



# **ST JOSEPH'S UNIVERSITY**

**# 36 Lalbagh Road, Bengaluru - 560027**



## **CALENDAR & HANDBOOK 2023-24**





## VISION OF THE UNIVERSITY

To form men and women for and with others, who through holistic education, strive for a just, secular, democratic, and ecologically sensitive society which empowers the poor, the oppressed, and the marginalized.

## MISSION STATEMENT

In keeping with the Jesuit heritage, the university aims at an integral formation of the staff and the students, to be men and women who will be agents of societal change, by enabling them to attain academic and human excellence in a teaching-learning environment that fosters intellectual curiosity, ceaseless enquiry, personal integrity, social commitment, creativity, critical thinking, and innovation.

## Motto

*'Fide et Labore'* meaning 'Faith and Toil'







# St Joseph's University

#36 Lalbagh Road, Bengaluru - 560027

## Student Information

Name:.....

Year & Reg. No.:.....

Blood Group:.....

E-mail:..... Phone:.....

Father's Name:.....

E-mail:.....

Occupation:.....Phone:.....

Mother's Name:.....

E-mail:.....

Occupation:..... Phone:.....

Residential Address:.....

.....

Office Address (Parents):.....

.....

Address of Hostel/Paying Guest House:.....

.....

Guardian/Lodging House:.....

.....

Parent/Guardian's Signature

Student's Signature



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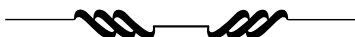
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## MILESTONES

1882	St Joseph's University was established as St Joseph's College in September 1882 by the Fathers of the Paris Foreign Mission. Affiliated to Madras University as a Second Grade College.
1926	Madras University accorded the college the status of a 'First Grade University'.
1937	The Fathers of the Paris Foreign Mission handed over the institution through the Diocese of Mysore to the Society of Jesus.
1949	Following the reorganization of States, the college was affiliated to the University of Mysore.
1964	The college was affiliated to Bangalore University.
1967	The college was granted permanent affiliation to Bangalore University.
1972	The Commerce sections and Evening College sections were separated to form St Joseph's College of Commerce and St Joseph's Evening College, respectively.
1982	The college centenary year was celebrated.
1986	Became the first affiliated college in Karnataka to offer postgraduate courses.
1998	The college was the first affiliated institution to get Research Centre status.
1999	The college was accredited with four stars (Score 70-75%) by NAAC.
2001	Following the Karnataka state bifurcation policy, the Pre-University section evolved to become St Joseph's PU College. The Degree sections were shifted to the new buildings at No. 36, Lalbagh Road, Bangalore.
2004	UGC accredited the college as 'College with Potential for Excellence' (CPE).
2005	The college was granted Autonomous Status up to 2010-11.
2006	The college was reaccredited with 'A' Grade (Score 85.3%) by NAAC.
2007	The college celebrated 125 years of its establishment.
2009	The Department of Posts, India, released a postal stamp of the institution to commemorate its 125 <sup>th</sup> anniversary.
2010	Extension of Autonomous Status was granted from 2010-11 to 2015-16.
2012	Accredited with 'A' grade (CGPA of 3.73/4.00; Score 93.25%) by NAAC.
2012	Celebrated the Platinum Jubilee of its administration by the Jesuit Order.
2014	The college was conferred with the status of 'College of Excellence' (CE) by UGC.
2016	UGC granted the extension of Autonomous Status from 2016-2017 to 2021-2022.
2017	The college was re-accredited with A++ Grade and 3.79/4 CGPA in the 4 <sup>th</sup> cycle by NAAC. Postgraduate science departments were awarded the DST-FIST grant.
2018	Inauguration of MAGIS Block by the 31 <sup>st</sup> Superior General Rev. Fr Arturo Sosa, SJ. The Departments of Biotechnology, Chemistry, and Botany were elevated to Star Status under the DBT Star College scheme.
2021	St Joseph's University Bill passed in the Karnataka Legislative Assembly. St Joseph's University Bill becomes an Act.
2022	Govt of Karnataka notifies the establishment of St Joseph's University. St Joseph's University is officially inaugurated by the Hon. President of India. The hostel celebrated 75 years since it was established on March 12, 1947.
2023	On February 5, 2023, the Alumni/ae Association celebrated its centennial anniversary.



**Vice-Chancellor's Message**

*Dear Josephites,*

St Joseph's University heartily welcomes you. You are now a member of the global Josephite family - a rich legacy of 141 years. SJU is the third Jesuit University in India and one of the largest Jesuit educational institutions in the country.

Our Institution, founded as St Joseph's College in 1882, is administered by the Society of Jesus (SJ), also known as the Jesuits, and is registered under the Bangalore Jesuit Educational Society (BJES). St Ignatius of Loyola, a Spanish priest, founded this Catholic religious order in 1540. In 1882, a group of French Christian priests from the Paris-based foreign mission came to Bangalore and established St Joseph's College. In 1937, the management of the Institution was transferred to the Society of Jesus. Ever since, following the footsteps of their patron St Ignatius, the members of the Society of Jesus have been actively involved in the field of education across the globe.

In 2018, the MHRD upgraded St Joseph's College (Autonomous) to St Joseph's University status under the Rashtriya Uchchathar Shiksha Abhiyan (RUSA) 2.0 Scheme. In 2021, the Government of Karnataka passed the St Joseph's University Bill. In July 2022, via formal notification from the Government of Karnataka, St Joseph's College (Autonomous) was officially upgraded to St Joseph's University, making SJU the first-of-its-kind Public-Private-Partnership (PPP) University in India. A religious minority institution, SJU caters to the education of Catholic youth. All the more, it opens its gates to every student irrespective of caste, creed, gender, region, and nationality. In keeping with the admission policy of the management, socio-economically marginalised groups receive special preference.

**Staff-Student Rapport**

Our lives are influenced and shaped by the people we constantly interact with. Here at SJU, your teachers will play a very important role in mentoring and guiding you. You can benefit from their rich experience and knowledge by interacting with them both in and out of the classroom. All classes will have one or two mentors. The role of the Class Mentor is to support and monitor student progress and provide advice and support to the students under their care on academic, co-curricular, and extracurricular matters.

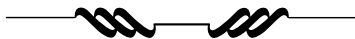
## Parents and Guardians

Parents and guardians are partners with the University in the task of total and holistic education of their wards. In keeping with this concept of 'partnership' in education, the Vice-Chancellor invites the parents/guardians of students a few times a year to discuss the performance of their wards. The dates of the meetings will be intimated in advance. Parents/guardians are requested to attend the meetings. It is also recommended that they meet the Welfare Officers and Class Mentors to ascertain the conduct and progress of their wards.

The University welcomes suggestions from parents and well-wishers.

***May God bless St Joseph's University.***

Rev. Dr Victor Lobo, SJ



## OBJECTIVES OF ST JOSEPH'S UNIVERSITY

### I. Academic Excellence

St Joseph's University places a high value on academic excellence. The courses are rigorous and need daily application of effort. Presentations and participation in seminars and workshops are part of academic life and train students in critical and scientific thinking. Students are encouraged to join at least one of the many associations of the University and thus experience intellectual growth and develop a spirit of inquiry.

### II. Social Concern

Preparing persons for the service of others is the aim of education at St Joseph's University. Social concern is at the heart of the education philosophy at St Joseph's. Great emphasis is laid on ensuring that students are aware of the many social ills and injustices prevalent in our society. Students are expected to be considerate to the oppressed and the less privileged and be persons of concern, compassion, and conscience.

### III. Character Formation

Character development is an essential aspect of education. Character includes behaviour, values, and attitudes to life and others. Essential to any character formation is self-discipline. The rules of discipline in the University are meant for social well-being, order, and harmony.



## **FACILITIES ON CAMPUS**

### **INFRASTRUCTURE**

#### **LIBRARY**

St Joseph's University Arrupe Library and Information Centre is a well-stocked library on the third floor of the Academic block that caters to the needs of undergraduate, postgraduate, research staff, and students. The library is regularly updated with recent and relevant books, journals, and e-resources across all disciplines. Please visit [sju.edu.in/sju-library](http://sju.edu.in/sju-library) for more information.

#### **LABORATORIES**

Well-equipped laboratories are available for all science disciplines on the undergraduate as well as postgraduate campuses. Great emphasis is placed on imparting hands-on skills to students. State-of-the-art studios with high-end equipment and best-in-class editing suites for video editing and sound design are provided for students of Visual Communication, Film making, and Animation courses. A Language learning facility and Material Production Centre are available for use by students of Journalism courses.

#### **INDUSTRY-ACADEMIA TIE-UPS**

An advanced analytical chemistry lab created by partnering with Eurofins provides state-of-the-art facilities to students. The SJU Office for International Affairs works closely with Jesuit universities around the world to ensure that our students have access to high-quality training and exposure. We have signed more than 40 MoUs with international universities for exchange of students, faculty, and research scholars.

#### **COMPUTER AND NETWORKING FACILITIES**

A computer and networking facility is housed in the library and is available for use by undergraduate and postgraduate students. A networking facility funded by the Department of Science and Technology, GoI (DST-FIST) grant has been set up on the second floor of the Magis Block. This facility is available for faculty and students for research and project work.

#### **HOSTELS**

In order to accommodate boys and girls from other states, the University runs three hostels. The hostels on campus and at Ejipura provide boarding facilities for 150 boys. Girls can avail hostel facilities at Sneha Nilaya, run by Franciscan Sisters of the Immaculate with whom the University has an MoU (For more details, contact [hosteladmission2023@sju.edu.in](mailto:hosteladmission2023@sju.edu.in)).

#### **CANTEEN/CAFETERIA**

The food courts on the third floor of the Magis Block offer delicious food and meals at affordable prices. There are separate canteens in the postgraduate block and at Arrupe Block for the convenience of students in these blocks.

## AUDITORIUM AND SEMINAR HALLS

The St Joseph's University Auditorium complex on the undergraduate campus houses a state-of-the-art auditorium that houses 1100 people, besides multiple smaller seminar halls that can be used for conferences, seminars, and meetings of different audience sizes. The Xavier Hall and Audio-Visual room on the postgraduate campus are also used for hosting meetings and events catering to various disciplines.

## CAMPUS Wi-Fi

The campus is Wi-Fi enabled and high-speed Wi-Fi is available in all academic blocks for use by faculty and students.

## OBSERVATORY

The university has two astronomical observatories. One is housed atop the Science block and employs a 12-inch Cassegrain Telescope mounted on an equatorial system in the Ritchie Cretian mode. The second observatory is located on the terrace of the PG Block. It has an 8-inch telescope in the Schmidt-Cassegrain mode with a focal ratio of f/10 with Dual-Fork, Alt-Azimuth mounting. Sky-watching programs are organized regularly during the clear sky season. In Bengaluru, this usually falls between the months between December and May.

## SPORTS & GAMES FACILITIES

St Joseph's University has carved out a name for itself in sports and games. The University has well-equipped basketball and badminton courts, a football field, and a gymnasium. Students are encouraged to participate in inter-class, inter-collegiate, and University tournaments. Students should enroll with the Physical Education Director or Sports Coaches for regular practice, which is required for selection into the sports and games teams.

## HEALTH CENTRE

First aid facilities are provided in all the blocks of the campus. There is an infirmary in the Arrupe Block. The University has an MoU with St Philomena's Hospital for all medical emergencies.

## BANK & ATM

The extension counter of South Indian Bank operates on the University campus. An ATM of South Indian Bank is situated on the PG campus for use by students and staff.

## PHOTOCOPYING AND STATIONERY

The campus has a photocopying facility for the staff and the students at a nominal fee in the library. Photocopying and printing facility is also available in the stationery store. Notebooks and stationery are available in the stationery store on the University campus.

## **STUDENT SUPPORT SERVICES**

### **MID-DAY MEAL SCHEME**

The University provides mid-day meals for economically disadvantaged students who are encouraged to avail themselves of this scheme. They must contact the Campus Minister at the beginning of the academic year.

### **STUDENT SCHOLARSHIPS**

Scholarships are available from the University management for economically disadvantaged students. Students who meet the scholarship eligibility criteria can apply for these scholarships. Information regarding the application process will be notified on the University notice board and the website.

Students are encouraged to apply for government and other scholarships online if they fulfill the required eligibility criteria mentioned on the websites. Details can be obtained from the University's Scholarship Office.

### **COUNSELLING CENTRE**

The Counselling and Wellness Team is committed to providing empathetic, non-judgmental, and genuine support. The emphasis is on enhancing the emotional well-being and empowering students. The counselling service on campus has a team of compassionate therapists who are devoted and use evidence-based interventions to help students develop effective coping skills. All sessions are kept confidential and anonymous.

### **STUDENT GRIEVANCE CELL**

Students can address their grievances through the various cells such as Exam Grievance Cell, Sexual Harassment Cell, Women's Cell, Anti-ragging, and Gender Sensitisation Cell.

### **PLACEMENTS AND SKILL DEVELOPMENT CELL**

The University has a placement cell that provides students with information on careers and jobs. Besides arranging placements (on and off-campus), the cell also organizes interviews, career counselling, career mapping, internships, and aptitude tests for the final year students.

### **CAMPUS MINISTRY**

The Campus Ministry at St Joseph's University is a vibrant team of teaching faculty who take care of the corporal and spiritual needs of students and staff members. Holy mass is organised every Friday. Four special masses are celebrated for the inauguration of the academic year, the feasts of St Joseph, St Ignatius of Loyola, and Christmas. The Campus Ministry organizes HRD classes for non-Catholic students and theology classes for second-semester Catholic students.

All India Catholic University Federation (AICUF), under the guidance of the Campus Ministry, has its own coordinators and is involved in organising masses, MAGIS, various outreach programmes, and attending workshops and conferences. A group consisting of all religious faculty and students from various congregations in the University named 'SJU Religious' also comes under the auspices of the ministry. The group helps organise masses and talks. They pray together, have adoration, recite the rosary, and conduct spiritual exercises. The Campus Ministry also takes care of the mid-day meal scheme.

### THE JOSEPHITE RESEARCH FORUM

The Josephite Research Forum (JRF) encourages the exchange of ideas and enables undergraduate students across disciplines (Sciences, Commerce, and Humanities) to do short research projects. Undergraduate students and faculty of various disciplines are active members of the forum. The DBT (Department of Biotechnology, Government of India) Star College grant may fund eligible research proposals. I and II year students can subsequently submit this research work as a term paper.

### POSTGRADUATE DIPLOMA COURSES

St Joseph's University offers job-oriented PG Diploma courses for the benefit of SJU students, working professionals, and job seekers. The PG diploma programmes offered are handled by experienced SJU staff collaborating with industry experts.

#### Key Features:

- Admissions are open for UG and PG students of SJU and other institutions.
- On-the-job training (OJT) with a sharp industry focus.
- Course timings are tailored to enable students and working professionals to attend class.

No.	Postgraduate Diploma Courses offered:
1	Cyber Security
2	Data Analytics
3	Financial Management (PGDFM)
4	Digital Marketing (PGDDM)
5	Entrepreneurship (PGDE)
6	Human Resource Management (PGDHRM)

## OUTREACH PROGRAM

To form 'Men and Women for and with others', the University provides a space for the students to engage in various social action programmes (and extension activities). The Outreach Program is mandatory and is part of the basic curriculum and a course completion requirement of the University. The allotted hours for the outreach activities are 60 hours for UG and 40 hours for PG.

The primary objective of the Outreach Program is to provide students with a platform to explore and develop the art of critical thinking, leadership skills and techniques for making meaningful interventions to build a just and equitable society.

## CLASS MENTORS

*Cura Personalis* is a significant Jesuit value at the core of all Jesuit academic endeavours, and SJU is no exception. The value aptly describes the relationship between teachers and students at SJU. This phrase, from Latin, translates as 'Care for the whole person.' The mentor offers the students help, emotional support, guidance, and motivation while they spend their time at SJU. The mentor must be the link between the student and the department, the course teachers, and parents. The mentor will be required to apprise the students of all facilities that are made available for them on campus.

The role of a mentor at SJU is important as it involves forming a long-term relationship with students to encourage and empower their personal growth. Each class will have one or two class mentors. The list of class mentors for each class is available on pages 80-86 of this handbook. The role of the class mentor is to support and guide students and contribute to the overall development of their mentees.

**The mentor will maintain all mentoring activities in a 'Record of Mentoring' provided for each mentee.**

### Objectives of Mentoring

- To be a link between the student and the department, the course teachers, and parents.
- To help students in any way they may require guidance and support. If required, the mentor should refer the student to the Counselling centre.
- To monitor the student's academic progress.
- To make the student aware of Library Facilities, Internet Facilities, Scholarships, Remedial Courses, Counselling Facilities, Credit System, NSS, NCC, AICUF, CSA, Cultural Associations, Grievance Committees, Placement, Canteen, Mid-day Meal Scheme, Certificate Courses and other facilities.
- To approve additional credits.



## REGULATIONS AND CODE OF CONDUCT

### STUDENT CODE OF CONDUCT ON CAMPUS

- A warning bell for each class is given five minutes before the commencement of classes. Students should be in their allotted classrooms before the second bell.
- Students must observe punctuality. At the discretion of the teacher, a student may be permitted to enter the classroom if not more than 10 minutes late for the first hour. However, if a student is regularly late, they will not be permitted to attend classes.
- There should be complete silence in the corridors during class hours. Students must not loiter in the corridors during class hours.
- No student is allowed to leave the lecture hall without the teacher's permission or until the class is dismissed.
- If the teacher is absent, students are expected to rearrange classes/go to the library.
- Students are liable to disciplinary action (even dismissal), if found smoking on campus or are in possession of/under the influence of tobacco, forbidden drugs, or alcoholic beverages.
- The laws of the country forbid ragging. Students who are found ragging others will be handed over to the police. They will not be allowed to continue their studies and complete the program.
- Students are forbidden from bringing firecrackers and Holi colours to the campus.
- Insubordination, habitual inattention, neglect of work, inappropriate language or conduct, and obscenity in word or deed render a student liable to dismissal.
- Boys and girls are expected to conduct themselves with dignity and maturity. In their inter-relationships, they must observe norms of decency and propriety.
- The campus must be kept clean at all times. Littering, defacing the walls or desks, damaging University property, etc. are offences and will be dealt with seriously.
- Though the University is not responsible for the conduct of its students outside the premises, it will take note of any serious misconduct outside the campus.
- Posters and notices must not be put up without the permission of the Deans. If permission is granted, all posters and notices should be placed on the boards

kept for the purpose in different blocks, and not stuck on the walls or other common areas.

- The University expects all students to keep in mind the basic norms of modesty, decency, and propriety concerning dress.

**Dress Code for boys:** Formal Pants/Trousers/Jeans  
Half or full sleeve formal shirts/  
T-shirts/Kurtas

**Dress Code for girls:** Salwar/Churidhar Kameez  
Trousers/Jeans and  
Kurtis/tops/shirts

- Sleeveless, transparent or midriff-baring shirts or tops are not allowed.
- Shirts or tops with inappropriate slogans or images are not allowed.
  - Torn or ripped jeans are not allowed.
  - Short skirts are not allowed.
  - Track pants and tracksuits are not allowed. Students who come for sports practice must change into more formal attire before entering classes.
  - All attire should be at least ankle length.
  - Unconventional hair colours and haircuts are not allowed.
  - Irrespective of the purpose of the visit to the campus, students are expected to follow the dress code on all working days. No inappropriate attire in the name of Ethnic Day or any other celebration will be permitted in classrooms and on campus.
- Students violating the dress code will not be allowed to enter the University campus. Any member of the teaching or non-teaching staff member, including security personnel, may report a student for violation of the dress code, and appropriate action will be taken.
- Vehicle parking will be allowed on all working days from 6.30 AM to 6.00 PM for Shift 1 and Shift 2 students. Students are required to leave their two-wheelers in the custody of the parking attendant. The attendant will not be held responsible for vehicles not locked. Two-wheelers without valid parking stickers will not be allowed in the University compound.
- Every student must wear their identity card at all times while on campus. The identity card should be shown to the staff or university officials when asked, especially during an exam, or formal program, in the administrative office and library.

- Association functions and cultural programs will be held only after class hours.
- Practice sessions for all programs should be held either prior to or after classes.
- Only current students are permitted to attend University functions. Strict action will be taken against those who bring outsiders into the campus without prior permission.
- No money can be collected from students (by the students or by the staff members) without the prior permission of the Vice-Chancellor.
- Printed matter, photographs/videos not relevant to academic purposes are not to be brought to the University.
- Students are not allowed to organize picnics or class socials. The University reserves the right to initiate action against the class or group of students who violate this rule.
- As per the circular of the Department of Collegiate Education, Government of Karnataka, "use of mobile phones in the University premises is prohibited". Students are informed not to use mobile phones within the academic blocks (S-Block, A-Block, N- Block, Magis Block, and PG Block). Once confiscated, mobile phones will not be returned. Possession of mobile phones or similar electronic devices during the examinations is considered a serious malpractice. Matters regarding mobile phones will be handled only by the disciplinary committee.
- No programme should be organized by any department/ association/student group during the Mid-Semester tests or Semester Examinations on campus.

## STUDENT CODE OF CONDUCT FOR ONLINE CLASSES

**All students of St Joseph's University are expected to abide by the following code of conduct for any online classes conducted as part of their programs:**

- All students have the right to express themselves and participate in an online class. However, they are expected to treat each other with respect and consideration, especially during discussions. Personal attacks directed towards other participants, harassment, intimidation, or discrimination in any form will not be tolerated.
- Recording, taking photographs or screenshots of a teacher's presentation or any individual without explicit permission from that teacher is not permitted. We expect all students to understand and respect copyright laws.
- Disruption of lectures by any means will not be tolerated. You are not expected to unmute yourself when the teacher has placed you on mute. You can unmute only if the teacher makes such an announcement during the class.

- Examples of unacceptable conduct include but are not limited to, verbal comments related to gender, caste, sexual orientation, disability, physical appearance, race, religion, use of nudity and/or sexual images in MS Teams/Zoom meetings or presentations, threatening or stalking any faculty member or student.
- Profile pictures used in online teaching applications should be appropriate for an educational environment.
- By taking tests or assignments on the online platform, students agree to abide by the Honour Code. Students agree that they will complete all tests and assignments individually unless the teacher explicitly permits. Students must agree not to indulge in impersonation, plagiarism, or any activity that would dishonestly improve results, or improve/hurt the results of others.

