



MILAGRES COLLEGE

Kallianpur – 576 114, Udupi District, Karnataka

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Office of the Principal

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MILAGRES COLLEGE
KALLIANPUR-576 114, UDUPI



STUDENT HAND BOOK
2020-21

PRAYER

Lord, teach me to be generous,
To serve You as You deserve,
To give and not to count the cost,
To fight and not to heed the wounds,
To toil and not to ask for rest,
To labour and to seek for no reward,
Save that of knowing that I do Your will, O Lord.

THE COLLEGE CREST

The meaningful emblem of Milagres College, Kallianpur,
bear "**Stella Duce**" (Latin), "**Led by the Star**" as its **Motto**.

It depicts "**Stella Maris**", the "**Star of the Sea**",
as the Star that guides the institution (boat),
on its educational voyage in the sea of life.

The Star is none other than its Patroness, the Immaculate
Mother Mary, the Mother of Miracles (Milagres) who bloomed as the
"**tainted nature's solitary boast**" (Wordsworth)

like a lotus blooming from the quagmire.

She offered to the world her divine Son, Jesus Christ,
as the Light of the World who led the world from
the darkness of ignorance to the light of knowledge
by His redemptive death on the cross.

Name :

Class : Roll No. :



MILAGRES COLLEGE

KALLIANPUR – 576 114

ABOUT US

Modern Education in Dakshina Kannada/Udupi districts as in many other parts of the world owes its beginning to Christian Missionaries. The history of the past twenty centuries shows that monasteries/Churches and convents have been the centres of education by service of humanity, chiefly through the forming of young minds and the promotion of justice and development and promotion of Historic and scientific research in a rural area. In the 1950s, the immediate Post-independence era of India, education was a luxury and reserved only for the elite. The situation was similar to coastal Karnataka. Fewer schools were run by the government, which too catered to a higher section of the people. At this critical time juncture quite a few visionaries, philanthropists, missionaries sacrificed their lives with the prime motive of enlightening and forming the young brains through quality education so that education is affordable by every marginalized, weak and needy student who dreamt but couldn't step into school.

To add to this, Bishop V.R. Fernandes of Mangalore Diocese founded the Catholic Board of Education (CBE) in the year 1932. The schools of Church Management of Mangalore and Udupi are of Mangalore Diocese came under the management of the Catholic Board of Education. The Board was registered in 1956, under the Societies Registration Act. Marching ahead in the same direction, in June 1967 at Kallianpur Milagres College was established to provide collegiate education to deserving and needy students of the vicinity. Today, Milagres College stands tall in the area for imparting quality education to all. To add to its feather, the College has completed 50 years and marching ahead with innovations but keeping alive

the vision of founders. Bifurcating from the Mangalore Diocese, a New Udupi Diocese was established on 16th July 2012. By the virtue of new diocese a Catholic Educational Society, Udupi (CESU) came into effect and Milagres College, Kallianpura became part of it.

Milagres College, Kallianpura was started mainly for the Catholic community but has opened its doors to all without discrimination of caste or creed, at the same time maintained their Christian identity, minority character, their aims and objectives.

A WORD OF WELCOME

Welcome to the Milagres College family. You are a member of the family of rich tradition, which has, over the years, trained thousands of young men and women, preparing them for life and presenting them to the nation. We feel happy to serve you. We believe that a student grows in a healthy environment. Our task is to create an environment where you can build an integral personality will an all-round development of intellectual, physical, moral, spiritual and social faculties. By making that best use of the opportunities provided, you can find the education imparted here, a meaningful one.

The student's handbook gives you useful guidelines in your search for knowledge and excellence. The handbook also lays bare expectations and rules of the college. It will help you to walk the right path.

MOTTO of the Milagres College STELLA DUCE

'GUIDED BY THE STAR'

VISION STATEMENT

Our Vision is to transform youth into responsible citizens and competent professionals through quality education and research.

MISSION STATEMENT

Recognizing that each student is an individual who is capable of creating his/her own future, this college strives to provide holistic and transformative education and formation, by organizing interactive, inter-disciplinary and multi-cultural academic sessions with a view to equip them especially those who belong to the marginalized disadvantaged sections of the society with skills to face challenges with openness, enthusiasm and vigour in a learning environment.

GOALS

- To create conditions in which less fortunate rural students are encouraged to join college and professional education;
- To produce the most competent and skilled human resources in diverse fields to meet the ever-changing needs and challenges of society;
- To maintain excellent educational environment by equipping the students with up-to-date domain knowledge, analytical and practical skills, critical and creative thinking; creative and innovative approach to work; experiential learning, and case study analysis.
- To promote interdisciplinary and multidisciplinary approaches in planning and designing curriculum across various departments.
- To nurture self-reliance through development of entrepreneurship and initiating start-up culture among students.
- To practice and promote an eco-system to nurture ethical, human and spiritual values.

CORE VALUES

- Discipline ● Competency ● Creativity ● Excellenc
- Respect ● Integrity ● Ethics

THE MANAGEMENT:

- **Most Rev. Dr Gerald Isaac Lobo**
The Bishop, Diocese of Udupi : President
- **V. Rev. Msgr Baptist Menezes**
Vicar General, Diocese of Udupi : Vice-president
- **Rev. Fr Vincent Crasta** : Secretary-CESU
- **V. Rev. Fr Valerian Mendonca** : Correspondent/
Joint Secretary
- **Dr Vincent Alva** : Principal
- **Mr Jeffry Dias** : Member
- **Mr Owen Rodrigues** : Member
- **Dr Gerald Pinto** : Member
- **Mrs Hilda Rodrigues** : Member
- **Rev. Fr (Dr) Prakash Anil Castelino** : Staff Member

STAFF

PRINCIPAL:

Dr Vincent Alva, M.A., Ph. D

DEANS:

Dr Jayaram Shettigar : Faculty of Humanities
Dr Surekha Bhat : Faculty of Science/BCA
Mrs Shylet Mathias : Faculty of Commerce
Mrs Sophia Dias : Faculty of Languages

FACULTY OF LANGUAGES

English:

Dr Vincent Alva, M. A., Ph. D : **Associate Professor**
Mrs Chandrika, MA : Asst Professor
Miss Rosalia Cardoza, MA : Asst Professor
Mr Ceazer Gonsalves, MA, B.Ed. : Asst Professor

Kannada:

Mrs Harinakshi M.D., M.A., M. Phil. (HOD) : **Lecturer**
Mr Nithyananda Shetty M. A., M. Phil. : Lecturer
Mr Nagesh, M. A. : P/T Lecturer

Hindi:

Mrs Sophia Dias, M. A., Hindi Ratna (HOD) : **Associate Professor**

Mrs Anupama M. Jogi, M. A., B.Ed. : Lecturer

Dr Nazira Anwar, M. A., Ph. D : P/T Lecturer

FACULTY OF ARTS

History:

Dr Jayaram Shettigar (HOD) : **Associate Professor**

M. A., M. Phil. SLET, Ph.D

Mrs Reshma, M. A., B. Ed : Asst Professor

Mr Anil Kumar Rai P. M.A., PGDCA : P/T Lecturer

Economics:

Mrs Annamma, (HOD) M. A., PGDCA, SLET : **Associate Professor**

Mrs Poornima G A, M. A., SLET. : Asst Professor

FACULTY OF COMMERCE

Mrs Shylet Mathias, M. Com., SLET (HOD) : **Associate Professor**

Mrs Clara Menezes, M. Com, SLET : Asst Professor

Mrs Radhika Patkar, M. Com, MBA : Asst Professor

Mr Karthik Nayak, M. Com : Asst Professor

Mr Pradeep J Moras, M. Com : Asst Professor

Mrs Chaithra, M. Com : Asst Professor

Mr Bernard Sheldon D'Souza, M Com : Asst Professor

Mr Melson D'Souza, M. Com : Asst Professor

Mrs Kusuma Macwan M.Com, PGDHRM : Asst Professor

FACULTY OF SCIENCE

Physics:

Ms Arenza Karen Sequeira, M Sc. NET (HOD): **Asst Professor**

Mrs Chaitra U, M Sc. : Asst Professor

Dr Gerald Pinto, M.Sc, Ph.D : Associate Professor
(Emeritus)

Chemistry:

Prof. Joseph P Fernandes, M.Sc. (HOD) : **Associate Professor**

Fr (Dr) Prakash Anil Castelino, M. Sc, Ph.D: Asst Professor

Ms Loyleeta D'Souza M.Sc, K-SET : Asst Professor

Mathematics:

