

This is an **official document**. Kindly fill in the details legibly in capital letters.

Stamp  
size  
photograph

Name : .....

Class & Reg. No. : .....

EC/CC Association : .....

Father's Name : .....

Mother's Name : .....

Permanent Address : .....

.....

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Email ID : .....

Phone (Landline) : .....

Mobile : .....

Present Address : .....

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.....

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Name of the Hostel/

Paying Guest : .....

Name of the Director : .....

Guardian : .....

Phone : .....

Blood Group : .....

Bank Account No. : .....

Contact Telephones : .....

Name of the Class Guide:

Phone:

Name of the Mentor :

Phone:

## St Aloysius Gonzaga



This College is named after St Aloysius Gonzaga. He was a 16<sup>th</sup> century prince, heir to the throne of the Marquisate of Gonzaga in Italy, who had, at his disposal, everything he could have desired in life. But inspired by a deep spirit of faith and moved by a profound love of mankind, at the age of 18, he renounced his rights and entered the Jesuit Order to be a religious whose wealth would be God alone and whose happiness would be the service of others. While Aloysius was still into training, there was a plague in Rome. Victims of the plague had no hope of recovery and were abandoned for fear of contagion. The youthful Aloysius, who was then 24, rose to the occasion with his companions and immediately set about caring for the sick and the dying, risking his own life. The risk, however, was too great. Aloysius fell a victim to the disease and died in the midst of his noble work, offering his life as a sacrifice for others.

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

## The College Motto



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

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

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

## **ALOYSIAN IDEAL**

Dear Aloysian,

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

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

The College became autonomous in 2007. Since then, the College has been making rapid progress by introducing innovative courses, regularly updating the syllabus and transparent and objective evaluation strategies.

### **VISION**

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

### **MISSION**

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

## **Aims and objectives of the College**

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

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

Thus an Aloysian

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

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

### **Intellectual Development**

The development of your mind, the acquisition of information in different subjects of your study, digesting this information and putting it into a practical framework will be the major part of your education here. Let your aim of study be not just to successfully reproduce in an examination what

you have learnt, but to cultivate the art of thinking independently, analytically and critically and expressing yourself clearly.

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

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

### **Physical Development**

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

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

## **Spiritual Development**

Being an institution administered by a religious congregation, the College gives highest importance to spiritual formation and character building. A person is what his spiritual and moral values are, and you will carry this aspect of your education with you all your life.

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

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

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

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

## **Co-curricular and Extra-curricular Activities**

A good part of our education, the broadening of our horizons, inculcation of values, learning to relate to and to deal

with others, exercise of participative leadership etc., takes place through co-curricular and extra-curricular activities. The College provides rich opportunities in the form of more than forty Associations and Clubs with the dedicated staff for training and guiding you.

### **Social Concern**

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

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

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

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

### **Eco-friendly Campus**

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

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

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

### **Staff – Student Rapport**

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

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

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



# J U N E 2 0 1 7

SUN	MON	TUE	WED	THU	FRI	SAT
<i>Notes</i>				1 <b>Orientation Programme for the newly recruited teaching staff and Junior Staff</b>	2	3 <b>Seminar for all the Teaching Staff UG &amp; PG</b>
4	5 World Environment Day	6	7	8	9	10
11	12 World Day Against Child Labour	13	14 World Blood Donor Day	15	16	17
18	19	20	21 Feast of St Aloysius Gonzaga: Patron of the College — International Day of Yoga	22	23	24
25	26 Ramzan <b>H</b>	27	28	29	30	

# J U L Y 2 0 1 7

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

# AUGUST 2017

SUN	MON	TUE	WED	THU	FRI	SAT
<i>Notes</i>		1	2	3	4	5
6	7	8	9	10	11	12 International Youth Day
13	14	15 Independence Day <b>H</b>	16	17	18	19
20	21 Open Elective for III Semester	22	23	24	25 Ganesh Chaturti <b>H</b>	26
<b>I Internal Test</b>						
27	28	29	30	31		
			<b>Novena of Mother Mary</b>			

# S E P T E M B E R 2 0 1 7

SUN	MON	TUE	WED	THU	FRI	SAT
<i>Notes</i>					1	2 <b>Bakrid</b> <b>H</b>
					<b>Novena of Mother Mary</b>	
3	4	5	6	7	8 Nativity of B.V. Mary <b>H</b> International Literacy Day	9
<b>Novena of Mother Mary</b>						
		Teachers Day				
10	11	12	13	14	15	16
17	18	19 Mahalaya Amavasye <b>H</b>	20	21 International Day of Peace	22	23
24	25	26	27 World Tourism Day	28	29 Ayudha Pooja <b>H</b>	30 Vijaya Dashami/ Dussehra <b>H</b>

# OCTOBER 2017

SUN	MON	TUE	WED	THU	FRI	SAT
1	2 Gandhi Jayanthi <b>H</b>	3	4	5 Valmiki Jayanthi <b>H</b>	6	7
8	9	10	11	12	13	14 Open Elective for III Semester
<b>II Internal Test</b>						
15	16 World Food Day	17	18 Naraka Chaturdashi <b>H</b>	19	20 Deepavali <b>H</b>	21
22	23	24	25	26	27	28
<b>Re-test</b>						
29	30	31 Last Working Day	<i>Notes</i>			