### **Consequences for Violating the Code of Conduct:**

- Anyone found violating the above code of conduct will be suspended from attending online/offline classes pending an inquiry. The Vice-Chancellor may consider expulsion for any grievous offences.

## **SOCIAL MEDIA POLICY**

Social Media provides important opportunities for the University to communicate and engage with a wide range of audiences and stakeholders. St Joseph's University values the power of social media to engage proactively and positively with the community. Students and faculty are encouraged to use social media to inspire debate and discussion but must do so in a manner that uses sound judgement. The following are the official social media accounts of St Joseph's University:

sjubengaluru- Instagram

sjubengaluru- Facebook

St Joseph's University- LinkedIn

All social media posts pertaining to the University must be in line with the ethics and values of St Joseph's University. The following guidelines have to be strictly followed while posting content that could directly or indirectly impact St Joseph's University:

- Social media posts by students must be in a manner that demonstrates respect for University staff, fellow students, and property.
- Students and faculty must take utmost care to ensure that their social media posts pertaining to the university are factually accurate and use an appropriate and professional tone.
- Students and faculty must ensure that they do not post confidential information about the University and that their social media posts are not in breach of confidence.

- Students and faculty must not post or promote content that harasses, intimidates, bullies, or discriminates against another person or incites hatred and violence.
- Students and faculty must be mindful that their social media posts do not infringe on intellectual property, i.e., post content that copies work protected by copyright.
- Students and faculty must not initiate or engage in social media campaigns that vilify or show the University administration in poor light.

If you see something on social media that violates campus policy, please bring it to the immediate attention of your Class Mentor, who will report it to the Dean. If posts/activity on social media is reported to be in violation of University policy, they will be investigated and handled as per the University disciplinary process.

### **CENTRAL LIBRARY AND INFORMATION CENTRE REGULATIONS**

The library will be open from 8.00 AM to 9.00 PM Monday to Friday. On Saturdays, the library will be open from 8.00 AM to 8.00 PM.

The library will be open from 9.00 AM to 5.00 PM on vacation days.

- Central Library is a NO-MOBILE PHONE ZONE.
- Scan your ID card in the computerized Attendance System at the Gate at the time of entry and exit.
- Your ID card is NON-TRANSFERRABLE. Using someone else's ID is a punishable offence.

### **GUIDELINES FOR THE LENDING SECTION:**

- A student can borrow a maximum of two books at a time for ten days, which are further renewable for ten days (except in exceptional cases). Books borrowed should not be identical.
- A student should be present in person with your own ID card while borrowing/returning library books.
- Borrowed books should be returned on or before the stipulated date mentioned on the date-slip inside the book.
- Any late return of books accumulates a fine of Rs. 2 per day. When the late fine crosses Rs. 50, one has to collect the fine slip from the Library office and deposit the amount at the SIB/University Office ONLY. After paying the fine, submit your student copy of the fine slip to the Library Office for updating fine status.



- Students must check the condition of the book at the time of borrowing. If any mutilation is found, report it instantly to the library staff. Else, the borrower will be responsible for the damage.
- Loss of pages, mutilation, and any other damage discovered on the return of books will be assessed by the Librarian, and the price of the latest edition of the book will be charged to the borrower.
- Loss of a borrowed book must be intimated to the Librarian immediately.
- The student must replace or pay for lost, damaged, or defaced library books.
- Books are issued for the exclusive personal use of the applicant.
- Book hiding and misplacing are punishable offences.
- Student must return borrowed books to the Lending Counter first. Do not enter the Lending/Reading Section while carrying borrowed literature.
- If books are lost or damaged (including markings on the pages), the borrower must replace the book of the same or latest edition.

#### **GUIDELINES FOR THE READING SECTION:**

- The books marked as “REFERENCE” and periodicals (both journals and magazines) are meant only for reading consultation inside the READING ROOM ONLY and should not be taken out.
- You will be allowed to take a maximum of THREE BOOKS at a time for study in the Reading Room.
- Laptops and Palmtops are allowed in the library.
- Books newly acquired are displayed in the New Arrival Section.

#### **GUIDELINES FOR SELF-CIRCULATION KIOSK**

- Use only your valid ID card. Using someone else's ID card to issue/reissue books is a punishable offence.
- Use the Kiosk only to issue/reissue books, not to return them.
- Two books can be borrowed at a time against your ID; books should not be identical.
- Get the due date stamped on the date slip inside the book from the issue counter.

## **LIBRARY BOOK BANK**

- Books from the library book bank will be available on a long-term basis to deserving students.
- All books borrowed from the book bank must be returned in good condition by the end of the academic year before the hall tickets are issued.
- Books that are lost, damaged, or defaced should be either replaced or the latest edition cost should be paid, which will be assessed by the Librarian.

Students should clear all library dues in time to obtain Hall Ticket/Admit Card before Semester Exam.

Students and Staff members must settle all library dues to obtain Clearance Certificate from the Library Office on completion of studies or duty.

## **LABORATORY RULES**

- Students must wear lab coats and associated laboratory and safety wear, whenever mandated.
- Students are required to maintain proper, accurate Lab notes/Records for all laboratory sessions.
- Record books should be submitted on time. A student will not be allowed to appear for the practical examination if the record book is incomplete.
- Students are allowed to utilize laboratory facilities even during vacations and holidays with the prior permission of the Head of the Department and the Dean.
- All breakages in the laboratory should be paid for. Hall tickets will not be issued unless all dues are paid and cleared.

## **ATTENDANCE, EVALUATION, AND ACADEMIC PROGRESSION**

### **ATTENDANCE**

The University follows UGC guidelines on attendance requirements for undergraduate and postgraduate courses.

### **ACADEMIC EVALUATION**

Academic evaluation is an essential administrative function that helps the University reflect on the performance of its students and simultaneously provides opportunities for re-examining the effectiveness of existing evaluation frameworks. The Vice-Chancellor heads the Examination Unit. The Controller of Examinations (COE) is the Coordinator of the entire assessment system. The other members of the Examination Committee are appointed by the VC in consultation with the Controller of Examinations.

### **CREDIT SYSTEM**

In tune with the concepts and suggestions of the UGC and NAAC, advancements that have taken place in evaluation methods, societal needs, and to make teaching effective and meaningful, the University has adopted Credit-Grade based Performance Assessment (CGPA) for all the courses conducted in the University. The modalities and operational details of the Credit System shall be as follows:

### **DEFINITIONS OF KEYWORDS (BASED ON UGC GUIDELINES)**

- Academic year: One academic year comprises two consecutive semesters.
- Semester: A semester consists of 15-18 weeks of academic work equivalent to 90 teaching days.
- Optional/Cognate Subjects: The two subjects selected by each student under the two-major system (NEP structure), apart from the compulsory languages.
- Credit: All courses are weighed using this unit, and one credit is equivalent to one hour of teaching (lecture or tutorial) or two hours of practical work/field work per week.
- Grade Point: It is a numerical weight allotted to each Letter Grade on a 10-point scale.
- Letter Grade: It is an index of a student's performance in the examination.
- Semester Grade Point Average (SGPA): It is a measure of the performance of a student in a semester.
- Cumulative Grade Point Average (CGPA): It is a measure of a student's performance over all semesters.
- Programme: An educational programme leading to the award of a degree, diploma or certificate.
- Course/Paper: The component of a programme taught during a semester. The courses shall carry different weights expressed as credits. A course may have lectures/tutorials/laboratory/field work/project work/vocational training/viva/seminars/term-paper/assignments/presentations/quiz/model-making/self-study/outreach activities etc., or a combination of some of these.

- Subject: The branch of knowledge the student has selected to study as part of their undergraduate or postgraduate programme. Students will take courses in various major and minor subjects throughout the programme.
- MoU: Memorandum of Understanding
- NEP: National Education Policy 2020 (implemented in Karnataka state)

### REPRESENTATIVE CURRICULUM STRUCTURE UNDER THE NEP

Sem ester	Discipline Core	Open elective	Ability Enhancement Compulsory Courses (AECC)		Skill Enhancement Courses (SEC)			Total credits
					Skill based	Value-based (2)		
I	Discipline A1 (4+2) Discipline B1 (4+2)	OE1-(3)	L1 – (3) L2 – (3)	Environmental Studies (2) (Intellectual property rights)			Ignitors & outreach (2)	25
II	Discipline A2 (4+2) Discipline B2 (4+2)	OE2-(3)	L1 – (3) L2 – (3)		Digital Fluency (2)	1) Sports 2) NCC 3) NSS 4) Cultural 5) Yoga 6) AICUF 7)Social work 8)Life skills Health,wellness	Theology/ HRD (1)	25

Sem ester	Discipline Core	Open elective	Ability Enhancement Compulsory Courses (AECC)		Skill Enhancement Courses (SEC)			Total credits
					Skill based	Value-based (2)		
III	Disc. A1(4+2) Disc. B1(4+2)	OE3 - (3)	L1 - (3) L2 - (3)		Artificial Intelligence (2)		Ignitors & Outreach (2)	25
IV	Disc. A2(4+2) Disc. B2(4+2)	OE4 - (3)	L1 - (3) L2 - (3)	Constitution of India (3)			Term Paper (3)	27

Sem ester	Discipline Core	Open elective	Ability Enhancement Compulsory Courses (AECC)		Skill Enhancement Courses (SEC)			Total credits
					Skill based	Value-based (2)		
V	Disc. A5(3+2) Disc. A6(3+2) Disc. B5(3+2) Disc. B6(3+2)				Cybersecurity/ Professional social communication (2)	Outreach (4)	Ignitors (2)	28
VI	Disc. A7(3+2) Disc. A8(3+2) Disc. B7(3+2) Disc. B8(3+2)					Co-curricular and extra curricular activities (5)		25

## ATTENDANCE

1. Students are expected to attend classes every day. However, if there are genuine reasons like ill health, students can apply for leave in the prescribed format (format available on the last few pages of this handbook) after obtaining permission from the mentors/welfare officers.
2. Shift 1 starts at 7 AM and finishes at 12:50 PM, except for courses with practical components, where classes finish at 2:40 PM. Shift 2 starts at 9 AM and finishes at 5:20 PM. Shift 3 starts at 5 PM and finishes at 9 PM. Each lecture hour is for 50 minutes. Depending on the course, practical hour classes will vary from 2-4 hours.
3. Attendance of students is marked in a register by teachers for every class and the attendance will be uploaded on the student's portal.
4. Students must check their attendance regularly on the website. Discrepancies, if any, should be rectified by contacting the teacher concerned **within** two subsequent working days. If the teacher refuses to accept the student's claim, they may approach the HoDs/Deans/Student Grievance Cell. No request for alteration of attendance will be entertained after two days.
5. If a student is absent for one class in a day, they will be marked absent for that hour only.
6. The University Grants Commission (UGC) has mandated **a minimum of 75% attendance in each paper to be eligible to write the Semester Examinations (SE)**. The University will strictly adhere to the norm as demanded by the UGC. There is no provision for condoning attendance in the UGC act.
7. After the final attendance list is prepared at the end of each semester, no request for alteration of attendance will be considered.
8. The attendance for the students of the first semester is calculated from the date of joining the University. However, for those students who join the University after a break in studies, attendance will be counted from the beginning of the semester.

### Other-Duty Attendance

9. Students representing the University in Sports, NCC, NSS, and other extra and co-curricular activities should obtain prior permission from the Welfare Officers before taking leave to claim other-duty Attendance. The student should write a letter of request for permission to the Welfare Officer, forwarded by the coordinators in charge of the respective activities. Upon completing such activities, the student must apply online via the student login portal for extra-curricular or co-curricular attendance

**within two working days.** The student should also fill out the record of absence form for extracurricular and co- curricular activities on the Student Portal on Linways and submit the form along with the original permission letter to the Welfare Officer within three working days. If the certificate of participation is not received within this period, the coordinator may write a note regarding the delay and the Welfare Officer will accept the same.

10. As and when the documents are submitted, the Welfare Officer may verify the details entered by the student online and may approve the request if satisfied.
11. Other-duty attendance will be accepted online only if the student has at least 60% attendance in the given paper. However, in specific cases where attendance is less than 60%, and the Coordinator and Welfare Officer agree with the student's request, it will be referred to the respective Deans for their special written permission. The other-duty attendance will then be added by the IT cell after this permission letter with the approval of the coordinator, Welfare Officer and Dean is submitted to them.
12. Suppose the attendance is less than 60% in any course, students are advised not to involve themselves in extracurricular activities other than NCC and sports unless they have obtained written permission from the Welfare Officer concerned.
13. No attendance will be given to students for participation in Certificate Courses (they are conducted outside regular class hours) and for writing Makeup tests.
14. Attendance for sports will not be approved if the student plays for clubs other than the state or central government federations.
15. Other-duty attendance will not be added for practical classes. Students who miss practical classes must approach the respective Heads of the Departments to do extra labs. The extra lab attendance form must be filled in and submitted to the Welfare Officers for manual entry. A student cannot claim more than two extra labs per subject in a semester. However, specific requests of a student to do more than two extra labs will have to be referred to the Dean for special written permission.
16. Normally, attendance will not be condoned for medical reasons. However, if students were admitted to the hospital/have a serious medical condition, and require leave for more than 10 days (either on different days or for a set of continuous days), they may apply on plain paper to the Welfare Officer for 'attendance for medical reasons'. They must submit this letter with the medical certificate/discharge summary from the hospital to the Welfare Officer **within two working days** after the student starts attending classes. The software will not accept attendance for medical reasons. These

letters of request will be filed by the Welfare Officers and presented in the Welfare Officers' meeting with the Vice-Chancellor and Deans, held in the 14th week of the semester, to prepare the list of candidates eligible to write the semester examination. The applications will be discussed, and decisions will be taken case by case. No request for condoning attendance for a paper will be considered if the student has less than 60% of attendance in that paper.

17. Complaints concerning attendance, if any, must be brought to the notice of the CoE through email (coe@sju.edu.in).
18. Students must save a copy of the overall attendance for each semester within two days after the last working day of that semester.
19. All claims for the other-duty attendance/attendance for medical reasons must be submitted and approved by the end of the 13<sup>th</sup> week of a semester. All entries of other-duty attendance will be blocked on the first day of the 14th week of the semester. After 4 PM on the last day of the 13<sup>th</sup> week, no claim for other duty attendance/attendance for medical reasons will be accepted for approval.
20. Final year students are eligible to avail other duty attendance for 2 days to attend placement interviews at the University.
21. All decisions related to attendance may be challenged in the students' grievance cell.

## **LEAVE**

22. Students should apply for leave only by filling in the RECORD OF ABSENCE printed on the last few pages of this Handbook.
23. Suppose a student misses up to three consecutive classes in a subject/paper, they may only attend the next class of that subject/paper after presenting the leave form in the Handbook, signed by the class mentor, to the concerned subject teacher.
24. If a student is absent for more than three consecutive classes, they must get the signature from the Welfare Officer in the Record of Absence Form to attend classes again.
25. If a student falls short of 75% attendance in any subject by the 8<sup>th</sup> week of a semester, they must meet the mentor with their parents. Names of the students with less than 50% attendance will be temporarily hidden from the candidates list in the 10th week of the semester.
26. Prolonged or severe illness, hospitalization, or long medically-advised rest must be reported to the Deans and the Welfare Officer within 7 working days of taking leave.

## EVALUATION

**3rd year UG students are under St Joseph's College (Autonomous), SJC, affiliated to the Bengaluru City University. 1 & 2 year UG & PG students are under St Joseph's University, SJU.**

### Common rules for all UG students (SJU & SJC)

27. Evaluation of Core theory courses, AECC and SEC (Digital fluency) consists of two components, viz. Continuous Assessment (CA) and End-Semester Examination (ESE) with a weightage of 40% in CA and 60% in ESE. The details are given in the table below:

Credits	Continuous Assessment	End-Semester Examination, ESE	
	Max. Marks	Max. Marks	Time
3,4,5	40	60	120 min
2	20	30	60 min

28. **Continuous Assessment (CA)** includes a centrally organized Mid-Semester Examination and two Activities such as quizzes, seminars, assignments, etc. The details are given in the table below:

i) For 3,4, and 5 credit courses:

	Max. marks	Duration
Mid-Semester Exam	25	60 min
Activity 1	10	
Activity 2	10	

Total marks will be reduced to 40 (50% weightage for the activities and 50% weightage for the Mid-Semester Exam).

ii) For 2 credit courses:

	Max. marks	Duration
Mid-Semester Exam	15	60 min
Activity 1	10	
Activity 2	10	



Total marks will be reduced to 20 (50% weightage for the activities and 50% weightage for the Mid-Semester Examination).

Conversion Table for CA marks:

UG 3,4,5 credit courses				
	Semester	Exam to be conducted for (marks)	Reduced to	Total
Mid-Semester Exam	All	25	20	40
CA Activity -1		10	10	
CA Activity-2		10	10	
UG 2 Credit Courses				
Mid-Semester Exam	All	15	10	20
CA Activity-1		5	5	
CA Activity -2		5	5	

29. Departments will hold two activities for 10 marks each as per the calendar. The class seminars are planned so that they are completed by the 70th day of the semester.

**Evaluation of Practical Courses for the 5th & 6th semester UG courses (under SJC Autonomous) only.**

30. For Practical courses, 50% of the total marks are for Practical Internal Assessment (PIA), which is based on the performance in each class, viva-voce, and test conducted. The remaining 50% of the total marks are for the practical End-Semester examination which will be conducted in the week following the last practical class. Regular theory classes will continue during the practical examination as per the timetable.

**For PG Students Only**

31. Evaluation of all PG theory courses consists of two components, viz. Continuous Assessment (CA) and End-Semester Examination (ESE) with a weightage of 50% in CA and 50% in ESE. The details are given in the table below:

	Credits	Continuous Assessment	Semester Examination
		Max. Marks	Max. Marks
PG	3,4,5	25	25
	2	15	25

32. **Continuous Assessment (CA)** includes a Mid-Semester Examination and two Activities such as quizzes, seminars, assignments, etc. The Mid-Semester Examination shall be centrally organized or conducted by the individual departments. The details are given in the table below:

33. **The marks allocation for Continuous Assessment (CA) for PG programmes**

i) For 3, 4, and 5-credit courses

	Max. marks	Duration
Mid-Semester Exam	25	60 min
Activity 1	15	
Activity 2	15	

Total marks will be reduced to 50 (50% weightage for the activities and 50% weightage for the Mid-Semester Examination).

ii) For 2 credit courses

	Max. marks	Duration
Mid-Semester Exam	15	60 min
Activity 1	10	
Activity 2	10	

Total marks will be reduced to 25 (50% weightage for the activities and 50% weightage for the Mid-Semester Examination).

**Conversion Table for the CA marks**

PG - 3,4 and 5 credit courses				
	Semester	Exam to be conducted for (marks)	Reduced to	Total
Mid-Semester Exam	All	25	20	50
CA Activity -1		15	12.5	
CA Activity-2		15	12.5	
UG 2 Credit Courses				
Mid-Semester Exam	All	15	13	20
CA Activity-1		10	6	
CA Activity -2		10	6	

**Common rules for UG and PG under SJU****34. Evaluation of Practical Courses for the UG & PG courses under SJU**

The modalities of the Practical Internal Assessment (PIA) for UG and PG programmes will be decided by the respective BOS depending on the nature of the course. The HODs/PG Coordinators/Course teacher must explain the evaluation pattern in the first practical class. This information must be posted on the department notice board.

**35. Mid-Semester Examination, MSE (For Students of SJC & SJU)**

MSE will be held midway through the semester in the 8<sup>th</sup> week during the odd semester and the 7<sup>th</sup> week during the even semester. For UG programmes and most of the PG programmes it is centrally organized by the COE. 50% of the syllabus must be covered before the MSE. The HODs must notify the portion for the MSE and the blueprint of the question paper on the department notice board well in advance. All students registered for the course in the semester are eligible to appear for the MSE.

**36. Makeup Examination (For Students of SJC & SJU)**

If a UG or PG student is unable to write the Mid-Semester Examination(s) they may apply online for a Makeup Examination along with the prescribed fee within the last date as per the notification. Students who availed of other-duty attendance and missed the MSE need not have to pay the Makeup Examination

fee. However, they must submit the Makeup Examination application and the on-duty attendance certificate offline at the Examination helpdesk. The Makeup examination will be conducted in the 11<sup>th</sup> week of the semester and the questions will be asked from the portions covered till the 10<sup>th</sup> week of the semester. The tests will be conducted from 3:00-4:00PM, on regular working days and no attendance will be given for attending the Makeup or CA Improvement Examination. There will be no bonus questions in the question paper. In the rare event that a student misses the MSE and the Makeup examination due to on-duty leave, Deans can conduct the additional makeup Examination with the approval of the COE.

### **37. CA Improvement Examination (For Students of SJC & SJU)**

UG and PG students who want to improve their CA grades may apply for the CA Improvement Exam with the prescribed fee. The CA Improvement Exam will be conducted in the same manner and at the same time as the Makeup Examination. The best of the two marks will be Considered for the CA marks calculation. CA Improvement Examination is only for the current batch Students; Students are not eligible to write the CA improvement examinations in courses of earlier semesters. Rejoined students are considered current batch students.

### **38. Valuation of the answer scripts (For Students of SJC & SJU)**

The respective teachers teaching the course will evaluate the MSE, makeup examination, and CA Improvement Examination answer scripts. Teachers shall collect the answer scripts from the examination section as per the instruction from the COE. The valuation must be completed within 10 days of completing the Examinations, and the marks must be uploaded to the CA register.

