneca the Younger

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

| JULY - 2020 | |
|---|---|
| **Mon 6** | **Day 4** |
| **Tue 7** | **Day 5** |
| **Wed 8** | **Day 6** |
| **Thu 9** | **Day 1** |
| **Fri 10** | **Day 2** |
| **Sat 11** | |
| **Sun 12** | |

"There is only one good, knowledge and one evil, ignorance" - Socrates

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

| JULY - 2020 | |
|---|---|
| **Mon 13** | **Day 3** |
| **Tue 14** | **Day 4** |
| **Wed 15** | **Day 5** |
| **Thu 16** | **Day 6** |
| **Fri 17** | **Day 1** |
| **Sat 18** | |
| **Sun 19** | |

"Life must be understood backward. But it must be lived forward " – Søren Kierkegaard

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

| JULY - 2020 | |
|---|---|
| **Mon 20** | **Bonalu – Holiday** |
| **Tue 21** | **Day 2** |
| **Wed 22** | **Day 3** |
| **Thu 23** | **Day 4** |
| **Fri 24** | **Day 5** |
| **Sat 25** | |
| **Sun 26** | |

"You can discover more about a person in an hour of play than in a year of conversation" – Plato

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

| JULY / AUGUST - 2020 | |
|---|---|
| **Mon 27** | **Day 6** |
| **Tue 28** | **Day 1** |
| **Wed 29** | **Day 2** |
| **Thu 30** | **Day 3** |
| **Fri 31** | **Day 4** |
| **Sat 1** | **Bakrid – Holiday** |
| **Sun 2** | |

"The greater the difficulty, the more glory in surmounting it" – Epicurus

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

| AUGUST - 2020 | |
|---|---|
| **Mon 3** | **Raksha Bandhan – Holiday** |
| **Tue 4** | **Day 5** |
| **Wed 5** | **Day 6** |
| **Thu 6** | **Day 1** |
| **Fri 7** | **Day 2** |
| **Sat 8** | |
| **Sun 9** | |

"Morality is not the doctrine of how we may make ourselves happy, but of how we may make ourselves worthy of happiness" – Immanuel Kant

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

| AUGUST - 2020 | |
|---|---|
| **Mon 10** | **Day 3** |
| **Tue 11** | **Srikrishna Astami – Holiday** |
| **Wed 12** | **Day 4** |
| **Thu 13** | **Day 5** |
| **Fri 14** | **Day 6** |
| **Sat 15** | **INDEPENDENCE DAY - Holiday** |
| **Sun 16** | |

"It is wrong always, everywhere and for everyone, to believe anything upon insufficient evidence" – W. K. Clifford

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

| AUGUST - 2020 | |
|---|---|
| **Mon 17** | **Day 1** |
| **Tue 18** | **Day 2** |
| **Wed 19** | **Day 3** |
| **Thu 20** | **Day 4** |
| **Fri 21** | **Day 5** |
| **Sat 22** | **Ganesh Chaturthi – Holiday** |
| **Sun 23** | |

"The brave man is he who overcomes not only his enemies but his pleasures" – Democritus

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

| AUGUST - 2020 | |
|---|---|
| **Mon 24** | **Day 6** |
| **Tue 25** | **Day 1** |
| **Wed 26** | **Day 2** |
| **Thu 27** | **Day 3** |
| **Fri 28** | **Day 4** |
| **Sat 29** | |
| **Sun 30** | **Moharram – Holiday** |

"We are too weak to discover the truth by reason alone" – St. Augustine

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

| AUGUST / SEPTEMBER - 2020 | |
|---|---|
| **Mon 31** | **Day 5** |
| **Tue 1** | **Ganesh Immersion-Holiday** |
| **Wed 2** | **Day 6** |
| **Thu 3** | **Day 1** |
| **Fri 4** | **Day 2** |
| **Sat 5** | |
| **Sun 6** | |

"Develop a passion for learning. If you do, you will never cease to grow." - Anthony J. D'Angelo

**God's promise to us: Nahum 1:7** "The Lord is good, a refuge in times of trouble. He cares for those who trust in him."