# NOVEMBER 2017

SUN	MON	TUE	WED	THU	FRI	SAT
<i>Notes</i>			1  Kannada Rajyotsava  Ⓜ	2	3	4
5	6  Kanakadasa Jayanthi  Ⓜ	7	<b>* End Semester Exam</b>			
12	13	14  Childrens Day	15	16  International Day of Tolerance	17	18
<b>* End Semester Exam</b>						
19	20	21	22	23	24	25
<b>* End Semester Exam</b>				26	27	28
26	27	28	29	30	<b>*Rural Exposure Programme/ Study tour</b>	

\* Dates are tentative

# D E C E M B E R 2 0 1 7

SUN	MON	TUE	WED	THU	FRI	SAT
31	<i>Notes</i>				1 World AIDS Day <b>H</b> Eid Milad	2
					*Rural Exposure Programme/ Study tour	
3	4  Commencement of Even Semester	5	6	7	8	9
10  Human Rights Day	11	12	13	14  Sports Day	15	16
17	18	19	20	21	22	23
24	25  Christmas <b>H</b>	26	27	28	29	30
Christmas vacation						

# J A N U A R Y 2 0 1 8

SUN	MON	TUE	WED	THU	FRI	SAT
	1  Christmas vacation	2  <b>Classes Re-open</b>	3	4	5	6
7	8	9	10	11	12 Foundation Day Celebration  Alumni/ae Gathering	13
14 Makara Sankranti  Ⓜ	15	16	17	18	19	20
21	22  Open Elective for II Semester	23	24	25	26  Republic Day  Ⓜ	27
<b>I Internal Test</b>						
28	29	30	31	<i>Notes</i>		



# F E B R U A R Y 2 0 1 8

SUN	MON	TUE	WED	THU	FRI	SAT
<i>Notes</i>				1	2	3
4  World Cancer Day	5	6	7	8  <b>Sangam 2018</b>	9	10
11	12	13  Maha Shivarathri <b>H</b>	14	15	16	17
18	19	20  World Day of Social Justice	21  International Mother Language Day	22	23	24
25	26	27	28  National Science Day	<i>Notes</i>		

# M A R C H 2 0 1 8

SUN	MON	TUE	WED	THU	FRI	SAT
<i>Notes</i>				1	2	3  World Wildlife Day
4	5	6	7	8  International Women's Day	9  <b>College Day</b>	10
11	12	13	14	15	16	17  Open Elective for II Semester
<b>II Internal Test</b>						
18  Ugadi  Ⓜ	19	20	21	22  World Water Day	23	24
25	26	27	28	29  Mahaveera Jayanthi  Ⓜ	30  Good Friday  Ⓜ	31
<b>Re-test</b>						

# A P R I L 2 0 1 8

SUN	MON	TUE	WED	THU	FRI	SAT
1  <b>Easter</b> <b>H</b>	2  World Autism Awareness Day	3	4	5	6	7 World Health Day <b>Last Working Day</b>
8	9	10	11	12	13	14 Ambedkar Jayanthi <b>H</b>
5	16	17	18	19 Basava Jayanthi <b>H</b>	20	21
<b>* End Semester Exam</b>						
22  International Mother Earth Day	23	24	25	26	27	28
<b>* End Semester Exam</b>						
29	30	<i>Notes</i>				
<b>* End Semester Exam</b>						

\* Dates are tentative

# M A Y 2 0 1 8

SUN	MON	TUE	WED	THU	FRI	SAT
<i>Notes</i>		1 Labour Day Ⓜ	2	3	4	5
				*End Semester Exam		
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31  World No-Tobacco Day	<i>Notes</i>		

\* Dates are tentative

## PLEASE TAKE SPECIAL NOTE

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

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

2. Without obtaining prior permission from the Principal, no picnics, send-off parties and get-togethers either in the campus or in any other place are to be organised. Strict disciplinary action will be taken against those who violate this rule.
3. Taking tuition outside the College is strongly discouraged. Students who have difficulties in any subject are recommended to approach the lecturers concerned for help. They are also advised to attend remedial classes organised by the departments concerned.

## GENERAL REGULATIONS

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

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

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

studies without the Principal's permission. They are not allowed to play in any team against the College.

20. Students are advised to maintain their classroom neat & clean and create environmental awareness by keeping the campus clean, green and plastic free.
21. Students are not allowed to take part in any political agitation directed against the authority of the Government. They are also forbidden to engage prominently in any public movement without permission from the Principal. They are further required to observe all the disciplinary regulations which the management may frame from time to time.
22. Catholic students are advised to frequent sacraments.
23. Letters officially addressed to the Principal should enclose reply postage. Only official letters will be handed over to the students. Private letters will be re-directed to home or hostel address.
24. Students are not authorised to collect donations from the public for any of the College activities without the permission of the Principal.
25. Educational tours are to be organised with the prior permission of the Principal. For all such programmes written permission of the parents is required.
26. Students are not permitted to celebrate any religious festival within the College campus without the prior permission of the Principal.
27. Attendance to classes and examinations, progress, as well as the conduct of the student will be taken into consideration while recommending students for merit certificates, concessions, scholarships, higher studies, jobs as well as for representing the College in Intercollegiate activities.



28. **Students are not permitted to use mobile phones within the College buildings. They must be switched off. Such gadgets, if confiscated, will not be returned.**
29. **Students are not supposed to play or listen to music using mobiles phones or any other electronic devices in the College campus.**
30. Students attending class or other gatherings within the College are expected to be neatly dressed in accordance with the rules of approved etiquette. Violation of dress code will be seriously dealt with.
31. **Remedial Education- The college conducts remedial education for the low performing students. Remedial work assigned to them by teachers is mandatory. Non-compliance in submitting the remedial work will be viewed seriously.**
31. Students who come from very poor economic background may apply for **Mid-Day Meal Scheme**.