Dr Surekha Bhat, M Sc., Ph. D (HOD) : **Associate Professor**
 Mrs Sindhura Rao, M. Sc. : Asst Professor

BCA:

Ms Nisha Crasta, MCA (HOD) : **Asst Lecturer**
 Mrs Wilma Cornelio, MCA : Asst Professor
 Mrs Jayalakshmi K., MCA : Asst Professor
 Mr Arul N, MCA : Asst Professor

DEPARTMENT OF PHYSICAL EDUCATION:

Mr Nikil Rahul D'Souza, M. P.Ed, K-SET : **Physical Education Director**

ADMINISTRATIVE STAFF:

Mrs Amritha Lewis, B. Com, M A, B.Ed : Office-in-charge
 Mr Anil Paul D'Souza, B Com., : Accountant
 Mrs Sweeny Picardo, B. Sc., : S. D. A.
 Mrs Dulari, B. Com., PGDCA : S. D. A.
 Mrs Savitha, B. A. : Typist/Clerk
 Mr Raymond D'Souza : Attender
 Mr Prabhakara K. : Attender
 Mr Pius Frank : Peon Group 'D'
 Mr Xavier Fernandes : Peon Group 'D'
 Mr Gopikrishna Badya : Peon Group 'D'
 Mrs Vijaya Shetty : Group 'D'
 Mrs Anupama : Group 'D'
 Mr Ganesh : Night Watchman

LABORATORY STAFF:

Mr Dinakara Poojary, M. A. : Attender
 Mr Akhil : Attender
 Mr Ankith V. Moily : System Admin

LIBRARY AND INFORMATION:

Mrs Rekha U. : **Librarian**
 M. Lib.S, M. A. (Eng), M. Phil, KSET, DCA
 Ms Anusha, B. Lib : Library Assistant

PUBLIC RELATIONS OFFICER:

Mr Ravinandan S. T. M.B.A.

RECEPTIONIST:

Ms Melvita D'Souza, B. Com.

**RULES AND REGULATIONS FOR ADMISSION**

1. The candidate seeking admission to College for UG courses must have passed XII Standard examination and has a requisite qualification. The College admission is open to all students irrespective of caste and creed. Seats are reserved for SC/ST etc. as per Government rules.
2. No pupil shall be admitted except on application in the prescribed form duly signed by the student and his /her parent or guardian. Such forms are to be obtained from the college office. After filling and submission of applications, Admissions are based on marks obtained by the candidate in the qualifying examination, their conduct and performance in the interview.
3. Admissions are made on the clear understanding that those who are admitted cheerfully abide by the rules and regulations of the College.
4. Admission to UG courses is for one academic year. Students will be admitted to the next higher class (in subsequent academic years) based on a fresh application for admission to that class taking into account their progress, conduct and behaviour during the year in the college.
5. All admissions to UG courses are provisional, subject to the approval of Regulations laid down by Mangalore University Regulations.
6. Once provisionally admitted, a student is required to submit the following certificates to the college office without any fail.

- a) Transfer Certificate from the institution last attended/ studied.
 - b) Photo Copy of SSLC marks card/PU marks card.
 - c) Conduct certificate from the institution last attended/studied.
 - d) Migration Certificate and eligibility certificate
(in case of students outside the state of Karnataka)
 - e) Income declaration certificate
(in case of students seeking fee concession).
 - f) Caste Certificate
 - g) Copy of Aadhar Card
 - h) Copy of Bank Pass Book (if required).
7. A student who withdraws after completing his/her admission will forfeit any claim to the fee paid by him/her.
8. The Working day is divided as follows.
- Monday to Friday : Morning: 9:30 a. m. to 12:30 p. m.
Lunch break : 12:30 p. m. to 1:30 p. m.
Afternoon : 1:30 p. m. to 4:30 p. m.
Saturday : 9:30 a. m. and 12:30 p. m.
9. Students are discouraged to loiter about in the premises of the College during class/working hours. Leisure hours must be spent in the library in quiet study or in reading Newspapers/Magazines or participating in activities organized in the College. All the movements in the College should confirm to the standard of academic decorum and dignity.
10. After the first bell, the students shall assemble in their respective or assigned classrooms and silently wait for the lecturer. When the Lecturer enters the classroom students shall rise and remain standing till they are asked to sit.
11. Marking of attendance may commence after the

students take their seats. On the stroke of the third bell in the forenoon, there will be a common prayer and thereafter the classes will commence. When attendance is called out by the Lecturer either by the student's name or by roll number, each student must rise from his/her seat and respond to his/her name. Proxies will be seriously dealt with.

12. No student is allowed to enter or leave the classroom during a lecture without the permission or under express order from the Principal or the Lecturer. Students shall leave the classes when they are asked to do so by the lecturers. Failure to obey the order will be dealt with seriously.
13. The students shall be seated in the classrooms as per the instructions of the Class Teachers. Whenever Lecturer is on leave, the students or respective class are requested to engage those classes by requesting other teachers. In cases of not having classes, students are requested to move to the Library and spend time qualitatively.
14. When prayers are recited, respect to the nation is paid, all must stand and pray devoutly.
15. The Ladies shall proceed to their respective classrooms only after the first bell both in the morning and afternoon and not earlier.
16. Parents or guardians, relatives or friends of the students will not be allowed to meet students when the classes are on. In cases of emergency, they may meet the Principal to seek permission for their visit. Granting permission or not lies solely in the hands of the Principal.

General Rules and Guidelines and Discipline

1. The College lays the utmost stress on the formation of sound character and any flouting of the same will be taken serious note of.

2. Though the College is not responsible for the conduct of its students outside its premises, the Principal will take cognizance of any serious misconduct of its students outside which is likely to reflect upon the reputation of the College and take such action against the wrongdoer as it deems fit and proper.
3. Books, magazines, newspapers etc. which are not approved by the Principal or those which cause damage to the society are prohibited in the College Campus in any of the forms.
4. The use of Drugs/tobacco products, chewing gum, Liquor (alcohol) in any form is forbidden in the premises of the College. If found, action will be taken against defaulters. Selling Tobacco products/drugs/liquor around the college campus or encouraging others to do the same is punishable by law.
5. Without the permission of the Principal, the student shall not join any club, society, or fix any engagement that may interfere with their regular studies.
6. Students of the College are not allowed to play in any team against the College team.
7. Students are expected to refrain from any participation in political activity or public movement against the law. Moreover, they shall not encourage any minors to follow them in such kind of activities. They are also forbidden to participate in any public movement without the permission of the Principal.
8. In academic matters, the rules and regulations framed by the Principal and the College Council from time to time shall have to be strictly adhered to by all students of the College.
9. Tests and Examinations must be taken compulsory by every student in all seriousness. It is the direct responsibility of the students to verify the marks entered in their Academic Records.

10. Students are bound to take care of the facilities at their disposal. Willful damages of the property of the College books, furniture, water and electrical installations etc. will have to be paid for. Such loss/damage will have to be made good by the student concerned or by all the students of the class concerned as the case may be. The decision of the Principal is final in these matters.
11. Students shall not invite any outsider to the College function without prior permission of the Principal.
12. Students living in Hostels, Paying Guests or living outside their homes must inform the Principal and give him their postal address.
13. The Principal reserves the right to terminate any student from the College after holding an enquiry and in consultation with the persons concerned.
14. Letters addressed to the students of the College are subject to the scrutiny of the Principal.
15. No meeting, get-together or party should be arranged/held in the College premises without the approval of the Principal.
16. Students are expected to greet the Principal and members of the staff whenever they meet them.
17. While the students are always welcome to approach the Principal, they shall not, however, enter the Principal's chamber without permission.
18. Dress Code: Uniform is compulsory on College days unless and otherwise officially notified to the students by the Principal. Modest dress is expected of every student in the College campus for all the occasions and College functions.
19. Students' Welfare Council: There will be no elections to the Students' Welfare Council. The members and the office bearers of the council will be nominated with consent-based on academic merit only.

20. Students are not permitted to get and use mobile phones inside the campus. Electronic, Communication, Entertainment gadgets etc. are prohibited without the permission of the concerned sanctioning authority. Stern action (fine, suspension etc.) will be taken if any student is found using these gadgets on the college campus. Mobile phones which are confiscated will not be returned.
21. Without the Permission of the concerned authority, Students are not allowed to get two-wheeler or four-wheelers to the College. With valid permission, if students get the vehicle, they are expected to follow the rules prescribed by the Transport Department according to the Motor Vehicle act. Moreover, the students are expected to park the vehicles in the places assigned. No Student's Vehicle is allowed inside the quadrangle of the college. If rules are not followed, then the management reserves the right to initiate action against defaulters. Reserving a Parking lot is not mandatory.
22. Students should compulsorily wear their Identity Cards and Uniform throughout the day on all the working days.
23. Irregularity in attendance, habitual inattention, continued inefficiency or indifference regarding classwork, lack of courtesy towards lecturers, insubordination, misbehavior, obscenity in words or acts etc., are punishable by anyone of the following depending on the gravity of the offence:
 - a. Cancellation of Scholarship, Freeships, etc.
 - b. Warning and intimating the fact to the parents / guardians.
 - c. Levy a Fine.
 - d. Loss of attendance.
 - e. Suspension for a definite period.
 - f. Expulsion from the College.

