HANDBOOK & ACADEMIC CALENDER 2018-19



HOLY CROSS COLLEGE

AGARTALA, TRIPURA

Affiliated to Tripura University (A Central University)
Accredited by NAAC with 'A' Grade



HOLY CROSS COLLEGE

(Estd. in 2009)

Affiliated with Tripura University (A Central University)
An ISO-9001: 2015 Certified Institution
Accredited by NAAC with 'A' Grade

Jubatara, P.O. Lembucherra, Mohanpur Road, Agartala – 799 210

Phone: (0381) 2865222, +91 94023 15672 website: www.holycrosscollege.in e-mail: principalhcagt@gmail.com

HAND BOOK

&

ACADEMIC CALENDAR

2018 - 2019

DEPARTMENT OF TEACHER EDUCATION (B.Ed.)

(Estd. in 2015)

Recognized by NCTE

P.O. Durjoynagar, Airport Road, Agartala - 799009

Phone: (0381) 2342555 website: www.hccte.in

OFFICE HOURS

Principal's Office: 11.00 am to 01.00 pm College Office: 09.00 am to 04.00 pm

No business will be transacted on holidays

COLLEGE HOURS

1st Shift: 08.00 am to 02.00 pm 2nd Shift: 10.45 am to 04.30 pm

This Handbook & Diary is to be brought to College everyday

PROGRAMMES OFFERED AT HOLY CROSS COLLEGE:

- B.Ed (Teacher Education)
- BBA (Business Administration)
- ❖ B.Com. Hons.
- Eng. Hons
- Pol. Science Hons.
- Sociology Hons.
- History Hons.
- Hindi Hons.
- Philosophy
- Zoology Hons
- Human Physiology Hons.
- Botany Hons.
- Physics Hons.
- Psychology
- Education
- BA (Pass with any three of the following)
 (English. Sociology, Pol. Science. Economics, Philosophy, Hindi, and psychology)
- Certificate Courses in Spoken English, French Language, Skill Development
 - a) Data Entry
 - b) Front Office
 - c) Basic Computer Skills

Courses Under Consideration

BA.LLB

- ❖ BA -B.Ed
- B. Com. LLB
- ❖ BSc-B.Ed
- B.S.W. (Social Work)
- ❖ BCom B.Ed
- Economics Hons.
- Geography
- Journalism & Mass Comm



THE CONSTITUTION OF INDIA

PREAMBLE

WE THE PEOPLE OF INDIA, having solemnly resolved to constitute India into a SOVEREIGN SOCIAL SECULAR DEMOCRATIC REPUBLIC and to secure to all it's citizens:

JUSTICE, social, economic and political;

LIBERTY of thought, expression, belief, faith and worship

EQUALITY of status and of opportunity;

and to promote among them all,

FRATERNITY assuring the dignity of individual and the unity and integrity of the Nation;

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

MY INDIA PLEDGE

India is my country, All Indians are my brothers and sisters.

I appreciate and celebrate our cultural, linguistic, ethnic and religious diversity.

Living together in love and peace is our strength.

Justice for everyone and opportunity for all is my vision. Inclusive education and global learning is my aspiration.

Any form of hatred and violence is against my ethical principles.

I want to grow in democratic space guaranteed by my constitution.

I respect the dignity of all as children of God.

I appreciate the rights and duties of all citizens of this great country.

I welcome the global opportunities to learn labour and live the joy of life.

As fellow citizens of the 21st century, we are committed to the common destiny of a beautiful world of love, Justice and fraternity.

"And we know that in all things God works for the good of those who love him, who have been called according to his purpose.

- Romans 8 : 28

PERSONAL DETAILS

Stamp Size Photo

1.	Name		
2.	Course	Year	
3.	Admission No		
4.	Date of Birth		
5.	E-mail:		
6.	Mobile number	Blood Group	
7.	Aadhar No		
8.	Name, Designation, & the Address	ses of Parent / Guardian	
	Name		
	Address		
	Tel. No.(O)	.Aadhar No	
	Mobile		
	Occupation of Father		
	Occupation of Mother		
9.	Specimen signatures of Parents or Guardians		
	Father	Mother / Guardian	
	Initial	Initial	
10.	Religion	SC/ST/OBC/PWD	
11.	Nationality		
12.	12. Bus Point		
Signature of the Student			
Date			

DAILY PRAYER



Our father in Heaven, Holy be your name;
Your Kingdom come, Your will be done,
On Earth as it is in heaven.
Give us today our daily bread, Forgive us our sins,
As we forgive those who sin against us
Do not bring us to the test
But deliver us from evil.

Amen

→ PRAYER BEFORE CLASS → PRAYER BEFORE CLASS

O God, Who are truth/ and the origin of all knowledge, thank you giving us this new day./ We offer you this day/with all that is in store for us./ Inspire our authorities and teachers/ that they may guide us in the right way/ and teach us true wisdom. Bless our studies and other activities of the day/ Enlighten our minds/ strengthen our memories/ and direct our wills towards what is right/ Grant us to seek TRUTH always/ and make us truly wise.

Amen

→%≪≫¾ PRAYER AFTER CLASS →%≪≫¾

O God,/ infinite wisdom/ and the source of all knowledge, grant that we may remember/ what we have learned./ We thank you for our authorities and teachers/ and offer you our studies,/ experiences,/ relationships,/ our successes and failures. / Forgive our negligence/ and lack of hard work' and lack of attentiveness in the classroom/ and help us to do better tomorrow/ Give us the courage to follow/the path of TRUTH at all times.

Amen

PRAYER FOR PEACE

Lord make me an instrument of thy peace......

Where there is hatred, let me sow love;

Where there is injury, pardon;

Where there is doubt, faith;

Where there is despair, hope;

Where there is darkness, light;

Where there is sadness, joy;

O Divine Master,

Grant that I may not

So much seek to be consoled as to console, To be understood as to understand,

To be loved as to love

For it is in pardoning that we are pardoned;

And it is in dying that we are born to eternal life.

(St.Francis of Assisi)

PRAYER FOR OUR COUNTRY

CHORUS:

Into that Heaven of freedom, my father, let my country awake.

- 1. Where the mind is without fear and the head is held high.
- 2. Where knowledge is free.
- 3. Where the world has not been broken up into fragments, by narrow domestic walls.
- 4. Where words come out from the depths of truth.
- 5. Where tireless striving stretches its arms towards perfection.
- 6. Where the clear stream of reason has not lost its way into the dreary desert of dead habits,
- 7. Where the mind is led forward by thee into ever widening thought and action.

(Tagore)

THIS WE BELIEVE

Colleges and Universities are not only seats of learning but also promoters of cultural, social, moral and spiritual values of the country so as to enable the students to acquire a good character and a balanced personality. Hence, Holy Cross College proudly proclaims that it will always uphold and teach the following creed:

- We believe in God.
- We believe in human dignity and humanity.
- We believe in the spirit of discipline and dignity of human work.
- We believe that men and women are born with equal rights which do not come from the State.
- We believe in the sanctity of the Family -- the basic unit of society.
- We believe that the citizens have not only rights but also have duties.
- We believe that the Labour and Capital have not only rights but obligations, and in the fulfillment of their obligations, they will complement each other.
- We are opposed to all kinds of violations of individual liberty and private property.
- We believe that liberty is a sacred thing and the law which regulates liberty, is a sacred obligation.
- We believe that academic freedom should not be used as a pretext to teach systems that destroy all freedom.
- We are vigorously opposed to the tenets and tactics of those who want to destroy the essential liberties guaranteed by the Indian Constitution.
- We are vigorously opposed to all forms of racism, gender, discrimination, communal hatred and anarchism.
- We believe in the teachings of Christ. We hold that morality must regulate the personal, familial, economic, political and international life of humanity.

NATIONAL ANTHEM

Jana gana mana adhi nayaka jaya he
Bharatha Bhagya vidhata
Punjab Sindhu Gujaratha Maratha
Dravida Utkala Banga
Vindhya-Himachala Yamuna Ganga
Uchchala Jaladhi Taranga
Tava Shuba name jage
Tava shuba Ashisha mage
Gahe tava jaya gatha
Janagana Mangala dayaka Jayahe
Bharatha bhagya vidhata
Jaya he Jaya he
Jaya Jaya Jaya he

VANDE MATARAM (ENGLISH TRANSLATION)

Thou art the ruler of the minds of all people
Thou Dispenser of India's destiny

The name rouses the hearts of the Punjab, Sind Gujarat and Maratha, of Dravida, Orissa and Bengal
It echoes in the hills of Vindhyas and Himalayas
Mingles in the music of Jamuna and Ganges,
And is chanted by the waves of the Indian sea
They pray for thy blessing and sing thy praise
Thou Dispenser of India's destiny
Victory, Victory, Victory, to thee.

TIPS FOR SUCCESSFUL LIVING

- Believe in yourself
- Learn and excel
- Use time qualitatively
- Be Punctual and Regular to the Classes
- Spend time in the Library
- Develop reading habit (Read Newspapers)
- Wear Identity Card
- Abide by dress code
- Use mobile phones responsibly
- Be generous, courteous and respectful
- Meet the Counsellor to enhance performance
- Participate in Value Education Sessions
- Care for Nature
- Save electricity and water
- Keep the campus clean and tidy
- Be self-disciplined
- Aim high (Dream Big) and believe you CAN.
- Compare your Yesterdays with today and improve yourself.

"A School or a College is a sanctuary where there should be nothing that is base or unholy. Schools and Colleges are factories for the making of character"

-Mahatma Gandhi

ADMINISTRATIVE TEAM

Dr. Fr. Emmanuel Kallarackal, CSCPrincipal

Dr. Fr. Shaji M.L, CSC Vice-Principal

Fr. Sijo Joseph cscAdministrative Officer

SPECIAL RESPONSIBILITES

Dr. Pankaj Chakraborty (Academic Dean & IQAC Co-ordinator)

Dr. Reba Chakravarty (Program Co-ordinator)

Dr. Shankha Shubhra Bhadra (Chair, Examination Committee)

Payel Ghosh (PRO)

DEPT. OF ENGLISH

Moumita Dey (Ph.D. Cand.) HoD. Barnita Majumder (Ph.D. Cand). Elemi Debbarma

Sr. Mariet, FSM Dr. Shreya Ghosh

DEPT. OF BUSINESS ADMINISTRATION

Sushobhan Sengupta (Ph.D, Cand.) HoD Sharmili Chakraborty, (Ph.D. Cand.) Dr. Shankha Shubhra Bhadra Ravi Kumar Singh Subhajit Paul Sriparna Roy Arpana Rani Shil

DEPT. OF SOCIOLOGY

Dr. Sharmistha Chakraborty (HoD) Sentienla Dr. Fr. Shaji M.L, CSC Joel Darlong

DEPT. OF POLITICAL SCIENCE

Sharmistha Rakshit (HoD), (Ph.D. Cand.)
Dr Pankaj Chakraborty
Rajesh Kr. Nath

Jashim Uddin

DEPT. OF COUNSELLING PSYCHOLOGY

Moushumj Jena (HoD)

Fr. Kanikai Jayaraj, CSC

Fr. Devadoss Naidu, CSC

DEPT. OF ZOOLOGY & ENV. Sci.

Dr. Reba Chakraborty (HoD)

Dr. Dilip Nath

Dr. Kalyan De

DEPT. OF HUMAN PHYSIOLOGY

Dr. Sandeep Roy Sarkar (HoD) Diptanu Biswas

DEPT. OF BOTANY

Dr. Dipanwita Choudhuri (Sil) (HoD)

Debasree Lodh

DEPT. OF COMMERCE

Dr. Shankha Shubra Bhadra (HoD) Samir Bhowmik Juhendra Debbarma

DEPT. OF TEACHER EDUCATION

Fr. Dr. Paul Pudusserry, CSC (Director)

Dr. Tomina, N.S. (HoD)

Tapasi Saha

Sukanya Bhattacharjee (Ph.D. Cand.)

Christopher Gerald

Sangita Chakraborty

Biswarupa Dutta (Ph.D Cand)

Sarajit Biswas

HISTORY & HERITAGE

Dr. Sr. Marina, BS, HoD

Dr. Nirmalya Karmakar

COLLEGE LIBRARIANS

Kianguiliu Pamei

Anindita Paul

Partha Debnath (Asst. Lib.)

"Cducation is not the learning of facts, but the training of the mind to think..."

-Albert Einstein

NON-TEACHING FACULTY

OFFICE STAFF

Sr. Vincy, FSM (Receptionist)

Beena Pradeep (Office Supervisor)

Samrat Ratna Sutradhar

(Tech. Asst. & PA to Principal)

Jinesh Augustian (Tech. Assistant)

Sabyasachi Biswas (Accountant)

Tripur Sadhan Jomatla

(Driver & Office Attendant)

Payel Ghosh (PRO)

SUPPORT STAFF

Dipankar Kishore Sinha

(Science Lab & Class Room Asst.)

Sajal Gowala (Electrician)

Rakesh Debnath (Carpenter)

BUS / CAR DRIVERS

Pranab Kumar Saha

Chandan Debnath

Abhjit Bhowmik

Prakash Debbarma

Pintu Debbarma

Nataraj Debnath

Sanjay Debbarma

Sunil Debbarma

BUS-CONDUCTORS

Nabaratan Jamatia (Lib. Attn.)

Ranjit Debnath (Off. Attn.)

Ashish Ghosh (Errands)

Parjoy Tripura (Carpentery)

Sajal Gowala (Electrician)

Rakesh Debnath (Carpenter)

HELPERS/CLEANERS

Purnima Debnath

Ahana Marak

Subha Marak

Suma Paul

Malancha Debnath

Arati Sarkar

Sumit Rabi Das

GARDENERS I WATCHMEN

Praholad Robi Das

Shambhu Rajbhar

Sonthosh Gowalo

Govindo Paul

Sujit Debnath

Aiit Debbarma

Bimal Debnath

Sayan Debbarma

Introduction

Holy Cross College is a private Catholic institution of higher learning, founded, animated and enlivened by the Congregation of Holy Cross. Holy Cross is a community of scholarship and faith, serving in the field of education worldwide since 150 years and in Agartala from 1970. It is anchored by a belief in the inherent dignity of each person. Holy Cross College is owned and managed by Holy Cross Educational Foundation, registered (3612/2000) in accordance with the Societies Registration Act of 1860 to serve efficiently the people of northeast India and Tripura in particular.

Management

A College Managing committee assists the Governing Body of the College for its smooth and efficient functioning.

Aim

To educate the whole personality of the youth, educating their hearts and the minds, so that each Holy Cross student will think, act and lead with courage toward creating a just and peaceful society.

Blessed Basil Moreau (1799-1873)

Basil Moreau the founder of the community of Holy Cross was

born in Laigne-en-Belin, a town in Le Mans, France on February 11, 1799. As a priest

of the diocese of Le Mans and seminary professor, he established the Association of Holy Cross consisting of two societies, one of men (brothers and priests) and the other of women, both having as principal ministries, the education of youth. He was raised to

the status of Blessed by the Church on September 15, 2007 for living heroic virtues in life. Through the leadership of Blessed Basil Moreau Holy Cross contributed greathy for the building up of France that was devastated by the Revolution.

The men and women of Holy Cross maintain educational institutions as well as important social and pastoral ministries in North and South America, Africa and Asia. Holy Cross has a strong presence in Northeast India since 1853, the then undivided India. Holy Cross Universities, colleges and schools across the world are considered excellent institutions of learning.

Blessed Basil Moreau was an educator with very definite ideas about teaching and learning and about curriculum in terms of both content and methodology. "I have always been convinced that the first duty of every teacher is to produce good human beings; society has a greater need for people of values than it has for scholars. Knowledge itself does not bring about positive values, but positive values do influence knowledge and put it to a good use."

Blessed Basil Moreau defined education as something that would make persons better persons with positive human values. When a Holy Cross educator applies his writings to his or her own life situation, he/she tries to translate the founder's words and ideas 'to make persons better persons and better citizens of the society having positive human values.' In the words of Blessed Basil Moreau, "We shall always place education side by side with instruction; the mind will not be cultivated at the expense of the heart."

A BRIEF HISTORY OF HOLY CROSS COLLEGE

Holy Cross College, Agartala, a Catholic English Medium Degree College was established in 2009 by Holy Cross Fathers who are the governing body members of Holy Cross Educational Foundation (2000) which is a registered society under the Societies Registration Act of 1860. This society came into existence with the objective of enabling the members of the Society of the Fathers of Holy Cross to efficiently serve the people of Tripura and northeast India through education. The Registration No. is 3612/2000 and it is valid up to 11/10/2050. Today, this non-profit Foundation (HCEF) has under its umbrella

over a dozen English Medium High Schools and many English Medium Higher Secondary schools serving a student population of over 25,000 in the northeastern states of Tripura, Mizoram, Meghalaya and Arunachal Pradesh. Holy Cross Higher Secondary School, Durjoynagar, Agartala, established in 1970 is our premier educational institution in Agartala, W. Tripura.

Initially the College started functioning at the campus of Holy Cross School as infrastructures were being built up in the new campus at Jubatara. The College is affiliated with Tripura University (A Central University). The Permanent Affiliation Reference number is: No.F.TU/DIR.CDC/HC/48/2015 dated 30.03.2016. All the departments of the College, except the B.Ed (Teacher Education) moved to the new College campus at Jubatara, Lembucherra, Agartala in July 2015. Hon'ble Chief Minister of Tripura, Shri Manik Sarkar officially inaugurated the new campus of the College on July 09, 2015.

The First and Founding Principal of the College is Fr. Emmanuel Kallarackal, CSC and he was ably assisted by Fr. Pinto Paul, CSC, the First administrator of the College who was succeeded by Fr. Joe Paul, CSC, Fr. Thomas Pereira CSC, and Fr. Sijo Joseph CSC. The First Vice-Principal of the College was Fr. Davis Konuran, CSC who was succeeded by Sr. Caron BS, Fr. Benny John, CSC & Fr. Shaji M.L. CSC. Fr. George Kallungal, CSC has served the College as the student councilor from 2009 to 2014.

Holy Cross persons have been serving people in the field of education through Schools, Colleges and Universities for over the last 160 years. They serve a student population ranging from nursery to Ph.D. worldwide. The education that they try to impart to their students is Holistic.

The College had a gradual increase in its enrolments. It began with the enrolment of 57 students in the first year which increased to 900 students in the ninth year. The students hail from all over the state of Tripura and northeast India. Since the college does

not discriminate and accepts students from all strata of society, there is a wide variety of students both girls and boys, students from various ethnic groups, religions, castes and creeds, making the college a miniature and colourful spectrum of the society of Tripura and northeast India. Our students are hailing from the General Category, SC and OBC as well as from the 19 different tribal groups of Tripura. What is special about Holy Cross College is that it's competent and dedicated teaching faculty, through their hard work and mentoring practices try to make the students excel in their studies and other activities and the proof of it is the excellent results the College brought forth continuously in the University examinations since its establishment.

Affiliation

The College is affiliated with Tripura University, (A Central University).

