

Stamp
size
photograph

Name :

Class & Reg. No. :

EC/CC Association :

Father's Name :

Mother's Name :

Permanent Address :

.....

.....

Email ID :

Phone (Landline) :

Mobile :

Aadhaar No. :

Present Address :

.....

.....

Name of the Hostel/

Paying Guest :

Name of the Director :

Guardian :

Phone :

Blood Group :

Bank Account No. :

Contact Telephones :

Name of the Class Guide:

Phone:

Name of the Mentor : Phone:

St Aloysius Gonzaga



This College is named after St Aloysius Gonzaga. He was a 16th Century Prince, heir to the throne of the Marquisate of Gonzaga in Italy, who had, everything he could have desired in life at his disposal. But inspired by a deep spirit of faith and moved by a profound love of mankind, at the age of 18, he renounced his rights and entered the Jesuit Order to be a religious whose wealth would be God alone and whose happiness would be the service of others.

While Aloysius was still into training, there was a plague in Rome. Victims of the plague had no hope of recovery and were abandoned for fear of contagion. The youthful Aloysius, who was then 24, rose to the occasion with his companions and immediately set about caring for the sick and the dying, risking his own life. The risk, however, was too great. Aloysius fell a victim to the disease and died in the midst of his noble work, offering his life as a sacrifice for others.

It is the example of his life, pure and noble, not seeking the glories of this world but genuinely concerned about the well-being of others, that is offered to you as a model here.

The College Motto



When you look at the College Crest, you will notice the letters, IHS in the centre of the rising sun. This is the abbreviation of the name of Jesus (which in Greek is written as *IHSUS*). That name symbolizes deepest faith in God, commitment to humanity and the readiness to sacrifice one's life for others.

The Motto of this Institution is *Lucet et Ardet*. These Latin words which mean **Shine to Enkindle**, refer to the qualities of the mind and the heart. It is the deep desire of this *Alma Mater* to present to the world and our nation, men and women with knowledge and creativity and hearts burning with genuine love and concern for others.

May your life measure up to the expectation of this Motto.

ALOYSIAN IDEAL

Dear Aloysian,

You are a student of a century and one forty year old institution that has trained thousands of young men and women and presented them to the nation. You too are welcome to be trained here, so that making use of all the opportunities you have, you may develop your God-given talents and prepare yourself to serve fellow-human beings.

This College is a Minority Institution, run primarily for the education of Catholic youth. However, everyone is welcome here without distinction of caste and creed, in a fellowship of people of all faiths.

The College attained the autonomous status in 2007. Since then, the College has been making rapid progress by introducing innovative courses, updating the syllabus, regularly and evolving a transparent and objective evaluation system.

VISION

Empowering youth through excellence in education to shape a better future for humankind.

MISSION

St Aloysius Institutions of the Mangalore Jesuit Educational Society (MJES), inspired by the person and mission of Jesus Christ and guided by the motto "*Lucet et Ardet*" commit themselves to spread the light of knowledge and wisdom, to kindle the ardour of faith that does justice by forming men and women for and with others, who are academically accomplished, emotionally balanced, morally upright, socially responsible, ecologically sensitive and professionally dedicated so that they become a powerful force in the transformation of society.

Aims and objectives of the College

In keeping with the tradition of the Society of Jesus which runs this institution and the needs of the time, the College aims at the integral formation of its students helping them to become *men and women for and with others*:

- ♦ through striving for excellence in learning, creative and practical thinking and co-operative leadership, with a stress on both academic and human excellence,
- ♦ inspired by genuine religious and moral values, and
- ♦ with practical awareness of the prevailing social conditions and demonstrate a commitment to the cause of justice.

Thus an Aloysian

- ♦ lives a commitment to justice;
- ♦ acts with a strong self esteem;
- ♦ thinks critically and creatively;
- ♦ communicates effectively;
- ♦ exercises power appropriately;
- ♦ cultivates a positive sense of direction;
- ♦ evokes hope.

Your education in this institution will be meaningful only to the extent you personalise and strive after these values and goals. All that the College can do is to facilitate realization of your hidden potential, be a partner with you in the task of integral personality-building, where your faculties and qualities will find harmonious development. This entails development in a three-fold dimension: intellectual, physical and spiritual.

Intellectual Development

The development of your mind, the acquisition of information in different subjects of your study, digesting this information and putting it into a practical framework will be a major part of your education here. Let your aim of study be not just to successfully reproduce in an examination what you have learnt, but to cultivate the art of thinking independently, analytically and critically and expressing yourself clearly.

Do not limit yourself to classroom material. You are advised to delve deep into your subject by regular study and wide reading. The HRD Programmes and Certificate Courses will help you to realize this. You are expected to broaden your intellectual horizons by acquiring a working knowledge of all subjects even though they do not form a part of your syllabus. Thus Commerce and Arts students would do well to acquire a general knowledge of scientific theories and technological innovations while science students would have a working knowledge of the economic, political and social dimensions of everyday life.

Learning requires regular work. Have a time-table for your home study. The College has two excellent libraries with over one lakh books and a reading room. Make good use of the library, particularly during your free hours. The librarian and lecturers will help you to select the right books. You have a spacious newspapers and periodical section for updating your knowledge on current affairs.

Physical Development

“A sound mind in a sound body” goes the universal adage. Towards the integral development of your personality, it is essential that you give importance to the development of your physical agility through sports and games and acquire skills to tone your body and enhance endurance. The College has extensive play grounds and you can strive to be a part of the college sports and games teams which would be a unique privilege.

NCC with its Army, Navy and Air wings, and the NSS with its regular service activities help you to develop your physical endurance, team spirit, fair play, punctuality and sound habits of health and hygiene.

Spiritual Development

Being an institution administered by a religious order, the College gives highest importance to spiritual formation and character

building. A person is what his spiritual and moral values are, and you will carry this aspect of your education with you all your life.

Your character is the sum total of your values which express themselves through your attitudes, dealings, relationship with others, and the way you face problems or challenges in life. The time in College is the period when you have to build your value system: honesty, justice, co-operation, fellowship and concern for others, belief in and a filial devotion to God and universal love that embraces all people cutting across barriers of religion, caste or nationality.

To acquire this, you have regular programmes in Value Education. Moreover you will pick values from your companions and elders while you will influence the value system of others.

Essential to any spiritual and value formation is self-discipline, a systematic effort to channelise your impulses, emotions and feelings to their proper ends, and make them a power to achieve some good. Lack of discipline results in confusion and chaos, both internal and external, personal and social, where no true education is possible. Thus the rules of discipline of the college will help you cultivate self-discipline.

The habit of regular prayer and meditation is earnestly recommended to all. The College has a beautiful chapel and everyone is welcome to sit in meditation or spend a few moments of quiet prayer and reflection. Catholics, particularly those staying in the hostels, are earnestly invited to participate in the daily morning services in the chapel.

Co-curricular and Extra-curricular Activities

A good part of our education, the broadening of horizons, inculcation of values, learning to relate to and to deal with others, exercise of participative leadership etc., takes place through co-curricular and extra-curricular activities. The College provides

ample opportunities in the form of more than forty Associations and Clubs with the dedicated staff for training and guiding you.

Social Concern

The need of our times is not only persons with a vision but also persons with a mission- a genuine social consciousness and a heart for others. In a society where people are victimised by personal and institutionalised injustice, in a society that is constantly threatened by trends of communalism, it is vitally important that we are aware of the forces of injustice and exploitation and respond to them adequately.

For this, we need people with genuine social consciousness who find meaning by being at the real service of others even at the cost of themselves- men and women for and with others.

If our students cultivate such a heart and move out of this institution imbued with a sense of social concern, ready to stake their lives for the poor and oppressed persons, the College will have succeeded in its mission and genuinely be proud of its endeavour.

Towards this integral development of the body, the mind and the heart, we have certain systems in place: Class guides, Mentoring, and Counselling services.

Eco-friendly Campus

College has been making a conscious effort to maintain its campus **green, clean** and **eco-friendly**. Several steps have been initiated in this regard.

1. **Vermi-Bin:** All the bio-degradable waste, and dry leaves collected in the campus are converted into organic compost.
2. **Rain water harvesting:** The campus buildings are designed to store and re-use the rain water in the undergrounds tanks.

3. **Solar Energy:** The use of solar energy has been promoted extensively in the campus to provide lighting and water heating facility.
4. **Green Audit:** A committee has been formed to motivate the students and to develop sensitivity towards nature and ecological balance.

Staff – Student Rapport

Our lives are shaped by the people with whom we constantly interact, and here, it will be your teachers. You have an excellent staff in this College; make good use of their experience and knowledge through constant personal contact both inside and outside the classroom. Today, more than ever, closer ties between staff and students, is the only way to counter many problems arising from the impersonal atmosphere prevailing in our campuses of higher education. Cultivate openness to seek guidance from your teachers.

This staff-student rapport will be all the more effective if parents co-operate and keep in touch with the college and staff. The College brings together parents and teachers during specific programmes which would assist parents to get an insight into the problems of growing youngsters like you.

Many of our staff members have undergone training to help you not only with your academics but also with your personal and emotional concerns. You may always approach them for guidance, not only to help you solve your problems but also to help you become more effective in the way you function. Batches of degree students will be assigned a Class Guide who will meet his/her wards regularly and also conduct well-planned programmes to enhance their self-confidence, improve healthy inter-personal relationships and effective utilization of their talents and abilities.



Preamble

IN OUR CONSTITUENT ASSEMBLY this twenty-sixth day of November, 1949, do HEREBY ADOPT, ENACT AND GIVE TO OURSELVES THIS CONSTITUTION”.

J U N E 2 0 2 0						
SUN	MON	TUE	WED	THU	FRI	SAT
	1	2	3	4	5	6
7	8	9	10	11	12	13
14 World Blood Donor Day	15	16	17	18	19	20
21 Feast of St Aloysius Gonzaga: Patron of the College International Day of Yoga	22	23	24	25	26	27
28	29	30	<div>Notes</div>			

JULY 2020

SUN	MON	TUE	WED	THU	FRI	SAT
<i>Notes</i>			1	2	3	4
5	6	7	8	9	10	11 World Popula- tion Day
12	13	14	15 World Youth Skills Day	16	17	18
19	20	21	22	23	24	25
26	27	28 World Hepatitis Day	29	30	31 Feast of St. Ignatius of Loyola – Founder of the Society of Jesus	

AUGUST 2020						
SUN	MON	TUE	WED	THU	FRI	SAT
30 Moharam H	31	Notes				1 Bakrid H
2	3	4	5	6	7	8
9	10	11	12 International Youth Day	13	14	15 Independence Day H
16	17	18	19	20	21	22 Ganesh Chaturti H
23	24	25	26	27	28	29

S E P T E M B E R 2 0 2 0						
SUN	MON	TUE	WED	THU	FRI	SAT
		1	2	3	4	5 Teachers Day
6	7	8 Nativity of B.V. Mary H International Literacy Day	9	10	11	12
13	14	15	16	17 Mahalaya Amavasye H	18	19
20	21	22	23	24	25	26
27	28	29	30	Notes		

OCTOBER 2020						
SUN	MON	TUE	WED	THU	FRI	SAT
Notes				1	2 Gandhi Jayanthi H	3
4	5	6	7	8	9	10
11	12	13	14	15 Ist Internal Online Test UG / PG	16	17
18	19	20	21	22	23	24
25	26 Vijaya Dashami/ Dussehra H	27	28	29	30 Eid Milad H	31 Valmiki Jayanthi H

N O V E M B E R 2 0 2 0						
SUN	MON	TUE	WED	THU	FRI	SAT
1 Kannada Rajyotsava H	2	3	4	5	6	7
8	9	10	11	12	13	14 Childrens Day Naraka Chaturdashi H
15	16 Deepavali H	17	18	19	20	21
22	23	24	25 II nd Internal Online Test UG / PG	26	27	28
29	30	Notes				

D E C E M B E R 2 0 2 0						
SUN	MON	TUE	WED	THU	FRI	SAT
Notes		1	2	3	4	5
		World AIDS Day		Kanakadasa Jayanthi H		
6	7	8	9	10	11	12
				Human Rights Day		
13	14	15	16	17	18	19
20	21	22	23	24	25	26
					Christmas H	
				Christmas vacation		
27	28	29	30	31	Notes	
Christmas vacation						

J A N U A R Y 2 0 2 1						
SUN	MON	TUE	WED	THU	FRI	SAT
31	<i>Notes</i>				1	2
					Christmas vacation	
3	4	5	6	7	8	9
10	11	12 Foundation Day Celebration Alumni/ae Gathering	13	14	15 Makara Sankranti H	16
17	18	19	20	21	22	23
24	25	26 Republic Day H	27	28	29	30

F E B R U A R Y 2 0 2 1						
SUN	MON	TUE	WED	THU	FRI	SAT
	1	2	3	4 World Cancer Day	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20 World Day of Social Justice
21	22	23	24	25	26	27
28 National Science Day	<i>Notes</i>					

MARCH 2021						
SUN	MON	TUE	WED	THU	FRI	SAT
	1 Classes Re-open (Tentatively) Even Semester UG/PG	2	3 World Wildlife Day	4	5	6
7	8	9	10	11 Maha Shivarathri Ⓜ	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31	Notes		

A P R I L 2 0 2 1						
SUN	MON	TUE	WED	THU	FRI	SAT
<i>Notes</i>				1	2 Good Friday H	3
4	5	6	7	8	9	10
11	12	13 Ugadi H	14 Ambedkar Jayanthi H	15	16	17
18	19	20	21	22	23	24
25 Mahaveera Jayanthi H	26	27	28	29	30	<i>Notes</i>

M A Y 2 0 2 1						
SUN	MON	TUE	WED	THU	FRI	SAT
30	31 World No- Tobacco Day	<i>Notes</i>				1 May Day Ⓜ
2	3	4	5	6	7	8
9	10	11	12	13 Idul-Fitr Ⓜ	14 Basava Jayanthi Ⓜ	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29

J U N E 2 0 2 1						
SUN	MON	TUE	WED	THU	FRI	SAT
Notes		1	2	3	4	5
6	7	8	9	10	11	12
13	14 World Blood Donor Day	15	16	17	18	19
20	21 Feast of St Aloysius Gonzaga: Patron of the College International Day of Yoga	22	23	24	25	26
27	28	29	30	Notes		

J U L Y 2 0 2 1						
SUN	MON	TUE	WED	THU	FRI	SAT
<i>Notes</i>				1	2	3
4	5	6	7	8	9	10
11 World Popula- tion Day	12	13	14	15 World Youth Skills Day	16	17
18	19	20 Bakrid H World Hepatitis Day	21	22	23	24
25	26	27	28	29	30	31 Feast of St. Ignatius of Loyola – Founder of the Society of Jesus

AUGUST 2021						
SUN	MON	TUE	WED	THU	FRI	SAT
1	2 Classes Re-Open	3	4	5	6	7
8	9	10 Moharam H	11	12 International Youth Day	13	14
15 Indepen- dence Day H	16	17	18	19	20	21
22	23	24	25	26	27	28
29 Mahaveera Jayanthi H	30	31	Notes			

S e p t e m b e r 2 0 2 1						
SUN	MON	TUE	WED	THU	FRI	SAT
Notes					3	4
5 Teachers Day	6	7	8 Nativity of B.V. Mary H International Literacy Day	9	10 Ganesh Chaturti H	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30		

OCTOBER 2021

SUN	MON	TUE	WED	THU	FRI	SAT
31	<div>Notes</div>				1	2 Gandhi Jayanthi H
3	4	5 Mahalaya Amavasye H	6	7	8	9
10	11	12	13	14 Ayudha Pooja H	15 Vijaya Dashami/ Dussehra H	16
17	18	19 Eid Milad H	20 Valmiki Jayanthi H	21	22	23
24	25	26	27	28	29	30

PLEASE TAKE SPECIAL NOTE

1. **Ragging is a major offence.** Those who indulge in ragging, even in a 'friendly' way, or encourage ragging, will face immediate dismissal from the College. No justification in this regard is acceptable.