### **39. CA marks correction: (For Students of SJC & SJU)**

Wrong entry of the CA marks in the software, if any, must be brought to the notice of the professor concerned by the student, latest by the last day of the 12<sup>th</sup> week of that semester unless specified otherwise. If the student's claim is accepted, the concerned professor must submit a request for correction in the COE office. No claim for correction in CA will be entertained after the 13<sup>th</sup> week. No minimum marks are required for CA to be eligible for writing semester examinations. **However, it is advisable to score a minimum of 50% of the maximum CA marks in each theory course so that it will be relatively easier to score the mandatory 40% in aggregate of CA and SE.**

### **40. CA answer script disclosure:**

All evaluated answer scripts of CA / PIA must be returned to the students within the last date mentioned in the calendar of events for the safe custody of the students. They are expected to file them. Complaints regarding the marks awarded must be registered with the teacher within 48 hrs of announcing the marks to the class. Absence from the class cannot be an excuse for a request of

review of the answer script at a later date. If the student gets a negative response from the teacher, the matter could be taken to the HOD. The HOD can consult the COE and take further action in the matter. All decisions are subject to the scrutiny of the examination grievance cell.

#### **41. Rules regarding the appointment of the Scribe for differently-abled students/Examination for physically-challenged students**

Scribes for writing the examination are allowed for the differently-abled students. The writer has to be from a lower standard of academic qualification than the latter to ensure that there is no scope for cheating. Compensatory time allotted should not be less than 15 minutes per hour of examination for persons using scribes. This facility is extended to students with a temporary disability or writing disability. Students with learning disabilities are allowed to use computers to write the examination if they have difficulty in writing.

All seeking to write the examination using the scribe will be allowed to do so, provided they apply in the prescribed application form with supporting documentation (including information on current limitations, prognosis, and expected course or length of time academic adjustments may be needed). They are also eligible for the extra time as applicable for visually challenged students.

All students with communicable diseases like chickenpox will be provided a separate room for writing the examinations. Any person suggested by the differently-abled examinee for appointment as scribe/helper to write the examination and who is not writing the same examination as the differently-abled examinee is writing and also who is not studying in the higher class of the same course may be appointed as a scribe by the Controller of Examinations. Such applications must be submitted at least one week before the examination to the COE. In case of any change of such scribe/helper appointed earlier, the examinee shall obtain fresh permission from the Controller of Examinations.

#### **42. Green- tag candidates**

Answer scripts of the candidates having learning disabilities will be identified with a green-tag seal. Candidates must provide the necessary medical certificate to claim the tag. The Examiners are expected to ignore the handwriting, spelling, sentence construction, etc. of such candidates. They must be more liberal in valuing green-tagged answers compared to other regular answer scripts.

#### **43. Components other than CA and ESE**

##### **i) Term Paper (only for UG students)**

- a. All UG students except B.Voc & Commerce must present one Term Paper in the IV semester. Commerce students will select a course on Business and Corporate Etiquette. Others are permitted to select any course available in the SWAYAM platform or equivalent in lieu of the Term Paper.

- b. Making students write Term Papers is one of the ways of acquainting them with research and research methods. To do it well, students must be able to define the problem, find its probable causes, and suggest ways means for its solution. This process involves research, reading books, and gathering, and sorting out data and other supporting evidence.
- c. The student must select a guide for the Term Paper. The guide must be a faculty member of this University. Suppose the student wishes to work in any national laboratory under a scientist or any external eminent person, there must also be a faculty member as a co-guide from this University.
- d. Semester III students mentioned in 43i)a must register the Term Paper Title and guide by the 5<sup>th</sup> week of Semester III. The registration will be done online. The guide / co-guide must approve the same online. If a student submits the Term Paper without the registered guide's signature, the guide shall reject the Term Paper, and the student will be marked 'Failed' in Semester IV.
- e. The guide can give the problem to be studied, or the student can propose a problem according to their interest. In the latter case, the guide must consent to the topic.
- f. Submitting a Term Paper (whole or part) as one's own, but was created, researched, or presented by someone else, will be considered a serious malpractice. Such Term Papers will be discarded.
- g. The soft copy of the Term Paper must be submitted to the guides in the 2<sup>nd</sup> week of April. Students must follow the schedule announced by the COE. The guides must enter the marks in the register kept in the office of the COE as per the schedule announced by the COE.
- h. If the Term Paper is not submitted on time, the student will be declared "Failed" in the course and the overall result for the semester will be 'Incomplete'. **The Term Paper will not be accepted after the last date announced by the COE.** The Semester IV Marks Card will show only the grade and not the actual marks for the Term Paper. These marks will not be considered for class and SGPA.
- i. A student will be allowed to change the guide for the Term Paper, provided both the previous and proposed guides accept this change. If the previous guide has left the University or was on long leave, the COE may allow the student to change the guide without written permission from the previous guide.
- j. The students are also allowed to change the topic of the Term Paper, provided the guide agrees.

- k. Those students who fail to submit the Term Paper on the scheduled date may be allowed to submit it during the next available supplementary examinations. However, they must register as a supplementary student and pay the prescribed supplementary examination fees.
- l. A student who had submitted the Term Paper in the regular 4th semester, but had to repeat the semester, need not have to resubmit the Term Paper again.

**ii) IGNITORS-(For UG and PG students)** UG and PG students must attend the life-skill programme, IGNITORS. It is a programme completion requirement. The Campus Ministry of the University will organise the IGNITORS programme. Students who fail to attend the programme must attend the repeat programme after paying the prescribed fee for the course.

A student who had successfully completed the IGNITORS in the regular odd semester, but had to repeat the semester, need not have to attend IGNITORS again.

**iii) Outreach Programme- (For UG and PG students)** UG students must put in 60 hours and PG students must put in 40 hours of outreach activities. The outreach center will organize the activities and maintain a record of the number of hours of the outreach activities attended by the candidates. By the end of the final semester, the outreach department will submit the list of successful candidates to the COE.

**iv) Value Education (HRD/Theology)- (Only for UG Students)** All UG students except the B.Voc. students must register and pass the Value Education course during the 2<sup>nd</sup> semester. The Campus Ministry is in charge of conducting Value Education.

**44. Eligibility to write Semester Examination: (For both UG & PG students)** Only those students who have more than 75% attendance (in each course (theory and practical) are eligible to write the End-Semester Examination. The theory and practical courses are treated as separate units to decide eligibility. Even though the percentage of attendance for regular and special classes held, if any, are shown separately in the student login, the eligibility to write the Semester Examination will be decided by taking both into account. A student not eligible to write the Semester Examination due to a shortage of attendance in multiple courses has to repeat the semester at the next available chance. They will not be promoted to the next semester. Students eligible to write the Practical Examination but not the theory examinations need not have to repeat the practical courses. The marks scored in the Practical Examination are valid, and a mark list for the practical examinations will be uploaded to the student's portal. Those students who have less than 75% attendance in only one course (theory and practical), will be allowed to write the Semester Examination in all courses except the one course in which they have a shortage in attendance. The

candidate must attend classes only in that course for which there was a shortage at the next available chance after completing the programme. Once the required 75% attendance is earned, they will be allowed to write the subsequent available Supplementary Examinations. The candidate must register for the course after paying the course fee fixed by the University as an “additional student” before starting the semester in the same calendar year of completing the programme (usually June for those courses in the odd semester and November for those courses in the even semester). Their attendance will be registered only in hard copy, and it is the student’s responsibility to keep track of their attendance. If a student fails to score at least 75% attendance in the course, they must repeat the course at the next available chance. These students need not apply for the supplementary examination. Application forms for readmission will be available on the University website.

Note: If a student has an attendance shortage in one theory and one practical course, it is considered a single subject shortage for theory and practical. They will be allowed to write a semester examination of the remaining theory and practical courses.

Suppose a student has a shortage of attendance in one subject and has a year break in studies for any reason, they will be allowed to register as an additional student for the one subject during this period without waiting to complete the VI semester.

If a student has an attendance shortage in the practical course(s) by one or two lab sessions, they can request the HODs for additional labs. HODs shall allow these candidates to attend additional labs with other batch students, and the attendance for these labs will be recorded in the register.

#### **45. Eligibility criteria for fieldwork (viva-voce)**

- a. A student must have 100% attendance in fieldwork, report submission, individual conference, and group conference.
- b. Reports should be submitted in the standardised format provided by the department mandatorily.
- c. Absence due to medical reasons should be informed no later than 3 days of the illness and the required documents should be submitted.
- d. The fieldwork will be done concurrently two days a week by the students in the agencies selected by the Department. No change of agencies is allowed under any circumstances.
- e. Any disciplinary issues relating to the student raised by the fieldwork organization will result in ineligibility after an inquiry by the Fieldwork Grievance Committee set up by the department.



- f. The fieldwork grievance committee will hear all cases of ineligibility, and the committee's decision is final and binding.

#### **46. Minimum marks for passing the examination (3rd year UG)**

3<sup>rd</sup> year UG students must score a minimum of 35% in ESE, and 40% in the aggregate of CA and ESE in each theory course as minimum marks for passing the course. They must score a minimum of 35% in PIA, and 40% in the aggregate of PIA and PESE in each practical course as minimum marks for passing the course.

#### **Minimum marks for passing the examination for students under St Joseph's University:**

UG (1 & 2 years) and PG students must be present for the End-Semester examination and score a minimum of 40% aggregate of ESE and CA to pass a theory course. They must be present in the Practical Semester Examination if any and score a minimum of 40% in the aggregate of PIA and PESE in each practical course as minimum marks for passing the course.

Apart from this, a PG student should secure 50% in the aggregate of all courses of that semester to pass the semester. If there is only one course in a given semester for a PG programme, the minimum mark for passing the course is 50%. After cancelling the score in one or multiple courses, PG students who have not scored 50% aggregate in a semester must apply for the compulsory improvement examination.

For Open Elective courses of UG and PG, Skill Enhancement Courses (SEC), and Ability Enhancement Compulsory Courses (AECC), the minimum mark required for passing the course is 40% in aggregate of CA and ESE. Candidates who have failed to obtain the 'S' grade in the Skill Enhancement Courses and Ability Enhancement Compulsory Courses will get 'I' grade. These students will have to repeat course-work/ Makeup Examination in the first week of the following semester. They must pay the required fee for the course/Examination. Further, if the student fails to attend the repeat course/Makeup Examination, they will be awarded "U" grade. They must appear for a supplementary course/Examination as and when it is announced.

#### **47. Other Examination Related Rules**

- Each student will be given a unique password for viewing the attendance and CA marks. With this password, students can download hall tickets and marks statements at their convenience. For safety, students are advised to change their password. If the student wants the password for the second time, the original or the changed one, they must approach the administrative office with a letter of request and pay the prescribed fee.

- UG / PG students, who have completed their dissertation/viva/thesis/project etc, but are not eligible to write the semester examination due to a shortage of attendance in theory or practical in more than one course, must repeat the semester. However, they do not have to repeat the dissertation/viva/ thesis/project, etc. Their marks which have been already secured will be entered into the marks card.
- All CA marks will be entered in the student's account in the 12th week of the semester as mentioned in the calendar of events. Students are expected to verify their CA and PIA marks. Errors in the CA marks entered in the student's account, if any, must be reported to the concerned teacher within the last date mentioned on the calendar and the teacher must, in turn, submit the correction note to the office of the COE latest by the end of the 13th week of the semester. After this last date, no claim for corrections in the CA marks will be entertained.
- The semester examination question paper will have questions from the entire syllabus prescribed for the course. However the question paper will have questions with 35% weightage from the topics covered before the Mid-Semester examination and 65% weightage from the topics covered after the Mid-Semester examination.
- Any problem pertaining to mistakes in the declaration of results or entries of personal information in the result sheet must be referred to the COE within the date mentioned on the result sheet.
- The final certificates will not be issued for the outgoing students if they have not completed other mandatory course completion requirements.
- Those students who have discontinued their studies and are readmitted will be governed as per rules applicable in the academic year in which they have rejoined.
- There is no minimum mark prescribed for the CA to be eligible for writing the semester examination. All students with minimum required attendance are eligible to appear for the End-Semester Examinations irrespective of the CA marks scored.

#### **48. Results and Certificates**

- The final results of the semester examinations of outgoing students will be published on the student's portal usually within 10 days of the last examination in that semester. The probable dates for publishing the results of the final semester UG and PG students will be posted on the University website by the end of the 11th week of the even semester.
- Marks cards for the individual semester and supplementary examination will be uploaded in the student's login portal within one month of publishing the results. To start with, the marks cards will be shown as "Provisional

Marks Cards,” and after the final scrutiny, they will appear as “Statement of Marks”. Students are advised to download the statement of marks, take a color printout, and file them. This printout can be used as the original semester-wise marks card.

- T.C, Migration Certificate, Provisional Degree Certificate, and the Consolidated Marks Card (Transcript) will be sent by post within 45 days after publishing the results to all final year students who have successfully completed the course. Students must pay the required fee for the same and submit the correct forwarding address to the office of the COE. The office of the COE is not responsible for any loss of certificates by the post office. However, students who need the marks cards earlier than the dates announced for issuing the regular certificates may apply for the **Tatkal certificates** with a special fee as mentioned in the notice.
- Students who need the results or certificates before the results are published can do so by applying for the out-of-turn result/certificate with the conditions posted by the controller of examination.
- The 6<sup>th</sup> semester UG and 4<sup>th</sup> semester PG students who need their semester examination results earlier than the proposed dates published already on the University website may do so by applying for the same for out-of-turn results and certificates. However, normally, the results will be available only after 6 days from the day of the last examination for that program. Results and certificates will be issued within one working day of applying for the same, provided the other conditions are satisfied. Certificates will not be issued on holidays. If the student has not passed the course, 80% of the fee paid will be returned.

#### 49. Examination-related grievances and the Examination Grievance Cell

- Grievances regarding the Semester Examination question paper must be addressed to the COE in writing within one hour of the completion of the examination.
- All grievances related to CA marks may be addressed first to the concerned teacher. If it is not addressed or resolved, then students may approach the HOD and if a student is not satisfied with the outcome, they may approach the Examination Grievance Cell.
- All grievances related to the SE (including theory, practicals, Term Paper, dissertation, thesis, etc) may be addressed first to the Controller of Examinations; if the outcome is not satisfactory, the students may approach the Examination Grievance Cell. However, no examination-related grievances will be accepted by the Examination Grievance Cell after one month of publishing the results of that semester/after one month of the incident for which the student has the grievance.

## 50. Rules related to NCC, Sports, and NSS candidates

- To encourage sports, NSS, and NCC, a student may be awarded a total of **5 extra marks** in any one course or distributed over many courses in the semester. This applies to a student who represents the university, state, or country in national or international level sports events and those who attend the following NCC camps: (i) Centrally organised camps – organised by Director General, NCC, New Delhi : (a) R.D.C. (b) T.S.C. (c) V.S.C. (d) J.S.C. (e) Y.E.P. (ii) State-level camps (interstate) organised by Deputy Director General NCC (All India): Trekking Camp, Advance Leadership Camp, Mountaineering Camp, National Integration Camp, Army Attachment Camp, and Cycle/Motorcycle expeditions. The student must apply in the prescribed form as and when it is notified, with a copy of the certificates attested by the concerned coordinators. Marks will be added only in courses in that semester in which the event was held. Their absence will be considered on-duty leave.
- Special Supplementary Examinations for NCC cadets, NSS activity, and students involved in sports: students who miss the End-Semester Examinations in any semester for any recognized and permitted NCC activity, NSS activity, sports activity, or national-level cultural activity will be given a chance to write the End-Semester Examination theory courses in June immediately following the academic year in which the student missed the examination. This examination will be conducted during the Special Supplementary Examinations for the final year students. The student must take prior permission from the COE before taking leave for the activity. They must apply for the Special Supplementary Examination on or before the last date mentioned in the notification for the Special Supplementary Examination but shall be exempted from paying the examination fee. Suppose the student fails to apply for or write the examination in the same academic year, during the special supplementary examination, they will not be exempted from paying the examination fee.

## 51. Improvement in End-Semester Examination (UG & PG)

A PG student who fails to score 50% in a given semester will be declared to have 'Not Completed' that semester, even though the student might have passed all individual courses with 40% or more. In such a case, the student must apply for improvement in one/more courses of their choice and write the Supplementary Examinations in such course/s to make up to 50% in that semester (**mandatory improvement examination**). The higher marks between the two examinations will be the final score. If the syllabus or pattern of the question paper is changed, two more chances will be given in the old syllabus or old pattern. There will be no restriction on the number of course/s or attempts for improvement. However, the student must complete the course within 4 years of joining the course. The same rule applies to those who want to

improve their marks to 55% which is mandatory for all further studies under UGC guidelines.

- A PG student who has already secured 55% or more, yet wants to improve their score, may apply for an improvement examination (**Optional Improvement Examination**). This can be done only once, either during the course or within one year after completing the course. There will be no restrictions on the number of courses the student can apply for within a semester, but the candidate is not allowed to select courses from different semesters. The marks entered in the portal will be edited to zero. The student has to take the subsequent available Supplementary Examination and will be awarded whatever marks obtained in the later attempt, even if they are less than the previous marks. The student must write the examination in the new syllabus or new pattern if introduced. A new marks card will be uploaded. However, the CA marks will remain the same. A student can avail of this facility only once during the entire course. Such candidates must apply in plain paper to cancel marks scored in the Semester Examination within one month of publishing the End-Semester examination results.
- UG candidates who have secured 35% or more in SE and 40% or more in the aggregate of CA and SE and declared passed in that/those course/s and desire to improve the Semester Examination marks (**Optional Improvement Examination**), must first cancel their original Semester Examination marks within one month of the result. The candidate must write a letter to the COE requesting him to cancel the marks scored in that course. The marks in the portal will be edited to zero. This can be done for a single course or the entire Semester Examination. The student has to take the subsequent available supplementary examination and will be awarded whatever marks obtained in the later attempt, even if they are lesser than the previous marks. A new marks card will be uploaded. However, the CA marks will remain the same. A student can avail of this facility only once during the entire course. Such candidates must apply in plain paper to cancel marks scored in the semester examination within one month of publishing the End-Semester examination results.
- Optional improvement examinations for UG and PG students will not be held during Special Supplementary Examinations. However, the mandatory improvement examinations for the PG students will be allowed only once during the Special Supplementary Examination, i.e., in the year in which they complete the final semester of the course. If the student fails to improve the marks, further mandatory improvement examinations will be allowed only during the regular supplementary examinations.

## 52. Promotion to the Higher Semester

All students who have qualified to write the Semester Examinations will be automatically promoted to the next semester, irrespective of the number of courses they have failed.

## 53. Request for the scanned copy of the semester examination answer scripts

UG students may apply for a scanned copy of the marked answer scripts within the date mentioned on the result sheet. A scanned copy of the answer script with the markings will be available on the Linways portal within 2 days of application. PG students are not allowed to apply for a photocopy of the answer scripts as the examiners are not allowed to mark the scores for the answers written.

## 54. Revaluation and Challenge Evaluation

There will be provision for revaluation of End-Semester Examination (including Supplementary Examination and Special Supplementary Examination) answer scripts for UG students. The student must pay the revaluation fee and submit the application form online within the date mentioned on the website on the result sheet. An examiner who has not valued the course at the first instance will value such courses. Suppose the difference in marks between the revaluation and the first valuation is equal to or less than 15% of the maximum marks for which the examination was conducted, the average of these two marks will be considered as the marks scored by the candidate in that course, even if this mark is less than the marks given in the first evaluation. Suppose the difference in marks between the revaluation and the first valuation is more than 15% of the maximum marks for which the examination was conducted, the answer script will be subjected to the third valuation. The marks scored by the student will be the average of two nearby marks. This applies to the challenge valuation of the PG answer scripts also. 50% of the fee will be refunded to the candidate if the candidate, on revaluation, obtains ten or more marks out of 70 than the previous one. **If the student scores more than 20 marks out of 70 than the previous marks, the entire revaluation fee will be refunded.** For UG students, there will be a provision for checking the addition of marks if the online application is made with the prescribed fee within the date mentioned on the result sheet.

- A PG candidate, who feels that the answer script has not been fairly evaluated, can request a challenge valuation within the date mentioned on the result sheet on payment of a prescribed fee. Application and payment of the fee must be made online. Two professors and the PG coordinator must jointly value the course. The marks awarded in the challenge valuation will hold good. If the student's contention is proved correct and the candidate scores more than fifteen additional marks out of 70, the prescribed fee for the challenge valuation will be refunded.



- There is no provision for 'reevaluation' in practical examination/viva-voce/dissertation/seminar/fieldwork/thesis/Term Paper.

### **55. Practical Examination/Viva-Voce**

- The BOS of SJU will decide on the evaluation of practical courses. The PIA : ESPE can be 100:0 to 0:100.
- For the 3rd year UG courses the PIA : ESPE will be 50:50.
- All departments offering practical courses will conduct 11 laboratory sessions per course in a given semester. Practical semester examinations, if any, will be conducted during regular class hours the following week. Some batches in some subjects will be divided into two for conducting practical semester examinations. As per the timetable, regular theory classes will be conducted during the practical semester examinations.
- All students are expected to attend a minimum of eight practical sessions out of 11 (or 7 out of 10 or 6 out of 9) to be eligible to take the practical semester examination in that course. No minimum marks are required in Practical Internal Assessment (PIA) to be eligible to write the practical examinations. However, scoring a minimum of 50% in PIA in each course is advisable.
- A student eligible to write the practical examination will not automatically qualify to write the theory examination. The eligibility to write the practical examination is decided by taking attendance for practical only. If a student has less than 75% in multiple practical courses, they must repeat the semester. In case, a student feels that the practical examination/viva-voce examination dates notified are inconvenient or has missed the examination for some reason, they may submit a letter of request to the HOD for permission to write the examination along with another batch, if available. If the reason is genuine, the HOD shall allot another batch for the student. No student is allowed to postpone or advance the practical examination/viva-voce examination if there is no other batch writing the same course on the day they want to write the practical examination or the viva-voce examination. A student who fails to write the practical examination/viva-voce examination must take the Supplementary Examination at the next available chance. No student can change the batch/date of the practical exam without prior approval of the HOD. No regular practical examination will be conducted for a single student.
- Students of MA (Communication & Journalism) and MA (Economics) must complete their internship programme to be eligible to receive their final semester marks card and other certificates. B. Com. and B.Voc. students also must complete their internship to be eligible to apply for convocation.
- There is no provision for improvement/reevaluation in practical examination/viva-voce/dissertation/seminar/fieldwork/thesis marks/Term Paper.