The College Emblem and the Motto

The spirit of the college has been encapsulated in its emblem, which has 6 distinct elements.

- 1. The Cross and anchor signify the Holy Cross identity of the College.
- The symbol of the heart and the book with the burning flame above with its bright red rays signify the Holy Cross charism of 'educating the heart and the mind'.
- 3. The Latin words "Ad Deum Gloria" which is translated as 'To God be glory' signify the goal of education namely making students fully alive as human persons since "the glory of God is human fully alive" (St. Irenius, St. Augustine) emphasizing the commitment of the institution to academic excellence and to form persons of character.

- 4. The motto, 'Manavanama vikasaya samagrahayam sikha' which is translated as 'Holistic education for human enhancement' captures the focus of the College.
- 5. The bamboo signifies the hills and the hills people of the northeast and the paddy represents the plains and the plains people of northeast India.

Abbreviations

VP - Vice Principal

AD - Academic Dean

IQAC - Internal Quality Asurance Cell

SCP - Students' Council President

SCVP - Student's Council Vice- President

HoD - Head of the Department

CAMPUS CULTURE:

Holy Cross College is proud of its eco-friendly, serene and peaceful environment. Smoking and consumption of alcohol and drugs are strictly prohibited. Defacing any part of the campus is treated as an offence. Deeply committed to upholding values system, it expects its students to conduct themselves in a worthy manner in their dress, demeanor and sense of discipline. They must respect their teachers, areeting them when they meet them in or out of the College campus. Students should be seated in their respective classrooms at the stroke of the clock/bell. Action will be taken against students found loitering about in the corridors and making noise. Students are expected to make use of the library during free periods. Movement of students in the corridors of the College buildings during lecture hours is not permitted. Students must possess their identity card and handbook whenever they come to the College and show it to the persons concerned whenever asked for. Students must drive their vehicles always at a moderate speed to avoid any untoward incidents. Students should maintain a sense of decorum and discipline at all times, both inside and outside the campus. Those who are guilty of serious misconduct or whose presence is detrimental to the order and discipline on the campus are liable to be expelled. Code of conduct on the campus includes safeguarding the College Property, keeping the place clean and tidy and following the prescribed dress code. Students should come with clean and proper uniform and avoid Low-waisted pants and dress with modesty and decency.

1. General Norms:

- 1) As Holy Cross is marked by its family spirit, the general behaviour and conduct of everyone in the campus is expected to be dignified and cordial, promoting brotherhood and harmony.
- Ragging is a punishable crime under law and if ragging is found in any form or intimidation of any sort he/she will be expelled forthwith and the law of the land will take its own course of action.

- Students should cultivate the habit of reading the instruction/notice on the notice board everyday as soon as they enter the college campus and before they leave the campus.
- 4) Dress Code: All students are expected to follow the dress code of the College.
- 5) The college campus is a smoke/drug free zone.
- 6) Students are expected to use their cell phones responsibly. Taking advantage of the wifi, they may use their cell phones at the Common Room and outside the buildings. Phone should be in the switched off mode during class hours.
- 7) Students must not join any club or society or involve in any engagements that would interfere with their studies without the prior permission of the "Principal/Vice- Principal / Academic Deen".
- 8) Students are not permitted to play in any sports or cultural team against Holy Cross College team.
- 9) Students are forbidden to organize or attend any meeting within the College, or collect money for any purpose or to circulate among the students any notice or petition of any kind or paste it on the College notice board without the written permission of the Principal.
- 10) Active participation in politics is not compatible with the academic life of students and as such students are not expected to indulge in public activities, which are of a political nature.
- 13) Students will not be permitted to make complaints in a body or present any collective petition, but are welcome to present their case, if any, either individually or through their proper representative.
- 14) Teaching-learning is in English Medium.
- 15) The College offers tutorials for deserving students as per their request and initiatives.
- 16) The college offers transport facilities to those who make the official requisition and pay the fees regularly.

ATTENDANCE

- 1. At Holy Cross College, regular and punctual attendance is absolutely mandatory. If any student is late for his/her class by more than 15 minutes; then, he/she is to be considered absent for that class. Attendance for all classes in a day is mandatory. Attendance will be taken separately for each class. Each class will be of 45 minutes duration. Attendance to 6 classes/periods will amount to a day's attendance.
- 75% of attendance is compulsory for being eligible to the College Tests and to apply for the University Examinations. Those having 74%-60% attendance will be considered noncollegiate and those below 60% attendance will be considered as dis-collegiate.
- 3. Shortage of attendance will invite strict censures including monetary penalty. With special permission from the Principal, students may be permitted to make up for the certain percentage of the deficit academic hours by the following: Class seminars, assignments, community services, project submissions and monetary penalty.
- 4. Students who are absent from classes for two weeks or more continuously without the written permission from the Principal/VP/AD, will be considered to have left the College. If they are permitted to join back, re-admission formalities will have to be strictly followed.
- Monthly attendance bulletins are published through the College Notice Board. Students and parents must take note of their attendance status and do their best to ensure the required percentage of attendance.
- 6. In case of genuine need for leave of absence, when the necessity can be foreseen, prior permission from the Principal is to be obtained through an application to the effect from the Parent/Guardian. In case the absence is due to sudden illness or any unforeseen reason, documentary evidence shall be produced on return, not later than 3 days after returning to the class.
- 7. To be promoted to the Major, a student must have minimum 75% attendance in the curricular & co-curricular activities without the assistance of the submission of Leave of Absence document.

8. The Principal reserves the right to reject the leave application if he is not satisfied with the authenticity and validity of the reasons stated/documentary proof submitted.

- 9. Attendance for college examinations/internal assessments is absolutely mandatory. Every student is directed to take the college examinations seriously. No student is allowed to leave the examination hall before the expiry of the time. The results of the Examinations along with the Attendance Status will be notified. Fines will be imposed for missing any examinations.
- 10. Attendance for departmental/co-curricular/club activities is compulsory and included in the College Attendance.
- 11. Students who are regular to the classes will be awarded appropriately.

FEE REGULATIONS:

- The fees can be paid for the full year on the day of admission. In such cases it will be collected at the College Office and a 5% concession of tuitions fees will be granted. Fees once paid will not be refunded.
- 2. The fees shall be remitted in the Bank, for which the students shall obtain a fee book from the College office.
- 3. After the payment of the fee, the students must keep the receipt for future reference.
- 4. Absence with or without leave from the College shall not be an excuse for non-payment of fees on the prescribed date.
- A student joining the College after the commencement of the academic year will have to pay the full fee for the year.
- Students are expected to clear all their dues including fine, breakage, damages etc. before collecting the admit card for the University exams.
- 7. Monthly tuition fees have to be paid by the 10th of every month for 12 months.

8. The fees for the months of May and June have to be paid by the 10th of April.

9. All terms and conditions set forth, including fees and dues are liable to be revised whenever necessary.

CANCELLATION AND REFUND POLICY:

Admission cancellations can be done at the College office from 11.00 am-12.00 noon upto one month after completing the admission formalities. No refund will be done to the students for the amount paid to the college during admission. To be eligible to collect TC, the student should be upto date with payment of fees with no arrears.

LIBRARY RULES:

The lifeline of an educational institution is its library. HCC encourages all students to make use of the library facilities to the maximum. For the organized and effective use of the Library, the following norms shall apply:

- 1. Working Hours: The Library shall be opened on all working days, from 08.00 am to 04.30 pm.
- Every student/staff entering and leaving the Library must sign in the Log Book placed at the counter, with the exact time of entry/exit recorded.
- 3. The books from the Reference Section are not to be taken out of the Library. They are meant for spot reference only. For using a book from the Reference Section, the student may submit his/her ID card to the Librarian, and get the book issued for reference. The book shall be returned before the student leaves the library and the ID card claimed back.
- 4. A student may take a journal/periodical and leave his/her ID card in its place. The student may take back the ID on return of the journal/periodical to its proper place.
- 5. No books/journals/periodicals/newspapers other than the ones issued against one's library cards are allowed to be taken outside the Library.
- No library materials will be issued against borrowed ID Cards.
 Book Issues are done in person against one's own ID card.

- 7. A book will be issued for a period of one week only. The books may be returned on any day before the due date. Failure to return the book by the expiry date will cause hardships to others who are in need of the book. Hence, the delay in returning the books will invite a fine of Rs.5/per day. One can renew the book only once and after a gap of one week, the student can take the same book, if available.
- 8. The Library books shall be handled with care, without causing any damage to them. Loss of book/damage should be notified to the Librarian immediately. Damages will have to be paid for the same. If a Library Book is lost, it has to be replaced with a new one within 14 days of the original due date for return. Any delay in replacing the book will invite additional fine. If not replaced, the cost of the current edition of the book +Rs.100 as penalty will be levied against the student.
- 9. Strict silence is to be maintained in the Library & reading room. In case of any need, they should meet the librarian.
- 10. Persistent defaulters of various library rules will have their library services suspended.
- 11. No Dues Certificate from the Library is a must for the issue of all Admit Card for the University Examinations.

Dress Code:

All Students are expected to attend classes in proper college uniform.

Young men: Pants (Black), Shirts (white with red stripes),

and Neck ties (Maroon with College Logo)

and Shoes (Black).

Young women: Salwar (Maroon) , Kameez (white with red

stripes) and Dupatta (maroon with College

Badge) and Shoes (Black).

Assessment of Students:

The College does continuous internal assessments of the students through regular tests, projects and assignments. The marks secured by the students at these assessments are considered along with their percentage of attendance before enrolling the student for University examinations. The examination committee's decision in this regard is final and binding.

AWARDS AND SCHOLARSHIPS

To facilitate quality education at affordable cost, HCC makes every effort possible to route the available scholarships for eligible students. It has also instituted its own merit and financial awards as well as scholarships and endowments through the generosity of benefactors.

All awards/scholarships are meant for regular students in "good standing". A student in good standing is defined as follows:

- a. Minimum attendance of 75% in each semester.
- b. Satisfactory performance in academic and co-curricular activities.
- c. Good conduct worthy of a student of HCC on and off campus, as detailed in the handbook.
- d. Healthy and appropriate linkages and communications on social net-working sites.
- e. Abides by the rules and regulations of the College and other regulatory bodies in Higher Education.

1. Ishan-Uday Scholarship:

- Source: University Grants Commission (UGC)
- Amount: Up to Rs.64,800 annually for entire course duration (10,000 numbers)
- Date: Apply in July/August
- Recipients: First year students with domicile in the Northeast, meritorious and in good standing.
- Conditions: see the UGC website: www.ugs.ac.in/ner
- Scholarship for Meritorious students: Deepak Kumar Saha Memorial scholarship
- This is awarded to financially challenged meritorious students every year.

- 1 number, Final year of study at the college
- Recipients: Financially challenged/differently abled students in good standing.

3. Award for Best Reader: Debapriya Roy Best Reader Award

- The Best Readers from each Department will be awarded with a certificate and books.
- Total awardes 12 nos.
- Recipients: Selection depends on the use of the College Library and the books borrowed and read.

Award for academic excellence: Santanu Kar Memorial Merit Award.

- Santanu Kar Memorial Merit Award will be given to the toppers of all Departments in the University Exams at the end of every academic year.
- Total Amount: Rs.27,900 (One per department, Year-wise)

5. Award for Regularity:

 The College provides cash awards and certificates to students who are regular to classes and the awards are normally given out during the Fresher's Day of the college at the beginning of the academic year.

6. HCC Award for all rounder:

- HCC awards one final year student every year with the tuition fee waiver for the 6th semester.
- Selection will be based on the highest percentage in the University Exams taking the average of all 5 semesters, who is an all rounder in good standing.

7. Post-Matric Scholarship: http://www.scholarships.net.in/1447.html

The scholarship is to be awarded for studies in India in a government or private higher secondary school /college /university, including such residential institutes of the Government and eligible private institutes selected and notified in a transparent manner by the State Government/Union Territory Administration concerned. Admission and tuition fee for under graduate students.

Hosteller: Actual, subject to a maximum ceiling of Rs.3, 000 p.a.

Day scholar: Actual, subject to a maximum ceiling of Rs.3,000 p.a.

Website: http://minoritieswelfare.tripura.gov.in/list of notices

How to Apply: The Post Matric Scholarship Scheme is online Scheme. In order to apply online please visit the website through URL www.scholarships.gov.in link to the site is also provided in the website of the Ministry of Minority Affairs, i.e. www.minorityaffairs.gov.in.

Apply Online: https://www.scholarships.gov.in/main.do

8. NEC Scholarships:

http://tripuraepass.cgg.gov.in/ScholarshipsOffered.do

These NEC stipends and book grants are available for studies in India only and shall be awarded by North Eastern States from the funds allotted from North Eastern Council, Secretariat, Shillong. Current stipend rates for degree courses is; Rs.1000/- p.m. as Stipend and Rs 1400/- p.a. as Books grant. For details of this scholarship, refer to the following URL.

http://tripuraepass.cgg.gov.in/ScholarshipsOffered.do

9. Scholarships for IAS/TCS (UPSC, TPSC) coaching at Holy Cross College Civil Services Coaching Centre:

Eligible Candidates are given full or partial scholarships depending on their performance in the scholarsip tests; conducted by, HCC-ALS coaching centre.

10. ONGC- Scholarships:

STUDENTS' WELFARE SUB-COMMITTEES

CELLS AND CLUBS

As the names and titles suggest, the Students' Welfare Committees of the College pivot around the students. It is the commitment of the College to serve the students and to sustain the healthy practices that make Holy Cross College unique in its pursuit for quality education aiming at educating hearts and minds. Students are encouraged to cooperate and collaborate with the teachers responsible for various activities. The following are the Cells, Committees and Co-curricular Clubs which include both teachers and students:

CELLS

Num	Name of the Cell 1	Faculty	Students
01.	Library Awareness & Dvpt. Cell	5	0
02.	College website Cell	2	2
03.	Grievance Cell	4	0
04.	Career Guidance & Placement Cell	6	0
05.	Anti-Ragging Cell	8	0
06.	Research & Development Cell	8	0
07.	RTI Cell	3	0

COMMITTEES

01.	Annual Appraisal Report Committee	3	0
02.	Attendance Monitoring Committee	7	0
03.	Accounts Committee	5	0
04.	Sports Committee	8	8
05.	Cultural Committee	2	2
06.	Counselling Committee	6	0
07.	College Fest – Tejas- Committee	8	8
08.	College Graduation Day Committee	8	4
09.	Co-curricular Organizing & Documentation Committee	7	4
10.	College Examination Committee	7	0
11.	Creativity Committee	7	5
12.	Disciplinary Committee	5	0
13.	Documentation Committee	6	0

14.	Excursion committee	6	2
15.	Magazine Committee	4	3
16.	Students Feed Back Committee	4	0
17.	Vigilance Committee	5	4
18.	Volunteer Committee	4	4
19.	Study Tour Committee	5	4

CO-CURRICULAR CLUBS

Num	Names of the Committees	Faculty	Students
01.	Debate Club	2	40
02.	Eco- Nature club	2	40
03.	Quiz Club	2	30
04	Dance Club	4	40
05.	Sports Club	2	40
06.	IT Club	2	25
07.	Photography Club	2	30
08.	Literary & Poetry Club	3	40
09.	Science Club	2	30
10.	Social Outreach Club	3	40
11.	Red Ribbon Club	2	30
12.	Ethnic Club	2	40
13.	Theatre Club	3	40
14.	Music Club	4	40
15.	Health & Well-being Club	2	30

SPECIAL CELLS, COUNCILS, FORUM & ASSOCIATION

Num	Names of the Committees	Faculty	Students
01.	IQAC-Internal Quality Assurance Cell	10	0
02.	CAC-College Advancement Cell	4	0
03.	Science Forum	4	4
04.	Value Education Council	4	4
05.	Academic Council	8	0
06.	Student's Council	1	12
07.	Alumni Association	3	5

CELLS

Note: Principal will be the ex-officio chair for all cells.

1. Library Awareness & Development Cell:

Convener : Kianquiliu Pamei

Jt. Convener: Dr. Pankaj Chakraborty

Members:

HoDs

Partha Debnath

2. College Website Cell:

- 1. Mandrita Saha
- 2. Samrat Ratna Sutradhar
- 3. Payel Ghosh
- 4. Jinesh Augustian

3. Grievance Cell:

- 1. Dr. Fr. Shaji M.L., CSC
- 2. Dr. Pankaj Chakraborty
- 3. Dr. Reba Chakraborty
- 4. Fr. Sijo Joseph, CSC

4. Placement Cell:

Convener: Dr. Shankha Shubhra Shadra

Jt. Convener: Sushoban Sengupta

Members:

- 1. Moushumi Jena
- 2. Pavel Ghosh

5. Anti Ragging Cell:

Vice-Chairperson: Dr. Fr. Shaji M.L., CSC
Convener: Dr. Pankaj Chakraborty

Members:

- 1. Dr. Reba Chakravarty
- 2. Dr. Shankha Shubhra Bhadra
- 3. Moumita Dev
- 4. Sharmistha Rakshit
- 5. Sushobhan Sengupta

6. RTI Cell:

Dr. Fr. Shaji M.L., CSC Fr. Sijo Joseph, CSC

7. Research & Dvpt. Cell

Dr. Fr. Emmanuel K. CSC

Dr. Pankaj Chakraborty

Dr. Dilip Nath

Dr. Dipanwita Chaudhuri (Sil)

COMMITTEES

Note: Principal will be the ex-officio chair for all committees.