Ragging is a cognizable offence and those indulge in it or encourage it will be handed over to the law as per G.O.Ed 122 URC 96 dated 16-1-97

2. Without obtaining prior permission from the Principal, no picnics, send-off parties and get-togethers either in the campus or in any other place are to be organised. Strict disciplinary action will be taken against those who violate this rule.
3. Taking tuition outside the College is strongly discouraged. Students who have difficulties in subjects are advised to approach the lecturers concerned for help. They are also advised to attend remedial classes organised by the Departments concerned.
4. **Shift system** in the time table has been introduced for some integrated batches of B.Com. As classes start at 7.00 a.m. for such students, they are expected to make a note of this.

GENERAL REGULATIONS

1. **Students must be present on the first day of every semester. They will be liable for a penalty if they violate this rule.**
2. Classes will be held between 9 a.m. and 5.15 p.m. on Mondays to Fridays and between 9 a.m. and 1 p.m. on Saturdays. Saturday afternoons will be devoted to extra curricular and outreach activities.
3. At the first bell (5 minutes before the hour fixed for each session) students are expected to enter the class and occupy their places. At the second bell the lecturers will enter the classes and students stand in respectful silence to receive them and greet them.
4. During the first hour in the morning, at the second bell students are expected to stand in silence for the morning prayer.

5. When the teachers call the numbers (names) each student rises and answers his/her attendance.
6. Students who come late to class can enter the class only with the permission of the Director, who will issue a late chit. They may be marked present at the end of the hour only if there is adequate reason for arriving late. Those who depend on public conveyance should leave their homes early enough to avoid peak hours of traffic and reach the college on time.
7. No student is allowed to leave the class room without the lecturer's permission or until the class is over.
8. If the lecturer concerned is absent, students shall not loiter in the campus. They are expected to be in the library, reading room or newspaper and periodicals section.
9. **No student is expected to remain on campus after class hours unless there is a programme or games practice. All extra curricular activities cease at 5.30 p.m. Students are expected to vacate the campus by then.**
10. Smoking or coming to the campus under the influence of alcohol is strictly prohibited. Strict disciplinary action will be taken on those violating this rule.
11. The College does not hold itself responsible for the conduct of its students outside its premises. However, it will take cognizance of any serious mis-conduct of students committed outside its precincts and in case of any substantiated serious charge, the guilty shall be punished according to the gravity of the offence.
12. Books, magazines, newspapers etc., not approved by the College authorities are not allowed to be brought to the College.
13. **Students are allowed to sit in the Mother Theresa Peace park only during the lunch hour and after the class hours. During the class hours, students who are free may visit the library/periodicals section.**

14. Boys and girls are expected to conduct themselves with dignity and respect. They should observe norms of decency, propriety and mutual respect in their interaction with others.
15. Irregularity in attendance, insubordination, disrespect towards staff members, habitual inattention and coming late to classes, neglect of work, obscenity in word or act, are punishable by permanent or temporary dismissal. Minor offences are punishable by a fine or loss of attendance.
16. Posters, notices etc will not be put up in the campus without the permission of the Principal or the Director concerned.
17. **Every student should wear the identity card issued by the College inside the college premises. It should be produced whenever asked for, specially when dealing with the office and library.**
18. **Students are not permitted to park four wheelers within the college premises.** Those who come by two wheelers should have a valid driver's licence and insurance. To avoid noise pollution and disturbance, the vehicles should have efficient silencers. Students are allowed to park their two wheelers only in the place allotted to them. Rash driving inside and outside the campus will be dealt with severely.
19. Outstation students are required to stay either with their relatives/guardians/in a hostel/ lodging house or rooms approved by the College authorities. Residing in hotels is not permitted. Outstation students living in rented houses/flats should invariably furnish the details of the place of residence to the Principal.
20. Students are not allowed to join any club/society or indulge in any activity that may interfere with their studies without the Principal's permission. They are not allowed to play in any team against the College.
21. Students are advised to maintain their classroom neat & clean and create environmental awareness by keeping the campus clean, green and plastic free.

22. Students are not allowed to take part in any political agitation directed against the authority of the Government. They are also forbidden to engage prominently in any public movement without permission from the Principal. They are further required to observe all the disciplinary regulations which the management may frame from time to time.
23. Catholic students are advised to frequent sacraments.
24. Letters officially addressed to the Principal should enclose reply postage. Only official letters will be handed over to the students. Private letters will be re-directed to home or hostel address.
25. Students are not authorised to collect donations from the public for any of the College activities without the permission of the Principal.
26. Educational tours are to be organised with the prior permission of the Principal. For all such programmes written permission from the parents is required.
27. Students are not permitted to celebrate any religious festival within the College campus without the prior permission of the Principal.
28. Attendance to classes and examinations, academic progress, as well as the conduct of the student will be taken into consideration while recommending students for merit certificates, concessions, scholarships, higher studies, jobs as well as for representing the College in Intercollegiate activities.
29. **Students are not permitted to use mobile phones within the College buildings. They must be switched off. Confiscated gadgets, will not be returned.**
30. **Students are not supposed to play or listen to music using mobile phones or any other electronic devices in the College campus.**

31. Students attending class or other gatherings within the College are expected to be neatly dressed in accordance with the rules of approved etiquette. Violation of dress code will be seriously dealt with.
32. **Remedial Education- The college conducts remedial education for the under performing students. Remedial work assigned to them by teachers is mandatory. Non-compliance in submitting the remedial work will be viewed seriously.**
33. Students who come from very poor economic background may apply for **Mid-Day Meal Scheme**.
34. The use of lifts is for staff members **only**.
35. Students of St Aloysius College cannot form or join any groups on social media platforms in connection with the college affairs without the prior permission of the Principal. **Your also adviced not to publish any writting / oral material on any other groups or platforms without the permission of the Principal.** Such writting / groups will be legally delt by the Principal and Mangement of the Institute.

Dress Code

The dress code prescribed by the College authorities should be strictly adhered to. Students are expected to keep in mind the basic norms of modesty and decency with regard to dress.

Boys are expected to wear uniform on the regular days of the week.

Long hair, hair colouring, tattoos, single ear-rings or similar ornaments on other parts of the body and T-shirts are not allowed.

Girls are expected to wear uniform on the regular days of the week.

Hair Colouring, Tight fitting/short tops, leggings, T-shirts and sleeveless dresses are not permitted.

Disciplinary action will be taken on students violating the dress code.

SAHAAYA: TRAINING IN SOCIAL RESPONSIBILITY (UG)

To fulfill the mission of the College “to prepare men and women for and with others” and to create awareness among students about their “social responsibility,” every student is expected to put in 40 hours of social service in the I & II year (20 hours each year) in helping the less privileged of the society or engaging in any activity for the promotion of social well-being. Some of the issues and concerns that students could engage in are:

- Awareness on Malaria
- Awareness on Environment
- Awareness on Segregation of Solid Waste
- Awareness on Anti Addiction and Drug Abuse
- Quit Tobacco-Networking
- Working with Unorganized Laborers
- Teaching English for Primary and High School Students
- Involving in other School Support Activities
- Accompanying Physically, Mentally Challenged and other marginalized groups
- Teaching children with disabilities

RURAL EXPOSURE PROGRAMME (PG)

Every Post Graduate student must undergo **one week** of compulsory **Rural Exposure Programme** organised by the college before the completion of the course failing which the final semester results will not be declared and also will be recorded in marks card.

SOFT SKILLS/ LIFE SKILLS TRAINING (UG/PG)

Soft skills /Life skills training will be provided to the **final year UG & II Year PG students** to prepare them for life and for jobs. Attendance to these sessions is mandatory. (Students who fail to attend required number of sessions will be penalized). A participation certificate will be issued to those who complete the programme successfully.

ENGLISH LANGUAGE LAB CLASSES (UG/PG)

To enhance proficiency in English **I Year PG** Students and Students of **UG** who are not proficient in English will have to attend English language classes.

DDU (Deen Dayal Upadhyay) Kaushal Kendra

The University Grants Commission (UGC) has launched a scheme on 27 February, 2014 for skills development based & job oriented higher education as part of college/university education called KAUSHAL KENDRA leading to Bachelor of Vocation (B.Voc.) degree with multiple entry and exit points.

Salient Features:

- Innovative and career oriented
- Task based experiential learning
- Focus on skill development and career
- Internship in industry partnership with 12 firms
- Curriculum based on industry requirements
- Multiple exit points in 4 stages- leading to a Bachelors Degree
- Affordable fee structure
- Great opportunity for people already working in specific jobs.

Following table shows the various Certificates and their duration.

Stages of Certification	Duration of the course
Certificate	1 Semester
Diploma	2 Semesters
Advance Diploma	4 Semesters
B.Voc Degree	6 Semesters

The College offers:

1. B.Voc. in Retail Management
2. B.Voc. in Food Processing and Engineering
3. B.Voc. in Pharmaceutical Chemistry
4. B.Voc. in Animation & Multimedia

Eligibility for Admission:

- The admission to B.Voc. programme will be as per the rules and regulations of the Mangalore University.
- Basic eligibility for B.Voc. is 10th+2 and above in any stream, without any age limit.

Advisory Committee of DDU Kaushal Kendra		
Name	Designation	Category
Rev. Dr Praveen Martis SJ	Principal	Chairperson
Dr Sanjeev Kumar Giri Women's University, Vijayapur – 586019	Experts Nominated by the Chairman, UGC	Members
Prof. M K Sridhar Bangalore University, Bengaluru – 560056		
Dr Alwyn DSa	Registrar (Incharge) & Controller of Examinations	Member
Rev. Dr Xavier Alphonse SJ St Joseph's College (Autonomous) Tiruchirappalli – 620002	Academician in the relevant fields nominated by the Principal	Members
Dr Ronald Nazareth St Aloysius College (Autonomous) Mangalore 575003		
Prof. Mallikarjunappa Mangalore University	Nominee of State Higher Education Council	Member
Mr G Giridhar Prabhu Achal Industries, Mangaluru	Representative of Industry	Members
Mr Walter DSouza Managing Partner, Fernandes Brothers, Mangaluru		
Dr Salil S, EO, UGC South Western Regional Office, Bengaluru, 560009	UGC Nominee	Member
Prof. P S Yadapadithaya Mangalore University	University Nominee	Member
Dr Richard Gonsalves	Director of Kaushal Kendra	Secretary

FEATURES OF AUTONOMY

UNDER GRADUATE PROGRAMMES - CHOICE BASED CREDIT SYSTEM (CBCS):

- ◆ All UG Programmes other than B.Voc are brought under CBCS from the current academic year 2019-20. Under CBCS, the UG programmes will have 100-104 credits. Other existing programmes continue under the present credit based system.
- ◆ The Programme will consist of 6 semesters (3 years)
- ◆ One credit is understood as 2 teaching hours per week or 50 marks
- ◆ English Language and language - II will be taught during the first FOUR semesters. (2 credits in each semester for all UG programmes except B.Voc).
- ◆ Open elective courses under CBCS are offered in the first FOUR semesters for 1 credit each.
- ◆ Extra/Co-curricular activities will have 1 credit each during the first FOUR semesters.
- ◆ Indian Constitution and Environmental Science, Human Rights and Gender Equity will be of 1 credit each during the I FOUR Semesters.
- ◆ Value Education is compulsory and will be of 1 credit each during I-IV semesters.
- ◆ **Students must comply with all the components of internal assesment to earn the credit. If the specified assignment is not submitted, admission card/hall ticket will be withheld.**
- ◆ Students are required to undergo a training programme in social outreach - SAHAYA which is mandatory.

Academic Calendar:

- ◆ The odd semester will commence in June.
- ◆ The even semester will commence in November.
- ◆ Each semester will be of 18 week duration including the Internal and end semester examinations.

Syllabus:

The syllabus of all subjects is being constantly revised and updated as per requirements.

ASSESSMENT / EVALUATION PROCEDURE UNDER THE AUTONOMOUS SCHEME (UG)

The assessment will be based on knowledge, intelligence, application, understanding the concept of the subject and creativity. The system of evaluation is based on objectivity, transparency and accountability. The assessment is based on:

a)	Continuous Internal Assessment (CIA)	20/30 marks
b)	End Semester Examination (ESE)	80/120 marks

Continuous Internal Assessment (CIA)

CIA consists of the following components

i)	Quiz, surprise test, Project or Research work assignments	5 marks
ii)	Two internal tests	20/40 marks
iii)	Attendance / performance	5 marks
	Total	30/50 marks (Converted to 20/30 marks respectively)

The marks distribution for attendance / performance is as follows:

91 - 100 %	5 marks
87 - 90 %	4 marks
83 - 86 %	3 marks
79 - 82 %	2 marks
76 - 78 %	1 mark

THE PROCEDURE/SYSTEM OF EVALUATION OF CIA (UG):

- 1) Each student must fulfil requirements of all components of internal assessment. Otherwise the assessment will not be complete.
- 2) CIA system is conducted throughout the semester.
- 3) Two internal tests will be conducted in each semester as per the time table prepared by the controller of examinations. The re-test is conducted only for those candidates approved by the Principal under extra-ordinary circumstances.
- 4) Both tests combined will be evaluated for a maximum of 50 marks. This will be reduced to 20 / 30 after valuation of both the tests.
- 5) CIA marks will be displayed on the notice boards within a week after the term closes. Students are required to sign the internal assessment register.
- 6) The evaluated project / surprise test papers and mid semester test papers will be given to the students for their reference. Any discrepancy observed by the students should be brought to the notice of the respective lecturers.
- 7) Progress reports of students will be issued after each examination. The report card should be returned within 3 days duly signed by the Parent/Guardian. Those who return them late will be charged a fine.
- 8) The applications of the students whose progress, based on the performance in the terminal examinations is not satisfactory, will not be recommended for the end semester examination.