## 56. Supplementary / Special Supplementary Examination

- Those students who have failed in any course in the Semester Examination (theory/practical) have to write the Supplementary Examination for that course. Such students will write the odd semester Supplementary Examination courses during the odd semester examinations (October-November) and the even semester Supplementary Examination courses during the even semester (March- April), along with regular students. A Special Supplementary Examination will be conducted in May/June every year in V and VI Semester UG theory and practical courses and III and IV Semester PG theory and practical courses. Only students who have completed their last semester in the current year are eligible to apply for V and VI Semester UG and III and IV Semester PG special supplementary exams of that year. No Special Supplementary Examination will be conducted in I, II, III and IV Semester UG courses and I and II Semester PG courses.
- No optional improvement examination will be allowed during the Special Supplementary Examination.
- NCC cadets, NSS volunteers, and students involved in sports will be governed by rule 50.
- No practical examination other than final year semesters, seminars or viva-voce examinations will be conducted during the Special Supplementary Examinations. The dissertation will not be accepted during Special Supplementary Examinations.

## 57. Syllabus for Supplementary Examination candidates

- If the syllabus is modified or the pattern of question paper is changed in a particular year, two Supplementary Examinations in the old syllabus/pattern in which the student was taught will be conducted starting from that year, irrespective of the number of chances they took for attempting the examinations in the old syllabus. Suppose the course is removed from the curriculum altogether, in that case, three Supplementary Examinations in the old syllabus will be conducted starting from that year, irrespective of the number of chances they took for attempting the examinations in the old syllabus. If they fail, they have to take another course permitted by the COE in consultation with the HOD.
- If a student had to repeat a course or a semester, and in case the course/s to be repeated are removed from that semester which it was taught earlier, they may be asked to take another course in the semester which they enrolled in, by the COE after consultation with the HOD/ PG Coordinator. If the course missed by the student is taught in another semester, the student may be permitted to take that course but the marks will be entered as if the student had written the course in which they have enrolled to repeat. If the



student cannot attend a few classes of the shifted course for which they had enrolled due to a clash in classes, attendance will be condoned by COE.

- The marks scored by a student in Supplementary Examinations will not be considered for rank. However, such marks will be considered for the award of grades. The marks obtained in revaluation will be considered for rank.

### **58. Rank Certificate / Certificate of Merit**

- All UG students who obtained the highest marks (CA marks + SE marks) in each course in a semester will be issued a certificate of merit. However, for standalone courses like B.C.A., B.A. (Visual Communication), B.S.W., and B.Com, merit will be decided by the total marks in all courses except English and Language. The merit for English and Languages (except B.Voc, who do not have these subjects) will be decided after considering marks obtained in the concerned subjects by UG students across all programs. For PG students, merit will be decided by the total marks in all courses in a semester.
- After completing the program, all UG students who stand first and second (CA marks + SE marks) in each subject (accounting for marks scored in all courses in all semesters in a subject in the course) will be issued a rank certificate. However, for stand-alone courses (like B.C.A., B.A. (Visual Communication), B.Voc, B.S.W., and B.Com), the rank will be decided by the total marks in all courses except English and Language. The ranks for English and Languages (except B.Voc who don't have these subjects) will be decided after considering marks obtained by students across all programs. For PG students, the first and second rank will be decided by total marks in all courses in the program. Marks scored in the foundation and open elective courses, will not be considered for deciding the rank.
- All first-rank holders will be awarded a gold medal, cash prize, and certificate.
- A student will not be considered for rank if they have not passed even one course of that subject in the first available chance. A student will not be considered for rank in a subject if they were absent for the SE on the first available chance, even in one course, and passed the course in another chance.
- A student will be considered for a rank in a given subject even if they have not passed another subject at the first available chance. But they must have completed the program in the minimum prescribed period for that program.

### **59. Maximum period to complete the course**

As per the UGC guidelines, approved by the Academic Council of St Joseph's College (Autonomous), UG students must complete their course within 5 years and PG students within 4 years. The Academic Council may extend this duration by one more year for deserving candidates.

## 60. Change of Language after One Semester

After the first Semester Examinations, if the undergraduate student realizes that the language they had selected during the admission is not according to their need or competence, the student may apply for a change of the second language. However, they should have the minimum attendance to be eligible to write the Semester Examination in the language course. They must submit the application form within two weeks of starting the classes in the second semester for the change. The difference in the fee payable, if any, must be paid before the classes in the changed language course are attended. The marks scored in the first semester examination of the language course will be deleted and marked "To repeat" and the overall result will be declared "incomplete". The student must write all CA components (assignments) during the third semester. They must apply for and write the makeup examination during their third semester. Also, they must apply for the supplementary examination for the first semester language examination after the notification for the odd-semester examination.

## 61. GRADING SYSTEM

Students are evaluated based on Continuous Assessment and Semester Examinations. For the grading and classification of students, the performance of the students is first marked according to the conventional procedure. Marks are then converted into grades, and grades, in turn, to grade points in accordance with the ten-point grading system using the following Table.

The semester grade point average (SGPA) / Cumulative Grade Point Average (CGPA) shall be computed as

$$\text{SGPA / CGPA} = (\text{Credits} \times \text{Grade Points}) / (\text{Credits})$$

## 62. Grading system for the 2015 batch onwards

% of marks in a course (theory or practical) or in the course	Grade Points	% marks in a course (theory or practical) or in the course	Grade Points
95 - 100	10	60 - 64.99	6.5
90 - 94.99	9.5	55 - 59.99	6.0
85 - 89.99	9.0	50 - 54.99	5.5
80 - 84.99	8.5	45 - 49.99	5.0
75 - 79.99	8.0	40 - 44.99	4.5
70 - 74.99	7.5	Less than 40	0
65 - 69.99	7.0		

**63. Illustration for calculating SGPA:**

Suppose a student has been awarded the following marks in the I semester examination:

Subject	Marks	Grade	Grade Points	Credit	Weighted Grade Point
Kannada	68	A	7.0	3	21.0
English	72	A+	7.5	3	22.5
History	70	A+	7.5	5	37.5
Economics	56	B+	6.0	5	30.0
Sociology	62	A	6.5	5	30.0
Total				21	141.0

The total number of credits = 21, Total weighed grade point = 141, SGPA =  $141/21 = 6.7$

**64. Semester Result / Grade Description for UG Courses (2015 Batch onwards)**

Percentage	Alpha sign / Letter Grade	Result / Class Description
90-100	O	Outstanding
80-89.99	A++	First Class – Exemplary
70-79.99	A+	First Class – Distinction
60-69.99	A	First Class
55-59.99	B+	High Second Class
50-54.99	B	Second Class
40-49.99	C	Pass Class
0-39.99	F	Not Completed

## 65. Semester Result / Grade Description for PG Courses (2015 Batch onwards)

Percentage	Alpha sign / Letter Grade	Result / Class Description
90-100	O	Outstanding
80-89.99	A++	First Class – Exemplary
70-79.99	A+	First Class – Distinction
60-69.99	A	First Class
55-59.99	B+	High Second Class
50-54.99	B	Second Class
40-49.99	F	Not Completed

## 66. ADDITIONAL CREDITS FOR UNDERGRADUATE STUDENTS

Credits are awarded to encourage undergraduates to participate in extracurricular and co-curricular activities. Acquiring FIVE additional credits is a course completion requirement for every UG student.

### General Guidelines

- Students can earn a maximum of FOUR credits in one academic year and THREE from a single unit such as NSS, NCC, Sports, etc.
- No credits are to be awarded for activities/seminars/ workshops attended or conducted within the University.
- No credits are to be awarded for participation in any association activities.
- National and International units of NCC, NSS, and AICUF that do not come under the purview of in-house associations are allowed to give a maximum of 3 credits in an academic year as per the guidelines given below for work outside the University.
- Students are encouraged to pursue online courses to enhance their knowledge. However, courses only from SWAYAM and NPTEL platform are eligible for claiming credits. Students should get consent from the concerned subject teacher/ mentor prior to the course. Students who complete such online courses for additional credits will be examined /verified by the concerned mentor/internal faculty member before awarding credits.
- **No credits are awarded in their first year since these come under the purview of SEC of the NEP structure.**

**The distribution of additional credits under different categories is as follows:**

## **Sports and Games**

Students participating in sports and games as University team members can get 2 credits per year for 60 hours of practice/training as recorded. For every additional 60 hours of training, these students shall get 1 additional credit. Students get 2 credits for every win, whether 1st, or 2nd in the inter-collegiate competitions.

For every subsequent win (Only 1st) a student can get 1 credit.

- Students playing for Bangalore University can get 2 additional credits.
- Students playing for Karnataka State can get 3 additional credits.
- Students playing in National teams can get 4 credits. All these credits must be approved by the Sports Director and scrutinized by a committee constituted by the VC.

## **Participation in Cultural Events**

*Note: students are expected to participate regularly in practice and training to obtain any additional credit for the following:*

- Dance/ Music/Theatre/Choir/Fashion team.  
For 60 hours of training and practice, students of the University team can get 2 credits.
- 2 credits for every win whether 1st or 2nd in the inter-collegiate competitions.
- 1 credit for every successive win (only 1st).

All these credits must be approved by the Coordinator in charge of cultural activities and scrutinized by the committee constituted by the VC.

## **AICUF /NSS/ Other social service activity**

### **NSS**

- 2 credits for 60 Hours of Shramadan/ Community Service.
- 1 additional credit for exceptional active student involvement for an additional 60 hours.
- For ID/RD or other such events, students can get additional 2 credits.
- 2 credits for an Annual Rural Exposure Camp.

The respective NSS Officer must approve all these credits.

## NCC

- 2 credits for 60 hours of training/parade/ other activities.
- For an additional 60 hours, students can get 1 additional credit.
- For ID/RD/other such events, students can get an additional 2 credits.
- For multiples of the above, students get 1 additional credit.
- 1 extra credit for passing B/C/Certificate or other such certificate examinations.

The NCC officer must approve all these credits.

## Extra-Academic Activities

- All extra credits claimed under this heading will require sufficient academic input/ contribution from the students concerned.
- 2 credits for presenting and publishing a paper in International/ National/State level seminars/workshops.
- Students can claim one additional credit for every subsequent activity of the above.
- 1 credit for measurable research work undertaken and field trips amounting to 30 hours of recorded work.
- 1 credit for creating models in exhibitions/ other exhibits which do not include charts/collages or any such kind.
- 1 credit for any voluntary social service / nation-building exercise which is in collaboration with the outreach centre, equivalent to 30 hours

**The Class Mentors must approve all these credits.**

## CERTIFICATE COURSES

Students can get additional credits (the number of credits will depend on the course duration) from certificate courses offered by the University. The student must successfully complete the course. These credits can be earned in any year and will be approved by the respective mentor.

General internships and internships part of general curricula do not carry any credits. However, students who undertake summer projects/ internships/ training in institutions of repute through a national selection process, will get 2 credits for each such activity. This must be done under the supervision of the concerned faculty/mentor. **Such students need to take prior permission from the Additional Credits Coordinator before taking up such internships.**

**NOTE: No credits can be granted for organising or serving as office bearers/volunteers for Inter-Class/Associations/Sports/Social Service activities. The respective staff coordinators may give the office bearers and volunteers a letter of appreciation. No credits can be claimed for any services/activities conducted or attended within the University.**

All claims for the credits by the students should be made and approved by the mentor in the same academic year of completing the activity. Any grievances of denial/rejection of credits should be addressed to the Additional Credits Coordinator in the same academic year.

Students with a shortage of additional credits at the end of the third year can meet the Additional Credits Coordinator, who will provide the right advice on the activities to help them earn credits required for graduation.

## **67. TERM PAPERS FOR UNDERGRADUATE STUDENTS**

All Non-NEP batch undergraduate students must submit a term paper in their V semester. All NEP undergraduate students may submit a term paper in their IV semester. Writing a term paper acquaints students with research methods, including reading journals, books, and other literature, gathering, sorting, and analysing data and other supporting evidence.

The student must select a Guide for the term paper. The guide must be a faculty member in this University. Suppose the student wishes to work in any national laboratory under a scientist or under any eminent external person, in that case, there must be a faculty member as a co-guide from this University. The guide must give his/ her consent which must be conveyed to the COE, through the class mentors, in the prescribed format by the end of IV semester.

The problem to be researched can be proposed by the Guide or the student can propose a problem in line with their interest. In the latter case, the Guide must give the written consent for the topic.

Plagiarism is considered a grave offence. Submitting a term paper (whole or part) as one's own, which was created, researched, or presented by someone else will be considered malpractice. Such a term paper will be disqualified, and disciplinary action will be taken against the student.

Term papers must be submitted by the 2nd week of August in the office of the COE. If a term paper is not submitted on time, the student will be declared "Failed" in the fifth semester. Term papers will not be accepted after the last date announced by the COE.

No student will be allowed to apply for convocation without submitting the term paper.

## 68. COURSE COMPLETION REQUIREMENTS

### Requirements for Completion of UG Courses

All students of undergraduate courses must mandatorily:

- Pass all examinations and other academic requirements as per the proposed syllabi.
- Submit a term paper/complete any course specific to the student's interest available in SWAYAM portal or equivalent approved by their respective Deans in the IV semester (except students of B.Voc.).
- Earn a minimum of 5 additional credits.
- Pass all the open elective courses as instructed.
- Attend and complete the prescribed Soft Skill and Ability Enhancement courses.
- Attend and participate in the Integral formation programme (IGNITORS) in all the years of their study.
- Attend and participate in the social outreach programme for the proposed duration during their course.
- Complete the internship, if any.

### Requirements for Completion of PG Courses

All students of postgraduate courses must mandatorily:

- Pass all examinations and other academic requirements as per the proposed syllabi. The student must also score the required percentage of marks as specified.
- Pass the open elective paper.
- Attend and participate in the IGNITORS integral formation programme in all the years of their study.
- Attend and participate in the social outreach programme for the proposed duration during their course.
- Complete the internship programme as specified, if any.

## 69. Documents needed for certificates

The following are the document/s needed to apply for certificates:

### (a) Duplicate Marks Card

- (i) A request letter addressed to the VC.



- (ii) The original acknowledgment from the police station for the complaint you have registered regarding the missing document.
- (iii) Affidavit from a notary.
- (iv) Fee paid receipt.

**(b) Consolidated Marks Card (Transcript)**

- (i) A request letter addressed to the VC.
- (ii) Photocopy of all marks cards of all semesters.
- (iii) Fee paid receipt.

**(c) Migration Certificate**

- (i) A request letter addressed to the VC.
- (ii) Photocopy of all marks cards.
- (iii) Photocopy of TC.
- (iv) Fee paid receipt.

**(d) Transfer Certificate & Provisional Degree Certificate**

- (i) A request letter addressed to the VC.
- (ii) Photocopy of all marks cards.
- (iii) Eligibility from the office of the COE.
- (iv) Fee paid receipt.

**(e) Character Certificate, Duplicate ID and Duplicate Hall Ticket**

- (i) A request letter addressed to the VC.
- (ii) Fee paid receipt.

**(f) Any other Certificate**

- (i) A letter specifying the nature of the certificate, addressed to the VC.

## THE BOARD OF GOVERNORS

The Chancellor	Rev. Fr Dionysius Vaz, SJ The Chairman of BJES-Sponsoring Body
The Pro-Chancellor	Rev. Fr Swebert D'Silva, SJ Rector, Arrupe Nivas
The Vice-Chancellor	Rev. Dr Victor Lobo, SJ
Principal Secretary, Higher Education, Govt of Karnataka	Ms V. Rashmi Mahesh, IAS
Principal Secretary, Any other Dept, Govt of Karnataka	Mr Manoj Jain, IAS Minority Welfare Department
Expert in Management/Finance, Govt of Karnataka	Ms Geethanjali R.
Person nominated by the Sponsoring Body	Rev. Fr Brian Pereira, SJ Vice President, BJES
Person nominated by the Sponsoring Body	Rev. Dr Melwyn D'Cunha, SJ Secretary, Higher Education Commission, Karnataka Jesuit Province
Woman nominated by the Sponsoring Body	Ms Nirupama Rao Former Foreign Secretary, Govt of India Former Ambassador to US, China
Academician nominated by the Chancellor	Mr Ajith Isaac Founder & Chairman - Quess Corp. Ltd
Academician nominated by the Chancellor	Dr Rajeev Gowda Former Professor of Economics and Social Sciences; Chairperson, Centre for Public Policy, IIM Bangalore
The Pro-Vice-Chancellor (Nominated by the Chancellor)	Dr Ronald J. Mascarenhas
Nominee of the UGC	To be appointed
The Registrar	Dr Melwin Colaço, Secretary.

## THE BOARD OF MANAGEMENT

The Vice-Chancellor	Rev. Dr Victor Lobo, SJ
The Pro-Vice-Chancellor	Dr Regina Mathias
The Registrar	Dr Melwin Colaço, Member Secretary
Nominee of the Sponsoring Body (Internal to the Body)	Rev. Dr Charles Lasrado, SJ Principal, St Joseph's College of Commerce (Autonomous), Bengaluru
Nominee of the Sponsoring Body	Prof. (Dr) Japhet S. Former VC, Bengaluru City University, Professor at NLSIU, Bengaluru
Dean	Rev. Dr Richard Rego, SJ, Dean, School of Communication and Media Studies
Dean	Dr Arul Mani Dean, School of Languages and Literatures

## OFFICIALS OF THE UNIVERSITY

The Chancellor	Rev. Fr Dionysius Vaz, SJ, M.A., M.S. The Chairperson of BJES-Sponsoring Body
The Pro-Chancellor	Rev. Fr Swebert D'Silva, SJ, M.Sc., M.Phil. Rector; Arrupe Nivas
The Vice-Chancellor	Rev. Dr Victor Lobo, SJ, M.A., PGCTE, Ph.D.
Pro-Vice-Chancellor	Dr Ronald J. Mascarenhas, M.Sc, Ph.D.
Pro-Vice-Chancellor	Dr Regina Mathias, M.Sc., M.Phil., Ph.D.
The Registrar	Dr Melwin Colaço, M.Sc., Ph.D.
The Controller of Examinations	Dr C. Mohanadas, M.Sc., Ph.D.
The Finance Officer	Rev. Fr Arun Prashanth D'Souza, SJ, M.A.
Dean, School of Information Technology	Rev. Fr Denzil E. Lobo, SJ, M.Sc., M.S.
Dean, School of Communication & Media Studies	Rev. Dr Richard Rego, SJ, M.A., M.S.(Comm)., Ph.D.
Dean, School of Humanities and Social Sciences	Mr Clement D'Souza, M.A., M.Phil.
Dean, School of Languages and Literatures	Dr Arul Mani, M.A., Ph.D.
Dean, School of Physical Sciences	Dr Rabbi Akkiba Angiras, M.Sc., Ph.D.
Dean, School of Chemical Sciences	Dr Libi Thomas, M. Sc., Ph.D.
Dean, School of Life Sciences	Dr Beatrice Sequiera, M.Sc., Ph.D.
Dean, School of Social Work	Rev. Dr Augustine Lourdu OFM, M.Sc., MSW, Ph.D.
Dean, School of Business	Dr V. Christo Selvan, M.B.A., PGDCA, Ph.D.
Dean, Research & Innovation Centre	Rev. Dr Roshan Castelino, SJ, M.Sc., Ph.D.