24. Use of junk food and plastics are prohibited inside the campus.

ATTENDANCE AND LEAVE

1. Attendance will be taken at the commencement of each class. A student, who is not in the class at the commencement of each period, shall be marked absent for that period.
2. Students coming late should not enter the classes without the permission of the Principal. Students who arrive late should enter the class only after seeking permission from the Dean/Principal.
3. A student requiring leave for a class should apply for it in person to the concerned lecturer before the commencement of the class.
4. Absence must be justified by genuine valid reasons. In cases of medical leave must be supported by medical certificates. The leave notes should be signed by the Concerned Staff members before the students attend the class. The Principal reserves the right to sanction or deny the leave.
5. A candidate shall be considered to have satisfied the requirement of attendance for a semester if he/she attends not less than 75% of the number of classes actually held up to the end of the semester in each of the subjects. As per the University rule, a student should have 75% of attendance in every subject. A student having less than 75% of attendance in any one subject cannot appear for the University Examination in all the subjects and will have to repeat the year.
6. The Principal will not recommend the application for condonation of attendance if the absence in his opinion cannot be justified.

TESTS AND EXAMINATIONS

1. Two Internal Assessment Tests will be conducted during each semester. The exact date and time of the commencement of the examinations will be notified on the College Notice Board. Internal assessment marks are based on these tests.
2. All the students should be in their respective places in the exam hall soon after the Second Bell.
3. Those who absent themselves from the College Exam without justification will have to pay a fine. The parent will have to come to the Principal personally to justify the absence. In the case of illness, it is required to produce a medical certificate.
4. Examination results are made available online in the College web: www.milagrescollgekallianpur.edu.in. These results are provisional. There is scope for re totaling and revaluation as per Mangalore University regulations. For more details refer www.mangaloreuniversity.ac.in

CERTIFICATE AND ADD-ON-COURSES

Milagres College has added a feature to its cap. Milagres Centre for Career Excellence (MCCE) is started to aid the students to appear for various competitive exams and to shape their future secure.

Apart from this, in addition to the regular courses, the College also offers certificates as well as Add-on-courses in different faculties.

- ▶ Hindi Translation
- ▶ Journalism
- ▶ Vachana Kammata
- ▶ Graphics & Web Design
- ▶ Spoken & Communicative English
- ▶ I.B.P.S.
- ▶ Fine Arts
- ▶ Tally with GST

MARKS FOR EXTRACURRICULAR ACTIVITIES: - 50

- Attendance – 25 (50%)
College Participation – 15 (10 for Participation + 5 for medals)
Inter-College Participation – 05 (3 for Participation + 2 for medals)
University Participation – 05 (3 for Participation + 2 for medals)



TOTAL MARKS FOR EACH PAPER:

a)	Without Practicals	Semester Exam.	Internal Assessment	Total
		120	30	150
b)	With Practicals	Th: 80	20	100
		Pr: 40	10	50

INTERNAL ASSESSMENT:

The internal assessment marks shall be based on two tests. The test shall be for 1 1/2 hour duration to be held during the semester. The average of the two shall be taken as the internal assessment marks.

The marks of the internal assessment shall be published on the notice board of the College for information of the students.

The internal assessment marks shall be communicated to the Registrar (Evaluation) at least 15 days before the commencement of the University Examinations and the Registrar (Evaluation) shall have access to the records of such periodical assessments.

There shall be no minimum in respect of internal assessment marks.

Internal assessment marks shall be shown separately in the marks card. A candidate, who has failed or rejected the result, shall retain the internal assessment marks.

Internship/Industrial Practicum/Project work in the degree programmes if any shall be as prescribed for the course.

CLASSIFICATION OF SUCCESSFUL CANDIDATES:

The results of the successful candidates at the end of VI semester shall be classified on the basis of aggregate marks obtained in all the six semesters and the aggregate Grade Point Average (GPA)

DECLARATION OF CLASS ON THE BASIS OF PERCENTAGE OF AGGREGATE MARKS:

First Class with Distinction	70% and above
First Class	60% and above but less than 70%
High Second Class	55% and above but less than 60%
Second Class	50% and above but less than 55%
Pass Class	35% and above but less than 50%

Each semester result shall also be declared in terms of grades. An eight point grading system which is based on the actual absolute marks scored and alpha – sign grade as described below shall be adopted.

RANGE OF MARKS:

% Marks:	Below 35	35-<50	50-<55	55-<60
Alpha-Sign Grade	D	C	B	B+
Grade Point	2	3	4	5

% Marks:	60-<70	70-<80	80-<90	90-100
Alpha-Sign Grade	A	A+	A++	0
Grade Point	6	7	8	9

LIBRARY

1. The College Library is open on all working days from 8:30 a.m. to 4:45 p.m.

2. STRICT SILENCE SHALL BE MAINTAINED IN THE LIBRARY.
3. Each student will be given four books. If needed the more reference books can be obtained with permission.
4. The Library is fully computerized and has a total open section facility. The students can make the best use of it.
5. Books should be reserved through the Computer. It should be done by 9:00 am in the forenoon and before 3:00 pm in the afternoon session. The reservation will be treated as cancelled if the books are not taken before 4:40 pm on weekdays and Saturdays by 12:30 pm.
6. The books borrowed from the Library can be kept only for two weeks. A fine of Rs. 5/- will be charged for every additional day.
7. If the due date falls on a holiday, the book will have to be returned on the following day.
8. Sub-lending of books is not allowed.
9. Any damage to the books which are in the custody of the borrower will have to be made good and if a book is lost, the present price of the book with the prescribed penal fees will be collected.
10. A visitor's register is kept at the entrance of the library. Each time the student visitor will enter his/her name and other particulars with a signature without fail.
11. Internet service is provided to students.
12. The Librarian has the right to send a student member or a visitor out of the library in case of violation of the rules.
13. Before obtaining a Hall Ticket student is expected to clear all the dues if any.

UGC BOOK BANK

1. The UGC Book Bank is a unit of the College Library which has been established with the assistance of the University Grants Commission. It contains textbooks on various subjects that are lent to students on a long term basis at the beginning of the academic year.
2. Applications in the prescribed form will be invited from the students to borrow these books, Rs. 5/- will be charged as service charges.
3. One or more books will be issued to the students subject to the availability of the books.
4. The books issued to the students may be recalled at any time.
5. Students are allowed to retain the books of the UGC. Book Bank borrowed from the Library until they finish the Final Examination. They should however return the same to the College Library as soon as the concerned examination is over, failing which they have to pay a fine of Rs. 2/- per day till they return the books.
6. Loss or damage to the books should be paid for.

MORAL & SPIRITUAL DEVELOPMENT

Regular Value Education Classes will be conducted for all the students. The classes will be held once a week and attendance is compulsory. Those who absent themselves without permission or fail in the examinations will be deprived of any scholarship or prize.

MID-DAY MEAL SCHEME

MID-DAY MEAL SCHEME helps more than 200 students on poverty-cum-merit basis. We intend to serve free meals to as many students as possible during the years to come.

TYPES OF SCHOLARSHIPS:

1. Jindal Scholarship

- 2 C.V. Raman Scholarship (for B. Sc. Students)
- 3 Sanchi Honnamma Scholarship
- 4 Beedi Scholarship
- 5 S.C.& S.T. Scholarship
- 6 Merit Scholarship
- 7 Hindi Scholarship
- 8 G.S.B. Scholarship
- 9 Ex-Servicemen Scholarship
- 10 Post Metric Scholarship
- 11 Minorities Scholarship
- 12 Alumni Association Scholarship
- 13 Rural Students Scholarships
- 14 Scholarships by Various Associations

SCHOLARSHIPS AND FREESHIPS

1. Scholarships and Fee Concessions are available to the students according to Government Rules. All Scholarships and Fee Concessions are subject to satisfactory progress, conduct and attendance. The last dates for filling up applications etc., will be notified in the notice board from time to time.
2. The Principal may not recommend the renewal of scholarship if the student:
 - a) Is irregular in attendance;
 - b) Does not show sufficient progress in studies as judged by the class examination/tests;
 - c) Absents himself/herself from class examinations/ tests/assignments etc., without proper reasons.
 - d) Indulges in acts amounting to disobedience/misbehavior breach of discipline inside or outside the classrooms.