| SEPTEMBER - 2020 | |
|---|---|
| **Mon 7** | **Day 3** |
| **Tue 8** | • **Mother Mary's Feast – Holiday** |
| **Wed 9** | **Day 4**<br>• Holy Mass for all Catholic Staff & Students at 11.30 a.m. - **YouTube Live** |
| **Thu 10** | **Day 5** |
| **Fri 11** | **Day 6**<br>**Orientation for Newly Recruited Staff – Session - I** |
| **Sat 12** | |
| **Sun 13** | |

"The roots of education are bitter, but the fruit is sweet."- Aristotle

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

| SEPTEMBER - 2020 | |
|---|---|
| **Mon 14** | **Day 1** |
| **Tue 15** | **Day 2** |
| **Wed 16** | **Day 3** |
| **Thu 17** | **Day 4**<br>**Orientation for UG I Years - YouTube Live** |
| **Fri 18** | **Day 5** |
| **Sat 19** | |
| **Sun 20** | |

"Knowledge is power. Information is liberating. Education is the premise of progress, in every society, in every family." - Kofi Anna

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

| SEPTEMBER - 2020 | |
|---|---|
| **Mon 21** | **Day 6** |
| **Tue 22** | **Day 1** |
| **Wed 23** | **Day 2** |
| **Thu 24** | **Day 3** |
| **Fri 25** | **Day 4** |
| **Sat 26** | **Working Day for first years** |
| **Sun 27** | |

"Change is the end result of all true learning."- Leo Buscaglia

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

| SEPTEMBER / OCTOBER - 2020 | |
|---|---|
| **Mon 28** | **Day 5** |
| **Tue 29** | **Day 6** |
| **Wed 30** | **Day 1** |
| **Thu 1** | **Day 2** |
| **Fri 2** | **• Mahatma Gandhi Jayanthi – Holiday** |
| **Sat 3** | **Working Day for first years** |
| **Sun 4** | |

"I have no special talent. I am only passionately curious." Albert Einstein

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

| OCTOBER - 2020 | |
|---|---|
| **Mon 5** | **Day 3**<br>• Holy Mass for all Catholic Staff & Students at 11.30 a.m. - **YouTube Live** |
| **Tue 6** | **Day 4** |
| **Wed 7** | **Day 5** |
| **Thu 8** | **Day 6** |
| **Fri 9** | **Day 1** |
| **Sat 10** | **Working Day for first years** |
| **Sun 11** | |

"The highest result of education is tolerance." Helen Keller

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

| OCTOBER - 2020 | |
|---|---|
| **Mon 12** | **Day 2** |
| **Tue 13** | **Day 3** |
| **Wed 14** | **Day 4** |
| **Thu 15** | **Day 5**<br>**Student Council 2020 - Investiture - YouTube Live** |
| **Fri 16** | **Day 6**<br>**Last Teaching Day for 2nd & 3rd YearsClasses will continue for 1st Years** |
| **Sat 17** | **Bathukamma starting Day - Holiday** |
| **Sun 18** | |

"You are always a student, never a master. You have to keep moving forward." - Conrad Hall

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

| OCTOBER - 2020 | |
|---|---|
| **Mon 19** | **Day 1** |
| **Tue 20** | **Day 2** |
| **Wed 21** | **Day 3** |
| **Thu 22** | **Day 4** |
| **Fri 23** | **Day 5** |
| **Sat 24** | **Durgashtami-Holiday** |
| **Sun 25** | **VijayaDasami-Holiday** |

"Only I can change my life. No one can do it for me."- Carol Burnett

**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 / NOVEMBER - 2020 | |
|---|---|
| **Mon 26** | **Day 6** |
| **Tue 27** | **Day 1** |
| **Wed 28** | **Day 2** |
| **Thu 29** | **Day 3** |
| **Fri 30** | **Milad-un-Nabi- Holiday** |
| **Sat 31** | **Working Day for first years** |
| **Sun 1** | |

"Life is 10% what happens to you and 90% how you react to it." - Charles R. Swindoll

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

| NOVEMBER - 2020 | |
|---|---|
| **Mon 2** | **Day 4** |
| **Tue 3** | **Day 5** |
| **Wed 4** | **Day 6** |
| **Thu 5** | **Day 1** |
| **Fri 6** | **Day 2** |
| **Sat 7** | **Working Day for first years** |
| **Sun 8** | |

"Change your life today. Don't gamble on the future, act now, without delay." -Simone de Beauvoir