### **Dress Code**

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

**Boys** can wear formal trousers and half or full sleeved shirts.

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

**Girls** can wear salwar / churidar kameez formal trousers with sufficiently long tops covering the seat.

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

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

## ATTENDANCE

- ◆ Students are expected to attend the classes punctually and regularly. All students should aim at 100% attendance.
- ◆ According to the regulations governing the Choice Based Credit System, a student is eligible to write the semester examination only when he/she has a **minimum of 75% attendance in each course.**
- ◆ **Students who do not have a minimum of 75% attendance will not be allowed to write the examination. They have to repeat the semester**
- ◆ Each paper (theory/practical/ field work) shall be treated as an independent unit for the purpose of attendance
- ◆ Students are advised to check their attendance with the respective lecturers and clear their doubts if any before the semester term closes
- ◆ No complaints or request for attendance on any ground will be entertained after the semester term closes
- ◆ Students who do not pay the examination fee are considered to have voluntarily discontinued the course

- ◆ Students who absent themselves on medical grounds should produce the medical certificate to the HOD's concerned as soon as they come back. **A medical certificate however, does not entitle a student to attendance.** The Head, Vice Principal and the Principal should be informed about the long absence
- ◆ Students representing the College/ Department/ Extension Activities, should take prior approval in writing from the Principal, regarding their attendance for that particular period. The requests for granting attendance will not be accepted after the term ends

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

### ***English Language Lab Classes***

*To enhance proficiency in English, students will have to attend English language classes organised by the college.*

## **The Salient Features of the Choice Based Credit System (CBCS)**

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

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

### **Assessment /Evaluation procedure**

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

### **Continuous Internal Assessment (CIA) has the following components**

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

### **Distribution of marks for class participation is as follows:**

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

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

### **Results**

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

- ◆ A candidate shall be declared to have passed the PG programme if he / she secures atleast a CGPA of 4.0 (Course Alpha-Sign Grade C).

### **Award of Class, Grade to successful candidates**

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

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

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

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

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

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

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

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

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

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

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

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



## **END SEMESTER EXAMINATIONS**

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

### **Evaluation System-End Semester Examinations**

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

the marks assigned by the two examiners. If there is any mistake in totaling, it will be rectified

- ◆ Despite all the corrections, the difference between two valuations is more than 20% of the maximum marks of the concerned paper, the Registrar (Evaluation) shall refer such answer script/s to the Chairman of the concerned BOE for arranging Board valuation. Marks awarded by the Board shall be final
- ◆ Fractional marks/attendance if any shall be rounded off to the next significant digit
- ◆ In case the student is not satisfied with grade awarded in any course of the programme, he/she may apply for board valuation by paying a prescribed fee within 30 days from the date of declaration of the results.
- ◆ Any grievance/complaint with regard to continuous internal assessment or the end semester examinations may be brought to the notice of the Registrar (Evaluation) within a reasonable time

**Dr A.M.Narahari**

Registrar, Administrative Block

St Aloysius College, Mangaluru

Tel: 0824- 2449745, 2449700

Fax: 0824-2449705

registrar@stalloysius.edu.in

Website:www.stalloysius.edu.in

## **LIBRARY RULES**

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

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

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

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

## **AIMIT LIBRARY**

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

## **FEE REGULATIONS**

- ◆ A receipt signed and dated, by one deputed by the Principal shall be issued for every payment of fee made
- ◆ If a student fails to pay his fee within 8 days after the day fixed for payment, a fine at the rate of Rs. 50.00 per day will be levied. If the fee is not paid within 15 days, the students name shall be struck off the rolls. If re-admitted, the fees and fines due from him will be charged again

**Students who wish to leave the college in the middle of the course, must pay the full fees of the entire course. There will be NO refund of the fee already paid under any circumstances.**

- ◆ If a student leaves College during a term, he shall have no right to claim a remission of any portion of a fee
- ◆ Payment of examination fees does not entitle the candidate to appear for the examination. The candidate has to submit the application within the last date prescribed by the College and fulfil the requirement of satisfactory attendance, progress and conduct. A candidate who does not satisfy these requirements will not be permitted to take the examinations
- ◆ Applications for scholarships should be made to the Principal in the prescribed form. Selection of candidates for scholarships will be made on the basis of merit in studies and the financial status of the family. The scholarships are granted by the Government and College subject to regular attendance, good conduct and satisfactory progress. Even after being granted, these benefits can be withdrawn if the above conditions are not satisfied
- ◆ A student who is already a beneficiary of a scholarship from Government or any other source, is not eligible for the College Scholarship or concession

## LIST OF SCHOLARSHIPS & ELIGIBILITY CRITERIA

Type	Eligibility
Post Matric Minority	60% and above marks - only for muslim, Christian, Jain, Buddhists, Sikh Students
Beedi Workers	Total monthly income is ₹ 10,000 or below
Fee Reimbursement for minority Students	60% and above marks - only for muslim, Christian, Jain, Buddhists, Sikh Students annual income should not exceed ₹ 2,00,000
National Merit	Student with the highest marks in the examination
Ex-Servicemen	Children of ex-servicemen and in-servicemen
Vidyasiri	For minority students annual income should be below ₹ 2,00,000
Food & Accomodation	Category I - Income limit ₹ 2,50,000 annum
Fee Concession	Category IIA, IIIA, IIIB- Income limit ₹ 1,00,000 annum
Post Matric	For further details visit <a href="http://www.karepass.cgg.gov.in">www.karepass.cgg.gov.in</a>