The Salient Features of the Choice Based Credit System (CBCS) - PG

- ◆ All Postgraduate Courses except MCA have been brought under Choice Based Credit System (CBCS)
- ◆ A semester will be of 16 weeks duration excluding the end semester examination
- ◆ Credit System is based on LTP i.e. Lecture, Tutorials and Practicals
- ◆ Each student under CBCS has to compulsorily opt for a specified open elective which is offered by departments other than the parent department during the Second and Third semester
- ◆ Add-On programmes, Internship, Rural Exposure programme, Project Work are some of the special features
- ◆ Syllabus of all subjects is constantly revised and updated as per the requirements
- ◆ The relative importance of subjects of study and activities are quantified in terms of credits. For the sake of uniformity all the PG programmes will have 92 credits. Each programme of study will have “Core” and “Elective” courses. The Core course will further consist of “Hard” and “Soft” core courses. Hard core courses will have 4-5 credits while soft courses will have 3-4 credits.
- ◆ Core Course is related to the discipline of the programme. Hard core courses are compulsorily studied by a student as a core requirement to complete the requirement of a programme in a discipline of the programme. Open elective is a course chosen from a discipline specified.

- Out of the total 92 credits of the programme, the hard core will make up 50%-65% of the total credits, soft core 30%-45% while the open electives will have a fixed 6 credits (3 credits x 2 courses).
- In the case of subjects with practical there shall be minimum of 16 credits of practical in the programme.
- A project work is a course that is to be taken up in the third and/or fourth semester. However, credit for the project work is counted for the fourth semester only. A project work can be a full fourth semester or equivalent to a course. Project work is compulsory for every PG programme. Normally a project work is the 4 credit course or full semester course.

Assessment /Evaluation procedure

The assessment will be based on knowledge, intelligence, application, understanding of the concept and creativity. The system of evaluation is based on objectivity, transparency and accountability. There shall be examinations at the end of each semester ordinarily during November/December for odd semesters and during April/May/June for even semesters. Each course shall be evaluated with 30% of marks for continuous internal assessments and 70% of the marks for the end semester examinations.

Continuous Internal Assessment (CIA) has the following components

i	Two internal tests of 50 marks each (one and a half hour duration)	25 marks
ii	Surprise Tests, Quiz, Seminar, etc.	12 marks
iii	Assignments, Review, Report Writing, etc	10 marks
iv	Class Participation	3 marks
	Total	50 marks

Distribution of marks for class participation is as follows:

91% and above	3 marks
85-90%	2 marks
76-84%	1 mark

- ◆ Continuous evaluation system is administered by the department concerned based on the Regulations
- ◆ Two Internal tests of 1½ hour duration each, carrying 50 marks in each semester are conducted as per the time table announced by the concerned department within the specified dates. Question paper pattern is similar to the end semester examination
- ◆ Model Practical examinations are conducted for awarding internal assessment marks
- ◆ Students who miss the internal examinations may not be allowed to appear for the re-tests except under extraordinary circumstances

ATTENDANCE (UG/PG)

- 1) **A student is eligible to write the End Semester Examination only if he/she has a minimum of 75% attendance in each subject**
- 2) **Students who fail to fulfill this regulation will not be allowed to write the examination. They have to repeat the semester**
- 3) Students are advised to check their attendance constantly with the respective lecturers and clear their doubts, if any, before the semester closes.
- 4) No complaints or request for attendance on any ground will be entertained after the semester closes.

- 5) Students who do not pay the examination fee are considered to have voluntarily discontinued the course.
- 6) Students who absent themselves on medical grounds should produce the medical certificate as soon as they come back. **A medical certificate however, does not entitle a student to attendance.** The class Guide and Dean, Director should be informed in writing about the long absence.
- 7) Students representing the College/ Department/ Extension Activities, should take prior approval in writing from the Principal regarding their attendance for that particular period. The requests for granting attendance will not be accepted after the term ends.

8) **Leave Note :**

Leave of absence from the college should be obtained from the authority concerned. Unforeseen absence must be justified immediately on return before entering the class by filling the record of absence sheet printed in the College calendar duly signed by the parent or the guardian and the class guide. If the absence is more than two days student must get the leave note signed by the concerned Director.

- 9) Students are not permitted to skip classes for the purpose of association activities.
- 10) The names of students who are absent continuously for 2 weeks without any notice, will be struck off from the register.
- 11) Students are expected to be present for college exams, retreat and classes on re-opening day after holidays, march past on sports day and other such activities without fail. Absence without proper justification will be seriously viewed.

END SEMESTER EXAMINATION (UG)

- 1) **The ESE will be conducted at the end of each semester. The duration and maximum marks of the ESE in each subject is 3 hours and 100 marks respectively.**
- 2) All Candidates writing the examination will have to submit the completed application and pay with the prescribed examination fee.
- 3) The Controller of Examinations (COE) will issue the notification announcing the dates of the examination, dates of application form to be submitted and the amount of examination fee to be paid.
- 4) The time table for ESE will be published by the COE at least two weeks before the date of commencement of examination.
- 5) Supplementary examinations of odd semester examination will be held along with odd semester regular examination and even semester examination along with even semester regular examination
- 6) The question papers for supplementary exam will be the same as the regular examination for each subject. In case of any change in subject and syllabus of the subjects, COE will provide necessary instructions to candidates who write supplementary examination.
- 7) Candidates who write the supplementary examinations are required to submit the filled in application form and pay the examination fee as specified.
- 8) The question paper for ESE will be set for a maximum of 100 marks. However, the marks are converted in accordance with the examination scheme.
- 9) Students are required to adhere strictly to the examination code of conduct.

QUESTION PAPER PATTERN:

Question paper pattern as specified by the respective Boards of Studies (BOS) shall be intimated to the students.

SYSTEM OF EVALUATION OF ESE:

- 1) Centralized valuation system is adopted for the ESE
- 2) Valuation scheme is prepared and given to each valuer to standardize the valuation.
- 3) A percentage of the valued answer papers will be subjected to review by a senior teacher of more than 3 years of teaching experience.
- 4) The answer books will be preserved for a period of six months by the COE after which the answer books will be burnt. After this period, no complaints of any sort will be entertained.

RESULTS (UG):

1. The results of semester examination (including the CIA and ESE marks totalling to a maximum of 100 marks) will be published within six weeks from the date of completion of the End Semester Examination.
2. The marks cards of the semester examination will be issued within two weeks from the date of announcement of the results.
3. Requests for Revaluation, Retotalling and Photocopy of the answer book, if any, has to be made to the COE in the prescribed form and payment of fee as notified by Controller of Examinations from the date of publication of the results.
- 4) **Minimum for a pass is 35% marks in each of the theory/practical subjects**

- 5) End semester results will be published in the college website and eventually the regular progress of the student will also be made available in the college website.

REDRESSAL OF GRIEVANCES:

Utmost attention is paid to the grievances of the students:

- a) All grievances related to internal tests including re-tests, assignments and attendance should be brought to the notice of concerned Dean / Director.
- b) Retotalling / Photocopy and Revaluation shall be brought to the notice of the Controller of Examinations.
- c) Loss of Marks Cards / Duplicate Marks Cards / Consolidated Marks Cards shall be brought to the notice of the Office of the Controller of Examinations by following the prescribed procedure.
- d) Grievances related to the Subject Associations and other Associations shall be brought to the notice of the Association Co-ordinator.

Basic Theology and Value Education Classes and Examinations

Attendance for Basic Theology classes and examinations is obligatory for Catholic students.

Attendance for Value Education classes and examination is obligatory for all students.

Attendance for the annual retreats/personality development programmes is also obligatory.

Those who absent themselves from the examinations or fail in the examinations will not be entitled to any scholarship or prize.

END SEMESTER EXAMINATIONS (PG)

- ◆ **End semester examinations will be conducted at the end of each semester. The duration of the theory papers is 3 hours and the question paper will be set for 70 marks. Duration of the practical examinations may be 3/4/6 hours as specified in the Regulations**
- ◆ The office of the Registrar (Evaluation) will notify the schedules of the examination, the examination fee and the schedule for submitting the examination application forms. Eligible students should submit the duly filled in application form with the payment of prescribed examination fee as per the notification
- ◆ Payment of examination fees does not entitle the candidate to appear for the examination. The candidate has to submit the application within the last date prescribed by the College and fulfil the requirement of satisfactory attendance, progress and conduct. A candidate who does not satisfy these requirements will not be permitted to take the examinations
- ◆ Students should note that there is provision to conduct supplementary examinations. Odd semester examinations are conducted only during odd semester and even semester examinations only in the even semester
- ◆ The evaluation of Project Report, Dissertation and Viva-Voce will be done as per the Regulations

EVALUATION SYSTEM-END SEMESTER EXAMINATIONS

- ◆ Each theory paper shall be valued by one internal and one external examiner. The average marks will be recorded
- ◆ If the difference in marking between the two valuations is more than 20%, the Registrar (Evaluation) will check the entries and

the marks assigned by the two examiners. If there is any mistake in totaling, it will be rectified. Fractional marks/attendance if any shall be rounded off to the next significant digit

- ◆ Despite all the corrections, the difference between two valuations is more than 20% of the maximum marks of the concerned paper, the Registrar (Evaluation) shall refer such answer script/s to the Chairman of the concerned BOE for arranging **Third Valuation**. Marks awarded therein shall be final
- ◆ Students not satisfied with the provisional marks may apply for **Board Valuation**. Students may apply for Board Valuation through a handwritten application with a challan payment of the prescribed fee per subject which should be submitted to the office of the Registrar either by person or through an authorized person **within one month from the date of the announcement of the result**.
- ◆ A candidate who fails in one or more of the papers of a semester may be permitted to **reject the result**. Rejection of result paper-wise is not permitted. However, a candidate may be permitted to reject the result of the whole of the examination of the concerned semester. Application for rejection along with the payment of the prescribed fee shall be paid within **30 days from the date of the announcement of the result**.
- ◆ A candidate who passes all the courses/papers of a semester may be permitted to **improve the result** by reappearing for the whole examination of that semester. The reappearance could be permitted twice during double the period of the degree programme without restricting it to subsequent examination only.
- ◆ Any grievance/complaint with regard to continuous internal assessment or the end semester examinations may be brought to the notice of the Registrar (Evaluation) within a reasonable time

Results

- ◆ The results of the semester examination (including CIA) will be published by the Registrar (Evaluation). Also the results are published on the college **website: www.stalloysius.edu.in**
- ◆ There shall be no minimum in respect of internal assessment and viva-voce marks. However, the student who scores low marks in internal assessment examination should note that it will be difficult to clear the end semester examination.
- ◆ The candidate securing less than 4 grade points in the end semester examination in any unit /theory/practicals/project work/ dissertation/internship/seminar shall be declared to have failed in that unit/theory/practicals, indicated with FF grade. A student obtaining grade FF or absent will be required to reappear in the examination of that course.
- ◆ A candidate shall be declared to have passed the PG programme if he / she secures atleast a CGPA of 4.0 (Course Alpha-Sign Grade C).

Award of Class, Grade to successful candidates

The results of successful candidates at the end of each semester shall be declared in terms of Grade Point Average (GPA) and alpha-sign grade. The results at the end of the programme shall be classified on the basis of the Cumulative Grade Point Average (CGPA) obtained in all the four semesters and the corresponding programme alpha-sign grade.

The Grade Point Average (GPA) in a semester and the Cumulative Grade Point Average (CGPA) at the end of fourth semester shall be computed as follows:

Grade	Limits*	Grade Point
OO+	95 - 100	10
OO	90 - 94	9.5
OA+	85 - 89	9
OA	80 - 84	8.5
AA+	75 - 79	8
AA	70 - 74	7.5
AB+	65 - 69	7
AB	60 - 64	6.5
BB+	55 - 59	6
BB	50 - 54	5.5
BC	45 - 49	5
CC	40 - 44	4.5
PP	35 - 39	4
FF	0 - 34	0

* Limits are considered after converting the marks out of 100 in that course.

The SGPA is the ratio of the sum of the product of the number of credits with the grade points scored by a student in all the courses taken by a student (except open elective and extra courses) and the sum of the number of credits of all these courses undergone by a student during that semester. It shall be expressed upto two decimal places.

The CGPA is a measure of overall cumulative performance of a student over all semesters. The CGPA is the ratio of total credit points secured by a student in various courses in all semesters and the sum of the total credits of all courses in all the semesters. It is expressed upto two decimal places.

CGPA will not be declared in the case of such students who either secure grade FF or absent in any one of the courses including open electives of the programme.

The alpha-sign grade of a programme is determined based on CGPA as given below:

Programme alpha-sign grade	CGPA
O+	More than or equal to 9 but less than 10
O	More than or equal to 8 but less than 9
A+	More than or equal to 7 but less than 8
A	More than or equal to 6 but less than 7
B+	More than or equal to 5.5 but less than 6
B	More than or equal to 5 but less than 5.5
C	More than or equal to 4 but less than 5

P.S: At the end of each semester internal assessment is calculated for 30 marks through the software system.

Based on the above recommendation on alpha-sign grades, grade points, SGPA and CGPA, the university shall issue the Grade Card for each semester and a Programme Grade Card indicating the performance in all semesters.

- ◆ The candidates who pass all the semester examinations in the first attempt in two years are eligible for ranks provided they secure at least a CGPA of 6.0 (at least alpha-sign grade A)
- ◆ The results of the candidates who have passed the fourth semester examination but not passed the lower semester examinations shall be declared as NCL (Not Completed Lower semester examinations). Such candidates shall be eligible for the degree only after completion of all the lower semester examinations.
- ◆ A candidate who passes the semester examinations in parts is eligible for only CGPA and Alpha-Sign Grade but not for ranking.

TO PARENTS AND GUARDIANS

Parents and Guardians are requested to cooperate with the College authorities in enforcing discipline and regularity of study at home. In order that lessons may be duly understood, students should be devoted to study at home. If parents do not insist on regular attendance and home study, the results are sure to be disappointing to them.

Absence from class should be justified by a leave note from the student signed by the parent/guardian. A leave note for a long absence due to illness must be supported by a medical certificate. **However medical certificate does not entitle a student attendance.**

Absence from College examinations will be viewed seriously. Absence, even for one subject, should be justified by a written note. A medical note is needed in case of illness. Re-examination cannot be considered a matter of right. In case of illness during the examinations, parents are expected to inform the Principal immediately. **In case, a re-exam is permitted, the student is required to attend the same. If such student is absent for the re-xam, he/ she shall be required to pay a penalty as notified from time to time.**

Attendance position of students will be regularly uploaded on the College website and Internal examination marks card will be issued immediately after the exams along with the attendance position. Parents are requested to make a note of this regularly and check the attendance and meet the teachers after the Internal exams.