1. Annual Appraisal Report Committee:

- 1. Dr. Fr. Shaji M.L., CSC
- 2. Sushobhan Sengupta
- 3. Sharmistha Rakshit

3. Attendance Monitoring Committee:

1. Dr. Fr. Shaji M.L., CSC

Members:

All HoDs

4. Accounts Committee:

- 1. Fr. Sijo Joseph, CSC
- 2. Fr. Valerian, CSC
- 3. Sabyasachi Biswas

5. Sports Committee:

Convener : Sangita Chakraborty

Jt. Convener: Moumita Dey

Members:

Sentienla

Ravi Kumar Singh

Dr. Sandip Roy Sarkar

6. Cultural Committee:

Convener : Dr. Reba Chakraborty

Jt. Convener : Barnita Majumder

Members:

- 1. Moushumi Jena
- 2. Dr. Dipanwita Chaudhuri Sil
- 3. Dr. Sreya Ghosh
- 4. Sharmili Chakrabortv
- 5. Rajesh Nath

7. Counselling & Career Guidance Committee

Moushumi Jena

Dr. Sharmistha Chakraborty

8. College Fest-Tejas Committee

- 1. Dr. Fr. Shaji M.L., CSC
- 2. Dr. Shankha Shubhra Bhadra
- 3. Fr. Sijo Joseph, CSC
- 6. Sharmistha Rakshit
- 7. Sushobhan Sengupta
- 8. Sentienla

9. College Graduation Day Committee:

Convener: Dr. Pankaj Chakraborty

Jt. Convener: Moumita Dey

Members

- 1. Fr. Sijo Joseph, CSC
- 2. Dr. Reba Chakravarty
- 3. Dr. Shankha Shubhra Bhadra
- 4. Mr. Rajesh Nath
- 5. Ms. Elemi Debbarmma
- 6. Sharmistha Rakshit
- 7. Samir Bhowmik

9. Co-Curricular Organizing Committee:

Convener : Dr. Reba Chakravarty

Jt. Convener : Sharmistha Rakshit

Members

- 1. Dr. Dipanwita Chaudhuri (Sil)
- 2. Dr. Sandip Roy Sarkar
- 3. Rajesh Nath
- 4. Ravi Kr. Sinah
- 5. Sangita Chakraborty
- 6. Jashim Uddin

10. College Examination Committee:

Chair : Dr.Shankha Shubhra Bhadra

Member

- 1. Dr. Fr. Shaji M.L., CSC
- 2. Fr. Sijo joseph, csc
- 3. Moumita Dev
- 4. Sharmistha Rakshit
- 5. Sentienla

- 6. Sushobhan Sengupta
- 7. Dr. Pankaj Chakraborty
- 8. Dr. Reba Chakravarty
- Dr.Dipanwita Choudhuri (Sil)
 Dr. Sandeep Roy Sarkar

11. Creativity Committee:

- 1. Dr. Fr. Shaji M.L., CSC
- 2. Fr. Sijo joseph, csc
- 3. Sharmistha Chakraborty
- 4. Dr. Sr. Marina, BS
- 5. Barnita Majumder
- 6. Samir Bhowmik
- 7. Elemi Debbarma

12. Disciplinary Committee:

Convener: Dr. Fr. Shaji M.L., CSC

Jt. Convener: Dr. Pankaj Chakraborty

Members

- 1. Fr. Sijo joseph, csc
- 2. Dr. Shankha Shubhra Bhadra
- 3. Sharmistha Rakshit
- 4. Dr. Reba Chakravarty
- 5. Moumita Dev

13. Documentation Committee:

- 1. Dr. Shankha Shubhra Bhadra
- 2. Sharmistha Rakshit
- 3. Rajesh Nath
- 4. Jashim Uddin
- 5. Mrs. Beena Pradeep
- 6. Jinesh Augustian

14. Exposure & Field Trip Committee:

- 1. Sushobhan Sengupta
- 2. Sharmistha Rakshit
- 3. Elemi Debbarma
- 4. Dr. Shreya Ghosh
- 5. Dr. Dilip Nath
- 6. Dr. Dipanwita Chaudhuri Sil

15. Excursion /Picnic Organizing Committee:

- 1. Dr. Shankha Shubhra Bhadra
- 2. Sharmistha Rakshit
- 3. Barnita Majumder
- 4. Elemi Debbarma
- 5. Dr. Dilip Nath
- 6. Joel L. Darlong
- 7. Dr. Sr. Marina. BS.

16. Magazine Committee:

- 1. Dr. Sr. Marina, BS, Editor in Chief
- 2. Moumita Dey,
- 3. Sr. Mariet, FSM
- 4. Elemi Debbarma
- 5. Student 1
- 6. Student 2
- 7. Student 3

17. Students Feedback Committee:

Dr. Fr. Emmanuel Kallarackal, CSC

Dr. Fr. Shaji M.L., CSC

Fr. Sijo Joseph, CSC

18. Vigllance Committee:

- 1. Dr. Fr. Shaji M.L., CSC
- 2. Fr. Sijo Joseph, CSC
- 3. Dr. Pankaj Chakraborty
- 4. Dr. Reba Chakravartv

19. Volunteer Committee:

- 1. Raiesh Kr. Nath
- 2. Sangita Chakraborty
- 3. Joel Darlong
- 4. Sushobhan Sengupta
- 5. Jashim Uddin

20. Study Tour Committee:

- 1. Fr. Sijo Joseph. CSC
- 2. Rajesh Kr. Nath
- 3. Payel Ghosh
- 4. Sharmistha Rakshit
- 5. Sushobhan Sengupta

CLUBS

1. Debate Club:

Sharmistha Rakshit

Moumita Dey

2. Eco & Nature Club

Dr. Dilip Nath

Dr. Sandip Roy Sarkar

3. Quiz Club:

Dr. Reba Chakravarty

Barnita Majumder

4. Dance Club:

Elemi Debbarma

Barnita Majumder Sharmili Chakraborty

5. Sports Club:

Sangita Chakraborty

Prashant Kr. Sadhu

6. IT Club:

Mandrita Saha

Samrat Ratna Sutradhar

7. Photography Club:

Rajesh Kr. Nath

Dr. Fr. Paul Pudussery, CSC

Jinesh Augustian

8. Literary & Poetry Club:

Moumita Dey

Dr. Sr. Marina, BS

Barnita Majumder

9. Science Club:

Dr. Dipanwita Chaudhuri (Sil)

Sandeep Roy Sarkar

10. Social Outreach Club:

Sangita Chakraborty

Dr. Sharmistha Chakraborty

Sentienla

11. Red Ribbon Club:

Dr. Dipanwita Chaudhuri (Sil)

Moushumi Jena

12. Ethnic Club:

Sentienla

Elemi Debbarma

13. Theatre Club:

Barnita Majumder Dr. Shreya Ghosh

Dr. Tomina, N.S.

14. Music Club:

Dr. Dipanwita Chaudhuri (Sil)

Moushumi Jena

Dr. Sharmistha Chakraborty

15. Health & Well Being Club:

Dr. Sandeep Roy Sarkar

Moushumi Jena

SPECIAL CELLS & COUNCILS

1. IQAC:

Chairperson : Dr. Fr. Emmanuel Kallarackal, CSC

Coordinator : Dr. Pankaj Chakraborty

Members : Dr. Fr. Shaji M.L, CSC

: Fr. Sijo Joseph, CSC

: Fr. Valerian Castelino, CSC

: Dr. Reba Chakravarty

: Sharmistha Rakshit

: Dr.Shankha Shubhra Bhadra

: Moumita Dev

: Sushobhan Sengupta

: Arijit Debbarma: Santi Debbarma

(Local Society Member)

: Mr. Hiralal Chakraborty

(Guardian Representative)

Mr. Giriraj Saha (Students Rep)

Ms. Yalakti Reang (Students Rep)

2. CAC

President/ChairPerson: Dr. Fr. Emmanuel Kallarackal, CSC

Vice- President : Dr. Fr. Shaji M.L, CSC Convener : Fr. Siio Joseph, CSC

Joint Secretary : Samrat Ratna Sutradhar

Treasurer/Chief Financial Manager: Sabyasachi Biswas

Public Relation Officer: Payel Ghosh

Member of the Committee : Dr. Reba Chakravarty
Member of the Committee : Dr. Shankha Shubhra Bhadra

Member of the Committee: Dr. Toming N.S.

3. Science Forum

Dr. Reba Chakravarty

Dr. Dilip Nath

Dr. Dipanwita Chaudhuri (Sil)

Dr. Sandeep Roy Sarkar

4. Value Education Council

Dr. Fr. Emmanuel Kallarackal, CSC

Dr. Fr. Shaji M.L, CSC

Fr. Sijo Joseph, CSC

Dr. Sr. Marina, BS

Sr. Mariet FSM

Sr. Vincy, FS

Payel Ghosh

Academic Council

Chairperson: Dr. Fr. Emmanuel K., CSC

Coordinator: Dr. Pankaj Chakraborty

Members : Dr. Fr. Shaji M.L, CSC

: Fr. Sijo joseph, csc

: Dr. Reba Chakravarty

: Moumita Dev

: Sharmistha Rakshit

: Dr. Shankha Shubhra Bhadra

: Sushobhan Sengupta

: Dr. Dipanwita Chowdhury (Sil)

: Sentienla

: Dr. Sandeep Roy Sarkar

: Dr. Anjali Chakraborty (External)

: Prof. Chandrika Basu Majumder (External)

6. Alumni Association (Basilians)

President : Dr. Fr. Emmanuel Kallarackal, CSC

Vice -President : Dr. Fr. Shaji M.L, CSC

Secretary : Arijit Debbarman

Jt. Secretary : Merelin Darlong

Treasurer : Chiman Debbarma

Co-ordinator : Dr. Pankaj Chakraborty

Asst. Co-ordinators : Shankha Shubhra Bhadra

Sharmistha rakshit, Barnita Majumder, Ravikumar Singh, Dr. Dilip Nath, Sentienla, Dr. Dipanwita Choudhuri (Sil)

1. STUDENTS' COUNCIL

The Students' Council is a student body of the college, comprising of elected/nominated representatives who have been nominated by the students for their academic and co-curricular achievements and leadership skills. The core group consists of 12 members who are designated as the President, Vice-President and councilors. Principal is the Chairperson of the Council. The extended Students' Council consists of all class representatives and VP, Dean & PC.

Procedure for membership in the Council:

The College practises a democratic system where-by the students elect separately the class representatives, keeping gender parity. From among the class representatives the President, Vice President and Councillors are selected by the Management and teaching faculty of the college. The selections are done during the second half of the academic year and the Council members assume office from the day of induction and investiture ceremony. It continues its term during the ensuing academic year till the election and induction of the new council members.

Purpose

The purpose of the council shall be:

- To represent the students as a direct liaison between the students, the administration and the faculty.
- To inform the students any matters concerning them.
- To provide an open forum for all students' views.
- To protect students' rights.
- To provide orderly direction of students' council sponsored activities and to teach leadership skills, preparing future leaders.

Term:

The Council functions for one year term.

Functions:

- The Council's main objective is to provide assistance to the Principal and Faculty whenever needed.
- The Council shall assist the student's welfare subcommittees.
- Each member is responsible for and accountable to the Council.
- The Council plays a major role in the meticulous planning and organization of the various co-curricular activities of the College during the year.

CORE-COMMITTEE MEMBERS (2016-2017)

#	Title	Names	Designation
01.	Chairman	Dr. Fr. Emmanuel K., CSC	(Principal)
02.	President	Yalakti Reang	PRO & Overall Discipline
03.	Vice-President	Subhajit Debbarma	Social Work and Community Service
04.	Vice-President	Arisha Deb	Campus Discipline
05.	Councilor 1	Forina Suja	Secretary & Documentation
06.	Councilor 2	Arul Raj	Treasurer & Discipline
07.	Councilor 3	Prashant Kumar Sadhu	Games & Sports
08.	Councilor 5	Doli Debnath	Publications & Literary Activities
09.	Councilor 6	Roopdeep Bhattacharjee	Students' Welfare& Discipline
10.	Councilor 7	Parichita Debnath	Social W.,Com. Service & Discipline
11.	Councilor 8	Khakchangti Reang	Seminars & Research
12.	Councilor 9	Mrinmoy Bhattacharjee	Seminars & Research
13.	Councilor 10	Deepshikha Bardhan	Food Court & Campus Environment
14.	Councilor 11	Suman Mura Singh	Cultural Activities& Discipline
15.	Councilor 12	SudeshnaGanguly	Cultural Activities& Discipline

The Self is not something ready-made, But something in continuous formation through choice of action

2. NATIONAL SERVICE SCHEME (N.S.S.)

The National Service Scheme with its motto, "Not Me But You" underlies that the welfare of an individual is ultimately dependent on the welfare of the society as a whole. The main objective of NSS is to develop the personality of the volunteers through community service. It aims at inculcating amongst the volunteers a spirit of team work, service to the community they live in and character-building which ultimately leads to the development of their personality as a caring human being.

It is the prime objective of the NSS movement that units adopt a village for development and social awareness programmes. Holy Cross College has adopted Jubatara village and the surrounding area of the Jubatara campus. In addition, the College unit conducts a number of regular activities which include Cleaning drives, AIDS awareness program, Blood Donation, observing important events like World Environment Day, World AIDS day and National Integration Week. Presently, Holy Cross College has one unit of NSS with a Program Officer (PO). The Program Officer will conduct classes for the students from time to time. In collaboration with the teaching faculty of various departments, the PO also organizes exposure programs.

NATIONAL CADET CORPS (NCC)

The National Cadet Corps (NCC) aims to create organized, trained and motivated youths by developing qualities of leadership, team spirit, secular outlook, ideals of selfless service and spirit of adventure.

Institution:

The National Cadet Corps has its genesis in the "University Corps" which was created under the Indian Defence Act, 1917 with the aim to make up the shortage of the Army. In 1920, when the Indian Territorial Act was passed, the University Corps was replaced by University Training Corps (UTC). In 1942, the University Training Corps was renamed as the University Officers Training Corps (UOTC). In order to create a youth organization at the national level, a Committee under Pandit HN Kunzru was set up in 1946. Recommendations of this Committee paved the way for the formation of NCC. Thus, the National Cadet

Corps came into existence under the National Cadet Corps Act XXXI of 1948 under the Ministry of Defence (MOD).

Aims of NCC

- To develop character, comradeship, discipline, leadership, secular outlook, spirit of adventure and the ideals of selfless service amongst the youth of the country.
- To create a human resource of organized, trained and motivated youth, to provide leadership in all walks of life and always available for the service of the nation.
- To provide a suitable environment to motivate the youth to take up a career in the Armed Forces.

Motto

The motto of NCC is "Unity and Discipline".

Growth

The Corps which started in a small way with a cadet strength of 1.67 lakhs had grown to 13 lakhs in 2008. The net work of 774 NCC Units are spread all over the country through 4880 College and 7783 schools according to the information available in 2008. Today, the number of Cadets would have crossed a few more lakhs and the number of units would have gone up by a few more thousands.

The National Cadet Corps was given an inter service image in 1950 when the Air Wing was added, followed by the Naval Wing in 1952. Earlier, in 1949, the Girls' Division had been brought in to give equal opportunity to school and college going girls of the nation. In 1952, the NCC curriculum was extended to include community development as part of the NCC syllabus.

Activities

The activities of NCC can be broadly divided into the following distinct categories described below:-

- Institution Training.
- Community Development Programs cum Social Service Activities.
- Youth Exchange Programmes.
- Adventure Training & Sports

Advisory Committee

There are two advisor Committees. The Central Advisory Committee (CAC) is the highest policy making body at the National Level. State Advisory Committee (SAC) is shared by the Chief Ministers of the respective States.

Benefits of NCC Cadets

Defence Services

- **a)** Vacancies reserved for commission in the defence Forces for NCC **"C"** certified holders:-
- i. Army IMA Dehradun, 64 vacancies every year through UPSC and SSB interview. OTA Chennai – 100 vacancies every year for Short Service Commission (Non Tech), no UPSC exam, only SSB interview.
- ii. Navy 6 vacancies per course. No UPSC exam, only SSB interview. Two years age relaxation for NCC "C" certificate holders.
- **iii. Indian Air Force –** 10% in all courses including flying training courses. No UPSC exam, only SSB.
- **b)** For ORS, Sailors, Airmen: 5 to 10% bonus marks awarded for recruitment.

General

- c) Para Military Forces 2 to 10 bonus marks awarded for recruitment.
- d) Department of Telecommunications Bonus marks awarded for recruitment.
- **e) NCC –** Civilian Gliding Instructors, Cadet Instructors/Whole time officers.
- **f) State Government –** Preference for State Services in certain states.
- g) Industry Many industries give preference to NCC "C" certificate holders for various jobs.
- h) NCC Games Cash awards to teams and individuals for excellence.

NCC Scholarship Scheme

Scholarship of Rs. 5,000/- each per annum to 500 deserving NCC cadets who have excelled in academics. Award of Rs. 3,000/- each to the best cadets and Rs. 2000/- each to the second best cadets in each group.

Annual Sahara Scholarship

- **a)** Sahara Group of Companies have formulated a scheme for granting scholarship to cadets as under:-
- i. Rs. 5,000/- each for 368 cadets of Junior Division/Junior Wing (JD/JW).
- ii. Rs. 15,000/- each for 386 cadets of Senior Division/Senior Wing (SD/SW).
- iii. Rs. 40,000/- each for 66 cadets for higher studies.
- **b)** All cadets are to apply through their respective NCC Unit/Wing.

3. ORIENTATION PROGRAM FOR FRESHERS

Orientation programme initiate new comers (Freshers) into the philosophy and ethos of the College. The week-long program is aimed at the inculcation of a sense of responsibility. Students are given the vision of the college. There is an emphasis of continuous human resource development and apart from motivating a sense of unity amongst the students; a desire to draw out inner potentials is deeply and intensely felt. Inspirational thoughts merge with the knowledge that change is the only constant and help facilitate students' scope with confusing trends of the day providing for a more holistic growth. Orientation program also helps to mutually familiarize the faculty with students and students with the faculty as irrespective of the department all members of the teaching faculty are involved in the orientation program for freshers. It also gives a chance for the new comers to get to know the seniors and for the seniors to interact and get to know the freshers.

4. PRAYER DAYS

Prayer is the powerful expression of gratitude and appeal. Prayer days, which are organized for the students will encourage them to explore the depth of their spirituality – their relationship with God, the most essential part of one's being. Through 'prayer days' we not only find communion with our Maker but also focus on issues of importance that you as a conscientious human being need to address. We are all children of the same God who is our loving Father. Praying together will break all barriers and prejudices. When we assemble together as a community, God prays with us.

Our prayers have the power to move mountains. The efficacy of our prayers is proportionate to the faith we have in ourselves and others. It is good to cultivate the attitude of praising and glorifying God whenever our prayers are answered. The following are some of the suggested intentions during our 'prayer days'

- To thank God for the pioneers of our College. The College will turn 09 on the 9th July, 2018.
- To pray for the members of the IQAC (The Internal Quality assurance Cell) which has been entrusted with the very demanding tasks, including the preparation for the accreditation of the College by NAAC.
- To beg God that the members of the Alumni and the faculty members who toil to make the association a shining star of Tripura and northeast India get positive supports.
- To have the attitude in each one of you students to put the welfare of others in your thoughts.
- To remember the children and the downtrodden who are being exploited by vested interested people.
- To pray for the gift of forgiveness and reconciliation.
- To be generous, dynamic young people with vision and courage.
- To thank God for the gift of life, healthy mind and the body, for the gift of peace and tolerance.
- To pray for the leaders of the Country, the State and the World.

- To thank God for the gift of nature, and make reparation for the sins against the environment.
- Many other intentions that you, your leaders and teachers have.

5. BASILIANS (The Alumni Association of Holy Cross College)

The Alumni Association of Holy Cross College was born in 2012, three years after the establishment of the College as the First Batch/Class of students passed out of the college. It was Inaugurated by the Hon'ble Chief Minister of Tripura during the first ever College Fest, "Tejas 2012". The Alumni association is called 'Basilians', a name after the name of the Founder of Holy Cross Congregation, Blessed Basil Antony Moreau. The name was proposed by Rev. Fr. George Kallungal, CSC. Since its official inauguration, the Basilians met periodically and regularly especially during the Puja vacations. Arijit Debbarman accepted to be its first Vice-President and Merelyn Darlong its first Secretary. The Principal is the ex-officio president. Under the dynamic leadership of the Principal and the intrepid steps taken by Dr. Pankaj Chakraborty, the Co-ordinator, Dr. Shankha Shubra Bhadra and Ms Sharmistha Rakshit, the Asst. Co-ordinators, the Association has become very active and effective. Realizing that the life of the Association cannot continue without the cooperation of each and every member of the teaching Faculty, it was resolved that teachers be automatically members of the association. It is the objective of the association that all the outgoing students become active members. The Association has been conducting various activities time and again.