## ACADEMIC COUNCIL

Prof. Vanamala Viswanatha	Professor, Head, Dept of English, Bangalore University
Mr Revi Verma Kumar	Senior Advocate and Former Chairman, Backward Class Commission
Dr S. Madeshwaran	Professor, Centre for Economic Studies and Policy, ISEC, Bangalore
Dr Udayakumar Ranga	Professor, JNCASR, Bangalore
Dr Reji Philip	Professor, Raman Research Institute, Bangalore
Dr Debasis Das	Assistant Professor, IISc, Bangalore
Dr Poornanda D.S.	Professor, Kuvempu University
Dr Ruth Manorama	Dalit Women's Rights Activist
Vice-Chancellor	Chairman
Pro-Vice-Chancellors	Members
Registrar	Member Secretary
Controller of Examinations (CoE)	Member
Nominee of the Board of Governors	Fr Swebert D'Silva, SJ (Member)
Nominee of the Board of Management	Nomination under process
All Deans	Members
Heads of Departments & PG Coordinators	Members
Dean, Research and Innovation Council	Member
Librarian	Member
Physical Education Director	Member
IQAC Coordinator	Member

## COMMITTEES

## THE FINANCE COMMITTEE

The Chancellor or his nominee	Rev. Fr Dionysius Vaz, SJ, Chancellor Nominee: Rev. Fr Swebert D'Silva, SJ Pro-Chancellor
The Vice-Chancellor	Rev. Dr Victor Lobo, SJ
The Registrar	Dr Melwin Colaço, Registrar
The Finance Officer	Rev. Fr Arun D'Souza, SJ
Nominee of the Sponsoring Body	Rev. Fr Jason Furtado, SJ Secretary and Treasurer, KJES
Nominee of the Chancellor with expertise in Banking, Finance	Mr Mark D'Souza, CA M/S Mark D'Souza & Associates
Member	Rev. Fr Joy Rodrigues, SJ Secretary and Treasurer, BJES
Member	Mr Vinay Mruthyunjaya Treasurer, Karnataka State Cricket Association

## INTERNAL QUALITY ASSURANCE CELL [IQAC]

Rev. Dr Victor Lobo, SJ	Vice-Chancellor and Chairman
Dr Madappa M.B.	Director
<b>MEMBERS:</b>	
Dr Ronald J. Mascarenhas	Pro-Vice-Chancellor
Dr Regina Mathias	Pro-Vice-Chancellor
Dr Melwin Colaço	Registrar
Dr C. Mohanadas	Controller of Examinations
Rev. Fr Denzil Lobo, SJ	Dean, School of Information Technology
Rev. Dr Richard Rego, SJ	Dean, School of Communication and Media Studies
Rev. Dr Roshan Castelino, SJ	Dean, Research and Innovation Council
Dr Arul Mani	Dean, School of Languages and Literatures
Mr Clement D'Souza	Dean, School of Humanities
Dr Rabbi Akkiba Angiras	Dean, School of Physical Sciences
Dr Libi Thomas	Dean, School of Chemical Sciences
Dr Beatrice Sequeira	Dean, School of Life Sciences
Rev. Dr Augustine Lourdu	Dean, School of Social Work
Dr V. Christo Selvan	Dean, School of Business
Rev. Fr Arun D'Souza, SJ	Library Director
Rev Fr Maxim Dias, SJ	Director, Shift 3
Dr Syed Wajeed	IQAC Advisor

Dr Rama Gokula Krishnan Dr Raisa D'Souza Dr Suhas D.P. Dr Suresha Kharvi Dr Jayati Bhadra Dr Priya S.	Coordinators-Documentation
Dr Padma Nandan Karioth	Criterion 1- Curricular Aspects
Dr Paramesha Mallegowda	Criterion 2- Teaching, Learning and Evaluation
Dr A. Mohan	Criterion 3- Research, Innovation and Extension
Dr Jayashankar M.	Criterion 4- Infrastructure and Learning Resources
Dr Usha Priyadarshini	Criterion 5- Student Support and Progression
Dr Vaishnavi M.	Criterion 6- Governance, Leadership and Management
Ms Poonam R. Ahuja	Criterion 7-Institutional Values & Best Practices
Dr Shivakumar T.C.	University Librarian & Coordinator
Ms Swathi S. Narayan	Secretary

## STATUTORY COMMITTEES

### Anti-Ragging Committee

Rev. Dr Victor Lobo, SJ	: Chairman
Dr Somaiah P.E.	: Convener
Mr Anuplal G.	: Assistant Convener
Dr Godwin D'Souza	: Member
Dr Stephen A.	: Member
Dr Shobha S.V.	: Member
Dr Libi Thomas	: Member
Mr Sathya Narayana R.	: Member
Dr Poornima S.	: Member (Shift 3)
Mr Sunil P.G.	: Non-Teaching Staff
Ms Alice D'Souza	: Non-Teaching Staff

### Anti-Sexual Harassment Cell

Dr Sayantani Banerjee	: Convener
Dr Nalini Sundaram	: Assistant Convener
Dr Vanitha N.M.	: Member
Mr Y. Rajendra	: Member
Dr Parvathy Poornima	: Member
Ms Muktha Chand P.	: Member
Ms Niha Asif	: Member
Dr Chandni B.	: Member (Shift 3)

### Equal Opportunity Cell (EOC)

Dr Ronald J. Mascarenhas	: Chairman
Dr Melwin Colaço	: Registrar
Dr Hanumatharayappa S.B.	: Convener
Dr Raju M.	: Assistant Convener
Dr Maria David	: Member
Dr Jayati Bhadra	: Member
Dr Pathan Hasan	: Member
Dr Gurudatt	: Member
Mr Prem Sagar	: Member (Shift 3)

### Gender Sensitisation Cell

Dr Grace Prabhakar	: Convener
Dr Jothy Williams	: Assistant Convener
Dr Shashikala D.	: Member
Dr Parul Goel	: Member
Ms Melissa Remedios	: Member
Dr Tesmine Martin	: Member
Ms Parul Batra	: Member
Ms Cynthia Nirmala Rajah	: Member
Ms Abirami G.	: Member

### NCC

OFFICER IN CHARGE	: UNIT
Lt. Akshay D. Mandlik	: I KAR ARMD SQN NCC, TP-3
Sqn. Ldr Dr K. Paul Newman	: I KAR AIR SQN NCC

### SJU NSS

Mr Selwyn Paul J.	: NSS Program Coordinator
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### SJU NSS Unit 1 (Shift 1)

Dr Hanumantharayappa	: NSS Program Officer
Ms Immaculate Mary	: Asst. Program Officer
Dr Shakila P.	: Member
Dr Rama Gokula Krishnan	: Member
Dr Asha K.	: Member
Mr Ebenezer	: Member

### SJU NSS Unit 2 (Shift 1)

Dr Mary Princess Lavanya	: NSS Program Officer
Mr Sathyanarayan R.	: Asst. Program Officer
Mr Clifford Noel	: Member
Ms Nikitha Thomas	: Member
Dr Anila M.M.	: Member

### **SJU NSS Unit 3 (Shift 2)**

Ms Veena Nirmala	: NSS Program Officer
Mr Rajesh	: Asst. Program Officer
Mr Vinay B.S.	: Member
Dr Leema George	: Member
Mr Ryan Peter	: Member
Ms Harshita Asthana	: Member
Ms Saylie Mekhale	: Member

### **SJU NSS Unit 4 (Shift 2)**

Dr Vignesh	: NSS Program Officer
Mr Prasad C.N.	: Asst. Program Officer
Dr Tulika Bhattacharya	: Member
Ms Sara Kutty	: Member
Dr Magesh	: Member
Dr Gurudatt	: Member

### **SJU NSS Unit 5 (Shift 3)**

Mr Mahesha D.K.	: NSS Program Officer
Dr Chandni	: Asst. Program Officer
Mr Timothy	: Member
Mr Satish	: Member

### **Staff Grievance Redressal Committee**

Dr Regina Mathias	: Convener
Dr Arul Mani	: Assistant Convener
Dr Jacob Paul	: Member
Dr Poornima B.N.	: Member
Dr M. Jayashankar	: Member
Dr Debolina Chaudhuri	: Member
Dr Kanishka	: Member (Shift 3)

### **Internal Complaints Committee**

Dr Ronald J. Mascarenhas	: Convener
Dr Parul Goel	: Assistant Convener
Dr Neil Tannen Lincoln	: Member, School of Humanities
Dr Grace Prabhakar	: Member, School of Life Sciences
Dr Lora Rita Goveas	: Member, School of Physical Sciences
Dr Anchal Singhal	: Member, School of Chemical Sciences
Mr Avishek Suman	: Member, School of Communication and Media Studies
Dr Greeshma Francis	: Member, School of Business
Dr Shashikala D.	: Member, School of Information Technology



Dr Shari Tess Mathew	: Member, School of Social Work
Mr Pramod Harle	: Member, School of Languages and Literatures
Mr Timothy	: Member (Shift 3)
Ms Emilda D'Souza	: Representative, Non-teaching Faculty

### **Vocational Courses and Kaushal Kendra**

Rev. Dr Richard Rego	: Convener
Mr Nevil Pradeep D'Souza	: Assistant Convener
Fr Simon Paul D'Souza	: Member
Dr Surya Shankar Sen	: Member
Dr Srinivasulu B.	: Member
Mr Marudhu Pandian	: Member
Mr Suhas Srinivas	: Member
Mr Ebenezer	: Member (Shift 3)

### **Ek Bharat Shreshtha Bharat Club [EBSB]**

Mr K.S. Shivakumar	: Convener
Mr Suhas Srinivas	: Assistant Convener
Ms Shalmali Kamath	: Member
Dr Padmaja Pancharatnam	: Member
Dr Suhas D.P.	: Member
Dr Revathi Suresh	: Member
Dr Ratnakshi Roy	: Member (Shift 3)

## **ACADEMIC COMMITTEES**

### **EXAMINATION SECTION**

#### **Examination Committee**

The Vice-Chancellor  
 Pro-Vice-Chancellors  
 The Registrar  
 The Controller of Examinations  
 The Deputy Chief Superintendent of Examinations  
 Examination Coordinator-I  
 Examination Coordinator-II  
 Examination Coordinator-III  
 Deans  
 Third Shift Coordinator

#### **Examination Conducting Committee**

Dr C. Mohanadas	: Controller of Examinations (COE)
Mr Cyril	: Deputy Chief Superintendent of Examinations
Dr Martin Paul	: Examination Coordinator-I

Dr Maria Ancy S.	: Examination Coordinator-II
Mr Leonard Winston Aiman	: Examination Coordinator-III
Dr Srinivasulu Bandi	: Member
Dr Ahana Ruth Pinto	: Member
Mr Vinay B.S.	: Member
Dr Paramesha Mallegowda	: Member

### **Examination Office Staff**

Mr Sanil Cornelio	Mr Godfrey Stephen
Mr Gopal	Mr Sudhir David Diwakar
Ms Kavya T.H.	Ms Ramya Archana
Mr Stany Steevan	Ms Navya M.
Mr Marshall S. Pereira	Mr Kanik Raj

### **Examination Vigilance Squad**

Dr Godwin D'Souza (Convener)  
 Ms Banu M.  
 Ms Amita Priyadarshini  
 Mr Prashanth

### **Examination Malpractice Enquiry Committee**

Mr Charles Ambrose (Convener)  
 Mr Marudhu Pandian  
 Dr Shobha S.V.

### **Research and Innovation Council**

- The Vice-Chancellor : Chairman
- The Pro-Vice-Chancellor/s : Member
- Deans of all Schools : Members
- Up to ten external / internal members being (eminent academicians, research, and industry experts to be appointed by the Vice-Chancellor)
- The Dean of Research & Innovation Council - Member Secretary

Rev. Dr Roshan Castelino, SJ	: Dean
Dr Michael Rajamathi R.	: Dr Joseph Nelapaty Endowment Chair

### **Research Advisory Committee**

Rev. Dr Roshan Castelino, SJ	: Chairman
Dr Michael Rajamathi	: Deputy Chairman
Dr Ronald J. Mascarenhas	: Member
Dr Melwin Colaço	: Member
Dr Neil Tannen	: Member
Dr A. Mohan	: Member
Dr Sayantani Banerjee	: Member
Dr N. Praveen Kumar	: Member
Dr Chittur Lakshmanan	: Member

## **Ph.D. Monitoring Committee Life Sciences**

Rev. Dr S. Ignacimuthu, SJ - Director, Xavier Research Foundation, Palayamkottai, TN  
Dr V. Sundaresan - Central Institute of Medicinal and Aromatic Plants (CIMAP)

## **Chemical Sciences**

Dr Chittur Lakshmanan, Former Chief Scientist, ITC Research and Tech Innovation  
Dr K. R. Prabhu, Indian Institute of Science (IISc)

## **Physical Sciences**

Dr Arindham Ghosh, Indian Institute of Science (IISc)  
Dr Mousumi Das, Indian Institute of Astrophysics  
Dr Reji Philip, Raman Research Institute (RRI)

## **English**

Dr Geetha Bhaskar, Bangalore University  
Dr S.V. Srinivas, Azim Premji University

## **Global Initiatives Advisory Committee**

Rev. Dr Richard Rego, SJ	: Convener
Dr Melwin Colaço	: Assistant Convener
Dr Michael Rajamathi	: Member
Dr Shreejita Biswas	: Member
Dr Debashis Ghosh	: Member
Ms Amita Priyadarshini	: Member
Dr Susan Mary Philip	: Member

## **Office of International Affairs**

Dr J.W. Lobo	: Hon. Chairman
Rev. Dr Richard Rego, SJ	: Director
Mr P. Venugopal	: Associate Director
Ms Sheela Paul	: Member
Dr Michael Rajamathi	: Member
Dr Sunita Rajamani	: Member
Dr Popy Dutta	: Member
Dr Shivakannan	: Member

## **Central Library Advisory Committee**

Rev. Dr Victor Lobo, SJ	: Vice-Chancellor and Chairman
Dr Ronald J. Mascarenhas	: Pro-Vice-Chancellor
Dr Regina Mathias	: Pro-Vice-Chancellor
Dr Melwin Colaço	: Registrar
Rev. Fr Arun Prashanth D'Souza, SJ	: Library Director and Convener
Dr Shivakumar T.C.	: University Librarian and Coordinator

Rev. Dr Richard Rego, SJ	: Dean, School of Communication and Media Studies
Mr Ravinandan B.B.	: Representative, School of Communication and Media Studies
Dr Madappa M.B.	: Director, IQAC
Mr Susobhan Mazumdar	: Representative, School of Physical Sciences
Dr Parul Goel	: Representative, School of Physical Sciences
Dr Grace Prabhakar	: Representative, School of Life Sciences
Dr A. Stephen	: Representative, School of Life Sciences
Dr Nalini Sundaram	: Representative, School of Chemical Sciences
Dr Suhas D.P.	: Representative, School of Chemical Sciences
Dr Maria David	: Representative, School of Humanities
Dr Karamala Areesh Kumar	: Representative, School of Humanities
Ms Subikshalakshmi G.	: Representative, School of Humanities
Dr Poornima B.N.	: Representative, School of Languages
Dr Amrita Banerjee	: Representative, School of Languages
Dr S Amudhan	: Representative, School of Business
Dr Alan Godfrey	: Representative, School of Social Work
Mr Francis Densil Raj V.	: Representative, School of Information Technology
Dr B.G. Prashanthi	: Representative, School of Information Technology
Dr Chandni Bhambhani	: Member (Shift 3)
Mr Jerrin Chandan	: Member (Shift 3)
Mr Prem Kumar	: Invitee, Central Library
Nominated Research Scholar	: Representative of Research Scholars
Nominated Students from PG and UG	: PG and UG Student representatives

### Time Table Committee (Shift 1 & 2)

Mr Sandhya N.	: Convener
Ms Sarah John	: Assistant Convener
Dr Keshavamurthy K.	: Member
Ms Christine Elizabeth Nigli	: Member
Dr Arul Mani	: Member
Mr Prashanth Kumar	: Member
Ms Mamatha S.	: Member
Ms Sana Begum	: Member
Ms Champa Kumari	: Member
Ms Wilma Laveena D'Souza	: Member

### Time Table Committee (Shift 3)

Dr Sr Sally Joseph	: Convener
Dr Mahesh	: Assistant Convener
Ms Vidhya	: Member

Mr Ebenezer	: Member
Ms Annie	: Member
Ms Timothy	: Member

### **DBT-STAR College Scheme Committee [STAR Status]**

Dr Susan Mary Philip	: Overall Programme Coordinator
Dr Martin Paul	: Member
Dr Deepa Mathew	: Member
Dr Nalini G. Sundaram	: Member

### **DBT-STAR College Scheme Committee [Support]**

Dr Popy Dutta	: Programme Coordinator
Ms Bruno Martin	: Coordinator, Dept. of Physics
Dr K. Nayan Bhat	: Coordinator, Dept. of Mathematics
Dr Viyolla Pavana Mendonce	: Coordinator, Dept. of Zoology
Mr Rajesh G.	: Coordinator, Dept. of Electronics

### **DST-FIST Committee**

Dr Libi Thomas	: Coordinator
Dr Raisa D'Souza	: Member
Dr Vaishnavi M.	: Member
Mr Susobhan Mazumdar	: Member
Dr Nalini G. Sundaram	: Member

### **Academic Audit Committee**

Dr Madappa	: Convener
Dr Syed Wajeed	: Assistant Convener
Dr Vanitha N.M.	: Member, School of Life Sciences
Dr Anchal Singhal	: Member, School of Chemical Sciences
Dr Shubhashree Joshi	: Member, School of Physical Sciences
Dr Neeta Pereira	: Member, School of Humanities
Ms Latha Paul	: Member, School of Social Work
Dr Asha K.	: Member, School of School of Information Technology
Ms Vidisha D'Souza	: Member, School of School of Communication and Media Studies
Ms Parul Batra	: Member, School of Languages and Literatures
Dr Padma Nandan	: Member, School of Business

### **PG Diploma Courses Committee**

Rev. Fr Swebert D'Silva, SJ	: Director
Mr Charles Ambrose	: Coordinator
Dr Archana V.	: Member
Dr Alan Godfrey	: Member
Dr Libi Thomas	: Member
Dr Suriyanarayanan	: Member

### Credit Courses Committee

Dr B.S. Prabhakar	: Convener
Dr Popy Dutta	: Member
Rev. Dr G. Augustine Lourdu, OFM	: Member
Ms Mary Merline Rani	: Member
Dr G. Vignesh	: Member
Dr Anaurene Roy	: Member
Dr Nalini G.	: Member

### Certificate Courses

Dr Vanitha	: Coordinator
Dr Nalini G. Sundaram	: Assistant Coordinator
Ms Immaculate Mary	: Member
Rev. Dr G. Augustine Lourdu, OFM	: Member
Dr Anita V.	: Member
Dr Parul Goel	: Member
Mr Susobhan M.	: Member
Dr John Paul	: Member

### Faculty Development Centre

Dr Joyce Queeny D'Souza	: Convener
Dr Usha Priyadarshini	: Assistant Convener
Dr Sunita Rajamani	: Program Coordinator-I
Dr Amudhan S.	: Program Coordinator -II
Dr Mohan Kumar S.	: Member, School of Life Sciences
Dr Anitha V.	: Member, School of Humanities
Ms Princy Nisha	: Member, School of Business
Dr Reena Saritha Serrao	: Member, School of Chemical Sciences
Mr Susobhan Mazumdar	: Member, School of Physical Sciences
Ms Latha Paul	: Member, School of Social Work
Dr B. Eraiah	: Member, School of Languages and Literatures
Dr Puneeth Kumar B.S.	: Member, School of Information Technology
Mr Shabin P.K.	: Member, School of Communication and Media Studies
Dr Kanishka K.	: Member (Shift 3)

### Human Resource Development Centre

Col. K.C. Menon	: CHRO
Ms Alice D'Souza	: Office Assistant

### Online Teaching and Digital Programs

Dr Vanitha N.M.	: Program Coordinator
Ms Amita Priyadarshini	: Assistant Convener

Dr Viyolla Pavana Mendonce	: Member
Mr Nevil D'Souza	: Member
Dr Arun Varma Thampan	: Member
Ms Parinitha L. Shinde	: Member
Mr Avishek Suman	: Member
Dr Asha K.	: Member
Mr Jerrin Chandan	: Member (Shift 3)
Mr Sunil P.G.	: Member

## STUDENT SUPPORT COMMITTEES

### Welfare Officers [for Men]

Mr Pramod Harle	: School of Humanities and Social Sciences & School of Languages and Literatures - Shift 1
Dr Achuth A.	: School of Humanities and Social Sciences & School of Languages and Literatures - Shift 2
Dr Paramesha Mallegowda	: School of Life Sciences
Dr P. Rock Ramesh	: School of Physical Sciences (UG and PG)
Dr Suhas D.P.	: School of Chemical Sciences (UG)
Dr Puneeth Kumar D.S.	: School of Information Technology
Mr Charles Ambrose	: Commerce Section (UG and PG)
Mr Prabhakar K.	: Management Section (UG)
Lt Akshay D. Mandlik	: School of Social Work
Mr Shabin P.K.	: School of Communication and Media Studies
Dr Srinivasulu Bandi	: PG Section - Sciences [Including BDA]
Dr Neil Tannen Lincoln	: PG Section - School of Humanities and Social Sciences & School of Languages and Literatures
Mr Prashanth Kumar	: Shift 3
Mr Akshay Kumar	: Shift 3

### Welfare Officers [for Women]

Ms Teena Ann Mathew	: School of Humanities and Social Sciences & School of Languages and Literatures - Shift 1
Dr Maria David	: School of Humanities and Social Sciences & School of Languages and Literatures - Shift 2
Ms Shalmali Kamath	: School of Life Sciences
Dr Deepa Mathew	: School of Physical Sciences (UG and PG)
Dr Vinutha V. Salian	: School of Chemical Sciences
Ms Jeshma Nishitha D'Souza	: School of Information Technology
Dr Ahana Ruth Pinto	: Commerce (UG and PG)

Ms Niha Asif	: Management (UG)
Dr Shari Tess Mathew	: School of Social Work
Ms Parinitha Shinde	: School of Communication and Media Studies
Dr Valeen Rashmi Pereira	: PG Section - Sciences [including BDA]
Ms Raisa Elsa Joseph	: PG Section - School of Humanities and Social Sciences & School of Languages and Literatures
Ms Arpita Jain	: Shift 3
Dr Priya S.	: Shift 3

### **SJU Listening Centre - Student Counsellors**

Ms Ami Joshi	: Coordinator
Ms Satarupa Anderson	: Member
Ms Zehra Ahmed	: Member

### **Campus Ministry**

Ms Litty Joseph	: Campus Minister, UG
Dr Lora Rita Goveas	: Campus Minister, PG
Sr Saly Joseph	: Coordinator-Shift 3
Fr James Chin Kap Sian Muang, SJ	: Spiritual Animator
Ms Deepika S.	: Coordinator, AICUF
Dr Reena S. Serrao	: Assistant Coordinator, AICUF, and Member of Igniters
Ms Teena Maria Rani	: AICUF Faculty Rep. School of Business
Ms Melissa C. Remedios	: AICUF Faculty Rep. School of Humanities/Social Work
Dr Tesmine Martin	: Coordinator, Jesus Youth
Ms Gisa George	: Coordinator, Theology
Dr Gerard Rosario	: Asst. Coordinator Theology
Dr Valeen Rashmi Pereira	: Coordinator, CSA
Mr Ricky Wilfred	: Assistant Coordinator, CSA
Dr Jothy Williams	: Coordinator, HRD
Dr Cisy Abraham	: Coordinator, Liturgy and Member of Igniters
Dr Alan Godfrey	: Asst. Coordinator Liturgy and Exodus.
Dr Lillykutty Abraham	: Coordinator, Christmas Celebration
Mr Nigel George	: Asst. Coordinator, Christmas Celebration
Mr Leonard Winston Aiman	: Coordinator, University Choir
Ms Joy Keren S.	: Coordinator, Exodus and Asst. Coordinator, University Choir



### Inter-Religious Harmony

Ms Melissa C. Remedios	: Coordinator
Dr Syed Wajeed	: Member
Dr Prashanthi B.G.	: Member
Ms Mohammad Ayesha	: Member
Dr Eraiah	: Member
Dr Stephen	: Member
Dr Jayati Bhadra	: Member

### SJU Museum

Rev. Fr Ralph DaCosta, SJ	: Curator
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### Centre for Student Placement and Skill Development

Mr Dhivya Kiran Jeevan	: Convener
Dr Suresh Kharvi	: Member
Dr Cisy Abraham	: Member
Dr Hasan Pathan	: Member
Dr Hubert Shanthan B.J.	: Member
Dr Nirmalya Basu	: Member
Dr S. Rama Gokula Krishna	: Member
Ms Joy Keren S.	: Member
Ms Satarupa Anderson	: Member
Dr Suhas D.P.	: Member
Dr Amutha Manavalan	: Member
Ms Grace Prerana	: Member
Ms Prathibha Sara Jacob	: Member

### Student Council

Dr Usha Priyadarshini	: Student Council Governor
Lt Akshay D. Mandlik	: Assistant Convener
Mr Prem Sagar	: Assistant Convener
Ms Sana Begum M.	: Assistant Convener
Dr Kavya K.	: Coordinator, Student Class Representatives
Ms Hazel Mary Raju	: Coordinator, Student Sports Representatives
Mr Akshay Kumar A.V.	: Coordinator, Student Sports Representatives (Shift 3)
Dr Valeen Rashmi Pereira	: Coordinator, Student Academic Representatives
Ms Sushmitha Vincent	: Coordinator, Student Cultural Representatives
Ms Arpita Jain	: Coordinator, Student Cultural Representatives (Shift 3)
Mr Dhivya Kiran Jeevan	: Public Relations Officer (PRO)

Mr Tobin Varkey Simson	: Students Discipline Coordinators
Mr Satish	
Ms Arpita Jain	
Ms Subhikshalakshmi	
Mr Ajay Chandran	: Media and Electronics Coordinators
Mr Suhas S.	
Mr Nevil D'Souza	
Dr Preeti Sarah	: Documentation Coordinators
Mr Pramod Harle	
Mr Vinay B.S.	