NCC AND NSS

1. NCC course is open to physically fit men & women students of Degree Classes. NCC Parades will be

held on every Saturday between 2.00 p. m. and 6.00 p. m. except on public holidays. The cadets should attend the parades in full uniform.

2. NSS is open to all men and women students of the College. The students are encouraged to join NSS as it greatly helps to develop their personality and broaden their outlook.
3. Whenever a student is absent for NCC/NSS programme he/she should present the leave note for the signature of the NCC/NSS Officer concerned before he/she attends the class the next day. Absence without leave note shall be fined.
4. The NCC/NSS members are required to put in 75% attendance. The attendance in NCC/NSS will be considered while admitting the students to the next higher class and while awarding scholarships and fee concessions.

GAMES AND SPORTS

1. The college offers ample facilities for sports and games. All students are requested to make the best use of these facilities.
2. The GYMNASIUM, restructured in the College, may be used under the direction of the Physical Director.
3. Indoor games are not permitted during class hours. Students are free to play from 4 pm to 6 pm on all working days.
4. The Physical Director of the college nominates the captains of various teams.
5. When representative teams are formed, players for the teams are selected by the Physical Director from among the students, who play regularly and attend coaching classes and school/college competitions.
6. Students who are regular for practice will be allowed to represent the college in various competitions.

7. Students who are on the rolls of this college are not permitted to play in any outside team in any event against this college.
8. College teams willing to participate in tournaments and sports meets should put in regular and systematic practice. The team will be allowed to participate only with the permission of the Principal.

PAYMENT OF EXAM FEES

1. The Exam fees must be paid in cash in the College Office during the hours of cash transaction, and on Saturdays from 9-00 a.m. to 11-15 a.m.
2. If a student leaves the College during a Term, he/she have no right to claim the re-imbursement of any portion of the term fees.

AUDIO-VISUAL ROOM

The College has a sophisticated audio-visual rooms with T.V., OHP, LCD, Internet etc. the student are most welcome to make use of these facilities under the guidelines of lecturers.

CERTIFICATES

1. Applications for certificates (i.e. Transfer Certificate, Conduct Certificate, Study Certificate etc.) must be made to the Principal in the prescribed form with a fee of Rs. 50/- per certificate.
2. Certificates will be not issued on less than 48 hours notice.
3. If the certificates are to be sent by post, the necessary postage and other handling charges will be charged.
4. All the necessary certificates must be obtained within three months of leaving the College, after which a fee of Rs. 100/- will be collected.
5. Students admitted afresh will note that original Certificates (T.C., Conduct, Age) submitted at the time of admission will never be returned.

The official Conduct Certificate is a document that a student has to earn by his/her conduct and behavior during his/her College course and it shall be issued by the Principal. It will not be issued as a matter of course and the Principal might refuse the conduct certificate to any student whose conduct, in his opinion, has not been satisfactory.

°ÉvÀÛ°ÁgÀÄ °ÁÄvÄÄ ¥ÉÇÄµÄPÀg UÀ°ÄÄ ¶¶

1. PÁeÉÄf£Ä «zÁäyð-«zÁäyðQÄiÄÄgÄÄ vÄÄ£ÉÄiÄÄäè °,ÄÄÛ °ÁUÄs QÄiÄÄvÄÄUÄÄ£ÄÄB ¥ÄÄ, ÄÄvÄÄvÉ °ÉvÄÛvÄgÄÄ vÄÄvÄÄÛ ¥ÉÇÄµÄPÀgÄÄ CvÄgÄ£ÄÄB gs! ,Äv vÄs®P ¥ÄÄ±Ä¥Ä®gÄ, ¥ÄzÄ!¥PgÄ °ÁUs PÁeÉÄf£Ä CçuPÄjUÄ/£sÄçUÉ ,Ä°ÄPÄj,Ä°ÉÄPÄv «£ÄAw.
2. «zÁäyð-«zÁäyðQÄiÄÄgÄÄ QUÄçvÄvÄv vÄÄvÄÄÛ QÄiÄÄ«ÄvÄvÄv PÁeÄfU °ÄdgÄUÄvÄv viÄr CvÄgÄ °PtP vÄ°v QÄqÄvÄv ¥ÄgÄ! ,ÄvzÄ vÄvÄ «zÁäyðU¼ °PtzÄ vÄÄ£ÉÄiÄÄÄ v£szÄ° ¥ÄÄ±Ä£ÉÄiÄÄvÄgÄÄvÄçzÄjÄzÄ PÄÄPÉUÉ ,ÄsPÄÛvÄzÄ vÄvÄvÄgÄtvÄ£ÄÄB PÄÄd,ÄÄvÄçzÄÄ.
3. «zÁäyðU¼ °ÄdgÄw °ÁUs °Pt vÄl z °¼vtU CvÄÈ! ÜPÄgÄvÄvZÉ JÄzÄÄ w¼zÄUÄ °ÉvÄÛvÄgÄÄ/¥ÉÇÄµÄPÀgÄÄ «zÁäyð PÄvÄ¥Ä®P °ÁUs EvÄg CzÄ!¥Pg£ÄÄ° Än viÄr ,ÄvÄiÄeÄsÄzÄ££ £Äq£,ÄeÄÄ°ÉÄPÄÄ.
4. °ÉvÄÛvÄgÄÄ/¥ÉÇÄµÄPÀgÄÄ PÁeÉÄf£Ääè £Äq£,ÄÄvÄ °PÄePÄ-gÄPÄePÄ ,ÄÄWÄzÄ , °U¼Ä, ,Ä§Äz¥l PÁeÄf£ PÄÄiÄðPvÄU¼Ä vÄÄ D,ÄQÜÄiÄÄ£ÄÄB v£sÄj,Ä°ÉÄPÄzÄÄ «£ÄAw. JeÄè ¥£sÄµÄPÄgÄÄ °PÄePÄ gÄPÄePÄ ,ÄÄWÄzÄ ,ÄzÄ,ÄÄçÄvZÄÄY, °PÄePÄ-gÄPÄePÄ ,ÄÄWÄzÄ ,Ä°sÉUÉ °ÄdgÄUÄÄvÄçzÄÄ PÄqÄQÄiÄÄvÄgÄÄvÄÄÛzÉ.
5. ,ÄgÄPÄgÄ vÄÄvÄÄÛ «±Ä£«zÄÄQ®ÄiÄÄ QUÄç¥Är'zÄÄvÉ 75% °ÄdgÄw EgÄÄvÄ «zÁäyðUÄÄÄ vÄiÄvÄæ ¥ÄæwÄ ,ÉvÄÄ,ÄÖgi ¥ÄjÄPÉüUÉ °ÄdgÄUÄ®Ä C°ÄðvÉ ¥Äq£ÄiÄÄÄvÄÜgÉ. C£Ä°ÄðgÄzÄ «zÁäyðUÄÄ£ÄÄB PÁeÉÄfUÉ »AvÉUÉzÄÄPÉs%ÄiÄeÄUÄÄvÄçç®è.
6. P¥ ,vÄÄiÄP PÁeÄfU P¼Ä»,ÄvzÄ °ÁUs C£Uvi UÉÈgÄÄ°ÄdjUÉ CvÄPÄ±Ä QÄqÄçgÄÄvÄçzÄÄ. vÄqÄvÄv §ÄzÄvÄgÄÄ

¥áæ±±ÁÁ¥Á®gÀ C£ÁÁvÁw ¥ÁqÉzÁÁ vÁgÁUÁwUÉ ¥ÁævÉÁ², ÁvÁPÁizÁÁY.