Our p	roudest tradition is	
compas	ising and innovation	



TRIPURA UNIVERSITY

(A central University) Suryamaninagar - 799022

RULES AND REGULATIONS OF CREDIT BASED SIX-SEMESTER DEGREE PROGRAMME OF

B.A / B.SC / B.COM. (GENERAL AND HONOURS)

(Effective from 2014-2015 Session)

PART - A

DEGREE AND DURATION OF STUDIES

1.1 Short Title, Definition and commencemnt:

- These Regulations shall be called "The Regulations of Credit based Six-Semester Degree Programmes of BA/BSc/B.Com (General and honours).
- ii) These regulations shall be applicable to the students enrolled for BA/B.Sc./B.Com (General & Hons) Programmes of Tripura University in the credit based Semester System.
- iii) These Regulations shall come into effect from the undergraduate Academic Session 2014-2015.
- 1.2 There shall be programmes of study leading to the Degrees of Bachelor of Arts with Hons. (BA Hons), Bachelor of Science with Hons (B.Sc. Hons), Bachelor of Commerce with Hons (B.Com) (Hons). Each programme shall be of Six Semesters duration leading to either There Year Degree Programme (General) (TDPG) of Three Year Degree Programme (Honours) (TDPH) Degree in respective programmes under Tripura University.

1.3 Definitions:

a) Academic Year An 'academic year' means a period

of twelve months consisting of two

Semesters.

b) Course "Course" means a segment of subject

matter to be covered in a Semester.

A course may be considered as a

A course may be considered as a paper in conventional education

system.

c) Compulsory 'Compulsory' courses mean such

courses that a student has to compulsorly study during the Semesters as prescribed by the

University.

d) Credit 'Credit' (Cr) of a course is a measure

of the weekly unit of the work assigned for the course. 1 Credit is a measure consisting of 1 contact hour per week in Theory, 1 contact hour per week in Practical and 3 contact hours per week in Field Study. For Theory/Practical papers of 100 marks, there will be 4 credits usually. For

Project papers the credit will be 6 and for FNDC (English) / FNDC

(Computer Skills) the credits will be 5 each.

e) Credit Grade Point 'Credit Grade Point' (CGP) of a

course is the value obtained by multiplying the Grade Point (GP) by the credit (Cr.) for the course:

CGP=GP x Cr.

f) CGPA 'Cumulative Grade Point Average'

(CGPA) is the value obtained by dividing the sum of Credit Grade Points in the total number of credits and shall be rounded off by two

decimal places.

g) Glade Glade in a course/programme is a	g) Grade	'Grade' in a course/programme is	s a
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latter symbol (O, A+, A, B+, B,C,F) which indicates the comparative level of performance of a student in a course / programme.

h) Grade Card 'Grade Card' is a combination of

grades secured by a student in each Course / Programme in a Semesterbased Programme, together with his

/ her SGPA and CGPA.

i) Programme 'Programme' means the entire

course of study. If there is only one course in a subject in any Part, the course shall be treated as a subject.

k) SGPA 'Semester Grade Point Average

(SGPA) is the value obtained by dividing the sum of Credit Grade Points(CGP) obtained by a student in the various courses taken in a Semester by the total number of credits taken by him/her in that Semester. The Grade Point shall be rounded off to two decimal places. SGPA determines the overall performance of a student at the end of a Semester.

1.4 There shall be six Semesters in both TDPG and TDPH of Three year duration. In each year there shall be two Semesters:

First Year : First and Second Semester Second year : Third and Fourth Semester Third Year : Fifth and Sixth Semester.

1.5 Semesters classification:

Odd Semesters (First, Third and Fifth): July - December. Even Semester (Second, Fourth and Sixth): January - June.

1.6 The academic Calender and Schedule for Semester system has been shown as **Annexure-I**

1.7 The Degrees of Arts or of Science or of Commerce in TDP (General) & TDP (Honours) shall be awarded only on successful completion of all the Semester Examinations. The Final results will be given on the basis of marks/grade obtained in 1st, 2nd,3rd,4th, 5th and 6th Semester Examinations taken together.

1.8 In case of Arts or Science Programme the term "Subject" occurring in the following paragraphs shall be a "Specified subject of study", whereas in case of Commerce it shall mean Concerned Group of Subjects".

2. Eligibiligy for admission

- 2.1 Any Student passing H.S (+2) examination or its equivalent with at least 4 subjects including English from any recognized Board/Council shall be eligible for admission to the 1st Semester of the B.A/B.Sc/ B.Com (Honours/General) Programme of studies subject to seats and restriction of combination of subjects as laid down in Clause-5, However, no student shall be allowed for admission into 1st Semester course of studies after a lapse of more than 5 (five) years from the year of passing the previous qualifying Examination.
- 2.2 Any Student passing H.S(+2) examination or its equivalent with at least 4 subjects including English from any recognized Board / Council shall be eligible for admission to the 1st Semester of the B.A (Hons) B.Sc. (Hons) / B.Com (Honours) programme of studies subject to availability of seats and restriction of combination of subjects as laid down in Clause 5 provided that he/ she has secured in that examination, at least,
 - a) 40% marks in aggregate and 45% marks in the subject in which he/she seeks honours.

or

- b) 35% marks in aggregate and 50% marks in the concerned subject (Group & course)
- 2.3 a) Any one securing at least 50% marks in aggregate shall be eligible for taking Honours in a subject, which he/she did not study in H.S (+2) examination or its equivalent, subject to restriction of combination of subjects as laid

down in clause 5.

- b) A student seeking asmission to B.Com (honours) Programme must fulfill the conditions as laid down below in addition to conditions laid down in Clause 2.2:
 - a) has secured at least 40% marks in mathematics at madhyamik or its equivalent examination.

or

b) must have passed H.S (+2) or equivalent examination with mathematics

or

- c) must have passed the two commerce papers.
- c) Admission test be taken by the college in case the number of students seeking admission to Honours programme exceeds the number of intake capacity in a particular Honours subject approved by the University.

or

- d) Honours will be offered to the students on the basis of an index to be prepared by adding marks of individual subject in which a student intends to take Hons to the aggregate marks.
- 2.4 A student shall not be allowed to take Honours in a subject in which he/ she has failed in H.S (+2) examination or its equivalent but subsequently passed as a compartmental candicate.
- 2.5 All admission processes to First Semester classes in the affiliated Degree Colleges shall be completed latest by 10th July of each academic year. In case of other Semesters, Provisional admission to subsequent Semester classes be completed within fifteen days from the date of completion of previous Semester examination.
- 2.6 A student shall have to apply with 1 copy of recent Passport Size Photo for University Registration in prescribed form within 30 days from the last date of admission. No application for registration will be entertained after the expiry of this stipulated period.

- 2.7 A student shall be allowed to change a subject (s) stream within 15 days from his/her admission to the College, subject to the restriction of combination of subjects laid down by the respective college, No such change shall be entertained once application for University registration is forwarded to the University from the college.
- 2.8 No student shall be allowed to prosecute two regular programmes offerd by the Tripura University simultaneously.
- 2.9 In regard to marks bar for admission against reserved seats / quotas for ST/SC/PH/OBC candidates the guidelines/ instructions of UGC will be followed from time to time.
- 2.10 The study of Vocational course shall be guided by the relevant rules and regulations of the UGC issued from time to time and adopted and notified by the University.

3.1 Structure of Courses/programmes:

TDPG and TDPH shall have following components:

- i) Compulsory (Foundation) Courses
- ii) Honours Courses
- iii) Core (Elective) Courses
- iv) Soft Study Courses

Those admitted to General Program (TDPG) shall study Three Core (Elective) subjects in addition to Foundation courses. Each Core subject will have a total 500 marks (i.e five courses of 100 marks each).

- 3.3 A student admitted to TDP (Honours) shall study Honours subject of 800 marks (i.e. 8 courses of 100 marks each) along with two core (Elective) subjects of 500 marks each (i.e. five courses of 100 marks each) in addition to Foundation Courses.
- 3.4 A student of TDP (General) shall have a Project of 100 marks (of 6 credits) on any topic of the Core (Elective) subjects he/she studied at TDP (G) whereas TDP (Honours) Students also shall have a project paper on any topic of his / her Honours subject.
- 3.5 In addition to Core (Elective) subjects, Foundation Courses and Project a student of TDP (General) and TDP (Honours)

- shall study 3 (three) and 2 (two) Soft-Study courses respectively as would be available in the concerned colleges. The schedule of Soft-Study Courses are shown in Annexure-II.
- 3.6 Since the Semester system has continuous assessment there would be no scope for a student to appear as a private student in any subject.
- 3.7 A student must pass all his/her Semester examinations within six years from the date of admission to the first Semester classes.
- 4.1 Students performance should be monitored throughout the Semester by continuous assessment in the theory and practical courses. Evaluation of the students performance in each of the theory and practical courses will be based on the following:

Internal evaluation : 20% marks

- External Evaluarion: 80% marks
- 4.2 Internal Evaluation shall be based on two sessional examinations and Seminar / Group discussion etc. The schedule for Internal Evaluation is given in Annexure-III.
- 4.3 The medium of instructions for TDP (General) and TDP (Hons) shall be Englsih and the candidates will be required to answer preferably in Englsih (other than language subjects). The question papers shall be set only in Englsih (other than language subjects) for Honours as well as General papers of different subjects.

LIST OF SUBJECTS

4.4 The subjects available / would be available for studying in BA /B.Sc under (TDPG and TDPH) have been classified in three board groups as below:

Science Group (B)	Intermediate Group (C)	Arts Group(A)
Physics	Mathematics	Bengali
Chemistry	Statistics	English
Botany	Economics	Sanskrit
Zoology	Phychology	Pali
Human Physiology	Geography	Hindi
Environmental Science	Economics	Philosophy
*Electronics	Defence Studies	Political Science
*Microbiology	Computer Science	Education
*Biotechnology	Geology	History
*Biochemistry	Physical Edication	kokborak
*Molecular Biology	Anthropology	Sociology
		*Public Administration
		*Journalishm & Mass communication
		*Social work Music
		Communicative English
		*Women's Studies
		*Human Development
		*Human Rights

^{*}Yet to be introduced.

4.5 The subjects avialable / would be available for studying TDPG and TDPH in Commerce have been classified under four board groups as below:

Group = A Accountancy
Group = B Management
Group = C Finance
Group = D Marketing

- 4.6 A student seeking Honours in Commerce shall have to take any one Group mentioned in clause 4.5 and as will be available in an affiliated College.
- 4.7 B.A (General), B.A (Honours), B.Sc (General) and B.Sc (Honours) Degree shall be awarded, according to the combination of subjects, taken by a candidate, as noted below:

COMBINATION OF SUBJECTS AND DEGRESS

for TDP Honours

Hons. Subject	Elective (Core) Subjects		Degree Awarded
	E1	E2	
Science B	Science B	Science B	B.Sc (hons)
Science B	Inter /C	Inter/C	B.Sc, (hons)
Inter/C	Science B	Science B	B.Sc (Hons) B.Sc (Hons) B.Sc (Hons) B.Sc (Hons)
Inter/C	Science B	Inter/C	
Inter/C	Inter/C	Inter/C	
Inter/C	Inter/C	Arts/A	
Inter/C	Arts/A	Arts/A	BA (Hons)
Arts/A	Arts/A	Arts/A	BA (Hons)
Arts/A	Inter/C	Arts/A	BA(Hons)
Arts/A	Inter/C	Inter/C	BA(Hons)

For TDP General

Electi	Degree Awarded		
E1	E2	E3	Degree Awarded
Science/B	Science/B	Science/B	B.Sc (General)
Science/B	Science/B	Inter/C	B.Sc(General)
Inter/C	Inter/C	Inter/C	B.Sc (General)
Inter/C	Inter/C	Arts/A	B.Sc (General)
Arts/A	Arts/A	Arts/A	BA(General)
Arts/A	Arts/A	Inter/C	BA(General)

^{*}E1/E2/E3 denote Elective (core) subjects.

5. RESTRICTION ON COMBINATION OF SUBJECTS

- 5.1 There shall be the following restriction on combinations of subjects in TDP (General) and TDP (Honours):-
 - Subjects under Group -A cannot be taken with Group
 B.
 - i) Psychology cannot be taken with Botany/Zoology.
 - iii) If a student desires to take Physics and / or Statistics in TDP (General) as elective subjects, he/she shall have to study Mathematics as one of the three clective subjects.
 - iv) A student shall not be allowed to offer more than two language subjects as electives.
 - v) Subject taken as Honours shall not be taken as an Elective Subject.
 - vi) If a student desires to take Environmental Science as one of the Elective subjects, he/she shall have to study two more Elective subjects out of the following five (5) Elective subjects:-

Zoology
Botany
Human Physiology
Physics
Chemistry

5.2 If a student desires to take honours in a subject under column -A, he/she shall have to take the subject/ subjects mentioned under the correspondence column-B as elective subject against particular Honours subjects not in contravention to 5.1 (v).

	A	В
i)	Physics	Mathematics
ii)	Chemistry	Mathematics
iii)	Statistics	Mathematics
i∨)	Microbiology	Chemistry
v)	Computer Science	Mathematics / Statistics
∨i)	Electronics	Physics & Mathematics

5.3 A student shall have to pass the following subject(s) in the H.S (+2) or its equivalent examination as indicated under column-B if he/she desires to take particular elective subject in TDP(G) and TDP (H) under column-A.

suk	pject in TDP(G) and	IDP (H) under column-A.
	Α	В
i)	Physics	Physics & Mathematics
ii)	Chemistry	Chemistry & Mathematics
iii)	Mathematics	Mathematics
iv)	Botany/ Zoology/ Human Physiology Statistics	Biological Science Chemistry & Physics
v)	Statistics	Mathematics or Statistics
vi)	Geography	Geography or Physics or Chemistry or Mathematics or Eco-Greography or Economics
vii)	Electronics	Physics and Mathematics
∨iii)	Computer science	Mathematics / Computer Scicence Physics.

- 5.4 The college authority may further restrict the choice of combinations of subjects according to the infrastructural facilities and teaching faculty availabele in the concerned college.
- 5.6 Following Courses (100 marks for each course) are compulsory for all students:
 - 1) Foundation-I-English (1st Semester)
 - 2) Foundation-II MIL (Group-A) **HAC (Group-B) (2nd Semester)
 - 3) Foundation -III Environmental Studies (3rd Semester)
 - 4) Foundation-IV- Computer Skills (4th Semester)
 - 5) Foundation-V Public Administration (5th Semester)
- *MIL (Modern Indian Languages) : 50 marks
 (Student will choose any one of the following "
 Bengali, Alternative English, Kokborok, Hindi)

 ** HaC (Heritage and Culture) : 50 marks
- 6.0 Structure of syllabus, question pattern & Distrucution of marks.

6.1 Structure of syllabus:

GENERAL PROGRAMME

- A. For Courses of 100 marks without practical component:
 - i) Internal Assessment: 20 marks
 - ii) For the rest 80 marks there shall be 4 units of 20 marks each.
- B. For courses of 100 marks with practical component:
 - iii) Internal Assessment : 20 marks (10marks Theory + 10 marks Practical)
 - iv) For rest 80 marks will have 2 components"
 - 1. Theory: 40 marks
 - 2. Practical: 40 marks

For 40 marks of Theory there will be two units of 20 marks each.

HONOURS PROGRAMME

- A) For courses of 100 marks without practical component:
 - v) Internal Assessment: 20 marks
 - vi) For the rest 80 marks there shall be 4 units of 20 marks each.
- B. For courses of 100 marks with practical component:
 - vii) Internal Assessment : 20 marks (12 marks Theory + 08 marks Practical)
 - viii) For the rest 80 marks there will be 2 components :
 - 1) Theory: 48 marks
 - 2) Practical: 32 marks

For 48 marks of Theory there will be two units of 24 marks each.

6.2 Question Pattern:

- 1. There will be no Multiple Choice type of Questions (MCQ) in Honours and paper(s) having Practical component.
- In other papers, 50% marks of theory component will be remarked for MCQ type of Questions and for remaining 50% the questions will be of Broad / Descriptive type. The MCQ type of questions and Broad/ Descriptive Questions

will be set covering all the units of a course / paper.

GENERAL PROGRAMME

- A. For Courses of 100 marks without practical component:
 - i) Internal Assessment: 20 marks
 - ii) For the rest 80 marks of MCQ type (40 questions of 1 mark each with four alternative answers for each question) + 40 marks of Broad / Descriptive type.
 - iii) Two Questions of 10 marks each will be set from each unit out of which one question will be attempted by the candidate. That is, a student will answer four questions, one from each unit out of eight questions from four units.
 - iv) Each question of 10 marks may be subdivided into 02 to 03 parts having maxium of five marks in a part.

	No. of Questions		
Unit	To be set	to be answered	Marks
1	2	1	10x 1 = 10
2	2	1	10 x 1 =10
3	2	1	10 x 1 =10
4	2	1	10 x 1 =10
5	8	4	40

- B. For Courses of 100 marks with practical component:
 - i) internal Assessment : 20 marks Theory + 10 marks Practical)
 - ii) For the rest 80 marks there will be 2 components:
 - 1. Theory: 40 marks
 - 2. Practical: 40 marks
 - iii) For 40 marks of Theory there will be three questions of 10 marks from each unit out of which a student will answer two questions. That is, a student will answer four questions, taking two from each unit out of six questions from two units.

	No. of Questions		
Unit	To be set	to be answered	Marks
1	3	2	10 x2 =20
2	3	2	10 x 2 =20
3	6	4	40

Honours Programme

- A. For courses of 100 marks without practical component:
 - i) Internal Assessment : 20 marks
 - ii) For 80 marks of Theory there shall be 3 questions of 10 marks each from each unit out of which a student will answer two questions. That is, a student will answer eight questions, taking two from each unit out of twelve questions.

	No. of Questions		
Unit	To be set		Marks
1	3	2	10x2 =20
2	3	2	10x2=20
3	3	2	10x2 =20
4	3	2	10x2=20
5	12	8	80

- B. For Courses of 100 marks with practical component:
 - i) Internal Assessment : 20 marks Theory + 08 marks Practical)
 - ii) For 48 marks of theory there will be 3 questions from each unit of twelve marks each out of which a student will answer two questions of twelve marks each. That is, a student will answer four questions taking two from each unit out of six questions from two units. Each question of twelve marks may be subdivided into 2 to 3 marks having maximum of six marks for a part.

	No. of Questions		
Unit	To be set	to be answered	Marks
1	3	2	12 x 2 = 24
2	3	2	12 x 2 = 24
3	6	4	48

6.3 DURATION OF EXAMINATION:

For paper of marks more than 50; 3 hours (General and Honours)

For paper of marks upto 50 : 2 Hours (General and Honours)

6.4 The questions of Foundation and Soft Study courses will be of MCQ type. Each question will have four alternative answers.