You are required to meet the Deans and the Class Guides and other teachers if unsatisfactory progress or poor attendance is brought to your notice. A minimum of 75% attendance is required to complete the course without which a student is not eligible to take the End Semester Examination. They will not be readmitted to the College.

College expects parents to participate in Parents' Meetings and other activities of the College like Sports Day, Musical Evening and Annual Prize Distribution Day (College Day).

Attendance at Parent - Teacher meeting is obligatory. In case you are not able to attend for a grave reason, a written note should be sent to the Principal.

Written information will be sent to parents about study tours.

Parents are specially asked not to allow their children to use a motorised vehicle without a valid licence.

Parents are requested to insist on the dress code prescribed by the College for their children/wards.

For further information you can log on to www.staloysius.edu.in

ಪೋಷಕರ ಮತ್ತು ಪಾಲಕರ ಗಮನಕ್ಕೆ

ತಮ್ಮ ಮಕ್ಕಳಲ್ಲಿ ಹಾಗೂ ಪಾಲಿತರಲ್ಲಿ ಶಿಸ್ತಿನ ಹಾಗೂ ನಿಯಮಬದ್ಧ ಜೀವನವನ್ನು ಇರಗೊಳಿಸುವುದರ ಮೂಲಕ ಹೆತ್ತವರು, ಪಾಲಕರು, ಅಧ್ಯಾಪಕರೊಡನೆ ಸಹಕರಿಸಬೇಕಾಗಿ ವಿನಂತಿ. ಕುಟುಂಬವೇ ಮೊದಲ ತರಗತಿ. ಪಾಠದ ದಿನಗಳಲ್ಲಿ ಮೂರು ತಾಸುಗಳಷ್ಟಾದರೂ, ರಜಾದಿನಗಳಲ್ಲಿ ಇನ್ನೆರಡು ತಾಸುಗಳನ್ನಾದರೂ ವಿದ್ಯಾರ್ಥಿಗಳು ಕಲಿಕೆಗಾಗಿ ವಿನಿಯೋಗಿಸಬೇಕು. ಹಾಜರಿಯ ಹಾಗೂ ಓದುವಿಕೆಯ ಬಗ್ಗೆ ನಿಯಮಬದ್ಧತೆಯನ್ನು ಹೆತ್ತವರು ಹಾಗೂ ಪಾಲಕರು ತಮ್ಮ ಮಕ್ಕಳಲ್ಲಿ ಇರಗೊಳಿಸದಿದ್ದರೆ ಫಲಿತಾಂಶಗಳು ನಿರಾಶಾದಾಯಕವಾಗುವುದರಲ್ಲಿ ಸಂದೇಹವಿಲ್ಲ.

ಗೈರುಹಾಜರಾದ ವಿದ್ಯಾರ್ಥಿ/ವಿದ್ಯಾರ್ಥಿನಿ ತನ್ನ ಹೆತ್ತವರಿಂದ ಅಥವಾ ಪಾಲಕರಿಂದ ಸಹಿ ಮಾಡಿದ ರಜಾ ಅರ್ಜಿಯನ್ನು ತರಬೇಕು. ಅನಾರೋಗ್ಯದಿಂದ ವಿದ್ಯಾರ್ಥಿಯು ಬಹುದಿನ ಗೈರು ಹಾಜರಾಗಿದ್ದಲ್ಲಿ, ರಜಾ ಅರ್ಜಿಯೊಂದಿಗೆ ವೈದ್ಯಕೀಯ ಸರ್ಟಿಫಿಕೇಟನ್ನು ಕೊಡಬೇಕಾಗುತ್ತದೆ.

ವಿವಿಧ ಪಾಠಗಳಲ್ಲಿ ಕಡಿಮೆ ಅಂಕಗಳನ್ನು ಪಡೆದಿರುವ ವಿದ್ಯಾರ್ಥಿಗಳಿಗೆ ವಿಶೇಷ ತರಗತಿಗಳನ್ನು ಏರ್ಪಡಿಸಲಾಗಿದೆ. ವಿದ್ಯಾರ್ಥಿಗಳು ಈ ತರಗತಿಗಳ ಪೂರ್ಣ ಪ್ರಯೋಜನವನ್ನು ಪಡೆಯಬೇಕು. ಖಾಸಗಿ ಟ್ಯೂಷನ್‌ಗಳಿಗೆ ಮೊರೆಹೋಗುವ ದುರಾಭ್ಯಾಸ ಯೋಗ್ಯ ವಿದ್ಯಾರ್ಥ್ಯಾಸದ ದೃಷ್ಟಿಯಿಂದ ಯುಕ್ತವಾದುದಲ್ಲ. ಯಾವುದೇ ಪಾಠದಲ್ಲಿ ವಿದ್ಯಾರ್ಥಿ ಹಿಂದುಳಿದಿದ್ದರೆ, ಆಯಾ ಪಾಠವನ್ನು ಕಲಿಸುವ ಅಧ್ಯಾಪಕರ ಸಲಹೆ ಸಹಕಾರಗಳನ್ನು ಪಡೆಯಬಹುದು.

ಕಾಲೇಜು ನಡೆಸುವ ಎಲ್ಲಾ ಪರೀಕ್ಷೆಗಳಿಗೂ ವಿದ್ಯಾರ್ಥಿಗಳು ಕಡ್ಡಾಯವಾಗಿ ಹಾಜರಿರಲೇಬೇಕು. ಪರೀಕ್ಷೆಗಳಿಗೆ ಗೈರು ಹಾಜರಾಗುವುದು ನಿಯಮಗಳ ಉಲ್ಲಂಘನೆಯಾಗಿರುವುದರಿಂದ ಯಾವುದೇ ಒಂದು ದಿನ ಪರೀಕ್ಷೆಗೆ ಗೈರುಹಾಜರಾದರೂ, ಲಿಖಿತ ಕಾರಣಗಳನ್ನು ನೀಡಿ ಗೈರು ಹಾಜರಿಯನ್ನು ಸಮರ್ಥಿಸಬೇಕು. ಅನಾರೋಗ್ಯವೇ ಕಾರಣವಾಗಿ ಪರೀಕ್ಷೆಗೆ ಗೈರು ಹಾಜರಾದರೆ ವೈದ್ಯಕೀಯ ಪ್ರಮಾಣ ಪತ್ರ ಅಗತ್ಯ. ಆದರೆ ವೈದ್ಯಕೀಯ ಪ್ರಮಾಣ ಪತ್ರವನ್ನು ನೀಡಿದ ಮಾತ್ರಕ್ಕೆ ಹಾಜರಿಯನ್ನು ಕೊಡಲಾಗುವುದಿಲ್ಲ.

ಹುಡುಗನ/ಹುಡುಗಿಯ ಹಾಜರಾತಿ ಹಾಗೂ ಶಿಕ್ಷಣ ಮಟ್ಟದ ಬೆಳವಣಿಗೆ ಅತ್ಯಪ್ಪಿಕರವಾಗಿದೆ ಎಂದು ತಿಳಿದಾಗ ಹೆತ್ತವರು / ಪಾಲಕರು ವಿದ್ಯಾರ್ಥಿ ಕ್ಷೇಮಪಾಲಕ ಹಾಗೂ ಇತರ ಅಧ್ಯಾಪಕರನ್ನು ಭೇಟಿ ಮಾಡಿ ಸಮಾಲೋಚನೆ ನಡೆಸಲು ಕೋರಲಾಗಿದೆ.

ವಿದ್ಯಾರ್ಥಿಗಳಿಗೆ 75% ಹಾಜರಾತಿ ಇಲ್ಲದಿದ್ದಲ್ಲಿ ಆ ವಿದ್ಯಾರ್ಥಿಗಳು ಅಂತಿಮ ಪರೀಕ್ಷೆಗೆ ಅನರ್ಹರಾಗುತ್ತಾರೆ. ಅವರನ್ನು ಕಾಲೇಜಿಗೆ ಹಿಂತೆಗೆದುಕೊಳ್ಳಲಾಗುವುದಿಲ್ಲ.

ಹೆತ್ತವರು / ಪಾಲಕರು ಕಾಲೇಜಿನಲ್ಲಿ ನಡೆಯುವ ಎಲ್ಲಾ ಸಮಾರಂಭಗಳಲ್ಲೂ ಶಿಕ್ಷಕ - ರಕ್ಷಕ ಸಭೆಗಳಲ್ಲೂ ಭಾಗವಹಿಸಿ, ಕಾಲೇಜಿನ ಕಾರ್ಯಕ್ರಮಗಳಲ್ಲಿ ತಮ್ಮ ಆಸಕ್ತಿಯನ್ನು ತೋರಿಸಬೇಕೆಂದು ವಿನಂತಿ.

ತಮ್ಮ ಮಕ್ಕಳ ಗೈರು ಹಾಜರಿಯ ಹಾಗೂ ಕೆಳಮಟ್ಟದ ಅಂಕಗಳ ಬಗ್ಗೆ ಹೆತ್ತವರಿಗೆ ಹಾಗೂ ಪಾಲಕರಿಗೆ ಮುನ್ನೆಚ್ಚರಿಕೆಯನ್ನಿತ್ತರೂ, ವರ್ಷದ ಕೊನೆಯಲ್ಲಿ ಹೆತ್ತವರು/ಪಾಲಕರು ಈ ಬಗ್ಗೆ ತಮ್ಮ ಅಸಮಾಧಾನವನ್ನು ಸೂಚಿಸುತ್ತಾರೆ. ವಿದ್ಯಾರ್ಥಿಗಳ ಅಂಕಪಟ್ಟಿಯನ್ನು ಸಪ್ಟೆಂಬರ್ ಹಾಗೂ ಫೆಬ್ರವರಿ ತಿಂಗಳುಗಳಲ್ಲಿ ಕೊಡಲಾಗುವುದು. ಕೆಲವು ವಿದ್ಯಾರ್ಥಿಗಳು ಅಂಕಪಟ್ಟಿಯನ್ನು ಹೆತ್ತವರಿಗೆ ತೋರಿಸುವುದೇ ಇಲ್ಲವಾದುದರಿಂದ, ಇಂತಹ ಸಂದರ್ಭದಲ್ಲಿ ತಾವಾಗಿಯೇ ಕಾಲೇಜಿಗೆ ಬಂದು ಮಕ್ಕಳ ಫಲಿತಾಂಶವನ್ನು ಅರಿತು ಕೊಳ್ಳುವುದು ಸೂಕ್ತ.

ಶೈಕ್ಷಣಿಕ ಪ್ರವಾಸದ ಸಂದರ್ಭದಲ್ಲಿ ಹೆತ್ತವರಿಗೆ ತಿಳಿಸಲಾಗುವುದು. ಪ್ರಾಂಶುಪಾಲರ ಅನುಮತಿಯಿಲ್ಲದ ಪಿಕ್‌ನಿಕ್, ಪ್ರವಾಸಗಳು ಶಿಕ್ಷಾರ್ಹ ಅಪರಾಧವೆಂದು ಪರಿಗಣಿಸಲಾಗುವುದು.

ಹೆತ್ತವರು/ಪಾಲಕರು ತಮ್ಮ ಮಕ್ಕಳಿಗೆ ಕಾಲೇಜಿನ ಉಡುಗೆ-ತೊಡುಗೆಗಳ ನಿಯಮದ ಬಗ್ಗೆ ತಿಳಿ ಹೇಳುವುದು.

ಕಾಲೇಜಿನ ಬಗ್ಗೆ ಹೆಚ್ಚಿನ ಮಾಹಿತಿ ಪಡೆಯಲು ಕಾಲೇಜಿನ ವೆಬ್‌ಸೈಟ್‌ನ್ನು ಸಂಪರ್ಕಿಸಬಹುದು. **www.stalloysius.edu.in**

LIBRARY RULES (UG)

1. The College Library will be open from 8.30 a.m. to 5.30 p.m. on all working days and on Saturdays from 8.30 a.m. to 1 p.m.
2. Application for books should be made in the prescribed borrower's call slip from the Library.
3. Books of two categories are given for home reading **viz. general books and reference books**. General books belong to the following sections: Poetry, Prose, Biography and Fiction. All others are reference books.
4. **General books** will be issued to students on all working days. Application should be submitted before the first period and books will be issued at the end of the morning session. They are to be returned promptly within ten days. A fine of one rupee will be imposed for every additional day's delay thereafter.
5. **Reference books** may be borrowed on all working days. Applications should be submitted between 8.30 a.m. and 5.00 p.m. Those who apply before 10.00 a.m. can collect the books after 11.00 a.m. Books applied between 10.00 a.m. and 2.00 p.m. will be issued after 3.00 p.m. on the same day, and books applied after 2.00 p.m. may be collected after 4.00 p.m. or on the next day before 10.00 a.m.

Reference books may be kept for a period not exceeding ten days. They must be returned by 2 p.m. on the due day. A fine of one rupee will be charged for every additional day's delay thereafter.
6. If the library book is not returned within 30 days, a fine of one rupee per day will be charged for a duration of 15 days. For further delay, the rate of fine will be progressive.

7. A student who has borrowed the book is held responsible for it and any damage done to it. He/She shall not write anything or make any mark on them. He/She is expected to examine the book which he/she receives and report immediately to the Library staff if any damage found in it. Otherwise he/she shall be held responsible for any damage found later.
8. Students are not permitted to lend books to others, whether in or out of the College. If this rule is violated the student concerned may lose the privileges of the library.
9. Students may borrow magazines and other reading materials at the Periodicals Section/Library Counter. They must return these at the respective counter before leaving the Library. Students are advised not to absent classes and sit in the library.
10. Reference Section is meant for individual study. Open access facility is available in the Reference Section. Students are not allowed to take their personal belongings inside the Reference Section. They are expected to carry their ID cards to use the Reference Section.
11. Internet browsing facility and photocopy facility is available in the library.
12. Absolute silence must be observed in the Library and the Reading Rooms.
13. **Students will be required to produce their identity card when the books and other reading material is issued to them.**

LIBRARY RULES (PG)

The library is a place of learning. Students are welcome to spend their time in the library doing useful work such as reviewing journals, reference books and preparing for seminars, exams etc. In order to effectively cater to the staff and student community the following rules and regulations have been formulated

- ◆ The PG Library will be kept open from 8.30 a.m. to 8.00 p.m. on all working days and from 8.30 a.m. to 6.00 p.m. on Saturdays
- ◆ The Library consists of three sections: an open access Reading and Borrowing Section, Reference Section and Periodicals Section
- ◆ Entry into the library is only for the bonafide students and staff with valid Identification cards.
- ◆ Library users must sign the entry register as they enter the library and should keep their belongings at the property counter.
- ◆ Readers are allowed to take only loose sheets of paper and writing material to the library reading room.
- ◆ Books could be taken from the shelves for reading. If books are taken out from the shelf for reading, they should be kept at the same place so as to avoid misplacement. They could be also kept outside of the shelves on the tables provided for this purpose
- ◆ Every student will be given 4 borrowers cards on submission of an application for membership
- ◆ Application for books should be made in the prescribed borrower's applications to be had from the which can be procured from the PG library.