7. UÉÊgÁÁ° ÁdgÁzÀ «zÁáyð/«zÁáyðQ vÀ£ÁB °ÉvÁÛvÀjAzÀ CxÁvÁ ¥ÉsÁµÁPÁjAzÀ , Á» vÁiÁrZg gÁeÁ CfðAiÁÁ£ÁÁB PÁqÁ0AiÁÁvÁV vÁgÀ °ÉÁPÁ° °ÁUAs vÁgÁUÁwUÉ ¥ÁævÉÁ², ÁÁvÁ vÁÁÁ£ÁB , ÁA § AzsÁ¥ÁiÖ ¥ÁæzsÁá¥ÁPÁgÀ UÁvÁÁ£ÁPÉi vÁgÀ °ÉÁPÁÁ. vÉÊzÁáQÁAiÁÁ PÁgÁtUÁ¼AzÀ CxÁvÁ C£ÁgÉsÁUÁáCzÀ § ¼Áá UÉÊgÁÁ° ÁdgÁzÁUÁ vÉÊzÁájAzÀ , ÁsPÁÛ ¥ÁÁvÁvÁ£ÁÁB gÁeÁfðAiÁÁ eÉsvÉUÉ , Ááè, ÁÁvÁçzÁÁ vÁÁvÁÛ CvÁPÁ±Á«zÁÝáè UÉÊgÁÁ° ÁdgÁUÁÁvÁ ç£ÁUÁ¼ÁáèAiÉÁÁ «µÁAiÁÁvÁ£ÁÁB ¥Áæ±±ÁÁ¥Á®gÀ UÁvÁÁ£ÁPÉi «µÁAiÁÁ vÁgÁÁvÁçzÁÁ.
8. PÁeÉÁ£Á ç£ÁUÁ¼Ááè ¥ÉÇµÁPÁÁgÁÁ vÁÁvÁÛ °ÉvÁÛvÁgÁÁ ¥Áæ±±ÁÁ¥Á®gÁ£ÁÁB °ÁnAiíÁV Cv g vÁP¼ £qv vÁvÁ C°vÁçÁiÁ£ÁÁ CjvÁÁPÉs¼ÁÁivÁçzÁÁ vÁÁvÁÛ CvÁgÀ °ÉvÁvÁtÁUÉUÉ QÁqÁÁvÁ , Á®ÉUÁ¼Á£ÁÁB UÉgÁ«Á °ÉÁPÁÁ. «±ÉÁµÁvÁV, vÁÁPÁi¼Á vÁ¥ÁÁáUÁ¼Á£ÁÁB G¥Á£Áá, ÁPÁgÁÁ wzÁÁÝvÁUÁ «zÁáyðUÁ¼Á ¥ÁgÁvÁ»' vÁÁPÁi¼UÉ D vÁ¥ÁÁáUÁ¼Á£ÁÁB vÁÁÁAzÁÁvÁj, Á®Á CvÁPÁ±Á QÁqÁ °ÁgÁzÁÁ.
9. PÁáPÉAiÁáè »AzÉ EgÁÁvÁ CxÁvÁ PÁrvÉÁ CAPÁ UÁ¼' gÁÁvÁ «zÁáyðU¼U «±Áµ v gUwU¼£ÁÁ K¥ðr, eÁUÁv z. «zÁáyðUÁ¼Á EzÁgÁ ¥ÁÇtð ¥ÁæAiÉsÁd£ÁvÁ£ÁÁB ¥ÁqÉAiÁÁ °ÉÁPÁÁ, SÁ, Áv °ÉsÁzÁ£ÉUÁ¼UÉ (lsáµÁ£i) vÉsgÉ °ÉsÁUÁÁvÁ zÁÁgÁ °sÁá, Á AisÁUí «zÁí °Ái, z »v z i ¶ °ÁAz AiÁÁP vÁz Áz®. «zÁáyðUÁ¼Á AiÁiÁvÁçzÉÁ ¥ÁoÁá «µÁAiÁÁUÁ¼Ááè »zÁÁ¼çzÁÝgÉ DaiíÁ ¥oiv£ÁÁ °sÁç, Áv ¥ÁzÁ¥Pg , ° , ° PÁgU¼£ÁÁ ¥ÁqÉAiÁÁ § °ÁÁzÁÁ.
10. «zÁáyðUÁ¼Á UÁÁt£ÁqÁvÉAiÁÁ § UÉi CxÁvÁ ²PÁetzÀ § UÉi vÁiÁ»w QÁqÁ®Á CxÁvÁ «ZÁj, Á®Á PÁgÉzÁUÁ § AzÁÁ , Á°ÁPÁj, ÁÁvÁçzÁÁ. PÁáPÉAiÁÁ § UÉi GÁ£Áá, ÁPÁgÁ£ÁÁB CUÁvÁáPÉi vÁPÁiÁv °sÉÁnAiíÁÁV CvjAz viÁ»w ¥qAiÁÁv;zÁ. G¥£Ái, Pgá °ÁUs ¥ÁÁ±±Á¥Á®gÁ v i Áv £Áq Á v ÁU , ÁAi Á v ÁçAz £qzÁPs¼Áv;zÁ. °vvgÁ/¥ÇÁµPgÁ ¥w £qvÁiÁÁ «zÁáyðAiÁ fÁv£z vÁÁe ¥°Áv °ÁgÁvz JAzÁ w¼çgÁ °ÉÁPÁÁ.
11. vÁÁPÁi¼Á vÁ¥ÁÁáUÁ¼Á£ÁÁB vÁPÁi , ÁvÁÁAiÁÁPÉi wzÁÝzÉÁ EzÁÝgÉ vÁÁÁAzÉ PÁµÁvÁUÁ § °ÁÁzÁÁ. ¥ÉsÁµÁPÁgÁÁ vÁÁPÁi¼Á vÉszÁ® ²PÁepÁgÁÁ JA § ÁzÁ£ÁÁB UÁvÁÁ£ÁzÁáèlÁÖPÉs¼ÁÁivÁçzÁÁ.

12. PÁeĀdĀ £q, Āv JeÁ ¥jĀPU¼Ā PqĀĀiĀvĀVgĀv/v.
DzĀz jAz ¥jĀPU½U UġĀ° ĀdgÁUĀv; zĀ QĀiĀvĀU¼
G°ēAWĀŁÉĀiĀiĀUĀĀvĀczĀjAzĀ AiĀiĀvĀczĒĀ ¥ĀjĀPĒēUĒ UĒĒgĀĀ° ĀdgÁzĀgĒ,
āTv PÁgtU¼£ĀĀ , sP zÁReU¼sAçU QĀr,
UĒĒgĀĀ° ĀdjAiĀĀĒĀĀB , ĀvĀĀyð, Ā° ĒĀPĀĀ. CĒĀgĒsĀUĀĀvĒĀ PÁgĀtvĀV
UĒĒgĀĀ° ĀdgÁzĀgĒĒ vĒĒzĀāQĀĀiĀĀ ¥ĀvĀiĀt ¥ĀvĀæ CUĀvĀā. CzĀgĒĒĀ,
vĒz/QĀĀiĀ ¥viĀt ¥vv£ĀĀ QĀrz viĀvP °Ādj
PĒsqĀēĀUĀĀvĀczç°ē.
13. vĀvĀĀā vĀĀPĀi¼Ā UĒĒgĀĀ °ĀdjAiĀĀ °ĀUĀs PĒvĀvĀĀiĀōzĀ CAPĀUĀ¼Ā §UĒĪ
°ĒvĀŮvĀjUĒ °ĀUĀs ¥ĒĀĀPĀjUĒĒ vĀĀĒĒĒBzĀNjPĒAiĀĀQĀBvĀŮgĀs, ±ĒĒPĀētĀPĀ
vµðz Ps£AiĀā °vvgĀ/¥ÇĀµPgĀ F §UĪ vvĀĪ
C, ĀvĀiĀzsĀĒĀvĀĒĀĀB , Āsa, ĀĀvĀŮgĒ. «zĀāyðUĀ¼Ā CAPĀ¥ĀnŌAiĀĀĒĀĀB
, Ā¥ĒŌA §gĪ vĀĀvĀĀŮ ¥sĒĒ §ævj wĀUĀ¼Ā PĒs£ĒUĒ PĒsqĀēĀUĀĀvĀczĀĀ.
«zĀāyðUĀ¼ĀĀ CAPĀ¥ĀnŌAiĀĀĒĀĀB °ĒvĀŮvĀjUĒ vĒsĀj, ĀĀvĀczĒĒĀ EzĀÝ
, ĀzĀā °sāðzĀāē °ĒvĀŮvĀgĀĀ/¥ĒĀĀPĀgĀĀ vĀvĀvĀiĒĒĀ PĀēĒĀfUĒ §AzĀĀ
vĀĀPĀi¼Ā ¥ĀāvĀĀ±ĀvĀĒĀĀB CjvĀĀPĒs¼ĀĀiĀvĀczĀĀ , ĀsPĀŮ.
14. PĀēĀf£ C°vĒçĀiĀ PĀjvĀ , ° , sZ£U¼Ā EzĀā
¥ĀĀ±ĀĀ¥ĀgĀ UĀĀĒĒĀPĒĪ vĀgĀĀvĀczĀĀ.
15. PĀēĒĀfUĒ , ĀĀ §AzsĀ¥ĀiŌ ±ĀĀ°ĪvĀĒĀĀB PĀēĒĀfĒĀ PĀēĒĀjĀiĀĀāē ZĀ°ĒĪ
¥ĀĒĒzĀĀ °ĀāQĒĀāē , ĀsPĀŮ , ĀvĀĀĀiĀĀzĀāē ¥ĀvĀw, ĀĀvĀczĀĀ. ±ĀĀ°ĪvĀĒĀĀB
¥ĀvĀw' zĀUĀ gĀ°Āç ¥ĀqĒĒiĀĀĀvĀczĀĀ. °ĒvĀŮvĀgĀĀ/¥ĒĀĀPĀgĀĀ vĀvĀĀā
vĀĀPĀi¼Ā PĒĒĒAiĀāē °Āt PĒsĪĀŌ PĀvĀĀ' zĀgĒ CvĀgĀĀ CzĀĒĀĀB PĀēĒĀjUĒ
¥ĀvĀw' zĀ §¼PĀ vĀgĀUĀwUĀ¼UĒ °ĀdgĀUĀĀvĀczĀĀ.
16. «zĀāyðUĀ¼ĀĀ °ĒēĒ °ĀvĀvĀ vĀ, ĀĀŮUĀ¼ĒsĀĒUĒ PĀēĒĀfUĒ §gĀĀvĀczĀĀ
, ĀsPĀŮvĀ°ē. °ĒēĒ °ĀvĀĀvĀ vĀ, ĀĀŮUĀ¼UĒ «zĀāyðUĀ¼ĒĒ dvĀ °ĀvgĀgĀĀ
vĀĀvĀĀŮ PĀēĒĀdĀ CxĀvĀ DqĀ¼vĀ vĀĀqĀ¼ AiĀiĀvĀczĒĒĀ PÁgĀtPĀsĪ
dvĀ °ĀvgĀgĀUĀĀvĀczç°ē.
17. PĀēĒĀfĒĀē °ĀĀĀPĒs¼ĀĀiĀvĀ ¥ĀōĒĀvĀgĀ ZĀĪvĀnPĒUĀ¼Āāē °sĀUĀvĀ, Ā°Ā
°ĒvĀŮvĀgĀĀ/¥ĒĀĀPĀgĀĀ vĀĀPĀi¼UĒ GvĒŮĀdĒĀ QĀqĀĀvĀczĀĀ. vĀĀPĀi¼Ā ĒqĀvĒ
°ĀUĀs ĒĒĒwPĀvĒUĒ , ĀĀ §çu' zĀĀvĒ °ĒāĒĒĀ PĀvĀf vĀ, ĀĀvĀczĀĀ.
«zĀāyðU¼Ā , ZĪ , vĀv, zsAçU CUvi«gĀv JeÁ
, ĀviĀVU¼£ĀĀ PĀēĒĀfU vUzĀPsaQĀ §gĀvĀv UvĀĒ
°Āj, ĀĀvĀczĀĀ.