6.3 Distribution of marks:

i) B.A, B.SC. B.COM. programme

Programme	Total Marks	Total Credit
General	2400	100
Major (Honours)	2600	108

ii) Semester-wise marks Distribution

Semester	General Programme	Honours Programme
I	400	400
II	400	400
III	400	400
iv	400	400
V	400	400
VI	400	500
Total (1toVI)	2400	2500

III) a. B.A (General) Subjectwise / coursewise marks
Distribution

Semester	Paper	Marks	Semester	Paper	Marks
	C1P1 (4)	100		C1P3 (4)	100
	C2 P1 (4)	100		C2P3 (4)	100
S1	C3P1 (4)	100	S3	C3P3 (4)	100
	FNDC-I (Compulsory Eng.) (5)	100		FNDC-IV: EVS (4)	100
	C1P2 (4)	100		C1P4 (4)	100
	C2 P2 (4)	100		C2P4 (4)	100
S2	C3P2 (4)	100	S4	C3P4 (4)	100
	FNDC-II : MiI + HAC (4)	100		FNDC-V: Computer Skills (5)	100
	C1P5 (4)	100		Project (6)	100
	C2 P5 (4)	100		SS-1 (4)	100
S5	C3P5 (4)	100	S6	SS-2 (4)	100
	FNDC-III : Public Administration (4)	100		SS-3 (4)	100

N.B: Bracketed figs show credit of each course / paper:

ss-Soft Study Courses

b. B.Com (General) Subjectwise Marks Distribution

Semester	Paper	Marks	Semester	Paper	Marks
	C1P1 (4)	100		C1P3 (4)	100
	C2 P1 (4)	100		C2P3 (4)	100
S1	C3P1 (4)	100	S3	C3P3 (4)	100
	FNDC-I (Compulsory Eng.) (5)	100		FNDC-IV: EVS (4)	100
	C1P2 (4)	100		C1P4 (4)	100
	C2 P2 (4)	100	S4	C2P4 (4)	100
S2	C3P2 (4)	100		C3P4 (4)	100
	FNDC-II : MiI + HAC (4)	100		FNDC-V: Computer Skills (5)	100
	C1P5 (4)	100		Project (6)	100
	C2 P5 (4)	100		SS-1 (4)	100
S5	C3P5 (4)	100	S6	SS-2 (4)	100
	FNDC-III : Public Administration (4)	100		SS-3 (4)	100

c. B.SC (General) Subjectwise Marks Distribution

Semester	Paper	Marks	Semester	Paper	Marks
	C1P1 (4)	100		C1P2 (4)	100
0.1	C2 P1 (4)	100		C2P2 (4)	100
S1	C3P1 (4)	100	S2	C3P2 (4)	100
	FNDC-I : FNDC (English) (5)	100		FNDC-II: FN (MIL)+HAC(4)	100
	C1P3 (4)	100		C1P4 (4)	100
	C2 P3 (4)	100		C2P4 (4)	100
S3	C3P3 (4)	100	S4	C3P4 (4)	100
	FNDC-III: EVS (4)	100		FNDC-IV: Computer Skills (5)	100
	C1P5 (4)	100		Project (6)	100
	C2 P5 (4)	100		SS-1 (4)	100
\$5	C3P5 (4)	100	S6	SS-2 (4)	100
	Public FNDC-V : Administration (4)	100		SS-3 (4)	100

iv. a. B.A (HONS) Subjectwise / Cursewise Marks Distribution

SEM-I	SEM-II	SEM-III	SEM-IV	SEM-V	SEM-VI
FNDC-I: Eng (5)	FNDC-II : MIL+HAC(4)	FNDC-III : EVS (4)	FNDC-IV : Computer Skills (5)	H5 (4)	H7 (4)
C1P1(4)	C1P2(4)	C1P3(4)	C1P4(4)	H6(4)	H8(4)
C2P1(4)	C2P2(4)	C2P3(4)	C2P4(4)	C2P5(4)	Project(6)
				C2P5(4)	SS-1(4)
H1(4)	H2 100(4)	H3(4)	H4 100(4)	FNDC- V : Public Administra- tion(4)	SS-2(4)

b. B.COM (HONS) Subjectwise / Cursewise Marks Distribution

SEM-I	SEM-II	SEM-III	SEM-IV	SEM-V	SEM-VI
FNDC-I:	FNDC-II:	FNDC-III:	FNDC-IV:	H5 (4)	H7 (4)
Eng (5)	MIL+HAC(4)	EVS (4)	Computer Skills (5)		
G1P1(4)	G1P2(4)	G1P3(4)	G1P4(4)	H6(4)	H8(4)
G2P1(4)	G2P2(4)	G2P3(4)	G2P4(4)	G2P5(4)	Project(6)
				G2P5(4)	SS-1(4)
H1(4)	H2 100(4)	H3(4)	H4 100(4)	FNDC- V : Public Administra- tion(4)	SS-2(4)

N.B: Bracketed figs show credit of each course / paper: ss-Soft Study Courses

c. B.SC (HONS) Subjectwise / Cursewise Marks Distribution

SEM-I	SEM-II	SEM-III	SEM-IV	SEM-V	SEM-VI
FNDC-1: Eng (5)	FNDC-II : MIL+HAC(4)	FNDC-III : EVS (4)	FNDC-IV : Computer Skills (5)	C1P5 [50+ 50 (Pr)] (4)	H7 (4)
C1P1(4)	C1P2 [50+ 50 (Pr)] (4)	C1P3 [50+ 50 (Pr)] (4)	C1P4 [50+50 (Pr)] (4)	C2P5 [50+ 50 (Pr)] (4)	H8 [100 (PR)] (4)
C2P1(4)	C2P2 [50+ 50 (Pr)] (4)	C2P3 [50+ 50 (Pr)] (4)	C2P4 [50+50 (Pr)] (4)	FNDC-V: Public Administra- tion (4)	Project(6)
H1[100](4)	H2 [60+40 (Pr)] (4)	H3 [60+40 (Pr)] (4)	H4 [60+40 (Pr)] (4)	H5 (4) H6 (100(Pr) (4)	SS-1 (4) SS-2 (4)

'Pr' stands for practical SS-Soft Study Courses

N.B: Bracketed figs show credit of each course / paper.

PART -B

Examination Regulations for B.A/B.Sc./B.Com. (Honours and General) Programme of Studies introduced from the Academic Session 2014-2015 under Credit Based Semester Examination system.

General Provisions

- 7.1 A student may be considered eligible to apperar at any Semester examination held at the end of the Semester provided she/ he has secured pass marks in internal Assessment and has attended 75 % of the total classes held, both in theory and practical separately in each Semester and has fulfilled all other conditions as laid down inthese Regulations. Percentage of attendance from the date of commencement of classes in colleges in the respective Semester, and not from the date of admission of a student in that particular Semester.
- 7.2 A student may also be allowed to sit for any Semester Examination as a Non-Collegiate candidate, if he/she has attended minimum 65% of classes held in Theory and Practical separately in each Semester and on deposits of requiste amount of fees determined by the University from time to time.
- 7.3 A student having attendance below 65% (65% theoretical & 65% Practical classes) of the classes held in any Semester shall be declared as Discollegiate and he/she shall not be allowed to appear at the Semester-I / Semester-II / Semester-III / Semester-iv / Semester-v / Semester-Vi/ Examinations and shall have to be readmitted.
- 7.4 A student will be eligible to apperar as a student in the End-Semester Examination of the University if he/ she secures atleast 40 marks (I,.E. 8 marks) in the Internal Assessment portion. That is, no student will be allowed to apperar in the End-Semester Examination of the University if he/she fails to secure minimun 40% marks in the Internal Assessment portion.
- 7.5 It shall be duty of the Principle of the concerned College/Institute to announce in consultaion with the Heads of the Departments the names of students who are found not eligible to appear in the End-Semester Examinations in the various courses dur to non-fulfillment of the criteria of internal assessment and attendance.

- 7.6 The students shall be informed in advance about the schedule of Internal Assessment.
- 7.7 The affiliated colleges shall have to submit the internal assessment marks in prescribed amrk-slips to the Controller of Examinations seven days before the commencement of End-Semester Examination of the University.
- 7.8 A student having practical paper shall have to submit compulsorily the Practical note books signed by the concerned Teacher at the time of examination. No student shall be allowed to appear in the Practical Examinations if he/she fails to produce laboratory / Practical Note book duly signed by the subject teachers of the concerned College.
- 8.1 Pricipals of respective colleges will arrange to submit the filled in application forms along with requisite fees after duw authentication of the entries of the application form to the Office of the Controller of Examinations, TU within the stipulated date to be fixed by the Controller of Examinations.
- 8.2 No Application Form will be entertained after the expiry of the stipulated date.
- 8.3 At the time of filling up to application form a student shall have to read the instructions carefully laid down for appearing at the examination.
- 8.4 Admit Card for an examination shall not be issued in favour of a student unless his/her application is duly filled-up in all respects particularly in regard to:
 - a) date of admission to the class of the concerned Semester, b) year of first appearance in the examination of the Semester concerned and, c) year (s) of Appearance in the Semester-I/ Semester-II/ Semester-II/ Semester-II/ Semester-V/ Semester-V/ Semester-V/ Semester-VI Examinations, as the case may be, together with the results thereof and such other information as the case may be required from time to time and duly endorsed by the Pricipal testifying his/ her a) good conduct, b) satisfactory performance at the Internal Assessment Examinations and requisite attendance record in theoretical and practical classes in each of the subjects in which he/she intends to
- 8.5 A student appearing at any Semester Examination of the B.A / B.Sc / B.Com / (honours and General) courses shall submit with his/her application form such fees as may be prescribed from time to time by the University.

appear.

- 8.6 A student who fails to pass/qualify or present himself/herself at an examination or does not fuolfill the requirement for the receipt of an admit card shall not be entitled to claim refund of fees.
- 8.7 A student who applies for admission to subsequent examination (s) shall be required to pay on each occasion such fees as prescribed by the University from time to time.
- 8.8 A student declared as person with Disability (PWD) and Blind by the appropriate authorities, shall be exampted from paying the fees for University Examinations. An Amanuensis may be engaged for writing answer on behalf of such PWD / Blind Student with the prior written permission of the Controller of Examinations, TU. Such Amanuensis shall be entitled to remuneration to be paid by the Unifersity as may be prescribed.
- 9.1 A student who (i) has completed his/her course of study of a Semester but fails to enroll himself / herself to appear at any SEmester examination, or ii) fails to appear at the Examination after getting duly enrolled, or iii) has been declared "Failed" in that Examination, may be allowed to appear at the subsequent examinations within his.her stipulated chances as a continuing student on submission of presctibed Application forms and Fees within the stipulated date determined by the University.
- 9.2 A student shall be deemed to have appeared at an examination whever Admit Card id issued in his/ her favour by the University.
- 9.3 An examination shall be held always under the current syllabus.
- There will be no Post-Publication Re-Examination of Answer Scripts, However, a student may apply for Inspection of Answer Scripts of Theory paper only as per relevent rules in this regard.
- 11. Practical examination of a Semester shall ordinarily be held prior to the Semester-end examinations.
- 12. Examination and Evaluation:
 - a) End-Semester Examination: The Controller of Examinations shall make necessary arrangement for notifying the dates orf the End-Semester Examinations as per the Academic Calender notified by the University.

b) Improvement Excamination: A student after passing the 6th Semester Examination may opt for 'Improvement Examinations' Once in any two Theory courses (Papers) of any of the six Semesters after passing the Sixth Semester Examination, Howener, the highter marks secured by the student shall be retained. such a student shall have to apply in the prescribed form alongwith requisite fee for Improvement Examinations within the stipulated date fixed for the concerned Semester Examination. No Improvement examination shall be allowed in the praciti all examinations.

13. Results:

- a) A student shall be dexlared as passed in a course (Paper) in a Semester Examination, provided he/she secures atleast 40 % marks in the Course (Paper) including Internal Assessment.
 - Further provided that in case of Course (Paper) having Practical component a student shall have to secure 40 % Marks separately in Theory and practical component.
- b) A student shall be dexlared as Successful (S) in a Semester Examination, provided he/she passess all the courses (papers) of a Semester independently.
 - Provided however that a student shall be declared as Qualified with BAck paper(s) (Q) in a semester and not more than six cumulative back papers in all semesters taken together inclusive of the Back Paper iin the current SEmester subject toi conditions laid down in (d) below.
- c) A student qualified to the next higher Semester with Back Paper(s) is condidered eligible to appear at the higher Semester Examination provided he / she fulfil all other conditions laid down int his regulations. such a student has to appear only in the Back paper(s) of earlier semester examination along eith the appropriate higher semester Examination (i.e., odd to odd and even to even).
- d) A student will be declared as Qualified in a Semester Examination if
 - i) The number of Back Papers in a Semester Examination does not exceed two,
 - ii The number of Cumulative Back Papers however be forr at maximum in the stage of Second Semester and.

- iii) From 3rd Semester Excamination onward the number of cumulative Back papers will be six at the maximum.
- e) The result of student of Sixth Semester shall be declared as Result withheld (RW) if
 - i) He/she has passed all the courses (Papers) of Six but has back paper(s) in any previous Sem, ester.
 - ii) He/she has four back papers of previous Semesters and a maximum of two Back papers of Sixth Semester.
 - iii) In case of RW result, Mark sheet will not be issued until a student clears the Back paper(s). In such cases, the date of publication of final result will be the date on which the student will clear the Back Paper(s).
- f) A student shall be declared to have passed the Six-Semester BA/B.Sc./ B.Com programme provided he/she has passed all the Semester examination nseparately.
- 14. Pass marks secured by a student in any Semester examination in any couse (paper) will remain at his/her credit.
- 15. a) The Grade for each course (paper) would be decided on the basis of the percentage of marks obtained in the End-Semester Examinatuions as per following table:

Percentage/Mark	Grade Point	Grade	Description
80 and above	8.00 - 10.00	0	Outstanding
70 to 79.99	7.00 - 7.99	A+	Excellent
60 to 69.99	6.00 - 6.99	Α	Very Good
55 to 59.99	5.50 - 5.99	B+	Good
50 to 54.99	5.00 - 5.49	В	Fair
40 to 49.99	4.00 - 4.99	С	Average
Below 40	4.00 - 4.99	F (fail)	Failed

b) Semester Result:

SGPA From - to	Letter Grade
8.00 - 10.00	0
7.00 - 7.99	A+
6.00 - 6.99	Α
5.50 - 5.99	B+
5.00 - 5.49	В
4.00 - 4.99	С
0	F (fail)

The Semester Grade point Average (SGPA) will be calcuated as an weighted average of all the grade point of the Semester courses. That is, SGPA = Sum of Credit Grade Point of all courses

of the4 Semester divided by total credit of the Semester. Here Credit Grade point = Grade point x Credit. (Cxgp)

b) Final Result:

SGPA	Letter	Classification to Final Result		
From - to	Grade	General	Hons	
8.00 - 10.00	0	First Division with	First Class with	
7.00 - 7.99	A+	Distinction	Distinction	
6.00 - 6.99	Α	First Division	First Class	
5.50 - 5.99	B+	Higher Second Division	Higher Second Class	
5.00 - 5.49	В	Sacand Division	Socond Class	
4.00 - 4.99	С	Second Division	Second Class	
0	F (fail)	Failed	Failed	

The Cumulative Grade point Average (CGPA) = Sum of Credit Grade point of All courses of Six Semesters Divided by number of Total Credits of all Semesters.

- 16. A student who passess with any Back paper or Apperars at any Improvement Examinations will not be xonsidered for Rand / medal etx. That is , A student who passes in the first Attempt without any Break will be eligible for medal / Rank etc.
- 17. In case of Honours programme, final result of a student will be declared on the basis of total marks obtained in Honours subjects provided he.she passes all other courses.
- 18. For interpretation of any clause mentioned in the opresent rules and Regulations and for sattlement of any disputse the secision of vice-Chancellor, Truipura University Shall be Considered as final.

Academic calendar and Schedule for Semester system

a) Admission by July 10

b) Semester I/II/v duration July-December

Sessional Examination 1 September
Sessional Examination 2 November
End Semester Examination December
Announcement of Results by January

c) Semester II.IV./VI duration January - June

Sessional Examination 1 February

Sessional Examination 2 April

Final Semester Examination by June 30
Annoouncement of Results by July

Note: The exact date of the seasonal examinations shall be fixed by the concerned teachers / colleges and that of the final Semester examination by the Controller of Examinations, Tripura university. The controller of Examinations would announce the result of the final examinations.

SOFT STUDY COURSES

(Students pursuing in Honours Programme will select 2 and General Programme students will select 3 courses out of the following courses at the beginning of the 6th Semester)

Entrepreneurship Development

Human resource Development and studies

Human Rights and Gender Studies

North -East Region studies

Constitution of India & Planning

Health and Hygiene

Travel & Tourism,

Journalism

International Relations

Data Analysis

Society & Technology

E-Communication

E-mariketing

(New courses on Soft Study may be included from time to time with the approval of the Academic Council)



TRIPURA UNIVERSITY

(A central University) Suryamaninagar - 799022

Rules and regulation of 3 years (Six Semester)
Bachelor of Business Administration (BBA) Degree Course
under CBCS

- 1. These Regulations shall come into effect from the Academic session of 2015-2016.
- 2. The Bachelor of Business Administration shall be of three years duration and be divided into 6 semester.
- 3. The medium of instruction for BBA Programme shall be English and candidates shall have to write the answers in English only.
- 4. Admission Criteria:
 - Candidates who have passed 10+2 Examination or its equivalent course from any recognized board / Universities with at least 45% marks in aggregate (5% relaxation of marks in case of ST/SC/OBC.
 - II. Selection shall be made through an admission test conducted by selection committee constituted by the University for the purpose (applicable for University only.)
 - III. Selected candidates shall have to take admission within the prescribed time on payment of requisite course fee along with necessary documents as prescribed by the University from time to time.

5. Examination System:

- . Internal Assessment Marks shall be awarded on the basis of Students Behavior, Class Attendance, Class Test Performance (Written / Viva / Assignments) from time to time. Department shall send this Internal Assessment Marks to the Controller of Examinations, T.U. Before the Completion of theory examination.
- II. At the end of each semester, there shall be a "Semester End Examination" to be conducted by the controller of Examinations, T.U.
- III. Each student shall have to secure pass marks in every paper of the course separately.
- IV. Pass marks for each paper is 40.
- V. Student shall not be allowed to re appear at the examination of a paper in which he /she has already secured pass marks.
- VI. If a candidate secures 40% marks in aggregate in any semester but fails to secure 40% marks in not more than 2 papers, he / she will be qualified to next semester with back in failed paper(s).
- VII. Students shall be eligible for the next semester examination provided he / she does not have back papers exceeding two in the Semester Exam he / she has appeared; otherwise he / she will be declared fail.
- VIII. The candidate should have to clear the back paper(s) in the next appropriate semester examinations along with his ,/ her regular semester examination (odd to odd and even to even).