SC / ST Post Matric	Annual income is ₹ 2,50,000 or below, student of Karnataka state
SC / ST Mangalore city corporation	Student of Mangalore City Corporation, ₹ 2,00,000 annum
Mangalore City Corporation 7.25%	All those who come under Mangalore city corporation income limit ₹ 2,00,000 annum.
Dhirubhai Ambani Scholarship	Only for physically challenged students
Physically Handicapped	Only for physically handicapped students
Ambedkar National Merit Award	Only for SC Students.
Karnataka Science & Tech	70% marks in PCMB at PU, student of PCM or CBZ
Sitaram Jindal Foundation	Eligible for boys securing above 70% & girls 60% marks
G.S.B. Students Educational loan for minorities	Highest Marks Any degree
Single girl child	Refer <a href="http://www.ugc.ac.in">www.ugc.ac.in</a>
Fee Concession	SC/ST Students



## CERTIFICATES

Applications for certificates must be made to the Principal in writing. They should contain the following particulars.

- a) The student's name with initials
- b) The date of joining the College and the department in which the student was originally enrolled
- c) The semester in which the student was studying at the time of leaving, the date of leaving the College and register number
- d) The Examination passed with register number and year of passing

### The following are the fees charged

a) Conduct Certificate	₹ 100.00*
b) Age Certificate	₹ 100.00*
c) Transfer Certificate	₹ 100.00*
d) No-Dues etc.	₹ 100.00*
e) Bonafide Certificate	₹ 100.00*
f) Study Certificate (for existing students)	₹ 70.00*

### Following certificates may be applied through Registrar

a) Provisional Pass Certificate	₹ 100.00*
b) Provisional Marks Card	₹ 100.00*
c) Consolidated Marks Card (per semester)	₹ 750.00*
d) Review of End Semester Result (per subject)	₹ 1500.00*
e) Duplicate Marks Card (per Marks Card)	₹ 750.00*
f) Removal of NCL	₹ 750.00*
g) Transcript Copy (issued in PG Office)	₹ 500.00*
(For each additional copy)	₹ 250.00*

\* If taken in person

- ◆ Postage charges are extra. Certificates can be sent only by registered post. Current registration postage charges should be sent with the application, beside the fee
- ◆ Certificates will not be issued on less than 48 hours notice. They will not be handed over to unauthorised persons
- ◆ A conduct certificate is issued only when a student withdraws from College. It will not be issued as a matter of the course and has to be earned by the student by his conduct and behaviour during the College course
- ◆ Attestation of copies will be done by the Principal or the Vice-Principal
- ◆ For Provisional Pass Certificates please apply to the Registrar Evaluation. The application may be submitted immediately after the publication of results
- ◆ The Principal is authorised to issue Duplicate Diplomas or Marks Card. Applications for these should be made to the Principal
- ◆ No duplicate TC will be issued for any reason whatsoever
- ◆ Students are expected to keep the TC, Certificates and other documents safe

For Provisional Degree certificate from the University  
apply to

**Registrar (Evaluation)**

**Mangalore University**

**Mangalagangothri**

**Konaje - 574 199**

and enclose necessary fees and reply postage.

## GOVERNING BODY OF THE COLLEGE

Name	Designation	Category
<b>CHAIRMAN</b>		
Rev. Fr Dionysius Vas SJ	Vice President MJES	Management
<b>MEMBERS</b>		
Rev. Fr Denzil W Lobo, SJ	Secretary MJES	Management
Rev. Fr Denzil Lobo SJ	Director AIMIT	Management
Rev. Dr Leo D'Souza SJ	Director, Laboratory of Applied Biology	Management
Rev. Dr Melwyn S Pinto SJ	Vice Principal Maffei (IT) Block	Management
Dr Richard Gonsalves	Vice Principal LCRI Block	Senior Teacher
Mr Rajgopal Bhat	HOD Chemistry Department	Senior Teacher
Dr Shakeel Ahmad	Joint Secretary UGC, New Delhi	Educationist
Prof. J Alexander	Former Chief Secretary Govt of Karnataka	UGC Nominee
Prof. S M Dharmaprakash	Professor Mangalore University	University Nominee
Joint Director	Dept of Collegiate Education	Govt Nominee
Rev. Dr Praveen Martis SJ	Principal	Ex-Officio Secretary
Dr A M Narahari	Registrar	Ex-Officio
Rev. Fr Pradeep Sequeira SJ	Finance Officer	Ex-Officio

## ACADEMIC COUNCIL MEMBERS

### CHAIRMAN

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

### SECRETARY

- Rev Dr Melwyn S Pinto SJ, Vice Principal, Maffei (IT) Block

### REGISTRAR

- Dr A M Narahari, Registrar (Evaluation)

### EX-OFFICIO

- Rev. Fr Denzil Lobo SJ Director, AIMIT
- Rev. Dr Oswald Mascarenhas SJ Chairman, MBA
- Mr John Sherra Vice Principal
- Mr John Edward D'Silva Vice Principal
- Dr Alwyn D'Sa Vice Principal
- Dr Richard Gonsalves Vice Principal
- Rev. Dr Melwyn S Pinto SJ Vice Principal
- Ms Rita D'Costa Office Manager