18. ±ÉÊPÀētÂPÀ ¥ÀævÁ,ÀzÀ ,ÀAzÀ ``sÀðzÀâè CxÀvÁ PÁeÉÁfUÉ ,ÀA \$AzsÀ¥ÁIÖ
PÁAiÀÄðPÀævÀÄUÀ¼ÄÄ PÁeÉÁf£À °ÉsgÀUÉ CxÀvÁ PÁeÉÄdÄ CvÀçüAiÄÄ
° sgU QUç, ®lã CAv° PÁAiÄðPvÀU¼ \$U|
° v/vgÄ/¥ÇÄMPgÄ viÄ»w QÄqeÁUÄvçzÄ. PÁeÄf£
CvÀçüAiÄÄæ ¥ÁæA±ÄÄ¥Á®gÄ C£ÄÄvÄÄw-Ä®èzÄ |QBpì, ¥ÀævÁ,ÀUÀ¼ÄÄ
²PÁe°Äð C¥ÁgÄzsÀvÉAzÄÄ ¥ÄjUÄtÄ,ÀeÁUÄÄvÄçzÄÄ.

TO PARENTS AND GUARDIANS

1. Parents and Guardians are requested to co-operate with the College authorities by enforcing discipline and regularity at home, so that lessons may be duly prepared, students should be devoted to studying at home. If parents do not insist on regular attendance and home study, the results are sure to be disappointing to them.
2. Absence from class should be justified by a leave note from the student. Leave note for a long absence due to illness must be supported by a medical certificate. A medical certificate does not entitle a student for attendance.
3. Absence from College examination will be considered seriously. Absence, even for one subject should be justified by a written note. A medical note is needed in case of illness. Re-examination cannot be considered as a matter of right. In case of illness during the examinations, parents are expected to inform the Principal immediately.
4. A few parents express their surprise at the end of the year, at unsatisfactory attendance and progress of their children despite our sending reports to them. Progress Reports of students will be sent in September and January. Some students fail to handover their Progress Reports to their parents/guardians. You are requested to come to the College office and check, in case reports are not received by you within a reasonable time.

5. You are asked to meet the concerned teachers if unsatisfactory progress or poor attendance is brought to your notice. A minimum of 75% attendance is required to complete the course without which a student is not eligible to take the semester examination. They will not be re-admitted to the College.
6. We expect parents to participate in the meetings and College Day Celebrations. Attendance at Parent-Teacher meetings is obligatory. In case you are not able to attend for a just reason, a written note should be sent to the Principal.
7. Parents are especially asked not to allow their children, who do not have a valid license, to use a motorized vehicle.

Date:

Signature of Parents / Guardian



MILAGRES COLLEGE KALLIANPUR-576114
COMMITTEES FOR THE ACADEMIC YEAR 2020-21

1. Staff Council:

Dr Vincent Alva	: President
Dr Surekha Bhat	: Secretary
Prof. Joseph Peter Fernandes	: Treasurer
The Teaching Staff	: Members

2. Academic Competition :

Mr Nithyananda Shetty	: Convener
Mrs Anupama Jogi	: Member

3. Internal Quality Assurance Cell(IQAC)/SQC :

Dr Jayaram Shettigar	: Co-Ordinator
Mrs Sophia Dias	: Member
Rev. Fr (Dr) Prakash Anil Castelino	: Member
Dr Surekha Bhat	: Member
Mrs Annamma	: Member
Mrs Shylet Mathias	: Member
Mrs Clara Menezes	: Member
Mrs Harinakshi M D	: Member

4. Student's Welfare Officer/Credit Course Co-Ordinator:

Mrs Shylet Mathias

5. Grievance Readdressal Cell, Anti Ragging and Tobacco Ban Committee:

Mrs Sophia Dias	: Convener
Dr Jayaram Shettigar	: Member
Mrs Shylet Mathias	: Member
Rev. Fr (Dr) Prakash Anil Castelino	: Member
Mr Karthik Nayak	: Member
Mr Pradeep J Moras	: Member
Directors of Students Welfare Council	: Members

6. Student's Welfare Council:

Mrs Chandrika	: Director
Mr Karthik	: Director

7. National Cadet Corps (NCC):

Lt. Bernard D'Souza	: Lieutenant
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8. Discipline Committee:

Dr Vincent Alva	: Chairperson
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Deans	: Members
Staff Council Secretary	: Member
Student Welfare Council Directors	: Members
Rev. Fr (Dr) Prakash Anil Castelino	: Member

9. Research Committee:

Dr Vincent Alva	: Chairperson
Dr Jayaram Shettigar	: Member
Dr Surekha Bhat	: Member
Rev. Fr (Dr) Prakash Anil Castelino	: Member

10. Scholarships:

Mrs Radhika Patkar	: Convener
Mr Pradeep J Moras	: Member
Mrs Jayalaxmi	: Member
Ms Arenza Karen Sequeira	: Member
Mr Ceazer Gonsalves	: Member

11. Internal Tests and Examinations:

Mrs Poornima G A	: Convener
Mr Pradeep Moras	: Member

12. Academic Time Table:

Mr Pradeep J Moras	: Convener
Lt. Bernard D'Souza	: Member
Mrs Harinakshi M D	: Member
Mrs Reshma	: Member
Mrs Wilma Cornelio	: Member

13. Mid Day Meal/ Food Quality Control/Canteen Committee:

Mrs Harinakshi M D	: Convener
Mrs Chandrika	: Member
Lt. Bernard D'Souza	: Member
Ms Arenza Karen Sequeira	: Member
Mr Nikhil Rahul D'Souza	: Member
Mrs Anupama Jogi	: Member