- ◆ If the user wants to take books for home reading he/she can do so after making the necessary entries and obtain an EXIT PASS for each book. Before leaving the library, the borrower should handover these exit passes to the security staff at the library exit
- ◆ Books can be borrowed by students on all working days between 8.30 a.m. and 5.00 p.m. and between 8.30 a.m. and 1.00 p.m. on Saturdays
- ◆ Books may be kept for a period not exceeding 10 days. They must be returned before the due date. A fine of one rupee per book per day will be imposed for the first 10 days and Rs. 5 for each days delay thereafter
- ◆ Books, journals and question paper sets could be borrowed for photocopying after making necessary entries and obtaining exit passes for each item. Such books and other reading materials should be returned within 4 hours of taking and before 4.30 p.m. on the same day
- ◆ A reader to whom a book has been issued is held responsible for it and for any damage done to it. He/she should not write anything or make any mark therein. He/she is expected to examine the book which he/she borrows and report immediately to the library staff any damage found in it. Otherwise he/she shall be held responsible for any damage that may be detected later and may even be asked to replace a new copy of the book
- ◆ Library users are not permitted to lend books to any one, whether in or out of the college
- ◆ Students are required to produce their identity card when the books and other reading materials are issued to them.

- ◆ Reference Section is meant for individual study. A student can take only 2 books at a time from the reference section for reference
- ◆ Readers need to enter the details of the books, journals, question paper sets, projects reports etc. in the reference register before taken for reading
- ◆ Books should not be misplaced. After reading, books should be returned to the staff in the reference section
- ◆ Current journals and magazines are available in the periodicals section for reading. They are not to be lent out under any circumstances. Photocopy of journal articles may be obtained on request
- ◆ Use of mobile phones, movement of library furniture, bringing food items of any kind and eating in the library is strictly prohibited
- ◆ Strict silence must be observed in the library

AIMIT LIBRARY

- ◆ Timings : 8.00 a.m. to 11.00 p.m.
- ◆ Tickets are issued in accordance to the number of subjects per semester
- ◆ Outsiders may attain corporate library membership by paying annual fee of Rs.500/- They will be allowed to only refer the books
- ◆ In addition to this each department have their individual libraries and the rules should be followed accordingly

FEE REGULATIONS (UG/PG)

1. The tuition fees for the year are payable in one installment, not later than the day specified on the notice board. Every student shall be liable to pay the fees of the entire year if his/her name is on roll during any part of the year.
2. If a student fails to pay his fee within 8 days after the day fixed for payment, a fine at the rate of Rs. 50.00 per day will be levied. If the fee is not paid within 15 days, the students name shall be struck off the rolls. If re-admitted, the fees and fines due from him will be charged again
3. A receipt signed with the date, by the person deputed by the Principal, shall be issued for every payment made.

The following are the particulars regarding fees :

Tuition Fees (UG) :

Tuition Fees	I Year	II Year	III Year
B.A., B.B.A., B.Com.	₹ 1880/-	₹ 1880/-	₹ 1880/-
B.Sc. & B.C.A. (Inclusive of Lab. Fees)	₹ 2400/-	₹ 2400/-	₹ 2400/-

Miscellaneous fees-payable with tuition fees (UG) :

II & III Year Degree B.A/BBA/B.Com	₹ 1820/-
II & III Year Degree BSc./BCA	₹ 1800/-
I Year Degree B.A./ B.Com/ BBA	₹ 2720/-
I Year Degree B.Sc./ BCA	₹ 2700/-

4. No refund of college fee :

Students leaving the college in the middle of the course cannot claim any refund of fees already paid. Students who wish to leave the college in the middle of the course, must pay the full fees of the entire course.

5. If a student leaves College during a term, he shall have no right to claim a refund of any portion of the fee.

Payment of examination fees does not entitle the candidate the right to appear for the examination. The candidate has to submit the application within the last date prescribed by the College and fulfil the requirement of satisfactory attendance, academic progress and conduct. A candidate who does not satisfy these requirements will not be permitted to write the examinations.

6. Applications for scholarships and fee concessions should be made to the Principal in the prescribed form. Selection of candidates for scholarships and fee concessions will be made on the basis of academic merit and financial status of the family. The fee concessions and scholarships are granted by the Government and College subject to regular attendance, good conduct and satisfactory progress. However these benefits can be withdrawn, even after the grant of these benefits if the above conditions are not fulfilled.

Students with family income of less than Rs. 44,500/- per annum and wish to apply for fee concession should submit their applications in the prescribed form duly completed in all respects while paying the fees. Applications will not be accepted later.

In case the attendance and progress of the student is not satisfactory, he/she will be asked to pay the fees.

ವಿದ್ಯಾರ್ಥಿಯ ಕುಟುಂಬದ ವಾರ್ಷಿಕ ಆದಾಯ ರೂ. 44,500/-ಗಿಂತ ಕಡಿಮೆ ಇದ್ದಲ್ಲಿ, ಕಾಲೇಜಿಗೆ ಸೇರುವಾಗಲೇ ಶುಲ್ಕ - ರಿಯಾಯಿತಿ ಅರ್ಜಿಯನ್ನು ಕೊಡಬೇಕು. ಈ ಅರ್ಜಿಯನ್ನು ಪರಿಶೀಲಿಸಿ ಯುಕ್ತವೆಂದು ಕಂಡು ಬಂದಲ್ಲಿ ಪಾಠಶುಲ್ಕ ಹಾಗೂ ಪ್ರಯೋಗಶಾಲೆ ಶುಲ್ಕಗಳಲ್ಲಿ ರಿಯಾಯಿತಿಗಳನ್ನು ನೀಡಲಾಗುವುದು. ನಂತರ ಬಂದ ಅರ್ಜಿಗಳನ್ನು ಸ್ವೀಕರಿಸಲಾಗುವುದಿಲ್ಲ.

7. A student who enjoys a scholarship from the Government or from any other agency, already, will not be eligible for the College Scholarship or concession.

CERTIFICATES (UG/PG)

1. All applications for certificates must be made to the Principal in writing. They should contain the following particulars.
 - a) The student's name with initials.
 - b) The date of joining the College and the class to which the student was originally admitted.
 - c) The class in which the student was studying at the time of leaving, the date of leaving the College and his/her register number.
 - d) The language under Part I and the optional subjects under Part II.
 - e) The University Exams passed with Reg. Nos. and the year of passing.
2. The following are the fees charged.

a) Conduct Certificate	₹ 150.00*
b) Age Certificate	₹ 100.00*
c) Transfer Certificate	₹ 200.00*
d) No-Dues etc.	₹ 150.00*
e) Bonafide Certificate	₹ 100.00*
f) Study Certificate (Existing Students)	₹ 100.00*
g) Study Certificate (Passed out Students)	₹ 200.00*

Following certificates may be applied through Registrar

- | | |
|--|-----------|
| a) Provisional Marks Card | ₹ 200.00* |
| b) Provisional Pass Certificate | ₹ 200.00* |
| c) Provincial Rank Certificate | ₹ 200.00* |
| d) Syllabus Attestation (per copy) | ₹ 300.00* |
| e) Duplicate Marks Card (per Marks Card) (PG) | ₹ 900.00* |
| Duplicate Marks Card (per Marks Card) (UG) | ₹ 600.00* |
| f) Consolidated Marks Card (per semester) (PG) | ₹ 900.00* |
| Consolidated Marks Card (per semester) (UG) | ₹ 600.00* |
| g) Corrections in Marks Card (per semester) (PG) | ₹ 900.00* |
| Corrections in Marks Card (per semester) (UG) | ₹ 600.00* |

h) N.C.L. Removal (PG)	₹ 900.00*
N.C.L. Removal (UG)	₹ 600.00*
i) Board Valuation (per subject) (PG)	₹ 1,700.00*
j) Transcript Copy (First Copy)	₹ 1500.00*
(₹500 per Additional Copies)	
k) Rejection of Results (including) (PG)	₹ 2500.00*
Practical examinations) (per semester)	
l) Rejection of Results (UG)	₹ 1300.00*
m) Attestation - WES (First Copy)	₹ 1200.00*
(300 Additional copies)	

* *If taken in person*

Postage charges are extra. Certificates can be sent only by registered post. Current registration postage charges should be sent with the application, along with the fee.

3. Certificates will not be issued in less than 48 hours notice. They will not be handed over to unauthorised persons.
4. A conduct certificate is issued only when a student withdraws from College. It will not be issued as a matter of right but has to be earned by the student by his conduct and behaviour during the College course.
5. Students may apply for the Transfer Certificate through the Head of the Institution to which they are admitted. In such cases, the Transfer Certificate will not be given in hand. It will be sent by registered post to the concerned Head of the

Institution. In addition to the application the student is required to pay ₹ 50 towards postage charges.

6. Attestation of certificate copies will be done by the Directors of each block.
7. Provisional Marks Card /Pass Certificate / Duplicate / Consolidated / NCL removal in the Marks Card / will be issued in the office of the Controller of Examinations.
8. Transcript will be issued at counter no. 2 for UG Students and at the PG office for PG Students. The fee charged for the first copy of the transcript is ₹ 1500/-. Subsequent copies will be charged ₹ 500/- each. Student verification of WES ₹ 1200/-. Student verification other than WES is done through 'Direct verification system' in the official College website: **www.stalloysius.edu.in**
9. Students who join other Universities will be required to produce their migration certificate. To get this it is necessary to take a No-Dues Certificate from the college and pay the prescribed fee to the University.
10. For the Provisional Degree Certificate from the University apply to along with necessary fees and reply postage:

Registrar (Evaluation)

Mangalore University

Mangalagangothri

Konaje - 574 199

General principles regarding precautions to be taken by students (SOP):

1. Students who have travelled from long distances/other districts and states shall fill a questionnaire regarding the status of Covid-19 in their family, village, town, city, district and state. They will ensure that they have subjected themselves to adequate days of quarantine. They are expected to share the history of the pandemic in their vicinity
2. All students are expected to carry their own pocket sanitizers, water bottles and wear masks. Students are not to be admitted into the gate without wearing masks. Students will be given orientation on proper ways of wearing, removing and washing masks.
3. Every student shall present themselves for thermal screening test before entering the gates of the premises.
4. Social Distancing is to be strictly maintained in all common places in the campus like tree parks, parking lots, near entries to buildings, classrooms, examination halls, libraries and cafeteria. The Covid-19 Vigilance Squad will have a surveillance mechanism to identify persons who violate the procedures. Students are strictly warned against clustering and crowding together in the campus.
5. All students shall attend training sessions organized by the College on the guidelines and regulations issued from time to time.

6. While coughing and sneezing, mouth and nose has to be covered with tissues and the used tissues are to be disposed of into the bins with lids.
7. In case of symptoms like fever, irritation in the throat and dry cough, the student concerned is expected to inform the authority concerned or Covid-19 volunteers immediately.
8. Students who are in the immediate proximity of a Covid-19 patient are advised not to come to the campus and take necessary precautions by staying home or subject themselves to prescribed duration of home quarantine.
9. Students commuting/travelling to College from distances are expected to wear gloves and not touch their eyes, nose and mouth; they shall place their cell phone in their pockets during their entire travel and sanitize their hands without fail once they reach the campus.
10. Students are always expected to maintain and ensure the prescribed physical distance of one meter between them and their classmates/other students.
11. Students shall understand that they are not to fear or panic because of the pandemic but take above mentioned precautions seriously and follow them to mitigate the pandemic.

LIST OF SCHOLARSHIPS & THEIR ELIGIBILITY CRITERIA	
Type	Eligibility
Food & Accomodation	Category I - Income limit ₹ 2,50,000 per annum
Fee Concession	Category IIA, IIIA, IIIB- Income limit ₹ 1,00,000 per annum
Post Matric	For further details visit www.karepass.cgg.gov.in
Post Matric Minority	50% and above marks - only for muslim, Christian, Jain, Buddhists, Sikh Students. (https://scholarships.gov.in)
Beedi Workers	Total monthly income is ₹ 10,000 or below. (https://scholarships.gov.in)
Yenepoya Scholarship	Any degree income limit 2,00,000/- annum.
Physically Handicapped	Only for physically handicapped students
English / Kannada major	Pass in II PUC in first attempt, student of English / Kannada major - 75% marks
National Merit	Student with the highest marks in the examination
Fee Reimbursement for minority Students	60% and above marks - only for muslim, Christian, Jain, Buddhists, Sikh Students annual income should not exceed ₹ 2,00,000
Ex-Servicemen	Children of ex-servicemen and in-servicemen
Vidyasiri	For minority students annual income should be below ₹ 2,00,000
SC / ST Post Matric	Annual income is ₹ 2,50,000 or below, student of Karnataka state

SC / ST Mangalore City Corporation	Student of Mangalore City Corporation, ₹ 2,00,000 per annum
Anglo Indian Community	Only for Anglo Indian students
C.S. Crawford	Children of Coffee estate employee
Sanchi Honnamma	Only for girl students, Min. marks - Urban: 60%, Rural: 50%, SC/ST, Cat.1: 45%
Sir C.V. Raman	Student studying Phy., Chem., Maths, Bot., Zoo. (any 2 subjects), Min. agg. marks 65% in PUC (SC / ST-60%)
EBL	Category 1, minimum 5km. distance between college and home, 75% attendance every month,
Dhirubhai Ambani Scholarship	Only for physically challenged students
Karnataka Science & Tech.	70% marks in PCMB at PU, presently student of PCM or CBZ
Sitaram Jindal Foundation marks	Eligible for boys securing above 70% & girls 60%
Ambedkar National Merit Award	Only for SC Students.
G.S.B. Students	Highest Marks
Incentives to minority students	90% and above marks
Educational loan for minorities	Any degree
Mangalore City Corp. 7.25%	All those who come under Mangalore City Corp. limits, income ₹ 2,00,000.
Single girl child	Refer www.ugc.ac.in
Fee Concession	SC/ST Students
Sports	
Note: Students are requested to apply for the above scholarships online. Kindly see the Scholarship Notice board for updates.	