### NOMINEES OF MANGALORE UNIVERSITY

- Prof. B Udaya
- Prof. Ravishankar Rao
- Prof. P Eshwar

### EXPERTS – NOMINATED

- Dr M Abdul Rahiman Former V.C.  
Kannur & Calicut Universities
- Mr M P Noronha Advocate
- Mr Aloysius Sequeira Head, Dept of Humanities, Social  
Sciences and Management NITK
- Mr Ranjan Rao Advocate
- Prof. Indrani Karunasagar Director, Nitte University
- Prof. Y M Jayaraj Dean, Microbiology (Retd)  
Gulbarga University
- Prof. Cletus D'Souza Former Chairman, Dept of  
Biochemistry, Mysore University
- Prof. Surendra Rao Former Chairman, Department of  
History, Mangalore University

### INDUSTRIALISTS – NOMINATED

- Mr John Prasad Menezes Former President, Kanara  
Chamber of Commerce, Mangalore
- Mr Walter D'Souza Former Chairperson, FIEO  
(Federation of Indian Export Organisations)

### HEADS OF ALL UG AND PG DEPARTMENTS

## ADMINISTRATION

<ul style="list-style-type: none"> <li>• Rev. Fr Dionysius Vas SJ</li> <li>• Rev. Dr Praveen Martis SJ</li> <li>• Dr A M Narahari</li> <li>• Rev. Fr Pradeep Sequeira SJ</li> <li>• Rev. Fr Denzil Lobo SJ</li> </ul>	<p>Rector Principal Registrar Financial Officer Director, AIMIT</p>
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### VICE PRINCIPALS

<ul style="list-style-type: none"> <li>• Mr John Sherra</li> <li>• Mr John Edward D'Silva</li> <li>• Dr Alwyn D'Sa</li> <li>• Dr Richard Gonsalves</li> <li>• Rev. Dr Melwyn S Pinto SJ</li> </ul>	<p>Xavier Block Arrupe Block Administrative Block LCRI Block Maffei Block</p>
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### DEANS

<ul style="list-style-type: none"> <li>• Dr Loveena Lobo</li> <li>• Dr Rowena Wright</li> <li>• Prof. Santhosh Rebello</li> <li>• Dr Vincent Mascarenhas</li> </ul>	<p>PG Studies (SAC Campus) MBA MCA International Programmes</p>
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### STUDENT WELFARE OFFICERS

<ul style="list-style-type: none"> <li>• Ms Priya Shetty</li> <li>• Mr Girish N</li> <li>• Mr Vishal Nayak</li> <li>• Mr Gerald D'Silva</li> <li>• Ms Swarnalatha B. N</li> <li>• Dr Jiji George</li> <li>• Dr Vinola Rodrigues</li> <li>• Ms Marlene J D'Souza</li> <li>• Ms Feby Luckose</li> <li>• Ms Suma Devi P.G</li> <li>• Dr Rita Crasta</li> <li>• Mr Radhakrishna Nayak</li> <li>• Ms Vanitha T</li> <li>• Mr Mithun D'Souza</li> <li>• Mr Srinivas B.L.</li> <li>• Ms Nausheeda B.S.</li> <li>• Ms Annapoorna Shetty</li> <li>• Mr Dhananjaya</li> <li>• Ms Swapna Rose</li> </ul>	<p>M.A (Economics) M. A (English) M.A (Journ. &amp; Mass Comm.) MSW M.Sc (Biochemistry) M.Sc (Biotechnology) M.Sc (Chemistry) M.Sc(Corp Psy) M.Sc (FST) M.Sc( Mathematics) M.Sc (Physics) M.Com MCA MCA MSc. (Soft. Tech) Bioinformatics PGDCA MBA MBA</p>
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## PG STAFF COUNCIL

<b>Rev. Dr Praveen Martis SJ</b>	<b>Chairperson</b>
Dr A. M. Narahari	Registrar
Rev. Dr Oswald Mascarenhas SJ	Chairperson, MBA
Rev. Dr Melwyn Pinto SJ	Vice Principal, Maffei Block HOD- M.A (Journ.& Mass Comm.)
Dr Alwyn D'Sa	Vice Principal, Administrative Block
Mr John Sherra	Vice Principal, Xavier Block
Mr John Edward D'Silva	Vice Principal, Arrupe Block
Dr Richard Gonsalves	Vice Principal, LCRI Block
Dr Loveena Lobo	Dean, PG Studies
Rev. Dr Leo D'Souza SJ	Director, Lab of Applied Biology
Dr Norbert Lobo	Research Coordinator
Dr Chandra Shekhara Shetty T	Assistant Research Coordinator HOD, M.Sc (Physics)
Dr Melisa M Goveas	HOD, M. A (English)
Dr P.P. Sajimon	HOD, M. A (Economics)
Ms Shwetha Rasquinha	HOD, MSW
Dr Suresh Poojary	HOD, M.Com
Dr Shalini Aiyappa	HOD, M.Sc (Corp Psy)
Ms Sushma Patrao	HOD, M.Sc (Biotech)
Dr Madhu L.N	HOD, M.Sc (Biochem)
Dr Ronald Nazareth	HOD, M.Sc (Chem & Analy Chem)
Ms Anupriya Shetty	HOD, M.Sc (Mathematics)
Dr S. N. Raghavendra	HOD, M.Sc (FST)
Dr Denis Fernandes	Coordinator, IQAC
Mr Naveen Mascarenhas	Coordinator, NAAC
Dr Shashi Kiran	Research Coordinator, Lab of Applied Biology
Dr George Rodrigues	Librarian
Ms Marina Misquith	PG Office
Mr Praveen D'Souza	Librarian, AIMIT