### **Remedial Class Committee**

Dr Neelam Mishra	: Convener
Dr Deepa Mathew	: Assistant Convener
Dr Samson S.	: Member
Dr Gerard Rozario	: Member
Mr Ebenezer	: Member
Dr Amutha Manavalan	: Member
Ms Immaculate Mary A.	: Member
Ms Sana Begum	: Member
Ms Annie Syrian	: Member
Dr Amrita Banerjee	: Member
Dr Nalini Sundaram	: Member
Dr Mohan A.	: Member
Mr Jerrin Chandan	: Member

### **Student Grievance Redressal Committee**

Dr Regina Mathias	: Convener
Dr Joyce Queeny D'Souza	: Assistant Convener
Ms Mrinmoyee Bhattacharya	: Member
Dr Susan Mary Philip	: Member
Dr Karamala Areesh Kumar	: Member
Mr Satish	: Member
Mr Shabin P.K.	: Member
Ms Vidhya	: Member (Shift 3)

### **Examination Grievance Redressal Cell**

Dr Somaiah P.E.	: Convener
Ms Sarah John	: Assistant Convener
Dr Anisha David	: Member
Rev. Dr G. Augustine Lourdu	: Member
Mr Prabhakar K.	: Member

## SCHOOL-WISE DISCIPLINARY COMMITTEES

### School of Languages and Literatures

Dr Mini Mark Bonjour	: Coordinator
Ms Teena Ann Mathew	: Member
Ms Pratibha Sara Jacob	: Member
Dr Pathan Hassan	: Member

### School of Humanities:

Mr Anuplal G.	: Coordinator
Ms Raisa Elsa Joseph	: Member
Dr Maria David	: Member
Dr Nisha Menzies Rao	: Member
Ms Satarupa Anderson	: Member

### School of Physical Sciences:

Dr Lora Rita Goveas	: Coordinator
Dr Parul Goel	: Member
Ms Mohammed Ayesha	: Member
Dr Archana	: Member

### School of Chemical Sciences:

Dr Shobha S.V.	: Coordinator
Ms Christine Nigli	: Member
Dr Valeen Rashmi Pereira	: Member
Dr Shraddha K.N.	: Member

### School of Life Sciences:

Dr B.S. Prabhakar	: Coordinator
Dr Jayashankar M.	: Member
Dr A. Stephen	: Member
Ms Mamatha S.	: Member
Dr Susan Mary Philip	: Member

### School of Business

Ms Sarah John	: Coordinator
Ms Amita Priyadarshini	: Member
Mr Charles Ambrose	: Member
Mr Prabhakar	: Member
Dr Ranganatha B.	: Member

### School of Social Work

Lt Akshay D. Mandlik	: Coordinator
Fr Simon Paul D'Souza	: Member
Ms Latha Paul	: Member
Dr Shari Tess Mathew	: Member

### School of Communication and Media Studies

Mr Marudhu Pandian	: Coordinator
Mr Shabin P.K.	: Member
Dr Amutha Manavalan	: Member
Ms Muktha Chand P.	: Member

### School of Information Technology

Dr Bojamma A.M.	: Coordinator
Ms Mary Merline Rani	: Member
Dr Jayati Bhadra	: Member
Dr Puneeth Kumar B.S.	: Member

### Shift 3

Dr Ranganatha B.	: Coordinator
Dr Priya S.	: Member
Mr Timothy	: Member

### General Discipline Committee

Dr Godwin D'Souza	: Coordinator
Dr Lora Rita Goveas	: Member
Dr Shobha S.V.	: Member
Dr B.S. Prabhakar	: Member
Mr Anuplal G.	: Member
Dr Mini Mark Bonjour	: Member
Lt Akshay D. Mandlik	: Member
Ms Sarah John	: Member
Dr Bojamma A.M.	: Member
Mr Marudhu Pandian	: Member
Dr Ranganatha B.	: Member (Shift 3)

### Sports Committee

Rev. Fr Arun D'Souza, SJ	: Convener
Ms Hazel Mary Raju	: Director, Physical Education
Mr Newton K.	: Member
Mr Lawrence Rodrigues	: Member
Mr Cyril	: Member
Dr B. Eraiah	: Member
Dr Mohan Kumar S.	: Member
Mr Rayan Peter	: Member
Mr Anil D'Souza	: Member
Dr Ancila Urumese	: Member
Dr Anaurene Roy	: Member
Mr Ajay Chandran	: Member
Ms Raj Kiran C.A.	: Member

Dr Ranganatha B. : Member (Shift 3)  
Mr Akshay Kumar : Member (Shift 3)

### International Students' Services

Rev. Dr Richard Rego, SJ : Director  
Mr Venugopal : Convener  
Dr Sunita Rajamani : Assistant Convener  
Dr Christo V. Selvan : Representative, School of Business  
Dr Neil Tannen Lincoln : Representative, School of Humanities  
& Social Sciences  
Dr Raju M. : Representative, School of Life Sciences

### Staff Coordinators for Class Mentors

Dr Bojamma A.M. : Convener  
Dr Kavya K. : Assistant Convener  
Ms Sara Kutty T. K. : Member  
Ms Christina Elizabeth Nigli : Member  
Dr Parul Goel : Member  
Mr Prashanth Kumar : Member  
Lt Akshay D. Mandlik : Member  
Ms Jane D'Souza : Member  
Ms Akhila S. Prakash : Member  
Dr Anupama Sharma : Member  
Ms Sana Begum : Member  
Ms Prathiba Sara Jacob : Member (Shift 3)  
Mr Akshay Kumar : Member (Shift 3)

### Staff Coordinators for Co/Extra-Curricular Activities

Dr Syed Wajeed : Coordinator, Class Representatives  
Dr S. Amudhan : Assistant Coordinator, Class  
Representatives  
Ms Shalmali Kamath Prabhu : Coordinator, Student Academic  
Representatives  
Dr Nirmalya Basu : Assistant Coordinator, Academic  
Representatives  
Mr Leonard Winston Aiman : Coordinator, Student Cultural  
Representatives  
Ms Rency Thomas : Assistant Coordinator, Student Cultural  
Representatives  
Dr Karamala Areesh Kumar : Coordinator, Student Sports  
Representatives  
Ms Champakumari M. : Assistant Coordinator,  
Student Sports Representatives  
Dr Arun Varma Thampan : Coordinator, Students IQAC  
Representatives

## Associations

Ms Latha Paul	: Coordinator of Associations
Dr Jothy Williams	: Assistant Coordinator, School of Life Sciences
Ms Christine Elizabeth Nigli	: Assistant Coordinator, School of Chemical Sciences
Mr G. Vignesh	: Assistant Coordinator, School of Physical Sciences
Dr Padmaja Pancharatnam	: Assistant Coordinator, School of Humanities & Social Sciences
Mr Charles Ambrose	: Assistant Coordinator, School of Business
Rev. Fr Francis Pinto, SJ	: Assistant Coordinator, School of Social Work
Dr Pathan Hasan	: Assistant Coordinator, School of Languages and Literatures
Ms B. Nithya	: Assistant Coordinator, School of Information Technology
Ms Vidisha D'Souza	: Assistant Coordinator, School of Communication and Media Studies
Dr Kanishka K.	: Assistant Coordinator, Shift 3

## Parents' Council

Ms Mamatha S.	: Convener
Dr Mohan Kumar S.	: Assistant Convener
Ms Raj Kiran C.A.	: Assistant Convener
Dr Suhas D.P.	: Operations Head
Dr B. Eraiah	: Operations Head
Ms Thejaswini Balaji	: Operations Head
Ms Champakumari M.	: Operations Head
Dr Shari Tess Mathew	: Operations Head
Ms Prathibha R.D.	: Operations Head
Ms Raisa Elsa Joseph	: Member
Dr Pramod K. Madathil	: Member
Ms Sushmitha Vincent C.	: Member
Dr Sayantani Banerjee	: Member
Ms Niha Asif	: Member
Ms Fathima Farzana	: Member
Dr Puneeth Kumar B.S.	: Member
Ms Satarupa Anderson	: Member
Dr Surya Shankar Sen	: Member
Dr Tesmine Martin	: Member
Mr Jerrin Chandan	: Member (Shift 3)

### Alumni/ae Association Committee

Rev. Dr Victor Lobo, SJ	: Director
Mr Anuplal G.	: Deputy Director
Dr Madappa M.B.	: Deputy Director
Mr M. Laxminarayan, IAS	: President
Mr David Sagaya Raj A.	: Vice President
Mr Vimal Parthasarathy	: Vice President
Mr A. Jude Oswin	: Secretary
Ms Sujatha R.M.	: Treasurer
Dr Melwin Colaço	: Staff Coordinator
Dr S. Rama Gokula Krishnan	: Staff Coordinator
Dr Vanitha N.M.	: Staff Coordinator

### Management Scholarship Committee

Rev. Fr Arun Prashanth D'Souza, SJ	: Chairman
Rev. Fr Francis Pinto, SJ	: Convener
Ms Sheela Jose Thomas	: Assistant Convener
Rev. Fr Maxim Dias, SJ	: Advisor
Dr Valeen Rashmi Pereira	: Secretary
Ms Thejaswini Balaji	: Member, School of Business
Ms J. Teena Maria Rani	: Member, School of Business
Dr Pramod K. Madathil	: Member, School of Chemical Sciences
Dr Rita Pal	: Member, School of Chemical Sciences
Dr Maria A.	: Member, School of Humanities and Social Sciences
Mr Pramod Harle	: Member, School of Languages and Literatures
Dr Lillykutty Abraham	: Member, School of Languages and Literatures
Dr Viyolla Pavana Mendonce	: Member, School of Life Sciences
Ms Grace Leena Crasta	: Member, School of Physical Sciences
Dr Deepa Mathew	: Member, School of Physical Sciences
Mr Shabin P.K.	: Member, School of Communication and Media Studies
Ms Joy Keren S.	: Member, School of Information Technology
Dr Priya S.	: Member, Shift 3
Mr Ebenezzer	: Member, Shift 3
Mr Bernard Rodrigues	: Member
Mr Michael Frank	: Nodal Officer, Scholarships

### Women's Cell

Dr Shanty Mathew	: Convener
Dr Neelam Mishra	: Programme Coordinator

Dr Debarati Chattopadhyay	: Member, School of Life Sciences
Ms Ami Joshi	: Member, School of Humanities
Ms Grace Prerana	: Member, School of Business
Dr Rita Pal	: Member, School of Chemical Sciences
Ms Mohammed Ayesha	: Member, School of Physical Sciences
Dr Shari Tess Mathew	: Member, School of Social Work
Ms Nirmala Rajah Cynthia	: Member, School of Languages and Literatures
Ms Sarakutty T.K.	: Member, School of Information Technology
Ms Mukta Chand P.	: Member, School of Communication and Media Studies
Ms Lakshmi S.	: Member, Shift 3

## DOCUMENTATION, PUBLIC RELATIONS, AND EVENTS COMMITTEES

### Handbook and Calendar Committee

Dr Ronald J. Mascarenhas	: Supervisor
Ms Shilpa Sajeev	: Coordinator
Ms Teena Ann Mathew	: Assistant Coordinator
Ms Raisa Elsa Joseph	: Member
Dr Ratnakshi Roy	: Member
Mr Akshay Kumar A.V.	: Member
Dr Suhas D.P.	: Member
Dr Nevil D'Souza	: Member

### Blue & White Annual Magazine Committee

Dr Lillykutty Abraham	: Coordinator
Ms Vismaya V.	: Editor-in-Chief
Dr Revathi Suresh	: Sub-Editor
Mr Suhas Srinivas	: Design and Layout
Ms Melissa Remedios	: Member, Coordinator, Design and Layout
Mr Allan Britto J.	: Member, School of Life Sciences
Ms J. Teena Maria Rani	: Member, School of Business
Dr Rita Pal	: Member, School of Chemical Sciences
Ms Wilma Laveena D'Souza	: Member, School of Physical Sciences
Dr S. Rama Gokula Krishnan	: Member, School of Social Work
Dr Pathan Hasan	: Member, School of Languages and Literatures
Ms Joy Keren S.	: Member, School of Information Technology
Mr Jerrin Chandan	: Member (Shift 3)

Student editorial team & Student design team



### Josephite-SJU Newsletter Committee

Ms Wilma Laveena D'Souza	: Coordinator
Ms Maya Philip	: Editor-in-Chief
Ms Shilpa Sajeev	: Editor
Mr Nevil D'Souza	: Design and Layout
Ms Anupriya Mazumder	: Member, School of Life Sciences
Ms Grace Maria Jochan	: Member, School of Humanities & Social Sciences
Dr Cisy Abraham	: Member, School of Chemical Sciences
Ms Champakumari M.	: Member, School of Physical Sciences
Rev. Fr Simon Paul D'Souza	: Member, School of Social Work
Dr B. Eraiah	: Member, School of Languages and Literatures
Dr B.G. Prashanthi	: Member, School of Information Technology
Dr Mark Rasquinha	: Member, School of Communication and Media Studies
Ms Prathiba Sara	: Member, Shift 3
Nominated from II Year UG & PG	: Student Representatives - UG & PG

### P.R.O. Team

Mr Dhivya Kiran Jeevan	: P.R.O.
Ms Bojamma A.M.	: Deputy P.R.O.
Dr Joyce Queeny D'Souza	: Member
Mr Cyril	: Member
Dr Padma Nandan Karioth	: Member
Mr Chinnappa B.G.	: Member
Ms Parvathy Poornima	: Member
Dr Kanishka K.	: Member (Shift 3)
Dr S. Rama Gokula Krishnan	: Member
Ms Anu John	: Member
Ms Gisa George	: Member

### Event Management Committee

Rev. Fr Arun Prashanth D'Souza, SJ	: Coordinator
Mr Anil D'Souza	: Member
Col. K. Cyril Menon	: Member
Ms Raj Kiran C.A.	: Member
Mr Cyril	: Member
Dr Kanishka	: Member (Shift 3)

### College Day Committee

Dr Joyce Queeny D'Souza	: Convener
Dr Syed Wajeed	: Assistant Convener
Dr A Stephen	: Member

Dr Nirmalya Basu	: Member
Dr Anupriya Mazumder	: Member
Dr Sabia Mamtaz	: Member
Dr Alaknanda J. Adur	: Member
Ms Arpita Jain	: Member
Dr Anupama Sharma	: Member
Dr Shakila P.	: Member
Dr S. Amudhan	: Member

### **Graduation Day Committee**

Dr Vaishnavi M.	: Convener
Dr Jothy Williams	: Assistant Convener
Dr Paramesha Mallegowda	: Member
Dr Anthony Johnson	: Member
Dr Kavya K.	: Member
Dr Mohan Kumar S.	: Member
Dr Rajanna A.H.	: Member
Mr Nevil Pradeep D'Souza	: Member
Ms Sushmitha Vincent C.	: Member

### **SJU, in collaboration with JWJL (Jesuit Worldwide Learning)**

Dr Ronald J. Mascarenhas	: Convener
Ms Banu M.	: Coordinator
Ms Princy Nisha	: Leader
Ms Sana Begum	: Leader
Dr Ahana Ruth Pinto	: Leader
Ms Usha Priyadarshini	: Leader
Ms Rency Thomas	: Leader
Mr Nevil Pradeep D'Souza	: Leader
Dr Shakila	: Leader
Mr Timothy Paul	: Leader
Ms Immaculate Mary	: Member
Dr Sayantani Banerjee	: Member
Mr Hariharan	: Member
Ms Teena Maria Rani	: Member
Ms Litty Joseph	: Member
Ms Maria A.	: Member
Ms Padmaja P.	: Member
Mr Nigel George	: Member
Ms Lillykutty Abraham	: Member
Mr Avishek Suman	: Member
Mr Ajay Chandran	: Member
Ms Sara Kutty	: Member
Mr Prem Sagar	: Member

## CLASS MENTORS FOR THE ACADEMIC YEAR 2023-2024

Shift 1 [7.00 AM] / Shift 2 [9.00 AM] / &amp; / Shift 3 [5.00 PM]

## SCHOOL OF HUMANITIES AND SOCIAL SCIENCES &amp; SCHOOL OF LANGUAGES AND LITERATURES

CLASS	SHIFT	I YEAR SJU	II YEAR SJU
PSYCHOLOGY -OPTIONAL ENGLISH	1	Ms Subikshalakshmi Dr Revathi Suresh	Ms Nirmala Cynthia Ms Neha Jha
	2	Ms Rency Thomas Ms Shaishtha Kubra	Dr Lillykutty Abraham Dr Neeta Pereira
	3		Ms Prathiba
PSYCHOLOGY -THEATRE AND PERFORMANCE	1	Mr Chinnappa B.G. Ms Anu John	Ms Shilpa Sajeev Mr Reghunath P.
ECONOMICS- INTERNATIONAL RELATIONS	2	Dr Keshavamurthy Dr Devapriya Sanyal	Ms Saylie Mekhale Dr Shiny K.G.
ECONOMICS -SOCIOLOGY	2	Dr Padmaja P. Ms Safeya Makhmur	Lt.E.M. Nagaraj Ms Keerthana
HISTORY -SOCIOLOGY	2	Ms Melissa Remedios Ms Infanta Vincy	Ms Jane D'Souza Ms Grace Maria Jochan
JOURNALISM- INTERNATIONAL RELATIONS AND PEACE STUDIES	2	Ms Parul Batra Mr Satish	Dr Karamala Areesh Dr Ratnakshi Roy
POLITICAL SCIENCE- COM.ENGLISH	2	Ms Vijeta Kumar Ms Amrita K.R.	Ms Vismaya V. Mr Rayan Peter
ECONOMICS- POLITICAL SCIENCE	2	Dr B. Eraiah Ms Harini Madhusudan	Dr Sreejita Biswas Dr Sharmistha P.
	3	Mr Nagarjun	
POLITICAL SCIENCE -HISTORY	2	Dr Surya Shankar Sen Dr Anila Sreenath	Ms Irfaana Fathima Mr Rajul K.
ECONOMICS -HISTORY	3	Mr Mahesh	Mr Mahesh

PSYCHOLOGY - JOURNALISM	2	Dr Stephen Babu Dr Nisha Menzies Rao	Dr Tauseef Qamar Ms Gayathri Krishnan
JOURNALISM- PUBLIC POLICY	2	-	Dr Bhagya Lakshmi
JOURNALISM- SOCIOLOGY	3	Dr Chandni Bhambhani	Sr Saly Joseph
INTERNATIONAL RELATIONS & PEACE STUDIES - PUBLIC POLICY	2	Dr Anitha V. Dr Parvathy Poornima	
PSYCHOLOGY- ECONOMICS	3	Ms Alisha Ansari Mr Prashanth	
JOURNALISM- OPTIONAL ENGLISH	2	Ms Nikhita Thomas	

CLASS	III YEAR NEP
HEP	Lt Dr Loksha Dr Gurudatt
EPS	Dr Hanumantharayappa Ms Ance Varghese
IES	Mr Anuplal G. Dr Pathan Hassan
EJP [A]	Ms Ami Joshi Dr Maria Wajid
EJP [B]	Ms Satarupa Anderson Mr Vinay B.S.
CPE	Ms Drishti Rakhra Dr Beena Ambrose
JIP	Ms Maya Philip Mr Nigel George
TEP	Dr Anaurene Roy Ms Akhila S. Prakash

## SCHOOLS OF LIFE SCIENCES AND CHEMICAL SCIENCES

CLASS	SHIFT	I YEAR SJU
Biochemistry-Microbiology	1	Dr Sangita Das
Biochemistry -Zoology	1	Ms Prathibha
Biochemistry-Biotechnology	1	Dr Tejaswini Praful
Chemistry -Botany	2	Dr Anisha
Chemistry-Zoology	2	Dr Kavya
Botany-Zoology	2	Dr Stephen and Dr Viyolla
Chemistry- Microbiology	2	Dr Christine Nigli
Chemistry -Biotechnology	2	Dr Pramod and Dr Nirmalya
Chemistry-Environmental Science	2	Dr Ancila Urumese
Environmental Science-Biology	2	Dr Varun and Dr Raju
Biotechnology-Biology	2	Dr Leema
Microbiology-Biology	2	Dr Debolina

CLASS	SHIFT	II YEAR SJU
Biochemistry-Microbiology	1	Dr Mohanraj
Biochemistry -Zoology	1	Dr Daniel Andrew
Biochemistry-Biotechnology	1	Dr Debarati Chattopadhyay
Chemistry-Zoology	2	Dr Rita Pal
Botany-Zoology	2	Dr Martin Paul and Dr H.N. Sarjan
Chemistry- Microbiology	2	Mr Tobin Varkey Simson
Chemistry -Biotechnology	2	Dr Dyna Susan Thomas and Dr Reena S. Serrao
Chemistry-Environmental Science	2	Dr Cisy Abraham
Environmental Science-Biology	2	Dr Rajanna A.H. and Dr Jincy George
Biotechnology-Biology	2	Dr Anthony Johnson
Microbiology-Biology	2	Dr Neelam Mishra

CLASS	SHIFT	III YEAR-NEP
Chemistry-Botany	1	Dr Tesmine Martin
Chemistry-Zoology	1	Dr Santhosh Jagadeeshan
Chemistry- Biotechnology	1	Dr Anchal Singhal
Biochemistry-Botany/Zoology	1	Dr Shraddha K.N.
Botany-Zoology	1	Ms Grace Leena Crasta and Dr Sabia Mumtaz
Botany-Biotechnology	1	Dr Vereena Rodrigues
Chemistry-Environmental Science/Botany	1	Dr N. Praveen Kumar
Chemistry-Environmental Science/Zoology	1	Dr Alaknanda J. Adur
Microbiology-Chemistry/Botany	1	Dr Sunita Rajamani
Microbiology-Chemistry/Zoology	1	Dr Samson S.