GOVERNING BODY OF THE COLLEGE		
Name	Designation	Category
CHAIRMAN Rev. Fr Melwin Joseph Pinto SJ	Vice President, MJES	Management
MEMBERS Fr Denzil W Lobo, SJ	Secretary, MJES	Management
Rev. Dr Melwyn S Pinto SJ	Director, AIMIT	Management
Fr Leo DSouza SJ	Director, Laboratory of Applied Biology	Management
Fr W. Marcel Rodrigues SJ	HOD, Dept of Journalism	Management
Mr Lawrence Pinto	HOD, Physics	Senior Teacher
Dr John Edward DSilva	Director-Xavier Block	Senior Teacher
Prof. Hemalatha Balram	Jawaharlal Nehru Centre for Advanced Scientific Research, Bengaluru - 560064	UGC Nominee
Rev. Dr Daniel Fernandes SJ	Principal, St Joseph's College of Commerce Bengaluru	Educationist
Prof. Rajendra Chenni	Professor of English Kuvempu University	Educationist
Dr Anil Pinto	Registrar, Christ University, Bengaluru	Educationist
Prof. Valerian Rodrigues	Former Ambedkar Chair, Ambedkar University, New Delhi	Educationist
Dr Shakeel Ahmad	Joint Secretary University Grants Commission	Educationist
Prof. S.M. Dharmaprakash	Dept of Physics, Mangalore University	University Nominee
Joint Director	Dept of Collegiate Education	Govt Nominee
Rev. Dr Praveen Martis SJ	Principal	Secretary
Dr Alwyn DSa	Registrar (In charge)	Ex-Officio
Fr Vincent Pinto SJ	Finance Officer	Ex-Officio

ACADEMIC COUNCIL MEMBERS

CHAIRMAN

- Rev. Dr Praveen Martis SJ, **Principal**

SECRETARY

- Fr W. Marcel Rodrigues SJ, HOD - Dept of Journalism

REGISTRAR (In Charge) & CONTROLLER OF EXAMINATIONS

- Dr Alwyn DSa

EX-OFFICIO

- | | |
|---------------------------|------------------------------|
| • Rev. Dr Melwyn Pinto SJ | Director - AIMIT |
| • Dr John Edward DSilva | Director - Xavier Block |
| • Dr Richard Gonsalves | Director - LCRI Block |
| • Dr Loveena Lobo | Director - Maffei (IT) Block |
| • Dr Denis Fernandes | Director - Arrupe Block |
| • Dr Norbert Lobo | Director - Admin. Block |
| • Ms Rita DCosta | Office Manager |

NOMINEES OF MANGALORE UNIVERSITY

- | | |
|--------------------|---------------------------|
| • Prof. Y Narayana | • Prof. H Gangadhara Bhat |
| • Dr Nirmal Raju | |

EXPERTS – NOMINATED

- | | |
|-----------------------------|---|
| • Dr M Abdul Rahiman | Former V. C.
Kannur & Calicut Universities |
| • Mr M P Noronha | Advocate, Mangaluru |
| • Prof. Aloysius Sequeira | Head, Dept of Humanities, Social
Sciences and Management, NITK |
| • Mr Ranjan Rao | Advocate, Mangaluru |
| • Prof. Indrani Karunasagar | Director, Nitte University, DK |
| • Prof. Rameela Shekhar | Mental Health Professional, Mangaluru |
| • Prof. Cletus DSouza | Former Chairman, Dept of
Biochemistry, Mysore University |
| • Prof. Rajaram Tolpadi | Director, Nehru Study Centre
Mangalore University |

INDUSTRIALISTS – NOMINATED

- | | |
|----------------------|--------------------------------|
| • Mr Jeevan Saldanha | Spectrum Industries, Mangaluru |
| • Mr Walter DSouza | Former Chairperson, FIEO |

HEADS OF ALL UG AND PG DEPARTMENTS

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- Rev. Dr Praveen Martis SJ
- Dr Alwyn DSA
- Fr Vincent Pinto SJ

Rector
Principal
Registrar -in charge
& Controller of Examinations
Finance Officer

DIRECTORS

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- Dr John Edward DSilva
- Dr Denis Fernandes
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- Dr Loveena Lobo
- Dr Norbert Lobo

AIMIT
Science Block
Arrupe Block
LCRI Block
Maffei (IT) Block
Administrative Block

DEANS

- Dr Prakash Kamath
- Mr Harsha Paul
- Dr Manuel Tauro
- Dr Ravindraswami
- Ms Arati Shanbhag
- Dr Rose Veera DSouza
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- Ms Mamatha
- Dr Ishwara Bhat
- Dr Vincent Mascarenhas
- Dr Senek DSouza
- Dr P P Sajimon
- Dr Rowena Wright
- Prof. Santhosh Rebello
- Ms Flona Soans

Faculty of Physical Sciences
Faculty of Biological Sciences
Faculty of Commerce
Faculty of Computer Application and Animation
Faculty of Business Administration
Faculty of Humanities
Dean of Research and Innovation
Dean, Entrepreneurship and Counsultancy
Dean, Student Welfare
Dean, International Programmes
Dean, Human Resources
Dean, PG Studies (SAC Campus)
Dean, MBA
Dean, MCA
Dean, Training, Placement & Careers

HOSTEL OFFICIALS

- Fr Cyril DMello SJ
- Fr W. Marcel Rodrigues SJ
- Fr Sujay Daniel SJ

Director of Gents Hostel
Director of PG Ladies Hostel
Director of UG Ladies Hostel

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(Student Activities and Intercollegiate Competitions)

- Dr Ishwara Bhat - **Dean**
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- Dr Sudha Kumari
- Ms Suchitra
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- Ms Karen DSouza
- Ms Arati Shanbhag
- Ms Sandhya Sirsikar
- Ms Jyothi Vaz

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		Dr Richard Gonsalves
		Dr Norbert Lobo
		Dr Loveena Lobo
Deans	-	Dr Rose Veera DSouza
		Mr Harsha Paul
		Dr Prakash Kamath
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		Dr Senek DSouza
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		Mr Lawrence J M Pinto
		Dr Ambarish C N
		Dr Santhosh W Goveas
		Dr Jyothi Miranda
		Dr Ratan Mohunta
		(Director, Students' Council)
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		Ms Priya Monteiro
		Ms Joan Rita O'Brien
		Dr Mukund Prabhu
		Dr Narayana Moolya
		Dr Rose Veera DSouza
		Dr Priya Shetty
		Mr Donnet DSouza
		Dr Shalini Aiyappa
		Dr Deena DSouza
		Ms Shobha
		Dr Ronald Nazareth
		Dr Aruna Kalkur T
		Ms Prafulla
		Ms Shilpa Shetty
		Ms Zeena DSouza
		Ms Claret Pereira
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NAAC Co-ordinator	-	Dr Jayaprakash Gowda
Office Manager	-	Ms Rita DCosta
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IQAC Co-ordinator	-	Mr Naveen Mascarenhas
NAAC Co-ordinator	-	Dr Jayaprakash Gowda
Research Co-ordinator (LAB)	-	Dr Shashi Kiran
PG Office	-	Ms Marina Misquith
Librarian	-	Mr Udaya
Placement Dean	-	Ms Flona Soans
* There will be a separate PG Staff Council for AIMIT Campus		

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- Mr Naveen Mascarenhas - **Co-ordinator** and Member Secretary
- Mr Harsha Paul - **Deputy Co-ordinator**
- Ms Rajani Suresh - Co-ordinator - AIMIT Campus
- Dr Alwyn D'Sa - Registrar (In Charge) & Controller of Examinations

External expert members

- Mr Allen C A Pereira, Former Chairman and Managing Director, Bank of Maharashtra
- Dr Rio DSouza G L - Principal, St Joseph's Engineering College, Vamanjoor, Mangaluru
- Mr Gerard Peter Colaco - Partner, Colaco and Aranha, Mangaluru
- Dr Kishori Nayak K, Professor, Dept. of English, Mangalore University
- Mr Prakash Rao, Proprietor, Kalbavi Cashews, Mangalore

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- Fr Vincent Pinto SJ - Finance Officer
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- Dr Richard Gonsalves
- Dr Norbert Lobo
- Dr Suresh Poojary
- Ms Mamatha
- Dr Ishwara Bhat
- Dr Jayaprakash Gowda
- Dr John Edward DSilva
- Ms Rita DCosta
- Dr Loveena Lobo
- Dr Senek DSouza

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- Dr Suresh Poojary
- Dr Ronald Nazareth
- Mr Donnet DSouza
- Mr Santhosh Rebello
- Ms Rita DCosta
- Dr Chandrashekar Shetty
- Dr John E DSilva
- Dr Denis Fernandes
- Mr Harsha Paul
- Dr Norbert Lobo
- Ms Kavitha
- Dr Shwetha Rasquinha
- Dr Rowena Wright
- Mr Udaya
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- Dr John Edward DSilva Xavier Block
- Dr Denis Fernandes Arrupe Block
- Dr Norbert Lobo Administrative Block
- Dr Richard Gonsalves LCRI Block
- Dr Loveena Lobo Maffei (IT) Block

ACADEMIC FORMATION OF THE STAFF

- Dr Senek DSouza - **Convenor**
- Dr Loveena Lobo - **Asst. Convenor**
- Mr Harsha Paul
- Dr Rose Veera DSouza
- Dr Manuel Tauro
- Dr Ronald Nazareth
- Dr Dinesh Nayak

CAMPUS MINISTRY

(AICUF, CLC, Counselling, Retreats & Liturgical Services)

- Rev. Dr Praveen Martis SJ - **Principal**
- Fr Felix Victor SJ - **Co-ordinator & Campus Minister**
- Mr Anup Denzil Veigas - **Programme Co-ordinator**
- Fr W. Marcel Rodrigues SJ
- Ms Lynn M Pinto
- Mr Paul DSouza
- Ms Alita M DSa
- Mr Alwin DSouza
- Ms Renita C Menezes
- Dr Santhosh Wilson Goveas
- Mr Manuel Souza
- Ms Saritha Crasta
- Dr Lyned Dafney Lasrado
- Dr Alwyn DSa
- Mr Lawrence Pinto
- Dr Roshan Monteiro
- Ms Jeshma N DSouza
- Ms Sharal Rodrigues
- Mr Joel Melrick Fernandes
- Mr Sonal Steevan Lobo
- Mr Royal Praveen DSouza
- Dr Vinola Rodrigues
- Ms Sharon DSouza

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- Ms Kavitha - **Co-ordinator**
- Dr Rose Veera DSouza
- Dr Prakash Kamath
- Ms Arati Shanbhag
- Mr Vishal Nayak
- Mr Harsha Paul
- Dr Manuel Tauro
- Dr Ravindra Swami K
- Dr Lyned Lasrado

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- Dr Dinesh Nayak - **Co-ordinator**
- Ms Vinola S Sequeira - **Asst Co-ordinator**

CAREER GUIDANCE

- Dr Senek DSouza - **Co-ordinator**
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- Ms Caroleena Janefer
- Ms Arati Shanbhag
- Ms Jennifer Quadras
- Mr Edmund Frank
- Mr Royal Praveen DSouza
- Mr Sharath Kumar Shetty
- Dr Rita Crasta

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- Rev. Fr Melwin Joseph Pinto SJ - **Director**
- Dr Shwetha Rasquinha - **Co-ordinator**
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- Ms Margaret Philomena Fernandes 9483460116

LISTENING & LEARNING CENTRE (Extension of Dept of Psychology)

- Rev. Fr Melwin Joseph Pinto SJ - **Director**
- Dr Shalini Aiyappa - **Co-ordinator**
- Ms Wilma Neetha Vaz
- Ms Sharon DSouza

COLLEGE CALENDAR & HAND BOOK

- Dr Santhosh Wilson Goveas
- Ms Jennifer Maria Quadras

COLLEGE PROPECTUS

- Mr Manuel Souza

ONLINE ATTENDANCE

- Mr Yatish Ravindra Rao - **Co-ordinator**
- Ms Elvita Jean Castelino - Office

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- Dr Nilakanthan V K

COMMUNITY RADIO SARANG 107.8 FM 2449744

- Rev. Dr Melwyn S Pinto SJ - **Director** 8861758170
- Mr Abhishek Shetty, MCMS., - Senior Programme Co-ordinator/
Kannada Programme Producer 9743082922
- Mr Roshan Crasta, B.A., - Konkani Programme Producer 9980438393
- Mr Edward Lobo - Field Programme Co-ordinator 8197131471
- Mr Saifulla Kuttar, B.B.M. - Beary Programme Producer 8792127948
- Ms Bindiya Kulal, B.A. - Tulu Programme Producer 9686392283
- Ms Shwetha I, MCJ - Radio Promotional Executive 9844630825
- Ms Evita Plavina Lobo, M.Com. - Receptionist/ Accountant 7760394349

EC/CC ACTIVITIES

- Mr Ashok Prasad - **Co-ordinator**
- Dr Narayan Bhat - **Assistant Co-ordinator**
- Mr Chethan Shettigar - **Assistant Co-ordinator**
- All UG Directors, Deans and HODs

ACTIVITIES OF CLASS GUIDES

- Dr Narayan Moolya - **Co-ordinator**

**COORDINATORS FOR CAT/MAT COACHING CLASSES/
PROFESSIONAL COURSES/ACCA/CIMA**

- Mr Akshith Kumar
- Mr Shakin Raj
- Ms Metilda V Pais
- Mr Sonal Steevan Lobo

INTER-CLASS COMPETITIONS - UTSAV

- Mr Shakin Raj - **Co-ordinator**

COLLEGE FESTS

- Dr Ishwara Bhat - **Co-ordinator**

RESEARCH COMMITTEE

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- Dr Chandrashekar Shetty - **Research Co-ordinator, Science**
- Dr Vishanz Pinto - **Research Co-ordinator, Humanities**
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- Dr Rose Veera DSouza
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- Dr Raghavendra S N
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- Dr Lyned Lasrado
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- Ms Arati Shanbhag
- Ms Caroleena Janefer
- Dr Rowena Right
- Dr Narayan Bhat
- Dr Hemalatha
- Dr Asha Abraham
- Ms Metilda Pais
- Dr Joyce Lobo
- Dr Vidya DSouza
- Mr Santhosh Rebello
- Mr Sharath Shetty
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- Dr Raghavendra S M

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- Fr Felix Victor SJ - **Co-ordinator** : Theology & Value Education
- Mr Harsha Paul - **Coordinator** : Studies in Environment
- Dr Rose Veera DSouza - **Co-ordinator** : Studies in Human Rights & Constitution
- Dr Shalini Aiyappa - **Co-ordinator** : Studies in Gender Equity

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- Dr Shwetha Rasquinha - **Chief Co-ordinator**
- Dr Deena DSouza - Administrative Block
- Ms Sonal DSouza - Xavier Block
- Mr Preema Tauro - Arrupe Block (BBA)
- Ms Zeena DSouza - Arrupe Block (Commerce)

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- Dr Shwetha Rasquinha - **Co-ordinator**
- Dr Deena DSouza
- Ms Shilpa B
- Mr Alwin DSouza
- Dr Lyned Dafney Lasrado
- Ms Caroleena Janefer
- Ms Deepti Mithal Lobo

RESEARCH JOURNALS

- Dr N Girish - Editor, *Alshodhana*
- Dr Loveena Lobo - Editor, *Deeksha*
- Rev. Dr Oswald Mascarenhas SJ - Editor, Aloysius Journal
of Management and Research
- Rev. Dr Melwyn S Pinto SJ - Editor, *Amar Konkani*

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- Dr Jayaprakash Gowda - **Asst Election Commissioner**