\* There will be a separate PG Staff Council for AIMIT Campus

## **INTERNAL QUALITY ASSURANCE CELL**

- Rev. Dr Praveen Martis SJ - **Chairperson**
- Dr Denis Fernandes - **Co-ordinator** and Member Secretary
- Ms Rajani Suresh - Co-ordinator - AIMIT Campus
- Dr A M Narahari - Registrar

## **External expert members**

- Prof. Abdul Rahiman - Former V.C. Kannur & Calicut University
- Mr Rajshekhar M - Director, Academic Staff College, Nitte University
- Dr Devraj K - Former Principal SDMCBM, Mangaluru
- Mr Gerald Peter Colaco - Partner, Colaco and Aranha
- Dr K V Rao - Former Faculty, St Aloysius College
- Dr Gerald Santhosh D'Souza- Physical Director, Mangalore University
- Mr Joselyn Lobo - School of Social Work, Roshni Nilaya, Mangaluru

## **Members**

- Rev. Fr Denzil Lobo SJ - Director AIMIT
- Rev. Fr Pradeep Sequeira SJ - Finance Officer
- Dr Alwyn D'Sa
- Dr Richard Gonsalves
- Rev. Dr Melwyn S Pinto SJ
- Dr Norbert Lobo
- Dr Chandrashekar Shetty
- Mr Naveen Mascarenhas
- Mr John Edward D'Silva
- Mr John Sherra
- Ms Rita D'Costa

## **NAAC CELL**

- Rev. Dr Praveen Martis SJ - **Chairperson**
- Mr Naveen Mascarenhas - **Co-ordinator**
- Dr A M Narahari
- Rev. Fr Denzil Lobo SJ
- Dr Denis Fernandes
- Ms Rajani Suresh
- Dr Richard Gonsalves
- Dr Ronald Nazareth
- Ms Kavitha
- Mr Donnet D'Souza
- Dr Rowena Wright
- Mr John D'Silva
- Ms Precilla D'Silva
- Dr Suresh Poojary
- Ms Shwetha Rasquinha
- Dr Norbert Lobo
- Mr John Sherra
- Dr Alwyn D'Sa
- Mr Santhosh Rebello
- Ms Rita D'Costa





### **CANTEEN COMMITTEE COORDINATOR**

- Mr Ashwil Karkera

### **CAREER GUIDANCE**

- Dr Norbert Lobo - **Coordinator**
- Mr Ashok Kumar Chakka      • Ms Sushma Patrao
- Mr Roshan Monteiro      • Dr Jiji George

### **CENTRE FOR SOCIAL CONCERN**

- Rev. Fr Dionysius Vas SJ - **Director**
- Ms Shwetha Rasquinha - **Coordinator**
- Mr Sharon C N 9497048769
- Ms Gopika Suvarna 7022129331

### **LISTENING & LEARNING CENTRE** (Extension of Dept of Psychology)

- Rev. Fr Dionysius Vas SJ - **Director**
- Dr Shalini Aiyappa - **Coordinator**
- Ms Marlene J D'Souza - **Asst Coordinator**

### **CERTIFICATE COURSES**

- Dr Prakash Kamath - **Co-ordinator**
- Dr Ronald Nazareth      • Mr Harsha Paul
- Ms Precilla D'Silva      • Dr Shalini Aiyappa
- Dr Ratan Mohunta      • Mr Rajgopal Bhat

### **COLLEGE FOR POTENTIAL WITH EXCELLENCE (CPE)**

- Mr Naveen Mascarenhas - **Coordinator**
- Dr Denis Fernandes      • Dr Ronald Nazareth

### **COLLEGE CALENDAR & HAND BOOK**

- Ms Dimple Meressa Pinto      • Ms Priya Shetty

### **COLLEGE PROPECTUS**

- Mr Manuel Souza

## COLLEGE MAGAZINE COMMITTEE

- Mr Anup Denzil Veigas - **Chief Editor**
- Mr Vishal Nayak
- Ms Bhavya Shetty
- Mr Girish N
- Dr Alwyn D'Sa
- Mr Lawrence Pinto
- Ms Sandhya U Sirsikar
- Mr Manoj Dyson Fernandes
- Ms Sangeetha N
- Mr Dhiraj Sequeira
- Ms Sudha Kumari
- Dr Melisa Goveas
- Ms Rachael Natasha Mary

## COMMUNITY RADIO SARANG 107.8 FM 2449744

- Rev. Dr Praveen Martis SJ - **Director**
- Rev Dr Mewlyn S Pinto SJ - Associate Director 8861758170
- Mr Roshan Crasta, B.A., - Chief Programme Producer 9980438393
- Mr Abhishek Shetty, MCMS., - Asst. Programme Producer 9738469772
- Mr Edward Lobo - Asst. Programme Producer 8197131471
- Mr Thimmappa B.A., B.Ed., - Asst. Programme Producer 9686392283
- Mr Saifulla Kuttar, B.Com., - Programme Producer 8792127948