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

| NOVEMBER - 2020 | |
|---|---|
| **Mon 9** | **Day 3** |
| **Tue 10** | **Day 4** |
| **Wed 11** | **Day 5** |
| **Thu 12** | **Day 6** |
| **Fri 13** | **Day 1** |
| **Sat 14** | • **Diwali -Holiday** |
| **Sun 15** | |

"Because of your smile, you make life more beautiful."- Thich Nhat Hanh

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

| NOVEMBER - 2020 | |
|---|---|
| **Mon 16** | **Day 2** |
| **Tue 17** | **Day 3** |
| **Wed 18** | **Day 4** |
| **Thu 19** | **Day 5**<br>• Holy Mass for all Catholic Staff & Students at 11.30 a.m. - **YouTube Live** |
| **Fri 20** | **Day 6** |
| **Sat 21** | **Institution Day-HolidayOnline Orientation for Newly Recruited Staff – Session - II** |
| **Sun 22** | |

"Death is not the greatest loss in life. The greatest loss is what dies inside us while we live."- Norman Cousins

**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 - 2020 | |
|---|---|
| **Mon 23** | **Day 1** |
| **Tue 24** | **Day 2** |
| **Wed 25** | **Day 3** |
| **Thu 26** | **Day 4** |
| **Fri 27** | **Day 5** |
| **Sat 28** | **Working Day for first years**<br>**Online Orientation for Newly Recruited Staff – Session – III**<br>**Student Induction Programme – Session - I - YouTube Live** |
| **Sun 29** | |

"Positivity, confidence, and persistence are key in life, so never give up on yourself." - Khalid

**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 / DECEMBER - 2020 | |
|---|---|
| **Mon 30** | **Guru Nanak Jayanthi - Holiday** |
| **Tue 1** | **Day 6**<br>**Online Faculty Development Programme I** |
| **Wed 2** | **Day 1** |
| **Thu 3** | **Day 2** |
| **Fri 4** | **Day 3** |
| **Sat 5** | **Working Day for first yearsStudent Induction Programme – Session - II - YouTube Live** |
| **Sun 6** | |

"Life is like riding a bicycle. To keep your balance, you must keep moving." - Albert Einstein

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

| DECEMBER - 2020 | |
|---|---|
| **Mon 7** | **Day 4** |
| **Tue 8** | **Day 5** |
| **Wed 9** | **Day 6** |
| **Thu 10** | **Day 1** |
| **Fri 11** | **Day 2** |
| **Sat 12** | **Working Day for first yearsStudent Induction Programme – Session - III - YouTube Live** |
| **Sun 13** | |

"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 : 1 Chronicles 16:34** "Give thanks to the Lord, for he is good; his love endures forever."

| DECEMBER - 2020 | |
|---|---|
| **Mon 14** | **Day 3** |
| **Tue 15** | **Day 4** |
| **Wed 16** | **Day 5** |
| **Thu 17** | **Day 6** |
| **Fri 18** | **Day 1**<br>• Holy Mass for all Catholic Staff & Students at 11.30 a.m. - **YouTube Live** |
| **Sat 19** | **Working Day for first yearsStudent Induction Programme – Session – IV - YouTube LiveOnline Faculty Development Programme II** |
| **Sun 20** | |

"Peace begins with a smile." - Mother Teresa

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

| DECEMBER - 2020 | |
|---|---|
| **Mon 21** | **Day 2**<br>**Online Faculty Development Programme II** |
| **Tue 22** | **Day 3** |
| **Wed 23** | **Day 4**<br>**Virtual Natale Celebrations** |
| **Thu 24** | **Christmas Vacations** |
| **Fri 25** | **Christmas** |
| **Sat 26** | **Christmas Vacations** |
| **Sun 27** | **Christmas Vacations** |

"Be faithful in small things because it is in them that your strength lies."
- 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 - 2020 / JANUARY - 2021 | |
|---|---|
| **Mon 28** | **Christmas Vacations** |
| **Tue 29** | **Christmas Vacations** |
| **Wed 30** | **Christmas Vacations** |
| **Thu 31** | **Christmas Vacations** |
| **Fri 1** | • **Christmas Vacations**<br>• **New Year's Day-Holiday** |
| **Sat 2** | **Day 6**<br>**Staff Meeting** |
| **Sun 3** | |

" Spread love everywhere you go. Let no one ever come to you without leaving happier. " - Mother Teresa