### SCHOOL OF PHYSICAL SCIENCES

Class: I SEMESTER SJU	SHIFT	Class Mentor
Statistics-Mathematics	1	Dr Shubhashree Joshi
Statistics-Comp. Science	1	Dr Siva Kumar
Physics-Mathematics	1 & 2	Dr Deepa Mathew and Mr Susobhan Mazumdar
Mathematics-Comp. Science	2	Dr Rock Ramesh and Dr Daisy Singh
Physics-Chemistry	2	Dr Suriyanarayanan
Economics-Statistics	1	Dr Dileep Kumar Shetty
Electronics-Computer Science	1	Ms Vinitha

<b>Class: II SEMESTER SJU</b>	<b>SHIFT</b>	<b>Class Mentor</b>
Statistics-Mathematics	1	Mr Ebenezer R. and Dr Nayan Bhat
Statistics-Comp. Science	1	Mr Ebenezer R. and Ms Sara Kutty
Physics-Mathematics	1	Dr Gerard Rozario and Ms Wilma
Physics-Mathematics	2	Dr Gerard Rozario J. and Ms Wilma
Mathematics-Comp. Science	2	Mr Leonard Winston Aiman and Ms Shashikala
Physics-Chemistry	2	Dr Cisy Abraham
Economics-Statistics	1	Ms Arpita
Electronics-Computer Science	2	Mr Gregory Sequeira

<b>Class: III YEAR NEP</b>	<b>SHIFT</b>	<b>Class Mentor</b>
Electronics- Comp. Science	2	Mr Rajesh G.
Electronics-Mathematics	2	Mr Rajesh G.
Electronics-Physics	2	Mr Rajesh G.
Mathematics-Chemistry	2	Ms Deepika S.
Mathematics-Comp. Science	2	Ms Champa Kumari
Mathematics-Economics	2	Dr Maria Ancy
Physics-Mathematics	2	Dr G. Vignesh
Physics-Comp. Science	2	Ms Bruno Martin and Ms A. Bessy Esthelina
Physics-Chemistry	2	Ms Bruno Martin
Statistics-Comp. Science	2	Mr Gokul
Statistics-Mathematics	2	Dr Archana V.
Statistics-Economics	2	Dr Archana V.

## SCHOOL OF BUSINESS

## DEPARTMENT OF MANAGEMENT

PROGRAM	FIRST YEAR	SECOND YEAR	THIRD YEAR
BBA SECTION A	Dr S. Amudhan	Ms Greeshma Francis	Ms Preethi Sarah
BBA SECTION B	Dr Shakila P.	Dr Tejaswini Bastray	Mr Samuel Mores
BBA (SF)	Mr Mahesh Babu	Mr Prabhakar	Ms Niha Asif
BBA SECTION C (Shift 3)	Dr Kanishka	Mr Akshay Kumar	
BBA SECTION D (Shift 3)	Faculty from BBA	Mr Ebenezer Sam	

## DEPARTMENT OF COMMERCE

PROGRAM	FIRST YEAR	SECOND YEAR	THIRD YEAR
B.Com. - Section A	Ms Immaculate Mary	Dr Shankar	Ms Princy Nisha
B.Com. - Section B	Ms Shree Lakshmi	Mr Abhishek Prakash	Ms Litty Joseph
B.Com. - Section C	Dr Hariharan R.	Ms Gisa George	Mr Santhosh J.
B.Com. - Section D (12 pm)	Ms Teena Maria Rani	Ms Sushmita Vincent Chemmannoor	Ms Thejaswini
B.Com. - Industry Integrated	Mr Clifford Noel	Ms Sana Begum	Ms Maha Shirisha
B.Com.-IFA	Ms Aditi Sood	Ms Raj Kiran C.A.	Dr Fathima Farzana
B.Com. - Section E (Shift 3)	Dr Priya S.	Mr Pradeep	
B.Com. - Section F (Shift 3)	Ms Vidhya	Dr Ranganatha B.	



B.Com - Section G ( Shift 3)	Ms Lakshmi		
B.Com - IFA ( Shift 3)	Ms Reshma		
M.Com ( Shift 3)	Mr Mohammed Umair		

### SCHOOL OF SOCIAL WORK

PROGRAM	FIRST YEAR	SECOND YEAR	THIRD YEAR
BSW	Ms Viola Noronha	Dr Rama Krisha Gokula	Ms Latha Paul
MSW	Fr Francis Pinto	Fr Augustine Lourdu	

### SCHOOL OF COMMUNICATION AND MEDIA STUDIES

PROGRAM	FIRST YEAR	SECOND YEAR	THIRD YEAR
B.VOC. Visual Media & Filmmaking	Sr Michelle Mathias	Mr Shabin P.K.	Ms Muktha D. Chand
B.VOC. Digital Media & Animation	Mr Avishek Suman	Ms Parinitha Shinde	Mr Marudhu Pandian
BA Visual Communication	Mr Nevil D'Souza	Mr Wicky Kashyap	Dr Amutha Manavalan
MA Journalism & Mass Communication	Mr Ravinandan B.B.	Dr Anupama Sharma	
MA Advertising & Public Relations	Dr Rupa Peter	Ms Abirami G.	

### SCHOOL OF INFORMATION TECHNOLOGY

Class	Mentor 1	Mentor 2
I year B.C.A. (Data Analytics)	Dr Jayati Bhadra	Mr Francis Densil Raj V.
II year B.C.A. (Data Analytics)	Dr Asha K.	Ms Jeshma
III year B.C.A. (Data Analytics)	Dr Shiva Kannan	New Faculty
I year B.C.A.- B Section (Shift 3)	Mr Prem B.G.	Sr Saly Joseph
I year B.C.A.- C Section (Shift 3)	Ms Annie Syrien	Mr Timothy Paul

Class	Mentor 1	Mentor 2
I year B.C.A.	Mr Selwyn	-
II year B.C.A.	Ms Mrinmoyee	-
III year B.C.A.	Mr Prasad	-

## ASSOCIATION COORDINATORS

Sr No	ASSOCIATIONS	COORDINATOR/S
1	Abacus	Dr Daisy Singh, Dr Gerard Rozario
2	AICUF	Ms Deepika S., Ms Veena Nirmala R. Dr Priya S., and Mr Timothy Paul (Shift 3)
3	Art and Animation Association	Sr Patricia Michelle
4	Analytica for Advanced Computing ( UG)	Dr Sivakannan S.
5	Biochemical Society	Dr Sandra Misquith Colaco
6	Botanical Society (PG)	Dr Paramesha Mallegowda
7	Business Association	Mr Sathyanarayana R. and Dr Preethi Sarah
8	Council for Molecular & Computational Biology	Dr Jayarama Reddy and Ms Grace Leena Crasta
9	Centre for Social Concern	Fr Simon Paul D'Souza, Dr Priya S., and Dr Ranganatha B. (Shift 3)
10	Chemical Society (PG)	Dr Joyce Queeny D'Souza
11	Chemical Society (UG)	Dr Valeen Rashmi Pereira, Mr Tobin Varkey Simson, and Dr Vinutha Salian
12	Chiasma	Dr Susan Mary Philip
13	CRISYS	Dr M. Jayashankar
14	CSA	Dr Valeen Rashmi Pereira and Mr Ricky Wilfred
15	Commerce Association	Dr Hariharan R. and Ms Thejaswini Balaji
16	Consilium	Ms Grace Maria Jochan
17	Constitution Literacy Club	Dr Kanishka K. and Dr Ranganatha B. (Shift 3)
18	Cybernetics Club (UG)	Ms Shashikala D.
19	The Josephite Choir	Mr Leonard Winston Aiman, Ms Joy Keren Mr Jerrin Chandan, and Sr Saly Joseph (Shift 3)
20	Earthlings	Dr Rajanna A.H.
21	Economics Forum	Dr Padmaja Pancharatnam
22	Frequentia	Mr R. Ebenezer
23	Food Miles	Dr Anupriya Mazumder

No	ASSOCIATIONS	COORDINATOR/S
24	Gender Sensitisation Cell	Ms Latha Paul
25	Green Gene Guild	Dr Anthony Johnson and Dr Tejaswini R.P.
26	Hindi Parishad	Mr Satish
27	History Parishodhana	Ms Jane D'Souza
28	Images	Mr Shabin P.K.
29	Industrial Relations Forum	Mr Anuplal G.
30	International Students Association	Mr Venugopal
31	JET Club	Mr Rajesh G.
32	Josephite Dance Association	Ms Sushmita Vincent C. Ms Pratibha Sara, and Ms Satarupa (Shift 3)
33	Josephite Media Forum	Mr Ravinandan B.B.
34	Josephite Research Forum	Dr Susan Mary Philip
35	KALA (Indian Music Association)	Dr Kavya K., Ms Princy Nisha, Ms Preethi Sara, and Ms Vidhya (Shift 3)
36	Kannada Sangha	Dr Hanumantharayappa S.B.
37	Linguistics Society	Dr Arul Mani and Ms Nirmala Cynthia Rajah
38	Literary Society	Dr Arul Mani and Ms Vijeta Kumar
39	MIMA	Dr A. Alan Godfrey
40	Microbiological Society (PG)	Dr Popy Dutta
41	Microcosm (UG)	Dr Debalina Chaudhuri
42	Natural Science Association	Dr M. Jayashankar and Dr Sabia Mumtaz
43	North East and Tibetan Forum	Mr Avishek Suman
44	Nous	Dr Arul Mani and Dr Beena Ambrose
45	Oikonomika	Dr Tulika Bhattacharya
46	PANA	Mr G. Anuplal
47	Performing Arts Society	Dr Arul Mani and Ms Shilpa Sajeev
48	Physics Students Association	Dr Vignesh G.
49	ΦΨΞ (PG Physics)	Ms Parul Goel

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51	Rendezvous	Ms Satyashree B.
52	Rotract	Rev. Dr Augustine Lourdu, OFM, Ms Pratibha Sara, and Dr Kanishka K. (Shift 3)
53	RUSHES	Ms Mukta Chand
54	<i>Samskruta Tarangini</i>	Mr Prasanna S.B.
55	Sat-Sophia Association	Mr Jerrin Chandan and Ms Lakshmi S. (Shift 3)
56	Seasons Nature Club	Dr Alakananda J. Adur
57	Sigma Squared	Dr Jayati Bhadra
58	Social Work Student Association	Ms Viola Noronha
59	Social Zest	Dr Maria A.
60	SPECTRUM	Dr P.E. Somaiah
61	SUMANA	Ms Ami Joshi
62	Technophite (PG)	Ms. Mrinmoyee
63	TREFFPUNKT	Ms Sri Vidya
64	Western Acoustics Association	Ms Latha Paul, Ms Arpitha Jain, and Mr Jerrin Chandan
65	WACC	Mr D. Kiran Jeevan
66	Zoologia	Dr M. Jayashankar
67	ASPIRE	Dr Anitha V.
68	APR Association	Ms Abirami G.

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Mr Wicky William Kachhap, M.S. Communication, NET.

Ms Abirami G., M.A. (Mass Communication), M.A. (English), M.Phil., NET.

Dr Rupa Peter, M.A. (Mass Communication), SLET, NET., M.Phil.

(Mass Communication), Ph.D. (Journalism and Mass Comm.)

Sr Patricia Michelle Mathias, FSP, M.A., NET

Mr Venkatesh D., B.A., PGDJM, AAASP [Technical Faculty]

Mr Suhas S., B.A. (Multimedia Technology) [Technical Faculty]

Mr Ajay Chandran, M.A. (Film Studies)[Technical Faculty]

Mr Jenil K. George, B.Voc. (Visual Media & Filmmaking) [Production Staff]

**Visiting Faculty from Industry:**

Mr Praveen Paul (Entrepreneur)

Ms Sudha Praveen (Art & Design)

Ms Ritika Mishra (Client Partner, Wavemaker)

Mr Dhanesh (Exe. Creative Director, Havas)

Mr Suraj Nambiar (Brand Expert)

Mr Peter Yorke (Sr VP, Sun Technologies)

Ms Melissa Arulappan (Sr Consultant, Corp. Comm.)

Mr Ashok Sanketi (CEO – Kaybase)

Mr K.S. Narahari (Sr Consultant, Corp. Comm.)

Mr Subash Franklin (CEO, Innomantra)

Mr Sugata Srinivasa Raju (Sr Journalist)

Mr Byatha N. Jagadeesha (HC Advocate)

Mr Sajan P. K. (Sr Consultant, Public Relations)

Mr Rasheed Sait (G.P. Johnson)

Mr Harish Krishnamurthy (COO, PlanB & Owlworx Design)

Mr Joel Miranda (Former VP, Lowe Lintas & Partners)

Mr Raghuvir Badrinath (Sr. Journalist)

Ms Manasa R. (Visual Literacy)

Mr Bharath S. Reddy (Sound Design)

Mr Sudheendra S.G. (AR & VR, Sathvick Infotech)

Mr Rahul Dev Raman (Animation Editing)

Mr Sreenivas T. (3D Animation)

Mr Basavachar (Co-Founder, Atelier Prati)

Mr Arvind Sastry (Kannada Film Director)

Mr Mahesh Gowda (Kannada Film Director)

Ms Akshara Bharadwaj (Kannada Film Writer/ Director)

Mr Rathan Gangadhar (Art Director, Kannada Film Industry)

Mr Dulip Kumar (Cinematographer, Telugu Film Industry)

Mr Adwaith Rajesh (Sound Engineer, Mindist Media)

Mr Rahul Balu (Video Editor)

Mr Ravinder Singh (Photographer & Editor, AJ Creationz)

Mr Cletus Rebello (Photographer)

Mr Ashok Kumar (Kannada Film Actor)

Ms Nisha Yash Ram (Kannada Film Actor)

## SCHOOL OF INFORMATION TECHNOLOGY

**Dean: Rev. Fr Denzil E. Lobo SJ, M.Sc., M.S.**

### DEPARTMENT OF COMPUTER SCIENCE & COMPUTER APPLICATION

Fr Denzil E. Lobo, SJ, M.Sc., M.S. [Dean, School of Information Technology]

Ms Mary Merline Rani, M.C.A., M.Phil.

Ms Mrinmoyee Bhattacharya, M.C.A., M.Phil.

Ms Banu M., M.C.A., M.Phil.

Ms Sandhya N., M.C.A., M.Phil.

Dr A.M. Bojamma, B.E., M.Sc., PGDHRM, Ph.D.

Mr Prasad C.N., M.C.A.

Dr Shashikala D., M.C.A., M.Phil., Ph.D.

Mr Selwyn Paul J., M.Sc.

Dr B. Nithya, M.Sc., M.Phil., Ph.D. [PG Coordinator]

Dr B.G. Prashanthi, M.Sc. M.Tech, M.Phil., M.B.A., Ph.D. [HOD]

Ms Joy Keren S., M.Sc., NET

Dr Puneeth Kumar B.S., M.Sc., Ph.D.

Ms Sara Kutty T.K., M.C.A, M.Phil.

Dr Periyaswamy, Ph.D.

Dr Deepa Nagalavi, Ph.D.

Ms Vinitha Dominic, M.Tech.

### Shift 3 Staff

Mr Prem B.G., M.Sc., NET [Coordinator, Shift 3]

Ms Annie Syrien, M.Sc.

Mr Timothy Paul Lawrence, M.Sc.

Ms Sridevi J., M.Sc

### DEPARTMENT OF ADVANCED COMPUTING

Dr Jayati Bhadra, M.Sc., M.C.A., M.Phil. Ph.D. [HOD and PG Coordinator]

Dr Sivakannan S., M.E., Ph.D.

Mr Francis Densil Raj V., M.C.A., M.Phil.

Dr Asha K., M.Sc., Ph.D.

Ms Jeshma Nishitha D'Souza, M.C.A.

Dr Srinivas Bhogle, M.Stat., Ph.D. [Visiting Professor]

Mr Amandeep Singh Khanna, M.Sc. [Visiting Professor]

Ms Upasana Parashar, M.Sc. [Visiting Professor]

Mr Praveen Kumar, M.Sc. [Visiting Professor]

Dr Kshitish K. Acharya, M.Sc., Ph.D. [Visiting Professor]

Ms Sravanthi, M.Sc. [Visiting Professor]

Dr Harsha E. Thennarasu, Ph.D. [Visiting Professor]

Ms Gayathri T., M.Sc. [Visiting Professor]

Ms Bindu B.K., M.Sc. [Visiting Professor]

Mr K. Sasi Kiran, M.Sc. [Visiting Professor]



### **ADMINISTRATIVE STAFF**

Mr Ramesha M., M.A. (First Division Assistant)  
Ms Emilda D'Souza, M.A. (Office Superintendent)  
Mr Anand Mathias, M.A. (Office Assistant)  
Mr Anil D'Souza, ITI, ATS (Manager)  
Mr Richard Francis, M.B.A. (Secretary, Vice-Chancellor)  
Ms Reshma Ruzar Dias, M.Com. (Secretary, Alumni/ae office)  
Ms Maybel G., B.Sc. (Secretary, Dean, Research and Innovation Council)  
Ms Revathi C., B.Com. (Receptionist)  
Ms Prithvi Gracian, PGDHRM (Content Writer)  
Ms Arpitha Shruthi L., B.Com. (Secretary, Deans/Directors)  
Ms Reena Galbao, B.A. (Office Assistant, Shift 3)  
Ms Swati S. Narayan, B.C.A. (Secretary, IQAC)  
Ms Sheela Paul (Office Assistant, Department of Communication & International Study & Global Initiative)  
Mr Cynthia Genita Fernando, B.Com (Secretary, Registrar Office)  
Mr Philip Kumar C. (Second Division Assistant)  
Mr Aloysius Crasta (Second Division Assistant)  
Mr Henry Goveas (Second Division Assistant)

### **ACCOUNTS STAFF**

Mr Sunil P.G., M.A., PGDPM & IR (Superintendent)  
Mr Bernard Rodrigues, B.Sc. (Accountant)  
Mr Michael P., M.Com. (Accountant)  
Ms Avita Tellis, M.Com. (Accountant)  
Mr Justin Bernard, M.Com. (Accountant)

### **CHIEF HUMAN RESOURCES OFFICER (CHRO)**

Col. K. Cyril Menon  
Ms Alice Shwetha D'Souza, PGDHRM (Office Assistant, HR Office)

### **LIBRARY DEPARTMENT**

Dr Shivakumar T.C., M.A., M.L.I.Sc., PGDCA, PGDLAN, NET, Ph.D. (University Librarian)  
Mr Prem Kumar (Assistant Librarian)  
Ms Pramila Kumari (Office Assistant)  
Mr. Anand Mallappa Kattimani  
Mr. Zabeeulla B.M., MLISC

### **IT DEPARTMENT**

Mr Adarsh Raj, Diploma in Hardware & Networking (System Admin)  
Ms Sheril K.M., M.Tech. (ERP Administrator)  
Mr Raj Kiran, B.C.A. (Asst. System Admin)  
Mr Jojith Biju Chungath, B.C.A. (Web Developer)  
Ms Hajira Bi, B.C.A. (Web Developer)  
Mr Anish Mathew, M.Sc., Computer Science (ERP Administrator)

Mr Shato Varghese, M.C.A. (ERP Administrator - Exams)  
 Mr Denver Apos, B.C.A. (Asst. ERP Administrator)

**EXAMINATION SECTION**

Mr Sanil Cornelius, B.Com.  
 Mr Gopal, B.Com.  
 Mr Stanly Steevan, B.Com.  
 Ms Kavya T.H., M.B.A.  
 Mr Marshel Steve Pereira, B.Com.  
 Mr Godfrey Stephen, B.Com.  
 Mr Sudhir David Diwakar, B. Com.  
 Ms Ramya Archana, B.Com.

**CAMPUS DOCTOR**

Dr Issac C.B.