## RESEARCH STUDIES

- Dr Norbert Lobo - **Coordinator**
- Dr Chandrashekar Shetty - **Asst Coordinator**
- Dr Shashi Kiran
- Rev. Dr Leo D'Souza SJ
- Dr Asha Abraham
- Dr Rowena Wright
- Dr Sylvia Rego
- Dr Madhu L N
- Dr Ishwar Bhat
- Dr Suresh Poojary
- Dr Shreelalitha Suvarna J
- Dr Richard Gonsalves
- Dr Lyned Dafney Lasrado
- Dr Denis Fernandes
- Dr Raghavendra S N
- Dr Vincent Mascarenhas

## PG ADMISSION COMMITTEE

- Dr Loveena Lobo
- Dr Roweena Wright
- Rev. Dr Melwyn Pinto SJ
- Mr Santhosh Rebello

- Dr Chandra Shekhara Shetty T
- Dr P.P. Sajimon
- Dr Suresh Poojary
- Ms Sushma Patrao
- Dr Ronald Nazareth
- Dr S. N. Raghavendra
- Ms Hemalatha N
- Dr Melisa M Goveas
- Ms Shwetha Rasquinha
- Dr Shalini Aiyappa
- Dr Madhu L. N.
- Ms Anupriya Shetty
- Mr Ruban S

### **SEMINARS/ CONFERENCES**

- Dr Ronald Nazareth - **Coordinator**

### **EQUAL OPPORTUNITY CELL**

- Ms Shwetha Rasquinha - **Coordinator**
- Dr Rose Veera D'Souza
- Ms Shilpa B
- Mr Alwin D'Souza
- Dr Madhu L N
- Dr Melisa Goveas

### **RESEARCH JOURNALS**

- Dr Norbert Lobo - Editor, *Alshodhana*
- Ms Vidya Vinutha D'Souza - Editor, *Deeksha*
- Rev. Dr Oswald Mascarenhas SJ - Editor, *Aloysius Journal of Management and Research*
- Mr Edwin J F D'Souza - Editor, *Amar Konkani*

### **GRIEVANCE CELL - GENERAL**

- Dr Asha Abraham - **Coordinator**
- Dr Ronald Nazareth
- Ms Feby Luckose
- Mr Rakesh Kumar K
- Dr Beena Dias
- Ms Priya Shetty
- Ms Vidya Vinutha D'Souza
- Ms Manimozhi
- Mr Justin James

**INSTITUTE OF KONKANI**

- Mr Edwin J F D'Souza - Executive Director 9845083148
- Mr Gopal Gowda 9611943325

**OBSERVATORY (AL-SOLORIUM)**

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- Mr Naveen Mascarenhas • Dr Ravindra Swami K
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## TECHNICAL STAFF

1. Mr. Mohandas System Administrator 9448572037
2. Mr. Roshan Kiran D'Souza Asst. for Sys Admn. 8861257737
3. Mr. Prasad K. Electrician 9844049292
4. Mr. Roshan D'Silva Technician / Driver 9900771236
5. Mr. Venugopal D. E. Electrician 9945852947
6. Mr. Yashwanth Plumber / Asst. Electrician 9945554872
7. Mr. Keshava Poojari Bus Driver 9008385596



## MAINTENANCE STAFF

1.	Ms Nalini	Sweeper	9972771378
2.	Mr Roshan Ferrao	Attender	9741854709
3.	Mr Arun Pinto	Library Attender	9743254851
4.	Mr Kaviraj	Attender	9481140707
5.	Mr Harish	Attender	8050124054
6.	Ms Rekha D'Souza	Sweeper	0824-2280810
7.	Ms Sunitha D'Souza	Sweeper	8904485541
8.	Ms Cicilia Lewis	Sweeper	-
9.	Ms Philomena D'Souza	Sweeper	9945489983
10.	Ms Sunitha Prabhakar	Sweeper	9164651018
11.	Ms Clara Rodrigues	Sweeper	-
12.	Mr Chandrahas Shetty	Farm Attender	-
13.	Ms Padmavathi	Farm Labourer	-
14.	Ms Suma Achari	Farm Labourer	9901563244

## FACILITIES

### BOYS HOSTEL

Rev. Fr John Lang Bosco SJ - Director 9740523475  
Mr Alex Joseph Rodrigues - Warden 2449723/9481447548

### LADIES HOSTEL

Rev. Fr Alphonse Fernandes SJ - Director 2449726  
Sr Preethi Prathima BS - Warden 9686717397

### AIMIT HOSTEL

Rev. Fr Balaraju SJ - Director 9731093729  
Dr Teresa Nazareth - Warden Ladies hostel  
Mr Lestan D'Souza - Warden Gents hostel

**IGNOU**

2449734

Rev. Dr Melwyn S Pinto SJ - **Co-ordinator**

Mr Santhosh Kumar Kadri - Asst Co-ordinator

Mr Santhosh Rebello - Asst Co-ordinator

**COLLEGE MUSEUM - ALOYSEUM**

Mr Alwyn Cyril Sequeira (Maintenance)

2435327

Mr Gopal Gowda

**COOPERATIVE SOCIETIES**

**ST ALOYSIUS COLLEGE TEACHER'S CREDIT  
COOPERATIVE SOCIETY**

2449712

Dr Richard Gonsalves - **Hon. Secretary**

Mr Ramachandra K - Clerk

9844115154

**ALOYSIAN EMPLOYEES HOUSING COOPERATIVE  
SOCIETY**

2449712

Dr Alwyn D'Sa - **Hon. Secretary**

Mr Ashok D'Souza - Clerk

9844617105

**ST ALOYSIUS COLLEGE COOPERATIVE STORES**

Mr Paul D'Souza - **Hon Secretary**

2449713

**CENTRAL BANK OF INDIA- BRANCH**

2449733

**Business Hours:** 10.00 a.m. to 2.00 p.m.

and 2.30 p.m. to 3.30 p.m.