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

| JANUARY - 2021 | |
|---|---|
| **Mon 4** | **Day1**<br>• **College Reopens for U.G (MPC, HPP) and P.G, first years after Christmas Vacation.**<br>• **Odd End Semester III & V Exams Starts** |
| **Tue 5** | **Day2** |
| **Wed 6** | **Day3** |
| **Thu 7** | **Day4**<br>• Holy Mass for all Catholic Staff & Students at 3.00 p.m. - **YouTube Live** |
| **Fri 8** | **Day5** |
| **Sat 9** | |
| **Sun 10** | |

"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 - 2021 | |
|---|---|
| **Mon 11** | **Day 6** |
| **Tue 12** | **Day1**<br>**National Youth Day** |
| **Wed 13** | **Bhoghi-Holiday** |
| **Thu 14** | **Sankranthi-Holiday** |
| **Fri 15** | **Day2** |
| **Sat 16** | **Day3** |
| **Sun 17** | |

"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 - 2021 | |
|---|---|
| **Mon 18** | **Day4** |
| **Tue 19** | **Day5** |
| **Wed 20** | **Day6**<br>**Odd End Semester I Exam Starts** |
| **Thu 21** | **Day1**<br>**College reopens for Even Semester PG II Year** |
| **Fri 22** | **Day2** |
| **Sat 23** | **Day3** |
| **Sun 24** | |

"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 - 2021 | |
|---|---|
| **Mon 25** | **Day4**<br>**Christian Unity Octave PrayerCollege reopens for Even Semester UG (II & III Years)** |
| **Tue 26** | **Republic Day-Holiday** |
| **Wed 27** | **Day5** |
| **Thu 28** | **Day6** |
| **Fri 29** | **Day1** |
| **Sat 30** | **Day2**<br>**Martyr's Day - Prayer for Peace** |
| **Sun 31** | |

"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."

| FEBRUARY - 2021 | |
|---|---|
| **Mon 1** | **Day3** |
| **Tue 2** | **Day4** |
| **Wed 3** | **Day5** |
| **Thu 4** | **Day6**<br>**World Cancer Day** |
| **Fri 5** | **Day1** |
| **Sat 6** | **Day2**<br>**Silver Jubilee Celebrations** |
| **Sun 7** | |

"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 - 2021 | |
|---|---|
| **Mon 8** | **Day3** |
| **Tue 9** | **Day4** |
| **Wed 10** | **Day5** |
| **Thu 11** | **Day6** |
| **Fri 12** | **Day1**<br>**World Radio Day (Dept. of Mass Communication)** |
| **Sat 13** | |
| **Sun 14** | |

"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 - 2021 | |
|---|---|
| **Mon 15** | **Day2** |
| **Tue 16** | **Day3** |
| **Wed 17** | **Day4**<br>**Ash Wednesday** |
| **Thu 18** | **Day5** |
| **Fri 19** | **Day6**<br>**Day1Last Teaching Day for PG I Years** |
| **Sat 20** | |
| **Sun 21** | |

"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 - 2021 | |
|---|---|
| **Mon 22** | **Day2** |
| **Tue 23** | **Day3** |
| **Wed 24** | **Day4** |
| **Thu 25** | **Day5** |
| **Fri 26** | **Day6** |
| **Sat 27** | **Day1**<br>**National Science Day** |
| **Sun 28** | |

"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."

| MARCH - 2021 | |
|---|---|
| **Mon 1** | **Day2**<br>**PG End Semester I Exam Starts** |
| **Tue 2** | **Day3** |
| **Wed 3** | **Day4**<br>**World Wildlife Day (Dept. of Zoology)** |
| **Thu 4** | **Day5** |
| **Fri 5** | **Day6** |
| **Sat 6** | **Day1** |
| **Sun 7** | |

"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 - 2021 | |
|---|---|
| **Mon 8** | **Day2**<br>**International Women's Day** |
| **Tue 9** | **Day3** |
| **Wed 10** | **Day4**<br>**Maha Shivaratri-Holiday** |
| **Thu 11** | **Day5** |
| **Fri 12** | |
| **Sat 13** | |
| **Sun 14** | |