IX.

- A. A Candidate may be declared qualified in a Semester if he / she does not have more than two back papers in a semester and not more than four back papers in total, provided the candidate has secured 40% marks in aggregate in each of the Semesters.
- B. At the time of publication of 6th Semester result of a candidate, it may be declared RW(Result with need)
 - I) If the candidate does not have more than four back

- papers in total and has passed in all the papers of 6th Semester.
- ii. If the number of back papers of previous Semesters are three and number of back papers of 6th Semester does not exceed one. Aggregate marks of the 601 Semester of such students should not be less than 40%.
- iii. If the number of back papers of previous semesters are two and number of back papers of Semester does not exceed two. Aggregate marks of the 6th Semester of such students should not be less than 40%.
- iv. A special final examination will be neld within three months of the publications of the result of 6th Semester. The candidates those whose results were declared RW at the time of publication of the result of 6th Semester shall be eligible to appear at the SpecialFinal Examination.
- C. If a candidate fails to clear all the back papers in Special Final Examination, such candidate shall appear in the failed papers in the appropriate Semester Examination, provided that he / she has not exceeded the stipulated chances / numbers of maximum years for completion of the course as mentioned in this Rules and Regulations.
- X. If a candidate fails to qualify in any semester, as mentioned in VI and VIII, he / she shall be declared failed and his / her admission to the next semester shall automatically be cancelled.
- XI. A failed candidate shall appear in next appropriate semester examinations (odd to odd and even to even).
- XII. A candidate shall have to be qualified in all the semester examinations within a period of ten semesters from the date of admission to the 1st semester. If a candidate fails to qualify all the examinations within the stipulated chances, his / her registration to the course shall automatically be cancelled.
- XIII. To be eligible to appear at "Semester End Examination", each' student shall have a minimum 75% attendance in the classes of both theory and practical separately. If a student having attendance between 65% and less than

75% shall be declared as non-collegiate, non-collegiate fee along with other fees should be paid by him / her as per the University Rules and Regulations.

If a student having attendance less than 65% shall be declared as dis-collegiate. Such candidate shall not be allowed to appear at the examination. However, he / she may take re-admission to that semester subject to availability of seats and on payment of requisite semester fees.

XIV. An affiliated college / institution shall submit application form duly filled-in by the candidates intending to appear at the said examination(s) within the last date fixed by the University to the Controller of Examinations along with required fees.

						Sem.				
B	BA	A Course	e Structure	Th.	Pr.	Int.	Project	Project Viva	Total	Total
		BMGT101C	Principles and Practice Manage- ment (4 credit)	70	-	30	-	-	100	
	SEM - 1	BMGT102C	Business Communication (4 credit)	70	-	30	-	-	100	400
	SE	BMGT103C	Financial Accounting (4 credit)	70	-	30	-	-	100	
ear			Computer Skill - (4 credit)	70	-	30	-	-	100	
1st Year		BMGT201C	Cost and Management Accounting (4 credit)	70	-	30	-	-	100	
	SEM - 2	BMGT202C	Quantitative Techniques for management (4 credit)	70	_	30	-	-	100	400
		BMGT104C	Management Economics (4 credit)	70	-	30	-	-	100	
		вмGT203С	Bisiness Environm- ent (4 credit)	70	-	30	-	-	100	

						MARKS						Sem.		
В	B	4	Course	9	Structure	Th.	Pr.	Int.	Proje	ect		ject iva	Total	Total
		Вл	MGT301C		rganization ehavoiur (4 credit)	70	-	30	-			-	100	
		ВМ	MGT302C		usiness Law (4 redit)	70	-	30	-			-	100	
	SEM - 3	ВМ	MGT303C	M	nancial anagement (4 redit)	70	-	30	_			-	100	400
(ear		BMGT304C		M	arketing anagement (4 redit)	70	-	30	-			-	100	
2nd Year		ВМ	MGT401C	M	esearch Iethodology (4 redit)	70	-	30	_			-	100	
	SEM - 4	BN	MGT402C	М	uman Resource anagement (4 redit)	70	-	30	_			-	100	
		BI	MGT403C	М	perations anagement (4 redit)	70	-	30	-			-	100	400
		BA	MGT404C	Sr Fu	ntrepreneurship evelopment and nall Business undamentals (4 redit)	70	-	30	-			-	100	
			BMGT501	С	Consumer Behav (4 credit)	ior	70	-	30	-		-	10	0
		- 5	BMGT502	C.C	Advertising and Sa Promotion (4 cred		70	-	30	-		-	10	
		SEM	BMGT503	С	Retail Manageme (4 credit)	nt	70	-	30	-		-	10	0 400
tion)	Marketing		BMGT504	C	Project Report (Internal) (4 credit)	70	ı	30	-		ı	10	0
ecialization)	Mark		BMGT601	С	Services Marketin (4 credit)	ıg	70	-	30	-		-	10	0
					Rural Marketing (4 credit)		70	-	30	-		-	10	0
3rd Year (Sp		SEM - 6	BMGT603	С	Sales Managemer and Personal Sellir (4 credit)	nt ng	70	-	30	-		-	10	0 400
	BMGT604C Project Report - II (External) (4 credit)			.)	-	-	-	7	0	30	10	0		

			BMGT505C	Financial Statement Analysis (4 credit)	70	-	30	-	-	100		
		- 5	BMGT506C	Indian Financial System (4 credit)	70	-	30	-	-	100	400	
ation)		SEM	BMGT507C	Business Taxation (4 credit)	70	-	30	-	-	100	400	
cializa	e C		BMGT508C	Project Report (Internal) (4 credit)	-	-	-	70	30	100		
3rd Year (Specialization)	Finance	9 -	BMGT605C	Advanced Financial Management (4 credit)	70	-	30	-	-	100		
3rd Ye			BMGT606C	Banking and Insurance Manage- ment (4 credit)	70	-	30	-	-	100	400	
		SEM	BMGT607C	International business Finance (4 credit)	70	-	30	-	-	100		
			BMGT608C	Project Report -II (External) (4 credit)	-	-	-	70	30	100		
			BMGT509C	Human Resource	70	_	30	_	_	100		
		M - 5			Planning (4 credit)							
(-			BMGT510C	Human Resource Development (4 credit)	70	-	30	-	_	100	400	
3rd Year (Specialization)		SEM	BMGT511C	Wages and Salary Administration (4 credit)	70	-	30	-	-	100	400	
(Spec	HRM		BMGT512C	Project Report -II (External) (4 credit)	_	-	-	70	30	100		
'd Year	I		BMGT609C	Human Resource Management (4 credit)	70	-	30	-	-	100		
35		SEM - 6	BMGT610C	Organizational Development (4 credit)	70	-	30	-	-	100	400	
			BMGT611C	Labor Laws (4 credit)	70	-	30	-	-	100		
				BMGT612C	Project Report - II (External) (4 credit)	_	-	_	70	30	100	

Paper Setting, Moderation and Evaluation of Answer Scripts & Results Question Pattern & Distribution of Marks:

a.

For Theory Papers:

- i. **Question No.1:** 5 Objective Type Questions to be answered. Each question carries 2 mark. $2 \times 5 = 10$
- ii. **Question No. 2:** 5 Long Answer Type Questions to be answered out of 8 questions.

Each Question carries 12 marks. Each question may be subdivided into parts. $12 \times 5 = 60$

Theory marks: 70, Internal Assessment Marks: 30 (Total=100)

- I. The duration of Examinations shall be three hours for each theory paper of 70 marks.
- II. There shall be a Board of moderators appointed by the Controller of Examinations, T.U. to moderate all the questions of subject papers.
- III. There shall be two sets of question for each paper to be set. One by Internal paper setter and another by the External paper setter.
- IV. Answer Scripts should be evaluated by the Examiners as appointed by the Controller of Examinations, T. U. Total marks of each of the paper is 100 (Written Examination

Mark=70 and Internal Assessment Mark = 30).

Candidates shall have to submit the "Project Report" for their Project Examination duly certifted by the concerned teacher and Head of the Department in duplicate prior to commencement of the Ex mination. The candidates are required to present the "Project Work" before the Examiners (Internal & External) and defend the same in Project Viva-voce Examination. At least one Internal Examiner and one External Examiner shall be present in the Project Examination. Marks of Project Examination shall be awarded to the students by the examiners jointly.

V. Result shall be declared on the basis of CREDIT system as given below

GRADE PATTERN:

Letter Grades and Grade Points:

- I. Two methods relative grading or absolute grading have been in vogue for awarding grades in a course. The relative grading is based on the distribution (usually normal distribution) of marks obtained by all the students of the course and the grades are awarded based on a cut-off marks or percentile. Under the absolute grading, the marks are converted to grades based on pre-determined class intervals.
- ii. A 10 point grading system with the following letter grades as given below:

	Letter Grade	Grade Point
80% and above	0 (Outstanding)	10
70% and above but below 80%	A+ (Excellent)	9
60% and above but below 70%	A (Very Good)	8
55% and above but below 60%	B+ (Good)	7
50% and above but below 55%	B (Above Average)	6
45% and above but below 50%	C (Average)	5
40% and above but below 4 5%	P (Pass)	4
Below 40%	F (Fail)	0
	Ab (Absent)	0

iii) A student obtaining Grade F shall be considered failed and will be required to reappear in the examination.

'X' shaii be shown in the result column of the failed candidates. Grade shaii be given to each paper of eve v semester and also for the semester taking the tote tmarks of all the papers of the concerned semesters.

Computation of SGPA and CGPA

The SGPA is the ratio of 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 and the sum of the number of credits of all the course undergone by a student, i.e

SGPA(Si) = 2(ci x)

Where Ci is the number of credits of the ith course and Gi is the grade point scored by the student in the ith course.

ii) The CGPA is also calculated in the same taking into account all the course undergone by a student over all the semesters of a programme, i.e.

CGPA = 1(Ci x Si/Ci

Where Si is the SGPA of the ith semester and Ci is the total number of credits in that semester.

iii) The SGPA and CGPA shall be rounded off to 2 decimal point and reported in the transcripts.

Computation of SGFA and CGPA

Illustration for SGPA

Course	Credit	Grade Letter	Grade point	Credit Point (Credit x Grade)
Course 1	4	Α	8	4 X 8 = 32
Course 2	4	B+	7	4 X 7 = 28
Course 3	4	В	6	4 X 6 = 24
Course 4	4	0	10	4X10 = 40
Course 5	4	С	5	4 X 5 = 20
Course 6	4	В	6	4X6 = 24
	24			168

Thus, SGPA = 168/24 = 7

Illustration for CGPA

Semester 1	Semester 2	Semester 3	Semester 4	Semester 5	Semester 6
Credit: 24					
SGPA:7	SGPA: 7	SG PA: 7	SGPA: 7	SGPA: 7	SGPA: 7

Thus, CGPA = $24 \times 7 + \times 7 + 24 \times 7 + 24 \times 7 + 24 \times 7 + 24 \times 7$

144 (total number of credits in all the semesters' i.e

24+24+24+24+24)

VI. Final result shall be declared after the successful completion of all the six semesters. Final Grade shall be declared cumulating the total marks of all the semester examinations.

VII) Illustration of Completion of SGPA and CGPA and Format for Transcripts

Course	Credit	Grade Letter	Grade point	Credit Point (Credit x Grade)	SGPA (Credit Point/Credit		
Semester I							
BMGT 101C	04	Α	8	32			
BMGT 102C	04	B+	7	28			
BMGT 103C	04	В	6	24			
Computer Skill 1	04	В	6	24			
Total	16			108	108/16=6.75		
Semester II							
BMGT 201C	04	В	6	24			
BMGT 202C	04	С	5	20			
BMGT 203C	04	B+	7	28			
BMGT 204C	04	A+	9	36			
Total	16			108	108/16=6.75		
Semester III							
BMGT 301C	04	A+	9	36			
BMGT 302C	04	0	10	40			
BMGT 303C	04	Α	8	32			
BMGT 304C	04	Α	8	32			
Total	16			140	140/16=8.75		
Semester IV							
BMGT 501C	04	В	6	24			
BMGT 402C	04	A+	9	36			
BMGT 403C	04	В	6	24			
BMGT 404C	04	A+	9	36			
Total	16			120	120/16=7.5		
Semester V							
BMGT 501C	04	С	5	20			
BMGT 502C	04	Α	8	32			
BMGT 503C	04	B+	7	28			
BMGT 504C	04	Α	8	32			
Total	16			112	112/16=7		

Semester VI					
BMGT 601C	04	B+	7	28	
BMGT 602C	04	Α	8	32	
BMGT 603C	04	В	6	24	
BMGT 604C	04	С	5	20	
Total	16			104	104/16=6.5
Grand Total	96			692	692/96=7.2

Thus, CGPA = (16x6.75+16x6.75+16x8.75+16x7.5+16x7+16x6.5)/96=7.2

6. Hon'ble Vice-Chancellor's decision shall be final if there are any discrepancies regarding rules and regulation of the course.

Grand marksheet of any BBA Student will look like this after completion of the whole Course Semester I Course Code Credit Marks Grades **Grade Point** Course 1 79 4 A+ Course 2 4 40 Ρ 4 Course 3 4 53 В 6 Course 4 70 9 4 A+ Total 16 SGPA 7 Semester II Course Code Credit Marks Grades **Grade Point** Course 1 40 Ρ 56 B+ 7 Course 2 4 Course 3 4 34 F 0 Course 4 4 78 9 Α+ 16 Total **SGPA** 5 Semester III Course Code Credit Marks Grades **Grade Point** Course 1 80 0 10 4 4 50 В 6 Course 2 Course 3 4 30 F 0 $\overline{\mathsf{C}}$ Course 4 45 5 4 Total 16 **SGPA** 5.25 Semester IV **Grade Point** Course Code Credit Marks Grades 69 Course 1 8 Α Р Course 2 4 40 4 Course 3 4 53 6 В 26 Course 4 0 4 Total 16 **SGPA** 4.5 Semester V Course Code Credit Marks Grades **Grade Point** Ρ Course 1 43 Course 2 4 55 B+ 7 Course 3 4 99 10 0 Course 4 4 88 $\overline{\circ}$ 10

16

7.75

SGPA

Total

Semester VI							
Course Code	Credit	Marks	Grades	Grade Point			
Course 1	4	60	Α	8			
Course 2	4	90	0	10			
Course 3	4	90	0	10			
Course 4	4	66	Α	8			
Total	16		SGPA	9			

Semester	Semester I	Semester II	Semester III	Semester IV	Semester V	Semester VI
Semester Grade Point Average (SGPA)	7	5	5.25	4.5	7.75	9
Grade	B+	С	С	Р	B+	A+
Cumulilative Grade Point Average (CGPA)	7	6.00	5.8	5.4	7.38	6.4
Grade	B+	В	С	С	B+	В

CGPA	Grade	Percentage				
6.4	В	64%				

IMPORTANT EVENTS 2018-2019

July 09 : Freshers Day (BA, B.Sc, BBA, B.Com)

July 09-14 : Orientation for Freshers (BA,B.Sc,BBA, B.Com)

August 11 : Seventh Graduation Day of the College

August 16-17 : In-service training for Teaching Faculty

Sept. 05 : Teachers' Day
Sept. 15 : Holy Cross Feast
Oct. 16-25 : College Study Tour

Nov. 04-05 : National Seminar (Sociology Dept.)

DEADLINES TO CLEAR THE COLLEGE FEES (BA. B.SC., BBA, B.COM)

Aug - 28 : Last date to clear the fees up to August 2018

Nov - 28 : Last date to clear the fee s up to Nov. 2018

Jan - 28 : Last date to clear the fees up to Jan. 2019

Feb - 27 : Last date to clear the fees up to Feb. 2019

April - 27 : Last date to clear the fees up to June. 2019

COLLEGE STUDY TOUR 2018

Thursday, October 25, 2018 to Friday, November 2, 2018

JULY 2018

Date 01 02	Day Sun Mon	Status Holiday Class	Activity
03	Tue	Class	
04	Wed	Class	
05	Thu	Class	
06	Fri	Class	
07	Sat	Class	
80	Sun	Holiday	
09	Mon	Class	Freshers' Day
10	Tue	Class	Orientation for Freshers
11	Wed	Class	Orientation for Freshers
12	Thu	Class	Orientation for Freshers
13	Fri	Class	Orientation for Freshers
14	Sat	Class	Orientation for Freshers
15	Sun	Holiday	
16	Mon	Class	
17	Tue	Class	
18	Wed	Class	
19	Thu	Class	
20	Fri	Holiday	Kharchi Puja
21	Sat	Holiday	
22	Sun	Holiday	
23	Mon	Class	Last Day to Pay the Fees upto Jul. 2017
24	Tue	Class	
25	Wed	Class	Peace Day
26	Thu	Class	Community Service
27	Fri	Class	
28	Sat	Holiday	
29	Sun	Holiday	
30	Mon	Class	
31	Tue	Class	

AUGUST 2018

Date 01 02 03	Day Wed Thu Fri	Status Class Class Class	Activity
04 05	Sat Sun	Holiday Holiday	Ker Puja
06	Mon	Class	
07	Tue	Class	
08	Wed	Class	
09	Thu	Class	
10	Fri	Class	711. 6
11	Sat	Class	7th Graduation Day
			International Youth Day
12	Sun	Holiday	
13	Mon	Class	
14	Tue	Class	
15	Wed	Holiday	Independence Day
16	Thu	Class	Faculty Dvpt. Program
17	Fri	Class	Faculty Dvpt. Program
18	Sat	Holiday	
19	Sun	Holiday	
20	Mon		ast Day to Pay the Fees upto Aug 2017
21	Tue	Class	
22	Wed	Holiday	Id-ul-Zuha (Bakr Id)
23	Thu	Class	
24	Fri	Class	Community Service
25 26	Sat	Holiday	
	Sun	Holiday	Assignment/Class Tost
27 28	Mon Tue	Class Class	Assignment/Class Test
20 29	Wed	Class	
Z 7	wea	Ciass	
30	Thu	Class	
31	Fri	Class	

SEPTEMBER 2018

Date	Day	Status	Activity
01	sat	Holiday	
02 03	Sun	Holiday	Janmashtami
0 3 04	Mon T∪e	Holiday Class	Janmasniami
	Wed	Class	Tagahara' Day
05		Class	Teachers' Day,
06	Thu		
07	Fri Sart	Class	Dirth day of Place ad Virgin Many
80	Sat	Holiday	Birthday of Blessed Virgin Mary
09	Sun	Holiday	
10	Mon	Class	
11	Tue	Class	
12	Wed	Class	
13	Thu	Class	
14	Fri	Class	Feast of Exaltation of Holy Cross
15	Sat	Holiday	Celebration of Holy Cross Feast
16	Sun	Holiday	
17	Mon	Holiday	Biswakarma Puja
18	Tue	Class	
19	Wed	Class	
20	Thu		Last Day to Pay the Fees upto Sep. 2017
21	Fri	Holiday	Muharram/Picnic
22	Sat	Holiday	
23	Sun	Holiday	
24	Mon	Class	Sessional/Pre-Sessional Exam
25	Tue	Class	Sessional/Pre-Sessional Exam
26	Wed	Class	Sessional/Pre-Sessional Exam
27	Thu	Class	Sessional/Pre-Sessional Exam
28	Fri	Class	Sessional/Pre-Sessional Exam
29	Sat	Holiday	
30	Sun	Holiday	