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- Dr Rose Veera DSouza
- Ms Shobha
- Dr Girish N
- Dr Aruna Kalkur T
- Ms Arati Shanbhag
- Dr Ruban S

INSTITUTE OF KONKANI

- Rev. Dr Melwyn S Pinto SJ - **Executive Director** 8861758170
- Mr Joachim Pinto 9845608394
- Ms Carol Monteiro 9632490225

MENTORS FOR NON-KARNATAKA STUDENTS

- Mr Manuel Souza - **Co-ordinator**
- Ms Shurthi P S
- Ms Jyothi Vaz
- Mr Donnet DSouza
- Ms Maria Shaila DSouza

OVERSEAS/INTERNATIONAL STUDENTS

- Ms Renita DSouza - **Mentor & Co-ordinator**
- Ms Reji John - **Asst. Co-ordinator**

OBSERVATORY (AL-SOLORIUM)

- Dr Chandrashekar Shetty - **Co-ordinator**
- Mr Shawn DSouza • Mr Harshith B
- Dr Prakash Kamath

INTERNAL COMMITTEE (IC)

- Ms Zeena DSouza - **Chairperson**
- Dr Mauel Tauro } Internal Teaching Staff
- Dr Asha Abraham }
- Ms Rita DCosta } Non Teaching Staff
- Dr Senek DSouza }
- Ms Merlyn Martis - External Member (DEEDS - NGO)
- Gavin Abner Pinto - President Students' Council UG
- Ms Jacqueline J Mascarenhas - Post Graduate Representative
- Ms Navya Denis - Research Scholar, Dpt of English

STAFF GRIEVANCE CELL

- Dr Narayan Bhat - **Co-ordinator**
- Dr Loveena Lobo

STUDENT GRIEVANCE CELL

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- Ms Caroleena Janefer
- Dr Aruna Kalkur T
- Ms Jennifer M Quadras

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- Ms Rachael Natasha Mary • Ms Prafulla
- Ms Priya Monteiro • Ms Josna L Susan
- Ms Suchithra • Dr Aruna Kalkur T
- Ms Jenessa Cinora DSouza • Dr Priya Shetty
- Dr Vinola Rodrigues • Ms Laveen Crasta

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- Dr Ratan Tilak Mohunta - **Director**
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- Mr Paul DSouza
- Mr Sonal Lobo
- Ms Sonal DSouza
- Ms Premalatha Shetty

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- Dr Narayan Moolya - **Asst Co-ordinator**
- Dr Narayan Bhat
- Dr Santhosh W Goveas
- Ms Archana Yashodhar
- Mr Praveen N
- Mr Paul DSouza
- Mr Arjun Prakash
- Ms Preema Tauro
- Ms Vinola Sequeira
- Mr Alwyn S Misquith
- Ms Maria Shaila DSouza
- Ms Pooja

WOMEN'S FORUM

- Ms Renita DSouza - **Co-ordinator**
- Ms Roicy Rekha Braggs
- Ms Helma Rodrigues
- Dr Divya Shetty
- Ms Niveditha

CERTIFICATE COURSES

- Dr Prakash Kamath - **Co-ordinator**
- Ms Vanaja A
- Dr Shalini Aiyappa
- Mr Shawn DSouza
- Mr Royal DSouza
- Dr Mukund Prabhu
- Dr Vidya DSouza

COLLEGE WITH POTENTIAL FOR EXCELLENCE (CPE)

- Mr Naveen Mascarenhas - **Co-ordinator**
- Dr Denis Fernandes
- Dr Ronald Nazareth

STAR COLLEGE SCHEME

- Dr Ronald Nazareth - **Co-ordinator**

STRIDE SCHEME

- Dr Alwyn DSa - **Co-ordinator**

SEMINARS/ CONFERENCES

- Dr Ronald Nazareth - **Co-ordinator**

UGC PARAMARSH SCHEME

- Dr Vincent Mascarenhas - Dean, International Programmes, St Aloysius College (Autonomous) Proposed Accreditation Ambassador
- Mr Walter DSouza - Former Chairperson of FIEO (Federation of Indian Export Organisations) - Proposed Expert Member
- Mr Jeevan Saldanha - Former President, Kanara Chamber of Commerce - Proposed Expert Member
- Dr Praveen Martis SJ - Principal, St Aloysius College (Autonomous)
- Fr Vincent Vinto SJ- Finance Officer, St Aloysius College (Autonomous)
- Dr Jayaprakash Gowda - NAAC Coordinator, St Aloysius College (Autonomous)
- Mr Naveen Mascarenhas - IQAC Coordinator, St Aloysius College (Autonomous)

OFFICE OF THE REGISTRAR / CONTROLLER OF EXAMINATIONS

0824-2449745, 2449700 Extn : 122

- **Dr Alwyn DSa - Registrar** (In Charge) & Controller of Examinations 9834216802
registrar@staloyisus.edu.in, alwy6569@gmail.com
- **Dr Santhosh Goveas** - Chief Superintendent of Examinations (UG/PG) 9448724682
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- Ms Janet Sushma, BA., Clerk
- Ms Veena Lobo, Clerk
- Ms Shwetha R Pinto, B.Com., Clerk
- Ms Venita R. Rodrigues, Clerk
- Mr Sudhakara, Office Assistant
- Ms Daisy Diana Lobo, Clerk

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- **Dr Santhosh Goveas - Chief Superintendent of Examinations (UG/PG)**
- **Fr Marcel Rodrigues SJ - Chairman, Malpractice Enquiry Committee**
- Mr Chethan Shettigar- Chief Examination Co-ordinator
- Ms Vanaja A - Asst. Co-ordinator
- Dr Ambarish C N - Asst. Co-ordinator
- Dr Nilakanthan V K - Chief Examination Co-ordinator (PG)
- Dr Vidya Vinutha DSouza - Asst. Co-ordinator (PG)
- Ms Premalatha Shetty - Chief Co-ordinator - Central Valuation
- Ms Renita Menezes - Co-ordinator-Examination Coding & Tabulation

Mr Harsha Paul, Dr Vishanz Pinto, Dr Manuel Tauro, Dr Lyned Lasrado, Ms Anupriya Shetty, Ms Claret Periera, Ms Caroleena Janefer, Ms Preema DCunha, Mr Suresh Peters, Mr Denis Rebello, Ms Nirmala Pinto

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- Dr Ambarish C N - **Asst. Co-ordinator**

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- Dr Vidya Vinutha DSouza - **Asst. Co-ordinator**

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- Dr Beena Dias- **Asst. Co-ordinator**

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- Mr Alwyn Misquith
- Ms Helma Rodrigues
- Mr Arun DSouza

(PG)

- Mr Joyan DSouza
- Ms Shilpa Lekha S

AIMIT

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- Dr Hemalatha

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- Dr Gerald DSilva
- Ms Suchetha V.
- Dr Jyothi Miranda
- Ms Renita DSouza
- Ms Maria Shaila
- Ms Anupriya
- Mr Justine James

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- Ms Ashwini and Dr Sana Sheik (UG)
- Mr Aravind Prabhu and Mr Roshan Suvaris (AIMIT)

EXAMINATION CODING & TABULATION (UG/PG)

- Ms Renita Menezes and Ms Melvita Leema Baretto (UG)
- Ms Preema Cealla Pais (PG)
- Dr Dhanajaya and Ms Annapoorna Shetty (AIMIT)

Co-Curricular Associations (UG)

No	Associations	Presidents 2020 -21	Department
1	Al-Ca-Na	Ms Shameena K A	Biochemistry
2	Al - Lure	Ms Pooja	Commerce
	Unit - I	Mr Arjun Prakash	Commerce
	Unit - II	Mr Arwin Sandesh DSouza	Commerce
		Mr Mohammad Thauseef	Commerce
3	Astro Club	Mr Harshith B	Physics
4	Bio-Science Association	Dr Sana Sheik	Botany
		Ms Rashmi	Botany
5	Chemalgam Association	Ms Ranjitha	Chemistry
		Ms Rachael Natash	Chemistry
6	Commerce Association	Ms Metilda Veronica Pais	Commerce
	Unit I	Ms Sarita Crasta	Commerce
	Unit II	Ms Renita Aranha	Commerce
		Ms Poojari Nisha Gopal	Commerce
7	Computer Animation	Mr Sathish Nayak	BCA
		Ms Jeshma DSouza	BCA
8	Electronics Club	Mr Shawn Ajay DSouza	Physics
9	Genotech Association	Ms Renita Maria DSouza	Biotech
10	Hindi Sangha	Ms Roicy R Braggs	Hindi
		Dr Mamatha N R	Hindi
11	Hopkin's Literary Club	Mr Manuel Souza	English
		Ms Josna Liyana Susan	English
12	Humanities Association	Ms Disharag Shetty	Psychology
		Ms Joan Rita OBrien	Sociology

13	IT Club	Mr Royal Praveen DSouza Ms Renita C Menezes	BCA BCA
14	Kannada Sangha	Dr Sudha Kumari Ms Avilla V Pinto	Kannada BCA
15	Konkani Sangha Unit I Unit II	Ms Flora Castelino Mr Olwin DSouza Ms Sharol S Rodrigues Ms Severine Pinto	Konkani Economics Commerce English
16	Maths Forum	Ms Rakshitha K Ms Rollin Vaz	Mathematics Mathematics
17	Microgen	Dr Vaishali Rai M	Microbiology
18	Management Association Unit I Unit II	Ms Ashitha J Pinto Ms Grace Mary Jose Ms Prakrithi A Shetty Ms Ananth Rohit Bhat P	BBA BBA BBA BBA
19	Nature Club	Ms Karen DSouza Dr Rachana B	Zoology Zoology
20	Sanskrit Sangha	Ms Vinaya Durga M Mr Prashantha K	BCA Sanskrit
21	Tulu Koota	Ms Bharathi R Ms Akshitha	Commerce Botany
22	Wikipedia Association (Kannada, Tulu, Konkani)	Dr Vishwanatha Badikana Mr Santhosh Notagar	Kannada BCA

Extra Curricular Associations (UG)

No	Associations	Presidents	Department
1	AICUF	Mr Anup Denzil Veigas Ms Alita Maria DSA Ms Vinola Sandra Sequeira Ms Melvita Leema Baretto	English English Economics Mathematics
2	Al-Care	Ms Deshel L Fernandes Ms Lynn Marceline Pinto	Commerce English
3	Al-Fine Arts	Mr Joel Melrick Fernandes Ms Vidya Kumari Ms Suchitra	BBA BCA Commerce
4	Al-Madhyam Unit I Unit II	Ms Bhavya Shetty Ms Shruthi P S Mr Reuben Jason Machado Ms Divya Deepthi Monteiro	Journalism English Journalism Chemistry
5	CLC	Ms Jenessa Cinora DSouza Ms Preema Maria DCunha	B.Voc. B.Voc.
6	Dance Association	Ms Sandhya U Sirsikar Ms Swetha S Mangalath	Hindi Journalism
7	Dramatics Unit I Unit II	Dr Dinesh Nayak Ms Binni Chan Ms Sonal Caren DSouza Mr Avinash N	Kannada BBA Statistics Economics
8	Ecology Club	Ms Shilpa B Mr Kiran Vati K	Botany Zoology
9	Forum-The Speakers Club	Mr Manoj Dyson Fernandes Ms Sai Divya Darshan	BBA English
10	Harmony	Mr Sonal Steevan Lobo Ms Fathima Masna	BBA English
11	Human Rights	Ms Maria Shaila DSouza Dr Joyce Sabina Lobo	Political science
12	Music Association Unit I Unit II	Ms Florin Shelomith Soans Ms Felicia Martis Ms Amritha O Ms Jyothi S Vaz	Economics Statistics Physics Chemistry

13	Quiz Association Unit I Unit II	Mr Praveen N Ms Vanaja A Ms Caroleena Janefer Ms Ashwini	BCA BCA Commerce Chemistry
14	Sahodaya Unit I Unit II	Ms Smitha D K Dr Roshan F DSouza Ms Shaila Priya Rodrigues Ms Rebecca Rex Earnest	Commerce Chemistry Mathematics English
15	World Youth Parliament	Mr Glavin T Rodrigues Ms Priya George A	Zoology BCA

Statutory Associations (UG)

No	Associations	Presidents	Department
1	Heritage Club	Ms Archana Yashodhar Mr Yathish R Rao	BCA BCA
2	NCC Army Wing	Lt Shakin Raj	Commerce
3	NCC Navy Wing	S/Lt Hariprasad Shetty	Zoology
4	NCC Air Wing	Mr Alwyn Misquith	Economics
5	NSS Unit I Unit II	Mr Alwyn DSouza Ms Preema V Tauro Ms Nandini Ms Carrel Sharel Pereira	Political Science BBA Chemistry Economics
6	Rangers	Ms Sahana Ms Helma Rodrigues	Chemistry Commerce
7	Red Cross	Ms Premalatha Shetty Mr Reji John	BCA Economics
8	Rovers	Mr Akshith Kumar Mr Paul DSouza	Commerce Commerce
9	Sports & Games	Ms Soumya T N Mr Arun DSouza	Sports & Games Sports & Games

Coordinator for CC/EC activities: Mr Ashok M Prasad, Department of BCA

Note:

- Presidents are given detailed guidelines regarding activities and awarding marks.
- Marks are awarded at three Levels – Level A, Level B & Level C. **If there is no adequate attendance at Level A, marks under Level B & Level C will not be awarded.**
- No Attendance or Marks can be claimed without furnishing a Valid Certificate of representing the College. (A maximum of two representations in a semester are permitted during EC/CC Activities).

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Human Wellness Forum	Dr Roshan Monteiro	MSW
Kirana - The CD Forum	Dr Shwetha Rasquinha	MSW
Al-Empower-HR Forum	Dr Vidya DSouza	MSW
Bionex	Ms Cyble M Siqueira	Biochemistry
Lit-o-Sphere	Dr Girish N	English
Phoenix	Dr Kumara K	Physics
Matrix	Dr D Shubhalakshmi	Mathematics
Alchemy	Ms Preema Cealla Pais	Chemistry
Freshco	Ms Sherin Mathew	Food Science
Amartha	Ms Aswini T	Economics

SAACMAC	Ms Renita Joyce Fernandes	M.Com
Finanza	Ms Joylina J Correa	M.Com (Finance & Analytics)
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Magis IT	Ms Laveena C Crasta	IT Students Social Responsibility Forum
SIG Group	Ms Manimozhi R	Special Interest on Technology
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Counselling services are provided to students and parents. Students may seek help from the counsellors for a variety of concerns including : surviving in College, improving relationship with family, friends, room-mates, making important decisions about one's personal life, dealing with painful feelings like loneliness, depression etc. Absolute confidentiality will be maintained regarding counselling services. Students will have to meet their respective Counsellors on a regular basis. The following are the trained Counsellors of the College. Please feel free to seek their help and support.