"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 - 2021 | |
|---|---|
| **Mon 15** | **Day6**<br>**PG Semester II BeginsWorld Consumer Rights Day (Faculty of Management Studies)** |
| **Tue 16** | **Day1**<br>**National Vaccination Day (Dept. of Microbiology)** |
| **Wed 17** | **Day2** |
| **Thu 18** | **Day3** |
| **Fri 19** | **Day4** |
| **Sat 20** | **Day5** |
| **Sun 21** | |

"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 - 2021 | |
|---|---|
| **Mon 22** | **Day6** |
| **Tue 23** | **Day1** |
| **Wed 24** | **Day2** |
| **Thu 25** | **Day3** |
| **Fri 26** | **Day4** |
| **Sat 27** | **Day5** |
| **Sun 28** | |

"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 - 2021 | |
|---|---|
| **Mon 29** | **Holi-Holiday** |
| **Tue 30** | **Day6** |
| **Wed 31** | **Day1** |
| **Thu 1** | **Maundy Thursday-Holiday** |
| **Fri 2** | **Good Friday-Holiday** |
| **Sat 3** | **Holy Saturday** |
| **Sun 4** | **Easter-Holiday** |

"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 - 2021 | |
|---|---|
| **Mon 5** | **Babu Jagjivan Ram Birthday-Holiday** |
| **Tue 6** | **Day2** |
| **Wed 7** | **Day3** |
| **Thu 8** | **Day4** |
| **Fri 9** | **Day5** |
| **Sat 10** | |
| **Sun 11** | |

"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 - 2021 | |
|---|---|
| **Mon 12** | **Day6** |
| **Tue 13** | **Ugadi-Holiday** |
| **Wed 14** | **Dr. B. R. Ambedkar Jayanthi-Holiday** |
| **Thu 15** | **Day1**<br>**Project Report Submission to the Exam Branch** |
| **Fri 16** | **Day2** |
| **Sat 17** | **Day3** |
| **Sun 18** | |

"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 - 2021 | |
|---|---|
| **Mon 19** | **Day4** |
| **Tue 20** | **Day5** |
| **Wed 21** | **Ram Navami-Holiday** |
| **Thu 22** | **Day6** |
| **Fri 23** | **Day1** |
| **Sat 24** | **Day2** |
| **Sun 25** | |

"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 - 2021 | |
|---|---|
| **Mon 26** | **Day3** |
| **Tue 27** | **Day4** |
| **Wed 28** | **Day5** |
| **Thu 29** | **Day6** |
| **Fri 30** | **Day1** |
| **Sat 1** | **May Day-Holiday** |
| **Sun 2** | |

"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 - 2021 | |
|---|---|
| **Mon 3** | **Day2** |
| **Tue 4** | **Day3** |
| **Wed 5** | **Day4** |
| **Thu 6** | **Day5** |
| **Fri 7** | **Day6** |
| **Sat 8** | |
| **Sun 9** | |

"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 - 2021 | |
|---|---|
| **Mon 10** | **Day1** |
| **Tue 11** | **Day2** |
| **Wed 12** | **Day3** |
| **Thu 13** | **Day4** |
| **Fri 14** | **Idul-fitr-Holiday** |
| **Sat 15** | **Day5** |
| **Sun 16** | |

"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 - 2021 | |
|---|---|
| **Mon 17** | **Day6** |
| **Tue 18** | **Day1** |
| **Wed 19** | **Day2** |
| **Thu 20** | **Day3** |
| **Fri 21** | **Day4** |
| **Sat 22** | **Day5** |
| **Sun 23** | |

"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 - 2021 | |
|---|---|
| **Mon 24** | **Day6** |
| **Tue 25** | **Day 1** |
| **Wed 26** | **Day 2** |
| **Thu 27** | **Day 3**<br>**Last Teaching Day for UG I, II & III and PG II Years** |
| **Fri 28** | **Day 4** |
| **Sat 29** | **Day 5** |
| **Sun 30** | |

"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 - 2021 | |
|---|---|
| **Mon 31** | **Day6** |
| **Tue 1** | **Day1** |
| **Wed 2** | **Day2** |
| **Thu 3** | **Day3** |
| **Fri 4** | **Day4** |
| **Sat 5** | **Day5** |
| **Sun 6** | |

"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 - 2021 | |
|---|---|
| **Mon 7** | **Day6** |
| **Tue 8** | **Day1** |
| **Wed 9** | **Day2** |
| **Thu 10** | **Day3** |
| **Fri 11** | **Day4** |
| **Sat 12** | **Day5** |
| **Sun 13** | |