OCTOBER 2018

Date	Day	Status	Activity
01	Mon	Class	
02	Tue	Holiday	Gandhi Jayanti
03	Wed	Class	
04	Thu	Class	
05	Fri	Class Stu	udents' Workshop (Eng. Dept.)
06	Sat	Class Stu	udents' Workshop (Eng. Dept.)
07	Sun	Holiday	
80	Mon	Holiday	Mahalaya
09	Tue	Class	
10	Wed	Class	
11	Thu	Class	
12	Fri	Class	Community Service
13	Sat	Holiday	Puja Holidays Begins
14	Sun	Holiday	
15	Mon	Holiday	
16	Tue	Holiday	Maha Saptami
17	Wed	Holiday	Durgashtami
18	Thu	Holiday	Navami
19	Fri	Holiday	Dussehra
20	Sat	Holiday	Durga Puja Holiday
21	Sun	Holiday	Durga Puja Holiday
22	Mon	Holiday	Durga Puja Holiday
23	Tue	Holiday	Durga Puja Holiday
24	Wed	Holiday	Lakshmi Puja
25	Thu	Holiday	College Study Tour begins
26	Fri	Holiday	"
27	Sat	Holiday	"
28	Sun	Holiday	"
29	Mon	Holiday	46
30	Tue	Holiday	46
31	Wed	Holiday	í í

NOVEMBER 2018

Date	Day	Status Activity
01	Thu	Holiday
02	Fri	Holiday College Study Tour Ends
03	Sat	Holiday
04	Sun	Holiday
05	Mon	Class Classes resume after Puja Holidays
06	Tue	Class
07	Wed	Holiday Deewali/Kali Puja
80	Thu	Class
09	Fri	Holiday Bhatridwitia
10	Sat	Holiday
11	Sun	Holiday
12	Mon	Class
13	Tue	Class
14	Wed	Class
15	Thu	Class
16	Fri	Class National Seminar
17	Sat	Class National Seminar
18	Sun	Holiday
19	Mon	Class
20	Tue	Class Last Day to Pay the Fees upto Nov. 2017
21	Wed	Class
22	Thu	Class Birthday of Prophet Mohammad
23	Fri	Holiday Guru Nanak's Birthday/Picnic
24	Sat	Holiday
25	Sun	Holiday
26	Mon	Class Community Service
27	Tue	Class
28	Wed	Class
29	Thu	Class Assignment/ Class Test
30	Fri	Class

DECEMBER 2018

Date	Day	Status	Activity
01	Sat	Class	Final Exam begins
02	Sun	Holiday	
03	Mon	Holiday	World Disabled Day
04	Tue	Class	
05	Wed	Class	
06	Thu	Class	
07	Fri	Class	
08	Sat	Holiday	Feast of the Immaculate conception
09	Sun	Holiday	
10	Mon	Class	
11	Tue	Class	
12	Wed	Class	
13	Thu	Class	
14	Fri	Class	Energy Conservation Day/
15	Sat	Class	
16	Sun	Holiday	
17	Mon	Class	
18	Tue	Class	
19	Wed	Class	
20	Thu	Class	Last Day to Pay the Fees upto Dec 2017
21	Fri	Class	Christmas Anticipated Celebration
22	Sat	Holiday	
23	Sun	Holiday	
24	Mon	Class	
25	Tue	Holiday	CHRISTMAS DAY
26	Wed	Class	
27	Thu	Class	
28	Fri	Class	
29	Sat	Holiday	Winter Holidays begin
30	Sun	Holiday	
31	Mon	Holiday	Feast of the Holy Family

JANUARY 2019

Date 01 02 03 04 05 06 07 08 09 10 11	Day Tue Wed Thu Fri Sat Sun Mon Tue Wed Thu Fri Sat	Status Holiday	Activity New Year Birthday of Swami Vivekananda
13	Sun	Holiday	(Youth Day)
14	Mon	Class	Classes begin after Vacations
15	Tue	Class	classes begin after vacations
16	Wed	Class	
17	Thu	Class	
18	Fri	Class	
19	Sat	Class	Last Day to Pay the Fees upto Jan 2017
20	Sun	Holiday	
21	Mon	Class	
22	Tue	Holiday	Saraswati Puja
23	Wed	Holiday	Birthday of Netaji
24	Thu	Class	
25	Fri	Class	Statehood Day
26	Sat	Holiday	Republic Day Celebrations
27	Sun	Holiday	
28	Mon	Class	
29	Tue	Class	
30	Wed	Class	
31	Thu	Class	Community Service

Working Days:13

FEBRUARY 2019

Date 01	Day Fri	Status Class	
02	Sat	Holiday	Picnic/Study Tour Eng. Dept.
		,	(1st year)
03	Sun	Holiday	
04	Mon	Class	
05	Tue	Class	
06	Wed	Class	
07	Thu	Class	
08	Fri	Class	
09	Sat	Holiday	Picnic/Study Tour Eng. Dept.
			(2nd year)
10	Sun	Holiday	
11	Mon	Class	Birthday of Blessed
			Basil Moreau, Founder of HC
12	Tue	Class	College Fest Competitions
13	Wed	Class	College Fest Competitions
14	Thu	Class	College Fest Competitions
15	Fri	Class	College Fest Competitions
16	Sat	Class	College Fest-Tejas 7.0 (2019)
17	Sun	Holiday	
18	Mon	Class	
19	Tue	Class	Shivaji Jayanti
20	Wed	Class	Last Day to Pay the Fees upto Feb 2019
21	Thu	Class	
22	Fri	Class	National Seminar
23	Sat	Holiday	National Seminar
24	Sun	Holiday	
25	Mon	Class	
26	Tue	Class	
27	Wed	Class	
28	Thu	Class	Community Service

Working Days :20

MARCH 2019

Date	Day	Status	Activity
01	Fri	Class	
02	Sat	Holiday	Holi/Dul Jatra
03	Sun	Holiday	
04	Mon	Class	
05	Tue	Class	
06	Wed	Class	
07	Thu	Class	
08	Fri	Class	International Women's Day
09	Sat	Holiday	Picnic/Study Tour Soc./BSc. Dept.
10	Sun	Holiday	
11	Mon	Class	
12	Tue	Class	
13	Wed	Class	
14	Thu	Class	
15	Fri	Class	Picnic/Study Tour Eng. Dept.
			(3rd year)
16	Sat	Holiday	
17	Sun	Holiday	
18	Mon	Class	
19	Tue	Class	
20	Wed	Class	Last Day to Pay the Fees upto Mar 2019
21	Thu	Class	
22	Fri	Class	
23	Sat	Holiday	
24	Sun	Holiday	Palm Sunday
25	Mon	Class	
26	Tue	Class	
27	Wed	Class	
28	Thu	Holiday	Holy Thursday/Mahabir Jayanti
29	Fri	Holiday	Good Friday
30	Sat	Holiday	Holy Saturday
31	Sun	Holiday	Easter

Working Days:19

APRIL 2019

Date	Day	Status	Activity
01	Mon	Class	
02	Tue	Class	
03	Wed	Class	
04	Thu	Class	
05	Fri	Class	
06	Sat	Holiday	Picnic/Study Tour BBA
07	Sun	Holiday	World Health Day
08	Mon	Class	
09	Tue	Class	
10	Wed	Class	
11	Thu	Class	
12	Fri	Class	
13	Sat	Holiday	
14	Sun	Holiday	Bengali New Year
15	Mon	Class	
16	Tue	Class	
1 <i>7</i>	Wed	Class	
18	Thu	Class	
19	Fri	Holiday (R)	Mahavir Jayanti
20	Sat	Holiday	
21	Sun	Holiday	
22	Mon	Class L	ast Day to Pay the Fees upto Apr. 2019
23	Tue	Holiday	Garia Puja
24	Wed	Class	
25	Thu	Class	
26	Fri	Class	
27	Sat	Holiday	
28	Sun	Holiday	
29	Mon	Class	
30	Tue	Class	

Working Days :20

MAY 2019

Date	Day	Status	Activity
01	Wed	Holiday	May Day
02	Thu	Class	
03	Fri	Class	Farewell to Outgoing Class
04	Sat	Holiday	
05	Sun	Holiday	
06	Mon	Class	
07	Tue	Class	Rabindra Jayanti
80	Wed	Class	
09	Thu	Class	
10	Fri	Class	
11	Sat	Holiday	
12	Sun	Holiday	
13	Mon	Class	Mothers' Day
14	Tue	Class	
15	Wed	Class	International Family Day
16	Thu	Class	
17	Fri	Class	World Tele-Communication Day
18	Sat	Holiday	
19	Sun	Holiday	
20	Mon		ast Day to Pay the Fees upto May 2019
21	Tue	Class	
22	Wed	Class	
23	Thu	Class	
24	Fri	Class	
25	Sat	Holiday	B'Day of Kazi Nazurul Islam
26	Sun	Holiday	
27	Mon	Class	
28	Tue	Class	
29	Wed	Holiday	Buddha Purnima
30	Thu	Class	
31	Fri	Class	

Working Days :21

JUNE 2019

Date	Day	Status	Activity
01	Sat	Holiday	
02	Sun	Holiday	
03	Mon	Class	
04	Tue	Class	
05	Wed	Class	World Environment Day
06	Thu	Class	
07	Fri	Class	
80	Sat	Holiday	
09	Sun	Holiday	
10	Mon	Class	
11	Tue	Class	
12	Wed	Class	
13	Thu	Class	
14	Fri	Class	
15	Sat	Holiday	ld- UI - Fitr
16	Sun	Holiday	
17	Mon	Class	
18	Tue	Class	
19	Wed	Class	
20	Thu	Class	Last Day to Pay the Fees upto Jun 2019
21	Fri	Class	
22	Sat	Holiday	
23	Sun	Holiday	
24	Mon	Class	
25	Tue	Class	
26	Wed	Class	
27	Thu	Class	World Diabetes Day
28	Fri	Class	
29	Sat	Holiday	
30	Sun	Holiday	

Working Days :20

JULY 2019

Date	Day	Status	Activity
01	Mon	Class	
02	Tue	Class	
03	Wed	Class	
04	Thu	Class	
05	Fri	Class	
06	Sat	Class	
07	Sun	Holiday	
08	Mon	Class	Freshers' Day
09	Tue	Class	Orientation for Freshers
10	Wed	Class	Orientation for Freshers
11	Thu	Class	Orientation for Freshers
12	Fri	Class	Orientation for Freshers
13	Sat	Class	Orientation for Freshers
14	Sun	Holiday	
15	Mon	Class	
16	Tue	Class	
17	Wed	Class	
18	Thu	Class	
19	Fri	Class	
20	Sat	Holiday	Last Day to Pay the Fees upto Jul. 2019
21	Sun	Holiday	
22	Mon	Class	
23	Tue	Class	
24	Wed	Class	
25	Thu	Class	Death Anniversary of Fr. Victor CSC : Peace Day
26	Fri	Class	
27	Sat	Holiday	
28	Sun	Holiday	
29	Mon	Class	
30	Tue	Class	
31	Wed	Class	

Working Days :24

Non-attendance and leave		
Number of days absent	Reason (Briefly in ink) Signature and Date	Signature of Principal/ VP/HoD

Non-attendance and leave		
Number of days absent	Reason (Briefly in ink) Signature and Date	Signature of Principal/ VP/HoD

Non-attendance and leave		
Number of days absent	Reason (Briefly in ink) Signature and Date	Signature of Principal/ VP/HoD

Non-attendance and leave		
Number of days absent	Reason (Briefly in ink) Signature and Date	Signature of Principal/ VP/HoD

Non-attendance and leave		
Number of days absent	Reason (Briefly in ink) Signature and Date	Signature of Principal/ VP/HoD

Non-attendance and leave		
Number of days absent	Reason (Briefly in ink) Signature and Date	Signature of Principal/ VP/HoD

Non-attendance and leave		
Number of days absent	Reason (Briefly in ink) Signature and Date	Signature of Principal/ VP/HoD
		I

I HAVE COME TO THEE

CH: I have come to thee to take thy touch before I begin my day

- 1. Let thy eyes rest upon my eyes for a while.
- 2. Let me take to my work the assurance of thy comradeship my friend
- 3. Fill my mind with thy music to last through the desert of noise.
- 4. Let thy love's sunshine kiss the peaks of my thoughts and linger in my life's valley where the harvest ripens. (*Tagore*)

IN HIS TIME

- In His time, in His time,
 He makes all things beautiful in His time.
 Lord, please show me every day
 As You're teaching me your way,
 That you do just what You say in Your time
- In Your time, in Your time,
 You make all things beautiful in Your time
 Lord, my life to You I bring,
 With its winter and its spring,
 May I fathom everything in Your time.
- 3. There's a time, there's a time
 Both for sowing and for reaping there's a time
 Time for losing, time for gain,
 Time for joy and time for pain,
 Every purpose under heaven has a time.

MAKE ME A CHANNEL OF YOUR PEACE

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

Ch: O Master grant that I may never seek
So much to be consoled as to console
To be understood as to understand
To be loved as to love with all my heart.

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

GREAT THINGS HAPPEN

Great things happen when God mixes with us (2) Great and beautiful, wonderful things: Great things happen when God mixes with us.

- Some find life, some find peace:
 Some people also find joy.
 Some see things as they never could before,
 And some people find that they can now begin to trust.
- Some find health , some find hope:
 Some people also find joy.
 Some see themselves as they never could before,
 And some people find that they can now begin to live.

THERE SHALL BE SHOWERS OF BLESSINGS

There shall be showers of blessings,
 This is the promise of love;
 There shall be seasons refreshing
 Sent from the Saviour above.

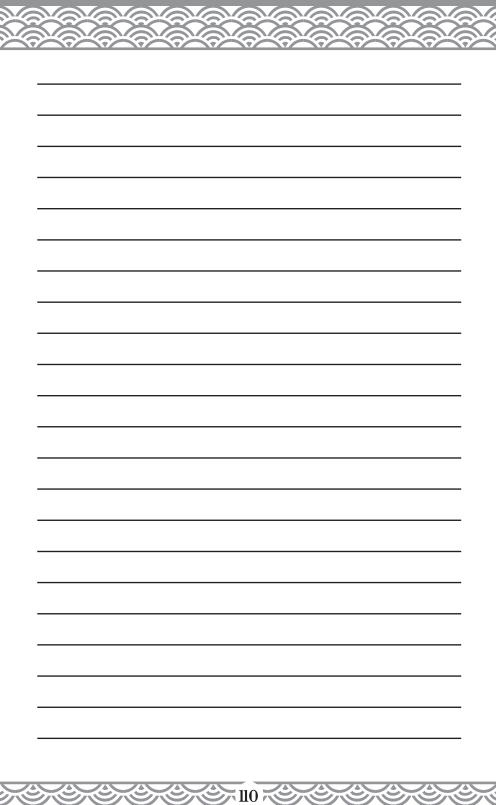
Ch: Showers of blessing, showers of blessing we need, Mercy – drops round us are falling But for the showers we plead.

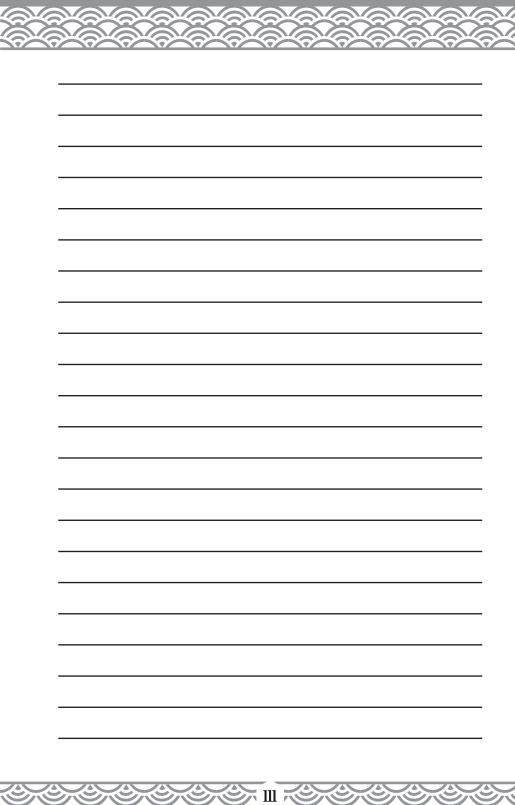
- There shall be showers of blessings;
 Precious reviving again
 Over the hills and the valleys
 Sound of abundance of rain.
- There shall be showers of blessings Send them upon us, O Lord Grant to us now a refreshing, Come, and now honour Thy word.

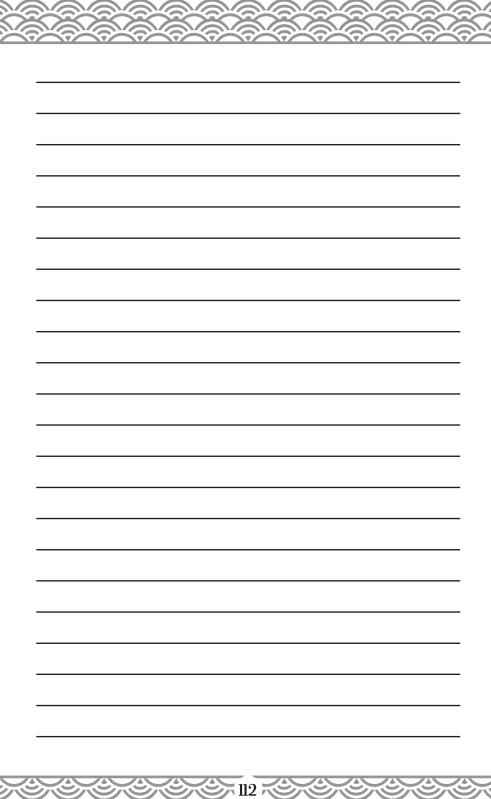
PRAISE GOD

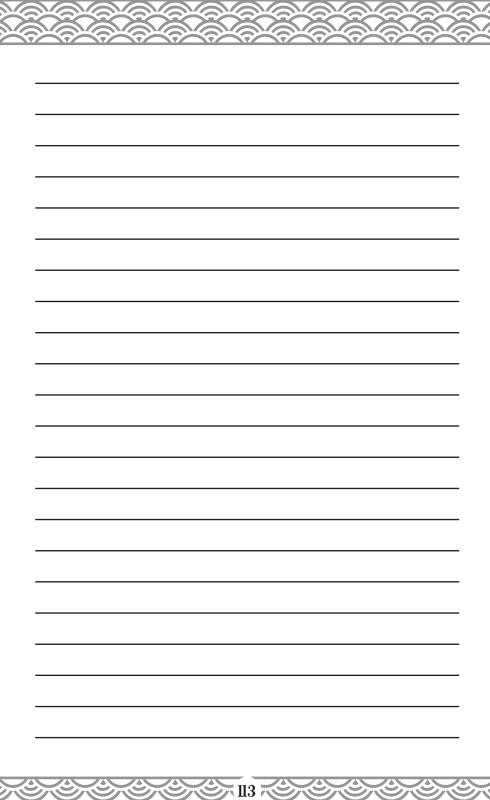
Praise God, praise God, Let his love remind us of the power of his name. Praise God, praise God, All creation sings its song of praise.