IIInd & IVth Saturdays are holidays

## RECORD OF ABSENCE

NAME : ..... CLASS : ..... REG. NO. : .....

SPECIMEN SIGNATURES : Father ..... Mother..... Guardian .....

Date of Absence	SESSIONS								Signature of Parent/ Guardian with date	Signature of Class Guide with date
	AM				PM					
	1	2	3	4	5	6	7	8		
Initial of the lecturer concerned										
Initial of the lecturer concerned										
Initial of the lecturer concerned										
Initial of the lecturer concerned										
Initial of the lecturer concerned										

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	1	2	3	4	5	6	7	8		
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	AM				PM					
	1	2	3	4	5	6	7	8		
Initial of the lecturer concerned										
Initial of the lecturer concerned										
Initial of the lecturer concerned										
Initial of the lecturer concerned										

## INTERNAL ASSESSMENT MARKS

Name : ..... Class : ..... Reg. No. : .....

TESTS	SUBJECTS						TOTAL	%
<b>First Internal</b>								
<b>Second Internal</b>								
<b>First Internal</b>								
<b>Second Internal</b>								

**ODD SEMESTER TIME TABLE**

<b>DAYS</b>	<b>1</b> 9.00-9.55	<b>2</b> 10.00-10.55	<b>3</b> 11.00-11.50	<b>4</b> 12.40-1.35	<b>5</b> 1.40-2.35	<b>6</b> 2.40-3.35
Monday						
Tuesday						
Wednesday						
Thursday						
Friday						
Saturday						

<b>EVEN SEMESTER TIME TABLE</b>						
<b>DAYS</b>	<b>1</b> 9.00-9.55	<b>2</b> 10.00-10.55	<b>3</b> 11.00-11.50	<b>4</b> 12.40-1.35	<b>5</b> 1.40-2.35	<b>6</b> 2.40-3.35
Monday						
Tuesday						
Wednesday						
Thursday						
Friday						
Saturday						



## INTERCOM NUMBERS OF THE COLLEGE

Applied Biology Lab	201	Psychology Dept UG & PG	116
Archives	204	Radio Saarang	227
Arrupe Office	514	<b>Receptionist / Operator</b>	<b>9</b>
BBM/BBA Dean	504	<b>Registrar Evaluation</b>	<b>122</b>
BBM/BBA Staff Room I	505	<b>DDU Kaushal Kendra</b>	<b>610</b>
BBM/BBA Staff Room II	506	SACAA	106
BCA & Computer Sc. Dept.	221	Sanskrit Dept	213
BCA Computer Lab	110	Security	500
Biochemistry Dept.	202	Sociology Dept	120
Botany Dept.	207	Sports and Games	411
Botany Lab	208	Statistics Dept	213
BSW Staff Room	120	Vice Principal - Admin Block	115
Campus Minister	101	Vice Principal - Aruppe Block	519
Canteen	405	Vice Principal - Maffei Block	517
Centre for Social Concerns	520/508	Vice Principal - LCRI Block	610
Chemistry Dept.	209	Vice Principal - Xavier Block	200
Chemistry Lab	210	Zoology Dept	219
Co-operative Societies	467	Zoology Lab	220
Co-operative Store	109		
Commerce Dean	501	<b>PG Departments</b>	
Commerce Staff Room I	502	Dean	406
Commerce Staff Room II	503	MA - English Dept.	402
Counselling Room	103	MA - Economics Dept.	404
Dean Arts	120	MA - Journalism & Mass Comun.	403
Economics Dept. (A Block)	119	M Com Dept	518
(AR Block)	518	M Sc - Biochemistry Dept	604
Electronics Dept.	211	M Sc - Biochemistry Lab	605
Electronics Lab	212	M Sc - Biotech Dept (LCRI Block)	607/8/9
English Dept.	113	M Sc - Biotech Dept (X Block)	223
Finance Office	107	M Sc - Chemistry Dept	616
General	101	M Sc - Chemistry Lab (X Block)	218
Hindi Dept.	114	M Sc - Chemistry Lab (LCRI Block)	617
History Dept.	120	M Sc Food Science & Technology Dept	601
HR Office	336	M Sc Food Science & Technology Lab	602
IGNOU Office	413	M Sc Mathematics Dept	522
<b>IQAC</b>	515	M Sc - Physics Dept	613
Journalism Dept.	118	M Sc - Physics Lab	614
Kannada/Konkani Dept.	111	MSW - Staff Room	400
Konkani Institute	112	PGDBM Dept	419
Library - PG	407		
Library - UG	105		
Lift	221	<b>OTHER IMPORTANT INTERCOM NUMBERS</b>	
Maintenance Office	108	Evening College - Office	131
Mathematics Dept	213	Evening College - Principal	130
Microbiology Dept	214	High School Headmaster	350
Microbiology Lab	215	High School Staff Room	355
NAAC Office	121	MJES Office	327
Office - PG	401	PUC - Administrator	#710
Office - UG	102	PUC - Principal	#711
Physics Dept	216	PUC - Reception	#712
Physics Lab	217	Reception - Fathers' Residence	333
Political Science Dept	120	<b>100</b> Rector	<b>300</b>
<b>Principal</b>	<b>100</b>		