"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 - 2021 | |
|---|---|
| **Mon 14** | **Day6** |
| **Tue 15** | **Day1** |
| **Wed 16** | **Day2** |
| **Thu 17** | **Day3** |
| **Fri 18** | **Day4** |
| **Sat 19** | **Day5** |
| **Sun 20** | |

"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 - 2021 | |
|---|---|
| **Mon 21** | **Day6** |
| **Tue 22** | **Day1** |
| **Wed 23** | **Day2** |
| **Thu 24** | **Day3** |
| **Fri 25** | **Day4** |
| **Sat 26** | **Day5**<br>**Last Teaching Day for PG I Years** |
| **Sun 27** | |

"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 / JULY - 2021 | |
|---|---|
| **Mon 28** | |
| **Tue 29** | |
| **Wed 30** | |
| **Thu 1** | |
| **Fri 2** | |
| **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

# Academic Planner 2020 – 2021

| Month<br>Odd Semester | No. of<br>Teaching Days (2nd & 3rd years<br>(UG,PG) |
|---|---|
| June | 12 |
| July | 22 |
| August | 19 |
| September | 20 |
| October | 11 |
| **Total** | **84** |

| Month<br>Odd Semester | No. of<br>Teaching Days (I st Years UG, PG) |
|---|---|
| September | 08 |
| October | 20+02 |
| November | 20+02 |
| December | 17+03 |
| **TOTAL** | **65+7=72** |

| Month<br>Even Semester | No. of<br>Teaching Days |
|---|---|
| January | 8 |
| February | 23 |
| March | 24 |
| April | 18 |
| May | 20 |
| **TOTAL** | **93** |

## Examination Calendar ( SEPT 2020 – JULY 2021)

| Date | Activities |
|---|---|
| 18th Sept to 5th Oct 2020 | PG – Semester IV and UG –Semester VI Exams |
| 28th, 29th and 3rd Oct 2020 | UG –semester III & V IA Exams |
| 6th Nov to 30th Nov 2020 | UG : Semester I,III & V and PG: Semester III Examination Registration |
| 20th Nov to 8th Dec 2020 | UG : semester II & IV and PG : Semester II End exams(online) |
| 7th Dec to 12th Dec 2020 | UG-Semester I IA Exams |
| 8th Dec to 21st Dec 2020 | Practical Exams (online) |
| 4th Jan to 29th Jan 2021 | UG : Semester I, III & V End Exams (Offline) |
| 4th Jan to 15th Jan 2021 | PG : Semester III End Exams (Offline) |
| 16th Jan 2021 | UG Semester VI and PG Semester IV End exams Results(Covid-19 ) |
| 8th Feb to 12th Feb 2021 | UG Semester I Exams for MPC |
| 15th Feb 2021 | UG Semester II and IV Online Exam Results |
| 16th Feb to 23rd Feb 2021 | UG Semester II & IV Revaluation Registration |
| 26th Feb | UG Semester I, III, V and PG Semester I &III Offline Exam Results |
| 27th Feb to 5th Mar 2021 | UG Semester I, III, V Revaluation Registration |
| 1st Mar to 12th Mar 2021 | PG Semester I End Exams |
| 18th Mar to 20th Mar 2021 | UG : Semester II, IV & VI Internal Assessment Exam |
| 22nd Mar 2021 | UG Semester I, III, V Revaluation Results |
| 1st Apr to 20th Apr 2021 | UG & PG Supplementary Registration |
| 15th Apr 2021 | Project report submission to the Exam branch |
| 19th Apr to 30th Apr 2021 | Project Viva |
| 21st Apr to 10th May 2021 | UG Semester II, IV, VI and PG Semester II & IV Exam Registration |
| 20th May 2021 | Submission of IA marks : UG Semester II, IV & VI & PG Semester II & IV |
| 7th Jun to 10th July 2021 | UG Semester II, IV, VI Even Semester Exams<br>PG Semester II & IV Even Semester Exams<br>UG & PG Supplementary Exams |

# NOTES

# NOTES

## COLLEGE ANTHEM

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

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

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

## Morning Assembly Themes

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

**Academic Calendar Compiled by**
Principal, Vice-Principal, Dean Academics
**Ms. Rekha Jai Chander**

# St. Francis College for Women

## UG & PG

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