**OUTREACH PROGRAMME TEAM**

Rev. Fr Brian Pereira, SJ, - M.Sc, M.H.R.M. (Director, Bembala)  
 Mr Ebenezer. K - M.B.A. (Asst. Director, Bembala)  
 Ms Anju Maria, M.S.W. (Programme Coordinator)  
 Mr Anthony Derick, B.B.A. (Field Coordinator)  
 Mr Moses Jaykumar M., B.A. (Field Coordinator)  
 Ms Jyothi M.S., B.Com. (Field Coordinator)  
 Mr Anthony (Driver)

**HOSTEL STAFF**

**Gents' Hostel**

Rev. Fr Jason Pais, SJ (Director)  
 Rev. Dr G. Augustine Lourdu (Executive Director)  
 Dr Neil Tannen (Warden)

**Kitchen and Housekeeping Staff**

Mr Manjunath  
 Mr Savri  
 Ms Manju  
 Mr Christo

**Ladies' Hostel:** Sr Shaila Bandya, FSI

**MAINTENANCE STAFF**

Mr John Christy (Supervisor)  
 Mr Walter D'Souza (Carpenter)  
 Mr Jimmy Rallyson (Sound Technician)  
 Mr Murali (Plumber)  
 Mr Binod Kumar (Technician)  
 Mr Manjunath (Electrician)

Mr Saravanan M. (Electrician)  
Mr Jeffrey Terry (Electrician)  
Mr Deepak Clarence (Technician)

### ATTENDERS

Mr Sagayanathan M. (Botany)  
Mr Manohar (Botany)  
Mr Abraham S. (Botany)  
Mr Salomon B.S. (Biochemistry)  
Mr Santhosh Kumar (Biotechnology)  
Mr V. Tokho John (Biotechnology)  
Mr Panchakshari N (Chemistry)  
Mr Chandraiah (Chemistry)  
Mr Ebenezer S. (Chemistry)  
Mr Dhanan Jaya H (Chemistry)  
Mr Mallanna Devoor (Chemistry)  
Mr R. Raja (Chemistry)  
Mr Balasubramanyam G (Chemistry)  
Mr Meshak S. (Electronics)  
Mr Thomas Paul (Computer Science)  
Mr Maria Susai (Computer Science)  
Mr Ramanjulu G. (Environmental Science)  
Mr Suresh K. (Environmental Science)  
Ms Anthony Anusha B. (FST)  
Ms Nagarathna K.N. (Mathematics)  
Mr Francis R. (Microbiology)  
Ms Sowbhagya B. (Microbiology)  
Mr Veera Sekaran (Physics)  
Mr Columbus Stephen (Physics)  
Mr Ajith Santhosh Kumar A. (Physics)  
Mr Kanika Raj S. (Exam Section)  
Mr Ramesh R. (Zoology)  
Mr Sampath Kumar B. (Zoology)  
Mr Mariyappa (Zoology)  
Ms Rekha K.C. (Library)  
Mr Prakash Rathod (Library)  
Mr Pinto Sagayaraj (Library)  
Mr Chandan N. (Library)  
Mr Devaiah A.C. (Library)  
Mr Magesh Rathnam (Library)  
Mr Stallin Raj S. (Library)  
Mr Stalin Alva Edison (Library)  
Mr Dennis Tauro (Physical Education)  
Mr Mani M. (Physical Education)

Ms Anusha T.M. (Evening Shift)  
 Mr Shekar M. (Library)  
 Mr Vishnuvardhan (Admin Office)  
 Mr Praveen G. (P.G. block)  
 Mr Louis Menezes (Magis block)  
 Mr Praveen Pedru Siddi (Arrupe block)  
 Mr John Peter Arrupe block)  
 Mr Rajkumar S. (Driver)  
 Mr Prasann Nirmal Raj (VC Office)

### HOUSEKEEPING STAFF

Ms Shanthamma	Ms Muniyamma
Mr Velu	Ms Bharathi
Ms Triveni	Mr Ravi
Ms Balamma	Mr Chandra Sekar
Mr Ramesh	Ms Chandrakala
Ms Susheela	Ms Mary Cathelene
Ms Kamalakshi	Ms Mary Sandra
Ms Indrani M.	Ms Ratnamma
Mr Panduranga	Ms Vijayamma
Mr Suresh	Ms Mariyamma
Mr Ganesh	Mr Adeppa
Mr Balraj	Mr Chandran
Mr Vijay Kumar Kasinath	Ms Mohana Kumari M.N.
Ms Kavya	Mr Sampangi
Ms Sagaya Mary L.	Mr Kanikyaraju
Ms Nagamani	Mr Basavaraj P.
Ms Baby Anusha	Mr Hiran Karmakar
Ms Sudhakar R.	Mr Sunil Kumar B.S.
Mr Lakshminarasimha	Ms Kalavathy M.
Mr Siddaraju Y.S.	Ms Kanikya Mary

## CALENDAR FOR ODD SEMESTER OF 2023-24

July 2023

01-Jul	Sat	
02-Jul	Sun	
03-Jul	Mon	
04-Jul	Tue	
05-Jul	Wed	
06-Jul	Thu	
07-Jul	Fri	
08-Jul	Sat	
09-Jul	Sun	
10-Jul	Mon	
11-Jul	Tue	
12-Jul	Wed	
13-Jul	Thu	Academic Year Commences
14-Jul	Fri	Orientation for Students and Parents
15-Jul	Sat	Orientation for Students and Parents
16-Jul	Sun	
17-Jul	Mon	Orientation for Students and Parents
18-Jul	Tue	Regular classes as per the Time table will begin
19-Jul	Wed	SPORTS - Regular Practice Session starts
20-Jul	Thu	
21-Jul	Fri	
22-Jul	Sat	
23-Jul	Sun	
24-Jul	Mon	
25-Jul	Tue	
26-Jul	Wed	
27-Jul	Thu	
28-Jul	Fri	Issue of Nomination forms for student council election
29-Jul	Sat	Last Day of Moharamm
30-Jul	Sun	
31-Jul	Mon	Feast day of St. Ignatius Loyola

## August 2023

01-Aug	Tue	UNIVERSITY TEAM SELECTIONS - BADMINTON / THROW BALL/HAND BALL
02-Aug	Wed	UNIVERSITY TEAM SELECTIONS - BASKET BALL / VOLLEYBALL
03-Aug	Thu	UNIVERSITY TEAM SELECTIONS - KABADDI / KHO-KHO / NET BALL
04-Aug	Fri	UNIVERSITY TEAM SELECTIONS - CARROM / CHESS / TABLE TENNIS / HOCKEY
05-Aug	Sat	UNIVERSITY TEAM SELECTIONS - CRICKET
06-Aug	Sun	PEGASUS - INTRAMURALS BASKETBALL/CARROM
07-Aug	Mon	Activity 1 has to be announced / UNIVERSITY TEAM SELECTIONS - FOOT BALL
08-Aug	Tue	UNIVERSITY TEAM SELECTIONS - FOOT BALL
09-Aug	Wed	UNIVERSITY SELECTIONS - ATHLETICS
10-Aug	Thu	Order of Monday's timetable
11-Aug	Fri	
12-Aug	Sat	
13-Aug	Sun	PEGASUS - INTRAMURALS BADMINTON/THROWBALL
14-Aug	Mon	Student Council Election
15-Aug	Tue	Independence day
16-Aug	Wed	
17-Aug	Thu	
18-Aug	Fri	
19-Aug	Sat	Activity 1 has to be completed
20-Aug	Sun	PEGASUS - INTRAMURALS FOOTBALL/TABLE TENNIS
21-Aug	Mon	
22-Aug	Tue	
23-Aug	Wed	
24-Aug	Thu	
25-Aug	Fri	
26-Aug	Sat	
27-Aug	Sun	PEGASUS - INTRAMURALS RESERVE DAY
28-Aug	Mon	
29-Aug	Tue	
30-Aug	Wed	Order of Saturday's timetable
31-Aug	Thu	Investiture Ceremony

## September 2023

01-Sep	Fri	
02-Sep	Sat	
03-Sep	Sun	PEGASUS - INTRAMURALS HANDBALL/ KHO-KHO
04-Sep	Mon	
05-Sep	Tue	
06-Sep	Wed	
07-Sep	Thu	
08-Sep	Fri	Nativity of the Blessed Virgin Mary
09-Sep	Sat	No regular classes - Revision holiday
10-Sep	Sun	PEGASUS - INTRAMURALS KABADDI/VOLLEYBALL
11-Sep	Mon	Mid-Semester examination starts. BOE starts
12-Sep	Tue	MSE; BOE
13-Sep	Wed	MSE; BOE
14-Sep	Thu	MSE; BOE
15-Sep	Fri	MSE; BOE
16-Sep	Sat	MSE; BOE
17-Sep	Sun	PEGASUS - INTRAMURALS CRICKET/CHESS
18-Sep	Mon	Ganesha Chaturthi
19-Sep	Tue	MSE; BOE
20-Sep	Wed	Ignitors for UG Shift -1
21-Sep	Thu	Ignitors for UG Shift -1
22-Sep	Fri	Ignitors for UG Shift -2
23-Sep	Sat	Ignitors for UG Shift -2
24-Sep	Sun	PEGASUS - INTRAMURALS RESERVE DAY
25-Sep	Mon	Activity 2 has to be announced / Ignitors for PG Shift -1
26-Sep	Tue	Notification for the makeup test & CA improvement test / Ignitors for PG Shift -1
27-Sep	Wed	Ignitors for PG Shift -2
28-Sep	Thu	Eid-Milad
29-Sep	Fri	Ignitors for PG Shift -2 / Ignitors for UG & PG Shift 3
30-Sep	Sat	Ignitors for UG & PG Shift 3

## October 2023

01-Oct	Sun	
02-Oct	Mon	Gandhi Jayanthi
03-Oct	Tue	Notification of Semester examination
04-Oct	Wed	Order of Monday's timetable. Supplementary students can pay the examination fees
05-Oct	Thu	
06-Oct	Fri	
07-Oct	Sat	
08-Oct	Sun	
09-Oct	Mon	
10-Oct	Tue	Activity 2 has to be completed
11-Oct	Wed	
12-Oct	Thu	
13-Oct	Fri	
14-Oct	Sat	Mahalaya Amavasye
15-Oct	Sun	
16-Oct	Mon	Makeup test/CA improvement test starts.
17-Oct	Tue	
18-Oct	Wed	
19-Oct	Thu	Prathibha
20-Oct	Fri	
21-Oct	Sat	
22-Oct	Sun	
23-Oct	Mon	Ayudhapooja
24-Oct	Tue	Vijayadashami
25-Oct	Wed	
26-Oct	Thu	
27-Oct	Fri	Order of Tuesday's timetable. Makeup test/CA improvement test ends
28-Oct	Sat	Maharshi Valmiki Jayanti
29-Oct	Sun	
30-Oct	Mon	Practical examination, if any, starts
31-Oct	Tue	



## November 2023

01-Nov	Wed	Kannada Rajyothsava
02-Nov	Thu	
03-Nov	Fri	
04-Nov	Sat	
05-Nov	Sun	
06-Nov	Mon	
07-Nov	Tue	
08-Nov	Wed	
09-Nov	Thu	
10-Nov	Fri	
11-Nov	Sat	Practical exam ends.
12-Nov	Sun	Naraka Chaturdashi
13-Nov	Mon	
14-Nov	Tue	Balipadyami, Deepavali
15-Nov	Wed	
16-Nov	Thu	
17-Nov	Fri	Orientation for Counsellors on examination grievances.
18-Nov	Sat	Last attendance day
19-Nov	Sun	
20-Nov	Mon	Study holidays start; Meeting with Deans to decide the ineligible candidates to appear for the SE
21-Nov	Tue	
22-Nov	Wed	
23-Nov	Thu	Hall tickets will be released for the eligible candidates; the Grievance cell is constituted
24-Nov	Fri	
25-Nov	Sat	Last signing day for teaching faculty members
26-Nov	Sun	
27-Nov	Mon	Semester examination starts
28-Nov	Tue	
29-Nov	Wed	
30-Nov	Thu	

## December 2023

01-Dec	Fri	
02-Dec	Sat	
03-Dec	Sun	
04-Dec	Mon	
05-Dec	Tue	
06-Dec	Wed	
07-Dec	Thu	
08-Dec	Fri	
09-Dec	Sat	
10-Dec	Sun	
11-Dec	Mon	
12-Dec	Tue	
13-Dec	Wed	
14-Dec	Thu	
15-Dec	Fri	
16-Dec	Sat	
17-Dec	Sun	
18-Dec	Mon	
19-Dec	Tue	Last examination day
20-Dec	Wed	Christmas celebration
21-Dec	Thu	
22-Dec	Fri	
23-Dec	Sat	Last date to complete the valuation of SE answer scripts
24-Dec	Sun	
25-Dec	Mon	Christmas
26-Dec	Tue	
27-Dec	Wed	
28-Dec	Thu	
29-Dec	Fri	
30-Dec	Sat	
31-Dec	Sun	

## CALENDAR FOR EVEN SEMESTER OF 2023-24

January 2024

01-Jan	Mon	
02-Jan	Tue	Classes begin for even semester
03-Jan	Wed	
04-Jan	Thu	
05-Jan	Fri	
06-Jan	Sat	
07-Jan	Sun	
08-Jan	Mon	140 <sup>th</sup> Annual Athletic Meet Heats & Trails
09-Jan	Tue	140 <sup>th</sup> Annual Athletic Meet Heats & Trails
10-Jan	Wed	140 <sup>th</sup> Annual Athletic Meet Heats & Trails
11-Jan	Thu	140 <sup>th</sup> Annual Athletic Meet Heats & Trails
12-Jan	Fri	140 <sup>th</sup> Annual Athletic Meet Heats & Trails
13-Jan	Sat	140 <sup>th</sup> Annual Athletic Meet Heats & Trails
14-Jan	Sun	
15-Jan	Mon	Makara Sankranthi
16-Jan	Tue	Order of Friday's timetable
17-Jan	Wed	
18-Jan	Thu	
19-Jan	Fri	140 <sup>th</sup> ANNUAL ATHLETIC MEET
20-Jan	Sat	
21-Jan	Sun	
22-Jan	Mon	Notify Mid-Semester examination / Activity 1 has to be announced
23-Jan	Tue	
24-Jan	Wed	
25-Jan	Thu	
26-Jan	Fri	Republic Day
27-Jan	Sat	
28-Jan	Sun	
29-Jan	Mon	
30-Jan	Tue	
31-Jan	Wed	

## February 2024

01-Feb	Thu	Order of Monday's timetable
02-Feb	Fri	
03-Feb	Sat	Activity 1 has to be completed
04-Feb	Sun	
05-Feb	Mon	
06-Feb	Tue	
07-Feb	Wed	
08-Feb	Thu	
09-Feb	Fri	Visages
10-Feb	Sat	Visages
11-Feb	Sun	
12-Feb	Mon	Activity 1 marks are to be entered in the CA register
13-Feb	Tue	
14-Feb	Wed	
15-Feb	Thu	
16-Feb	Fri	
17-Feb	Sat	
18-Feb	Sun	
19-Feb	Mon	
20-Feb	Tue	
21-Feb	Wed	Order of Friday's timetable
22-Feb	Thu	
23-Feb	Fri	
24-Feb	Sat	
25-Feb	Sun	
26-Feb	Mon	Mid-Semester examination starts. BOE starts
27-Feb	Tue	MSE; BOE
28-Feb	Wed	MSE; BOE
29-Feb	Thu	MSE; BOE

## March 2024

01-Mar	Fri	MSE; BOE
02-Mar	Sat	MSE; BOE
03-Mar	Sun	
04-Mar	Mon	MSE; BOE
05-Mar	Tue	Activity 2 has to be announced
06-Mar	Wed	
07-Mar	Thu	Order of Friday's timetable
08-Mar	Fri	Maha Shivaratri
09-Mar	Sat	Ethnic day. No regular classes
10-Mar	Sun	
11-Mar	Mon	Notification for the makeup exam & CA improvement exam;
12-Mar	Tue	SPORTSTAKES - INTER COLLEGIATE SPORTS MEET
13-Mar	Wed	SPORTSTAKES - INTER COLLEGIATE SPORTS MEET
14-Mar	Thu	SPORTSTAKES - INTER COLLEGIATE SPORTS MEET
15-Mar	Fri	SPORTSTAKES - INTER COLLEGIATE SPORTS MEET
16-Mar	Sat	SPORTSTAKES - INTER COLLEGIATE SPORTS MEET
17-Mar	Sun	
18-Mar	Mon	Activity 2 has to be completed
19-Mar	Tue	Notification of Semester examination
20-Mar	Wed	Supplementary students can pay the examination fees
21-Mar	Thu	
22-Mar	Fri	
23-Mar	Sat	
24-Mar	Sun	
25-Mar	Mon	Makup exam/CA improvement exam starts.
26-Mar	Tue	
27-Mar	Wed	
28-Mar	Thu	MSE marks and Activity 2 marks are to be entered in the CA register
29-Mar	Fri	Good Friday
30-Mar	Sat	
31-Mar	Sun	

## April 2024

01-Apr	Mon	
02-Apr	Tue	
03-Apr	Wed	
04-Apr	Thu	
05-Apr	Fri	
06-Apr	Sat	Makeup exam/CA improvement exam ends
07-Apr	Sun	
08-Apr	Mon	Order of Friday's timetable
09-Apr	Tue	Ugadi
10-Apr	Wed	Idul Fitr
11-Apr	Thu	
12-Apr	Fri	Practical examination, if any, starts
13-Apr	Sat	
14-Apr	Sun	Dr Ambedkar Jayanthi
15-Apr	Mon	Confirm the CA marks in the CA register
16-Apr	Tue	
17-Apr	Wed	
18-Apr	Thu	
19-Apr	Fri	
20-Apr	Sat	
21-Apr	Sun	Mahavir Jayanthi
22-Apr	Mon	
23-Apr	Tue	
24-Apr	Wed	
25-Apr	Thu	
26-Apr	Fri	Practical exam ends.
27-Apr	Sat	Last teaching day
28-Apr	Sun	
29-Apr	Mon	Study holidays start; Meeting with Deans to decide the ineligible candidates to appear for the SE
30-Apr	Tue	

## May 2024

01-May	Wed	
02-May	Thu	
03-May	Fri	Hall tickets will be released for the eligible candidates; Grievance cell is constituted
04-May	Sat	Last signing day for teaching faculty members
05-May	Sun	
06-May	Mon	Semester examination starts
07-May	Tue	
08-May	Wed	
09-May	Thu	
10-May	Fri	Basava Jayanthi
11-May	Sat	
12-May	Sun	
13-May	Mon	
14-May	Tue	
15-May	Wed	
16-May	Thu	
17-May	Fri	
18-May	Sat	
19-May	Sun	
20-May	Mon	
21-May	Tue	
22-May	Wed	
23-May	Thu	
24-May	Fri	
25-May	Sat	
26-May	Sun	
27-May	Mon	
28-May	Tue	
29-May	Wed	Last examination day
30-May	Thu	
31-May	Fri	Publication of SE Raw results

## June 2024

01-Jun	Sat	
02-Jun	Sun	
03-Jun	Mon	
04-Jun	Tue	Last date to complete the valuation of SE answer scripts
05-Jun	Wed	
06-Jun	Thu	
07-Jun	Fri	
08-Jun	Sat	
09-Jun	Sun	
10-Jun	Mon	
11-Jun	Tue	
12-Jun	Wed	
13-Jun	Thu	
14-Jun	Fri	
15-Jun	Sat	
16-Jun	Sun	
17-Jun	Mon	Bakrid
18-Jun	Tue	
19-Jun	Wed	
20-Jun	Thu	
21-Jun	Fri	
22-Jun	Sat	
23-Jun	Sun	
24-Jun	Mon	
25-Jun	Tue	
26-Jun	Wed	
27-Jun	Thu	
28-Jun	Fri	
29-Jun	Sat	
30-Jun	Sun	



RECORD OF ABSENCE

Student name \_\_\_\_\_ Class \_\_\_\_\_ Reg. No. \_\_\_\_\_

Date of Absence	Class hour/s absent	Reason for Absence	Signature of		
			Parent/ Guardian	Class mentor	Welfare Officer

\*Welfare Officer's signature is required only if the student has been continuously absent for more than three days or three consecutive hours for a particular paper.



## RECORD OF ABSENCE

Student name\_\_\_\_\_Class\_\_\_\_\_Reg. No.\_\_\_\_\_

[illegible]

\*Welfare Officer's signature is required only if the student has been continuously absent for more than three days or three consecutive hours for a particular paper.

## RECORD OF ABSENCE

Student name\_\_\_\_\_Class\_\_\_\_\_Reg. No.\_\_\_\_\_

[illegible]

\*Welfare Officer's signature is required only if the student has been continuously absent for more than three days or three consecutive hours for a particular paper.

RECORD OF ABSENCE

Student name \_\_\_\_\_ Class \_\_\_\_\_ Reg. No. \_\_\_\_\_

Date of Absence	Class hour/s absent	Reason for Absence	Signature of		
			Parent/ Guardian	Class mentor	Welfare Officer

\*Welfare Officer's signature is required only if the student has been continuously absent for more than three days or three consecutive hours for a particular paper.

**TIME TABLES**  
**ODD SEMESTER 2023-24**

	<b>I</b>	<b>II</b>	<b>III</b>	<b>IV</b>	<b>V</b>	<b>VI</b>	<b>VII</b>	<b>VIII</b>
<b>Mon</b>								
<b>Tue</b>								
<b>Wed</b>								
<b>Thur</b>								
<b>Fri</b>								
<b>Sat</b>								

TIME TABLES  
EVEN SEMESTER 2023-24

	I	II	III	IV	V	VI	VII	VIII
Mon								
Tue								
Wed								
Thur								
Fri								
Sat								



# St Joseph's University

#36 Lalbagh Road, Bengaluru - 560027

## Student Information

Name:.....

Year & Reg. No.:.....

Blood Group:.....

E-mail:..... Phone:.....

Father's Name:.....

E-mail:.....

Occupation:..... Phone:.....

Mother's Name:.....

E-mail:.....

Occupation:..... Phone:.....

Residential Address:.....

Office Address (Parents):.....

Address of Hostel/Paying Guest House:.....

Guardian/Lodging House:.....

Parent/Guardian's Signature

Student's Signature







# St Joseph's University

#36 Lalbagh Road, Bengaluru - 560027

## Student Information

Name:.....

Year & Reg. No.:.....

Blood Group:.....

E-mail:..... Phone:.....

Father's Name:.....

E-mail:.....

Occupation:.....Phone:.....

Mother's Name:.....

E-mail:.....

Occupation:..... Phone:.....

Residential Address:.....

Office Address (Parents):.....

Address of Hostel/Paying Guest House:.....

Guardian/Lodging House:.....

Parent/Guardian's Signature

Student's Signature



# University Anthem

Ring out the battle call of duty!  
Unfurl the flag of Faith and Toil!  
We deem our soul's eternal beauty  
A life-long victor's worthy spoil.  
A thousand such are proudly gone before us  
To win and spread our University renown;  
'Tis ours to swell with our voices the chorus  
And with our deeds enrich her crown.

## Chorus

Faith and Toil! Conquerless alliance  
Wherein we clasp human hands unto God's!  
In His control, find we true self-reliance;  
My hands and God's - what'er the odds  
My hands and God's - what'er the odds  
My hands and God's  
Evil's onset hold in defiance!



## ST JOSEPH'S UNIVERSITY

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