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Ms Laveena DSouza, M.Com., Clerk	9035774659
Ms Lavina Lydia Pinto, M.Com., Clerk	9591227749
Ms Jyothi DSouza, B.A., Clerk	9901401553
Ms Elvita Castelino, B.Com, Clerk	7411524331
Ms Jacintha Crasta, B.A., Clerk	8197004636
Mr Suresh Peters, Office Assistant	8197352870
Mr Ashok Rancy Mascarenhas, Office Assistant	9845189184
Mr Anil Lobo, Office Assistant	9686412643

SAC ARRUPPE OFFICE (UG)

Mr Denis Rebello, B.A., Clerk	9449935743
Ms Preema DSouza, M.Com., Clerk	8951996411
Ms Laveena P DSouza, B.A., Clerk (Arrupe Office)	9164938248
Ms Delna Miranda, M.Com., Clerk (Arupe Office)	9108869104
Mr Glenvy A DSouza, System Administrator	9901790903
Mr Henry Almeida, Office Assistant	9448500444

SAC REGISTRAR'S OFFICE - 7892654657

Ms Nirmala Pinto, B.Com, Clerk	9886010779
Ms Janet Sushma DSouza, B.A., Clerk	7259583016
Ms Veena Lobo, Clerk	9611920858
Ms Shwetha Reni Pinto, B.Com, Clerk	9743883187
Ms Venita Rodrigues, M.Com, Clerk	9850833607
Ms Daisy Diana Lobo, B.Com, Clerk	9620990887
Mr Sudhakara, Office Assistant	9902190231

SAC FINANCE OFFICE - 6366713662

Ms Divya DSouza, B.Com, Clerk	9663466047
Ms Ashwitha Monteiro, M.Com, PGDHRM, Clerk	7338506482
Ms Nisha Rita Lobo, M.Com, Clerk	7795685723
Ms Melita Reshma Rodrigues, B.Com, Clerk	8762364945

SAC PG OFFICE - 0824-2449709

Ms Marina Misquith, B.A., Clerk	8792635855
Mr Stany DCunha, M.Com, PGDCA, Clerk	9480102912
Ms Jacinta Rita DSouza, Office Assistant	9980535206

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FOREIGN COLLABORATION CELL OFFICE**

Ms Monika Crasta, B.A. (NAAC - Clerk)	9482146988
Mr Nevil Kishan DSouza, B.Com (B.Voc -Clerk)	7349090763
Ms Sharil Jacklin Castelino, B.Sc (Research - Clerk)	9741632870
Ms Nivya Treema Sequeira, M.Com (Foreign Collaboration Cell - Clerk)	9535723849

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Mr Stany DSouza	8971020759
Mr Herman Joslie Mascarenhas	8217771994
Mr Joseph Kumar	9916228050
Mr Joachim DCosta (Electrician)	9945990507
Ms Mary Anthony	9611701732
Mr Lawrence P	9844094609
Ms Celestine DSouza	8277148674
Mr Chinnappa	9741334877
Ms Laveena Lobo	9945851879
Mr Pusparaj (Driver)	9845639882
Ms Gretta Sequeira	9844392974
Ms Rajani C	9448871955
Ms Savitha	7760270913
Ms Sandhya DCosta	9241116754
Mr Steevan DSouza	9495953257
Ms Selestine DSouza	7760240334
Mr Arun DSouza	9449134315
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Mr Prasad, Electrician	9844049292
Mr Roshan D'Silva, Technician cum Driver	9900771236
Mr Venugopal D.E., Electrician	9945852947
Mr Yashawanth, Plumbing / Asst. Electrician	9945554872
Mr Keshav Poojari, Bus driver	9008385596

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Ms Nalini, Sweeper	9972771378
Mr Roshan Ferrao, Attender	9741854709
Mr Arun Pinto, Attender	9743254851
Mr Kaviraj, Attender	9481140707
Mr Harish, Attender	8050124054
Ms Rekha DSouza, Attender	0824-2280810
Ms Sunitha DSouza, Attender	8904485541
Ms Cicilia Lewis, Attender	
Ms Philomena DSouza, Sweeper	9945489983
Ms Sunitha Prabhakar, Sweeper	916451018
Ms Clara Rodrigues, Sweeper	
Ms Jyothi DSouza, Sweeper	9741162339
Mr Chandrahas Shetty, Farm Attender	9945769683
Ms Padmavathi, Farm Labourer	
Ms Suma Achari, Farm Labourer	9901563244

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Fr Joy Pradeep Rodrigues SJ, Director	9611333574
	joyprasj@stalloysius.ac.in
Ms Shreeraksha, Ladies Hostel Warden	8147832628
	shreeraksha@stalloysius.ac.in
Mr Clifford D'Costa, Gents Hostel Warden	8007539211
	clifford@stalloysius.ac.in

ODD SEMESTER TIME TABLE									
Days	9.00- 9.55	10.00-10.55	11.00-11.55	11.55-12.55 Lunch	1.00-1.55	2.00-2.55	3.00-3.55	4.00-4.55	
Monday									
Tuesday									
Wednesday									
Thursday									
	9.00- 9.55	10.00-10.55	11.00-11.55	11.55-12.55	1.00-1.55 Lunch	2.00-2.55	3.00-3.55	4.00-4.55	
Friday									
	9.00- 9.55	10.00-10.55	11.00-11.55	12.00-12.50					
Saturday									

EVEN SEMESTER TIME TABLE								
Days	9.00- 9.55	10.00-10.55	11.00-11.55	11.55-12.55 Lunch	1.00-1.55	2.00-2.55	3.00-3.55	4.00-4.55
Monday								
Tuesday								
Wednesday								
Thursday								
	9.00- 9.55	10.00-10.55	11.00-11.55	11.55-12.55	1.00-1.55 Lunch	2.00-2.55	3.00-3.55	4.00-4.55
Friday								
	9.00- 9.55	10.00-10.55	11.00-11.55	12.00-12.50				
Saturday								

RECORD OF ABSENCE											
NAME : CLASS : REG. NO. :											
SPECIMEN SIGNATURES : Father Mother..... Guardian											
Date of Absence	SESSIONS								REASON	Signature of Parent/ Guardian with date	Signature of Class Guide with date
	AM				PM						
	1	2	3	4	5	6	7	8			
Initial of the lecturer concerned											
Initial of the lecturer concerned											
Initial of the lecturer concerned											
Initial of the lecturer concerned											
Initial of the lecturer concerned											

RECORD OF ABSENCE											
NAME : CLASS : REG. NO.											
SPECIMEN SIGNATURES : Father Mother..... Guardian											
Date of Absence	SESSIONS								REASON	Signature of Parent/ Guardian with date	Signature of Class Guide with date
	AM				PM						
	1	2	3	4	5	6	7	8			
Initial of the lecturer concerned											
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RECORD OF ABSENCE											
NAME : CLASS : REG. NO. :											
SPECIMEN SIGNATURES : Father Mother..... Guardian											
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	AM				PM						
	1	2	3	4	5	6	7	8			
Initial of the lecturer concerned											
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Initial of the lecturer concerned											
Initial of the lecturer concerned											

RECORD OF ABSENCE											
NAME : CLASS : REG. NO.											
SPECIMEN SIGNATURES : Father Mother..... Guardian											
Date of Absence	SESSIONS								REASON	Signature of Parent/ Guardian with date	Signature of Class Guide with date
	AM				PM						
	1	2	3	4	5	6	7	8			
Initial of the lecturer concerned											
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RECORD OF ABSENCE											
NAME : CLASS : REG. NO.											
SPECIMEN SIGNATURES : Father Mother..... Guardian											
Date of Absence	SESSIONS								REASON	Signature of Parent/ Guardian with date	Signature of Class Guide with date
	AM				PM						
	1	2	3	4	5	6	7	8			
Initial of the lecturer concerned											
Initial of the lecturer concerned											
Initial of the lecturer concerned											
Initial of the lecturer concerned											
Initial of the lecturer concerned											

RECORD OF ABSENCE - EXTRA-CURRICULAR ACTIVITIES											
NAME :		CLASS :				REG NO :					
Date of Absence	SESSIONS								REASON	Signature of President with date	Signature of Class Guide with date
	AM				PM						
	1	2	3	4	5	6	7	8			
Initial of the lecturer concerned											
Initial of the lecturer concerned											
Initial of the lecturer concerned											
Initial of the lecturer concerned											

Those who participate in College activities will be considered for attendance, provided the Attendance Certificate signed by the concerned teacher is obtained and submitted at Counter No.8 within THREE days. Delayed Certificates will not be accepted.

RECORD OF ABSENCE - EXTRA-CURRICULAR ACTIVITIES													
NAME :		CLASS :				REG. NO :				Signature of President with date		Signature of Class Guide with date	
Date of Absence	SESSIONS								REASON				
	AM				PM								
	1	2	3	4	5	6	7	8					
Initial of the lecturer concerned													
Initial of the lecturer concerned													
Initial of the lecturer concerned													
Initial of the lecturer concerned													
Initial of the lecturer concerned													

RECORD OF ABSENCE - EXTRA-CURRICULAR ACTIVITIES													
NAME :				CLASS :				REG. NO. :		Signature of President with date		Signature of Class Guide with date	
Date of Absence	SESSIONS								REASON				
	AM				PM								
	1	2	3	4	5	6	7	8					
Initial of the lecturer concerned													
Initial of the lecturer concerned													
Initial of the lecturer concerned													
Initial of the lecturer concerned													
Initial of the lecturer concerned													
Initial of the lecturer concerned													

ATTENDANCE FOR INTER-COLLEGIATE COMPETITIONS											
NAME :		CLASS :				REG. NO. :					
Date of Absence	SESSIONS								REASON	Signature of President with date	Signature of Class Guide with date
	AM				PM						
	1	2	3	4	5	6	7	8			
Initial of the lecturer concerned											
Initial of the lecturer concerned											
Initial of the lecturer concerned											
Initial of the lecturer concerned											
Initial of the lecturer concerned											
Initial of the lecturer concerned											

INTERCOM NUMBERS OF THE COLLEGE CAMPUS

A BLOCK			
Operator	9	MCMS	403
Principal	100	MA Economics	404
Admin office(UG)	102	Canteen	405
UG Library	105	MSW HOD	406
Finance Office	107	PG Library	407
Maintenance Officer	108	Sports & Games	411
Co-op. Store	109	M.Com	412
Kannada Dept.	111	IGNOU	413
English Dept.	113	PGDBM	419
Hindi Dept.	114	MSW Library	510
Director (Dr Norbert Lobo)	115	Director	
Psychology Dept.	116	(Dr Loveena Lobo)	517
Journalism Dept.	118	M.Sc Maths	522
Arts(Economics)	119	ARRUPE BLOCK	
Arts(Poli.Sc, History & Sociology)	120	Commerce Staff Room III	331
Registrar/ Controller of Examinations	122	Commerce Dean	501
BCA Dept.	221	Commerce Staff Room I	502
Radio Sarang	227	Commerce Staff Room II	503
Security (Main gate)	500	BBA Dean	504
ALOYSEUM		BBA Staff Room I	505
Konkani Institute	112	BBA Staff Room II	506
SAC Co.Op.Society	716	Lift	508
MAFFEI (IT) BLOCK		NAAC / IQAC Office	515
SACAA Office	106	Director (Dr Denis Fernandes)	519
Computer Lab	110	Centre for Social Concerns	520
MSW Staff Room	400	XAVIER BLOCK	
PG Office	401	Director (Dr John E D'Silva)	200
MA English	402	Biochemistry / Biotechnology	202
		Biochemistry / Biotech. Lab	203

Botany	207	General Chemistry Lab	617
Botany Lab	208	Lift	611
UG Chemistry	209	DEGREE EVENING COLLEGE	
UG Chemistry Lab	210	Principal	130
UG Electronics	211	Office	131
Electronics Lab	212	Library	132
Maths / Sanskrit/ Statistics	213	Language Room	134
Microbiology	214	Commerce Faculty	135
Microbiology Lab	215	HIGH SCHOOL	
UG Physics Dept.	216	Headmaster	350
UG Physics Lab	217	Cashier (Office)	351
Analytical Chemistry Lab	218	Head Clerk (Office)	352
Zoology Dept.	219	Asst. Headmaster	353
Zoology Lab	220	Counsellor	354
Biotechnology Lab	223	Staff Room	355
Research Co Ordination Centre	521	Computers	356
Fr. Leo's Lab (Dept. Appl.Biology)	622	Library	357
Lift	123	Evening High school	358
LOYOLA (LCRI) BLOCK		Swimming Pool	624
Food Science & Tech Staff Room	601	<i>Notes</i>	
Food Science & Tech Lab	602		
Biochemistry Dept.	604		
Biochemistry Lab	605		
Biotechnology Dept.	607,608,609		
Director (Dr. Richard Gonsalves) (Kaushal Kendra & LCRI)	610		
Physics Staff Room	613		
Physics Lab	614		
Analytical Chemistry Staff Room	616		

College Anthem

Comrades, raise a joyful chorus
Loud and glad your hearts outpour
While the love of Alma Mater
Bids our grateful song up-soars
While we pledge to stand united
True to her for evermore

Her's the glorious gifts we've treasured
Love of faith and learning store.
Sword and shield to strike and shelter
Till life's double fight is o'er.
Till from out the deadly combat
We come victors evermore.

Mother like for all her children
Help of Heaven she doth explore
Whether rest they 'neath her mantle
Or fare distant from her door.
Like a kindly spirit watching
Over them evermore.

High up on the hill of idgah,
Stands the home our hearts adore,
Proud above the pride of palm trees,
And the far sea's softened roar,
Hill and deep and palm abiding,
Our examples ever more.

Louder, louder swell the chorus
For the happy days of yore,
For the hopeful toiling present
And the years that lie before,
For the name and fame and honour
Of our mother evermore.

By the God whose greater glory,
Governs still thy life and lore,
By the love thou give'st thy children
And the light that thou dost pour,
Prosper thou, dear Alma Mater,
Aye for ever, evermore.



1. St Aloysius Chapel
2. Degree Administrative Block
3. College Auditorium
4. Arrupe Block : Commerce & Management
5. Marfei Centre & IT, Bank & Canteen
6. Radio Sarang
7. Centenary Ground
8. Xavier Block : Science & Research
9. Loyola Centre For Research & Innovation
10. PG Ladies Hostel
11. Staff Quarters : Non-teaching
12. B.Ed College
13. High School Auditorium
14. Swimming Pool
15. High School
16. Jesuit Residence
17. Primary School
18. Primary School Auditorium
19. Ladies Hostel
20. Teaching Staff Quarters
21. T.I.I
22. AL-Vana Biodiversity Park
23. Aloysius Museum, Konkani Institute
24. PUC Science Block
25. PUC Gonzaga Block (Main Block)
26. Hostel / PU Ground
27. Gents Hostel
28. Gonzaga CBSE School
29. Loyola Hall
30. PU - Canteen
31. Gonzaga Stadium