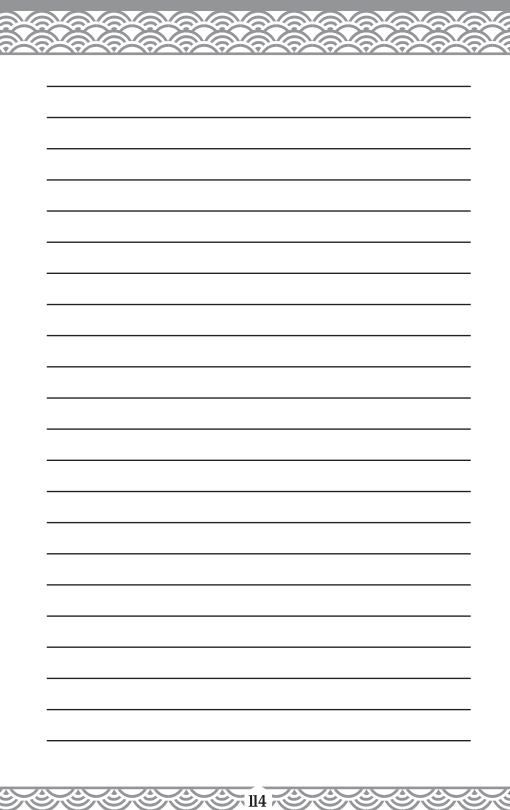
- I will praise you, God and King, Each and every day.
 My mouth shall never cease to sing, And I will bless your name for ever.
- Lord, you're highly to be praised;
 Your greatness overwhelms,
 Age on age will praise your works
 And I will bless your name for ever.

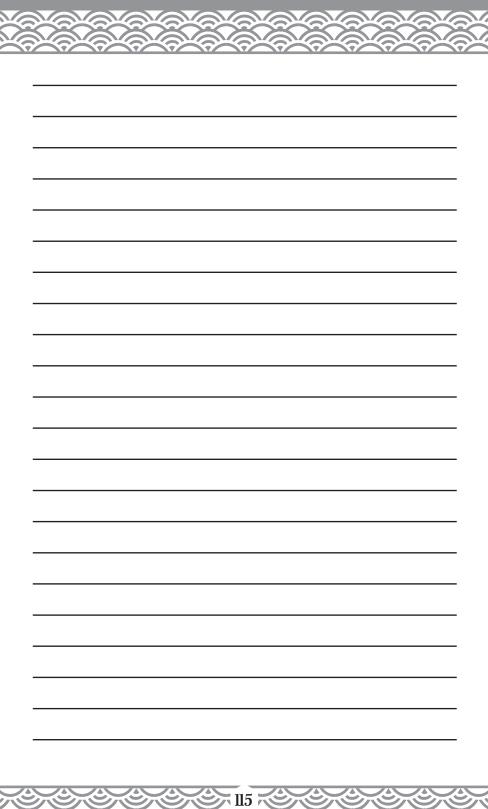


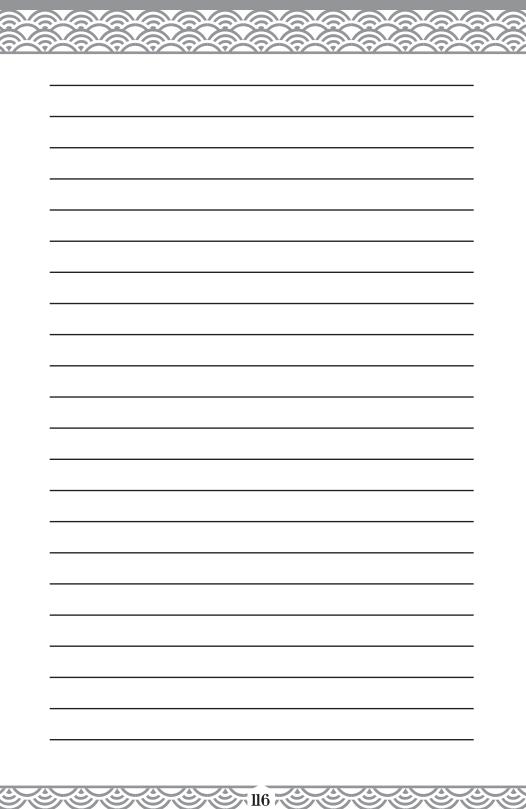


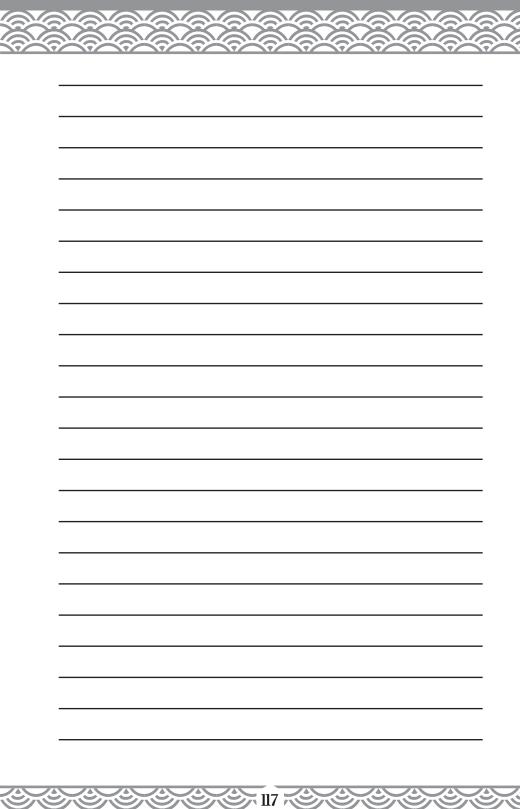


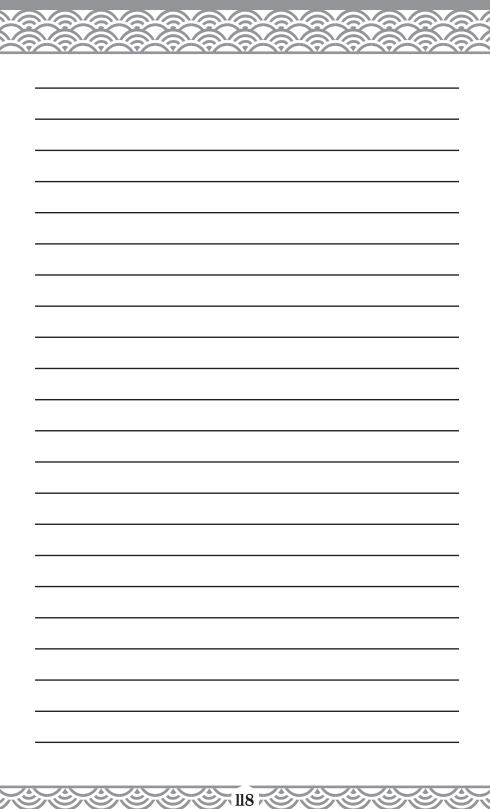


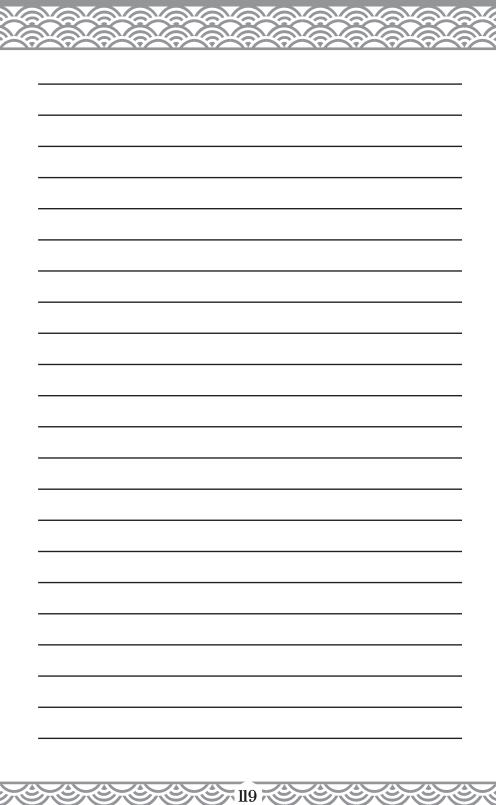


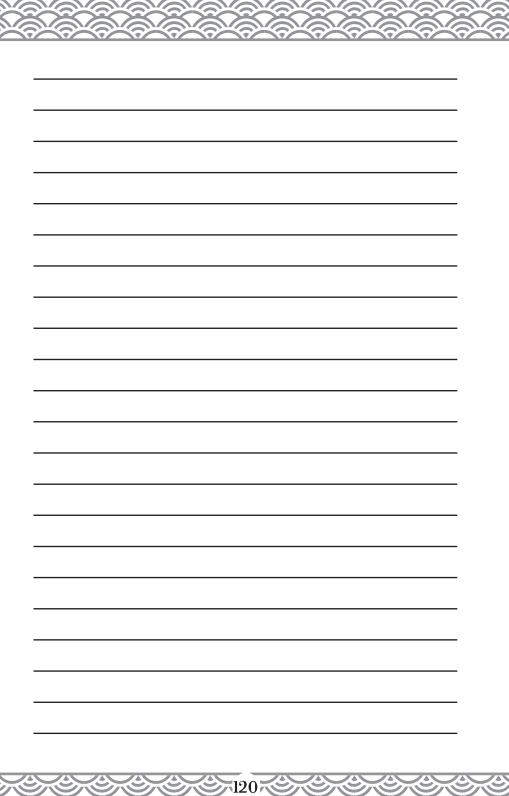


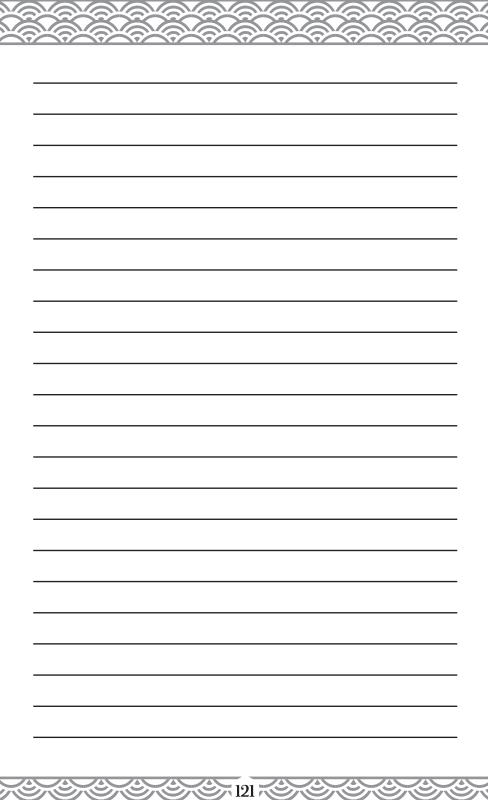


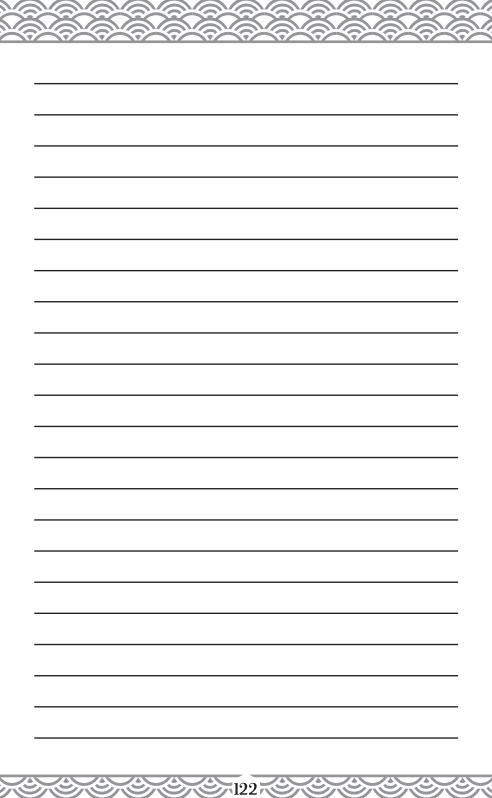


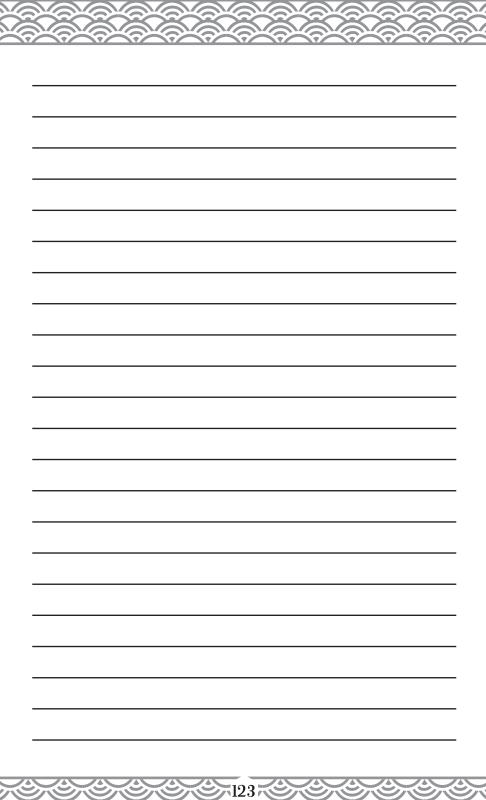


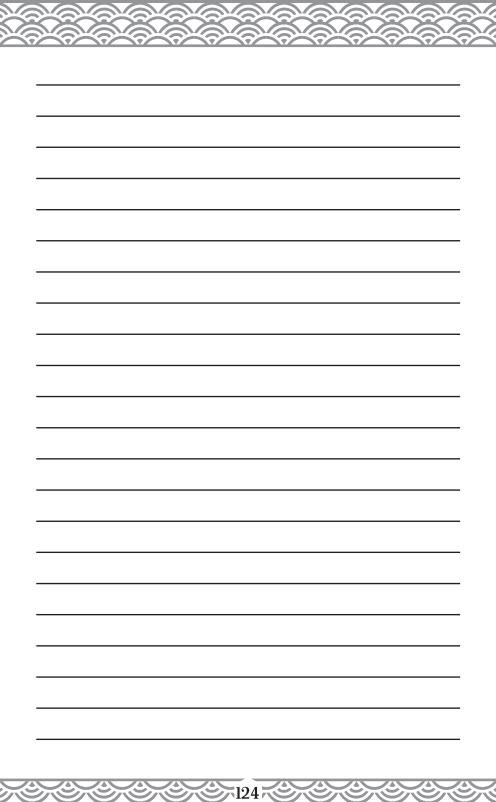


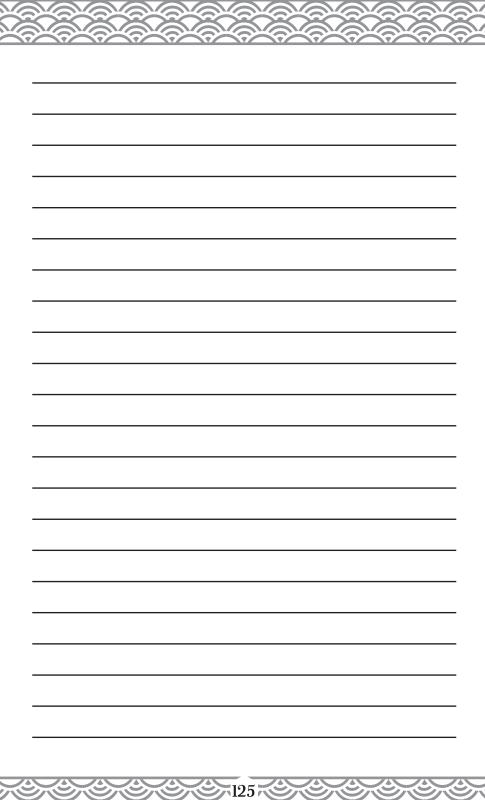


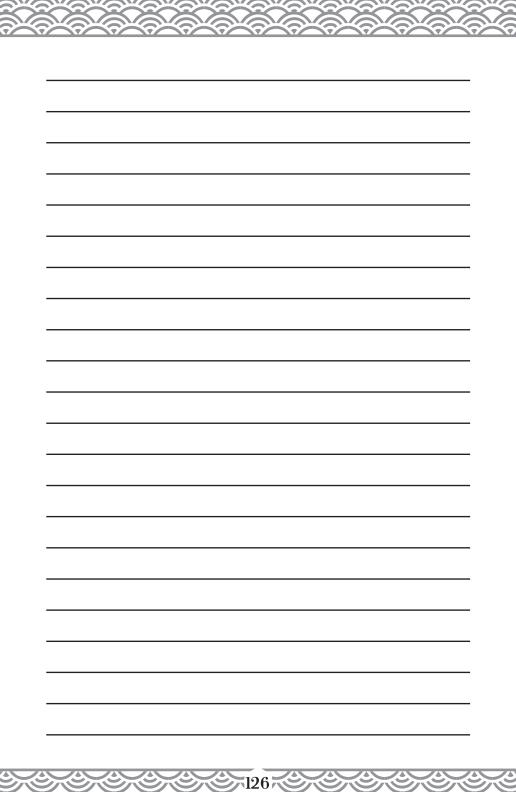












S U B J E C T S Monthly assignments	JULY	AUGUST	SEPTEMBER	OCTOBER	NOVEMBER	DECEMBER	JANUARY	FEBRUARY	MARCH	APRIL	MAY	JUNE	TOTAL
CLASS / MODEL TESTS													
Attendance													
Conduct / Discipline (A-F)													
Community Service (A-F)													
Punctuality (A-F)													

S U B J E C T S Monthly assignments	JULY	AUGUST	SEPTEMBER	OCTOBER	NOVEMBER	DECEMBER	JANUARY	FEBRUARY	MARCH	APRIL	MAY	JUNE	TOTAL
CLASS / MODEL TESTS													
Attendance													
Conduct / Discipline (A-F)													
Community Service (A-F)													
Punctuality (A-F)													



THE CONSTITUTION OF INDIA

PREAMBLE

WE THE PEOPLE OF INDIA, having solemnly resolved to constitute India into a SOVEREIGN SOCIALIST SECULAR DEMOCRATIC REPUBLIC and to secure to all it's citizen:

JUSTICE, social, economic and political;

LIBERTY of thought, expression, belief, faith and worship;

EQUALITY of status and of opportunity;

and to promote among them all,

FRATERNITY assuring the dignity of individual and the unity and integrity of the Nation;

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

Main Campus

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