14. Library Committee:

Librarian	: Convener
All the H.O.D.s	: Members

15. Magazine Committee:

Dr Vincent Alva	: Editor- in- Chief
Mrs Sophia Dias	: Associate Editor

Dr Jayaram Shettigar	: Member
Mrs Harinakshi M D	: Member
Mrs Chandrika	: Member
Mrs Rekha U	: Member
Mrs Anupama Jogi	: Member
Dr Nazeera	: Member
Mrs Chaithra	: Member
Mr Caezer Gonsalves	: Member
Mrs Akshatha	: Member
Mrs Rosalia Cardoza	: Member

16. Sports & Games:

Mr Nikhil Rahul D'Souza	: Convener
Mrs Annamma	: Member
Mrs Reshma	: Member
Mr Nithyananda Shetty	: Member
Mrs Chandrika	: Member
Lt. Bernard D'Souza	: Member
Mr Karthik Nayak	: Member
Mr Pradeep J Moras	: Member

17. Career Guidance Cell and Placement Cell:

Mr Pradeep J Moras	: Placement Officer
Mrs Annamma	: Member
Mrs Clara Menezes	: Member
Mrs Radhika Patkar	: Member
Mrs Chandrika	: Member
Mrs Nisha Crasta	: Member

18. Literary Association/Debating Club:

Mrs Sophia Dias	: Convener
Mrs Harinakshi M D	: Co-Convener
Mrs Chandrika	: Co-Convener
Mr Nithyananda Shetty	: Member
Dr Nazeera	: Member
Ms Rosalia Cardoza	: Member
Mr Caezer Gonsalves	: Member

19. Fine Arts Committee:

Mr Vignesh	: Convener
Mrs Sindhura	: Co-Convener
Ms Rosalia Cardoza	: Member

20. Science Association:

Rev. Fr (Dr) Prakash Anil Castelino	: Convener
Mrs Chaithra U	: Member
Mrs Sindhura	: Member

21. Commerce Association:

Mrs Clara Menezes	: Convener
Mrs Shylet Mathias	: Member
Mr Karthik Nayak	: Member
Mr Pradeep J Moras	: Member
Mrs Chaithra	: Member
Lt. Bernard D'Souza	: Member
Mr Melson D'Souza	: Member
Mrs Kusuma Macwan	: Member

22. Humanities Association:

Mrs Annamma	: Convener
Mrs Poornima G A	: Member
Dr Jayaram Shettigar	: Member
Mrs Reshma	: Member

23. IT Club:

Mrs Nisha Crastha	: Convener
Mrs Wilma Cornelio	: Member
Mrs Jayalakshmi	: Member
Mr Arul	: Member

24. National Service Scheme:

Mrs Anupama Jogi	: NSS Officer
Mr Melson D'Souza	: NSS Officer

25. Rovers & Rangers:

Dr Jayaram Shettigar	: Rover Scout Leader
Mrs Radhika Patkar	: Ranger Leader
Mrs Reshma	: Ranger Leader

26. Vidhyarthi Darbar :

Mr Caezer Gonsalves	: Convener
Mrs Radhika Patkar	: Member
Mr Nithyananda Shetty	: Member
Mr Karthik Nayak	: Member
Mr Pradeep J Moras	: Member
Mr Nikhil Rahul D'Souza	: Member

Ms Rosalia Cardoza	: Member
Mr Melson D'Souza	: Member

27. Youth Red Cross:

Mr Karthik Nayak	: Leader
Mrs Sindhura	: Member

28. Credit Co-Operative Society– Advisory Body:

Dr Vincent Alva	: Convener
Mrs Radhika Patkar	: Member

29. Parent – Teacher's Association (PTA):

Mrs Annamma	: Convener
Mrs Radhika Patkar	: Treasurer
Dr Jayaram Shettigar	: Member
Dr Surekha Bhat	: Member
Mr Nithyananda Shetty	: Member

30. College Website:

Lt. Bernard D'souza	: Convener
Mrs Nisha Crastha	: Member
Ms Rosalia Cardoza	: Member
Mr Caezer Gonsalves	: Member
Mr Ravinandan S T	: Member

31. Alumni Association :

Dr Jayaram Shettigar	: Staff Advisor
Mrs Sophia Dias	: Secretary
Mrs Chaitra	: Member
Ms Rosalia Cardoza	: Member
Lt. Bernard D'Souza	: Member
Mrs Sindhura	: Member

32. Women's Cell:

Mrs Reshma	: Convener
Mrs Reshma K	: Member
Mrs Wilma Cornelio	: Member
Mrs Radhika Patkar	: Member
and all Ladies staff	

33. Sexual Harassment Prevention Cell:

Mrs Radhika Patkar	: Convener
Dr Jayaram Shettigar	: Member
Ms Arenza Karen Sequeira	: Member
Mrs Anupama	: Member

34. Human Rights Committee:

Mrs Poornima G A	: Convener
Mrs Reshma	: Member
Mr Anil Joseph Danti	: Member
Mr Karthik Nayak	: Member
Mrs Sindhura Rao	: Member

35. SC/ST Cell:

Mrs Clara Menezes	: Convener
Mr Pradeep J Moras	: Member

36. Prospectus/ Hand Book Committee/ Work Diary:

Rev. Fr (Dr) Prakash Anil Castelino	: Convener
Mr Joseph Peter Fernandes	: Member
Mrs Annamma	: Member
Mrs Wilma Cornelio	: Member
Ms Rosalia Cardoza	: Member
Mr Caezer Gonsalves	: Member

37. Value Education / Tutorials:

Rev. Fr (Dr) Prakash Anil Castelino	: Convener
Mr Caezer Gonsalves	: Member
Mrs Radhika Patkar	: Member

38. AICUF:

Miss Rosalia Cardoza	: Convener
Rev. Fr (Dr) Prakash Anil Castelino	: Co-convenor
Mrs Annamma	: Member
Mrs Shylet Mathias	: Member
Mrs Clara Menezes	: Member
Mr Pradeep J Moras	: Member
Ms Arenza Karen Sequeira	: Member
Mr Nikhil D'Souza	: Member
and all Catholic staff	

39. Student Feed Back Committee:

Mrs Annamma	: Convener
Dr Surekha	: Member
and all Head of Departments	

40. Student Counselor:

Rev. Fr (Dr) Prakash Anil Castelino	: Convener
Mr Vignesh	: Member
Mrs Akshatha	: Member

41. UGC Grants Advisory Committee:

Mrs Shylet Mathias	: Convener
Deans	: Members
IQAC Co-ordinator	: Member
Mr Anil Paul D'Souza	: Member

42. ALL INDIA SURVEY ON HIGHER EDUCATION Committee:

PRO: Mr Ravinandan S T	: Convener
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43. Internal Auditing:

Mrs Shylet Mathias	: Convener
Mr Pradeep Moras	: Member

44. Add on Courses/Certificate Course:

Mrs Wilma Cornelio	: Convener
Deans	: Members

45. Uniform Committee:

Mrs Clara Menezes	: Convener
Mrs Chandrika	: Member
Mrs Nisha Crasta	: Member
Mr Nikhil D'Souza	: Member
Mr Ganesh	: Member

46. Hostel Committee:

Dr Vincent Alva-Principal	: Director
Sr Mabel	: Warden
Mrs Harinakshi M D	: Member
Mrs Rekha U	: Member
Mrs Dulari	: Member

PLANNER NOVEMBER 2020

1	SUN	X
2	Mon	
3	Tues	
4	Wed	
5	Thurs	
6	Fri	
7	Sat	
8	SUN	X
9	Mon	
10	Tues	
11	Wed	
12	Thurs	
13	Fri	
14	Sat	
15	SUN	X
16	Mon	
17	Tues	
18	Wed	
19	Thurs	
20	Fri	
21	Sat	
22	SUN	X
23	Mon	
24	Tues	
25	Wed	
26	Thurs	
27	Fri	
28	Sat	
29	SUN	X
30	Mon	

PLANNER DECEMBER 2020

1	Tues	
2	Wed	
3	Thurs	
4	Fri	
5	Sat	
6	SUN	X
7	Mon	
8	Tues	
9	Wed	
10	Thurs	
11	Fri	
12	Sat	
13	SUN	X
14	Mon	
15	Tues	
16	Wed	
17	Thurs	
18	Fri	
19	Sat	
20	SUN	X
21	Mon	
22	Tue	
23	Wed	
24	Thurs	
25	Fri	
26	Sat	
27	SUN	X
28	Mon	
29	Tue	
30	Wed	
31	Thurs	

PLANNER

JANUARY 2021

1	Fri	New Year Day
2	Sat	
3	SUN	X
4	Mon	
5	Tues	
6	Wed	Feast of Mount Rosary Church (DH)
7	Thurs	
8	Fri	
9	Sat	
10	SUN	X
11	Mon	
12	Tues	
13	Wed	
14	Thurs	Makara Sankranthi (PH)
15	Fri	
16	Sat	
17	SUN	X
18	Mon	
19	Tues	
20	Wed	Milagres Cathedral Annual Feast (DH)
21	Thurs	
22	Fri	
23	Sat	
24	SUN	X
25	Mon	
26	Tues	Republic Day (PH)
27	Wed	
28	Thurs	
29	Fri	
30	Sat	
31	SUN	X

PLANNER

FEBRUARY 2021

1	Mon	
2	Tues	
3	Wed	
4	Thurs	
5	Fri	
6	Sat	
7	SUN	X
8	Mon	
9	Tues	
10	Wed	
11	Thurs	
12	Fri	
13	Sat	
14	SUN	X
15	Mon	
16	Tues	
17	Wed	
18	Thurs	
19	Fri	
20	Sat	
21	SUN	X
22	Mon	
23	Tues	
24	Wed	
25	Thurs	
26	Fri	
27	Sat	
28	SUN	X

PLANNER MARCH 2021

1	Mon	
2	Tues	
3	Wed	
4	Thurs	
5	Fri	
6	Sat	
7	SUN	X
8	Mon	
9	Tues	
10	Wed	
11	Thurs	Maha Shivarathri (PH)
12	Fri	
13	Sat	
14	SUN	X
15	Mon	
16	Tues	
17	Wed	
18	Thurs	
19	Fri	
20	Sat	
21	SUN	X
22	Mon	
23	Tues	
24	Wed	
25	Thurs	
26	Fri	
27	Sat	
28	SUN	X
29	Mon	
30	Tues	
31	Wed	

PLANNER APRIL 2021

1	Thurs	
2	Fri	Good Friday (PH)
3	Sat	
4	SUN	X
5	Mon	
6	Tues	
7	Wed	
8	Thurs	
9	Fri	
10	Sat	
11	SUN	X
12	Mon	
13	Tues	Ugadi (PH)
14	Wed	Ambedkar Jayanthi (PH)
15	Thurs	
16	Fri	
17	Sat	
18	SUN	X
19	Mon	
20	Tues	
21	Wed	
22	Thurs	
23	Fri	
24	Sat	
25	SUN	X
26	Mon	
27	Tues	
28	Wed	
29	Thurs	
30	Fri	

PLANNER

MAY 2021

1	Sat	May Day (PH)
2	SUN	X
3	Mon	
4	Tues	
5	Wed	
6	Thurs	
7	Fri	
8	Sat	
9	SUN	X
10	Mon	
11	Tues	
12	Wed	
13	Thurs	
14	Fri	Khutub-A-Ramzan (PH)
15	Sat	
16	SUN	X
17	Mon	
18	Tues	
19	Wed	
20	Thurs	
21	Fri	
22	Sat	
23	SUN	X
24	Mon	
25	Tues	
26	Wed	
27	Thurs	
28	Fri	
29	Sat	
30	SUN	X
31	Mon	

PLANNER JUNE 2021

1	Tues	
2	Wed	
3	Thurs	
4	Fri	
5	Sat	
6	SUN	X
7	Mon	
8	Tues	
9	Wed	
10	Thurs	
11	Fri	
12	Sat	
13	SUN	X
14	Mon	
15	Tues	
16	Wed	
17	Thurs	
18	Fri	
19	Sat	
20	SUN	X
21	Mon	
22	Tues	
23	Wed	
24	Thurs	
25	Fri	
26	Sat	
27	SUN	X
28	Mon	
29	Tues	
30	Wed	

PLANNER JULY 2021

1	Thurs	
2	Fri	
3	Sat	
4	SUN	X
5	Mon	
6	Tues	
7	Wed	
8	Thurs	
9	Fri	Titular Feast of Our Lady of Miracles
10	Sat	
11	SUN	X
12	Mon	
13	Tues	
14	Wed	
15	Thurs	
16	Fri	
17	Sat	
18	SUN	X
19	Mon	
20	Tues	
21	Wed	Bakrid (PH)
22	Thurs	
23	Fri	
24	Sat	
25	SUN	X
26	Mon	
27	Tues	
28	Wed	
29	Thurs	
30	Fri	
31	Sat	

PLANNER AUGUST 2021

1	SUN	X
2	Mon	
3	Tues	
4	Wed	
5	Thurs	
6	Fri	
7	Sat	
8	SUN	X
9	Mon	
10	Tues	
11	Wed	
12	Thurs	
13	Fri	
14	Sat	
15	SUN	X Independence Day
16	Mon	
17	Tues	
18	Wed	
19	Thurs	
20	Fri	Moharam (PH)
21	Sat	
22	SUN	X
23	Mon	
24	Tues	
25	Wed	
26	Thurs	
27	Fri	
28	Sat	
29	SUN	X
30	Mon	
31	Tues	

PLANNER SEPTEMBER 2021

1	Wed	
2	Thurs	
3	Fri	
4	Sat	
5	SUN	X
6	Mon	
7	Tues	
8	Wed	Nativity of B.V.M.
9	Thurs	
10	Fri	Ganesh Chaturthi (PH)
11	Sat	
12	SUN	X
13	Mon	
14	Tues	
15	Wed	
16	Thurs	
17	Fri	
18	Sat	
19	SUN	X
20	Mon	
21	Tues	
22	Wed	
23	Thurs	
24	Fri	
25	Sat	
26	SUN	X
27	Mon	
28	Tues	
29	Wed	
30	Thurs	

PLANNER OCTOBER 2021

1	Fri	
2	Sat	Gandhi Jayanthi (PH)
3	SUN	X
4	Mon	
5	Tues	
6	Wed	Mahalaya Amavasya (PH)
7	Thurs	
8	Fri	
9	Sat	
10	SUN	X
11	Mon	
12	Tues	
13	Wed	
14	Thurs	Maha Navami (PH)
15	Fri	Vijaya Dashami (PH)
16	Sat	
17	SUN	X
18	Mon	
19	Tues	
20	Wed	Maharshi Valmiki Jayanthi (PH)
21	Thurs	
22	Fri	
23	Sat	
24	SUN	X
25	Mon	
26	Tues	
27	Wed	
28	Thurs	
29	Fri	
30	Sat	
31	SUN	X

PLANNER NOVEMBER 2020

1	Mon	Karnataka Rajyotsava (PH)
2	Tues	
3	Wed	Naraka Chathurdashi (PH)
4	Thurs	
5	Fri	Bali Padyami (PH)
6	Sat	
7	SUN	X
8	Mon	
9	Tues	
10	Wed	
11	Thurs	
12	Fri	
13	Sat	
14	SUN	X
15	Mon	
16	Tues	
17	Wed	
18	Thurs	
19	Fri	
20	Sat	
21	SUN	X
22	Mon	Kanakadasa Jayanthi (PH)
23	Tues	
24	Wed	
25	Thurs	
26	Fri	
27	Sat	
28	SUN	X
29	Mon	
30	Tues	

Extra Curricular Activities Participation / Prizes Won

Name :

Class :

Roll No. :

Date	Participation (Event and Venue)	Signature of the concerned teacher	Award / Prize Won

To be submitted to the S.W.O. at the end of academic year

Record of Leave	
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Name of the Student..... Class : Roll No.....

Specimen Signature of Father / Mother / Guardian.....

[illegible]

Record of Leave

Name of the Student..... Class : Roll No.....

Specimen Signature of Father / Mother / Guardian.....

[illegible]

[illegible]

TIME TABLE - 2020-21

	9-30 - 10-30	10-30 - 11-30	11-30 - 12-30	1-30 - 2-30	2-30 - 3-30	3-30 - 4-30
MON						
TUE						
WED						
THU						
FRI						
SAT						



COLLEGE ANTHEM

1. 'Stella Duce' our motto high up we hold
Under her great mantle our hearts grow bold
Never shall we falter on the way
'Neath her gracious, kindly sway.
- Ch: Onward youth, you all, with faces bright
Hold aloft the torch of light
March on the paths of peace and true glory
Ever in mind your great destiny.
2. To God on high all praise and thanks be given
For the favours showered on us from heaven
Now let our anthem ring out loud and clear
Beckoning youth to spread its message far and near.
March on the paths of peace and true glory
Ever in mind your great destiny.

(Composed by Ms. Sybil Lewis & Rev. Fr Robert Lewis)



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Principal (Personal)	- 2583268
Mob	- +91 8762690235
Joint Secretary	- 2580131

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