St Joseph's College of Commerce (Autonomous)

#163, Brigade Road, Bengaluru - 560025, Karnataka, India

Affiliated to Bengaluru City University

Accredited with 'A++' Grade by NAAC in 4th Cycle (CGPA of 3.57/4)

College with Potential for Excellence (CPE)

Ranked 55th in NIRF 2024 by the Ministry of Education, Government of India

Student Handbook

2025-2026



Our Patron



St. Joseph

The College Anthem

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

Faith and Toil ! conquer less alliance
Wherein we clasp human hands unto God's !
In his control, find we true self-reliances;
My hand and God's - what`er the odds
My hand and God's - what`er the odds
My hand and God's
Evils onset hold in defiance !

St. Joseph's College of Commerce (Autonomous)

STUDENT INFORMATION

Fix Recent Stamp Size Photo

Full Name: .....

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

Blood Group: .....

E-mail: .....

Father's Name : .....

E-mail: .....

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

Mother's Name : .....

E-mail: .....

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

Residential Address : .....

.....

Phone: .....

Office Address (Parents) : .....

.....

Phone: .....

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

Guardian/Lodging House : .....

.....

Mobile Phone : .....

Signature of Parent/Guardian

Signature of Class Mentor

The College Crest



The Crest of St. Joseph's College of Commerce features two scrolls. The scroll positioned above contains the institution's motto inscribed in Latin - "Fide et Labore," meaning "By Faith and Toil." The scroll located beneath the motto displays the name of the institution. This arrangement emphasizes the significance of both the motto and the institution's name, ensuring the clarity and prominence of these elements within the crest.

A shield with a Cross at its centre symbolizes the Christian faith. Two bees on either side represent tireless work, while palm leaves signify victory. The crown above represents the crown of glory. These symbols represent the institution's Christian values, hard work, success, and pursuit of excellence.

College Motto

"Fide et Labore," meaning *"Faith and Toil."* 'Faith' is the commitment to God and fellow beings while 'Toil' represents hard work.

Vision of the College

To create a just, secular and democratic society especially in the service of the poor, the oppressed and the marginalized.

The Mission Statement

"St. Joseph's College of Commerce seeks to be a place where academic excellence goes with the cultivation of virtue, and where a community is formed which sustains men and women in their education and their conviction that life is only lived well when it is lived generously in the service of others".

Dear Josephites,

Welcome to St. Joseph's College of Commerce! This Student Handbook serves as your guide to navigating your journey at our esteemed institution. Within these pages, you will find essential information, policies, and resources designed to support your academic, personal, and social development.

St. Joseph's College of Commerce is deeply rooted in the traditions of the Society of Jesus, a Catholic Religious Order founded by St. Ignatius of Loyola in 1540. The Jesuits have a long and distinguished history of promoting education on a global scale.

Originally established in 1949 as the Department of Commerce within St. Joseph's College, our institution evolved into an independent college known as St. Joseph's College of Commerce (SJCC). In 1972, SJCC relocated to its current campus at 163 Brigade Road in Bangalore. Registered under the Bangalore Jesuit Educational Society, St. Joseph's College of Commerce remains committed to its mission of providing quality education. While it is a religious minority institution with a primary focus on educating Catholic youth, we extend a warm welcome to students from all backgrounds, without distinction of caste or creed. Through our admission policy, we prioritize socio-economically marginalized students, in line with our ethos of inclusivity and social justice.

1882	St. Joseph's College was established.
1949	St. Joseph's College introduced the Department of Commerce.
1972	The Department of Commerce evolved into an independent college.
2000	First cycle of NAAC, accredited with 5 stars.
2004	Granted Autonomous Status.
2007	Second cycle of NAAC accredited with an A grade, CGPA 3.26.
2010	SJCC was recognised as a “College with Potential for Excellence.”
2010	Bangalore University recognised the College as a Research Centre.
2012	Third cycle of NAAC accredited with an A grade, CGPA 3.37.
2021	Fourth cycle of NAAC accredited with an A++ grade, CGPA 3.57.

Aims and Objectives of the College:

The College aims at the holistic formation of students, helping them to become women and men imbued with a spirit of excellence and an abiding concern for others. We believe in the three intertwined goals of Academic Excellence, Character Formation and Social Concern that shape individuals to become women and men for the larger society.

A. ACADEMIC EXCELLENCE

Academic excellence at St. Joseph's College of Commerce goes beyond intellectual development. It encompasses consistently exceeding expectations in scholastic activities while nurturing aesthetic sensibilities and ethical engagements. Our competent and dedicated faculty guides and empowers students to cultivate critical thinking, nurture their imaginative powers, and learn to express themselves clearly. In this supportive environment, students are inspired to pursue academic excellence, unlocking their full potential and fostering a passion for lifelong learning. The academic pursuit is realized through the following programmes.

STATE EDUCATION POLICY 2024

The institution has implemented the State Education Policy from the academic year 2024-2025. The model curriculum developed by Karnataka's State Education Policy (SEP) commission has been customized to the programmes offered at SJCC. The institution shall adhere to all the guidelines published by the Karnataka Government on SEP implementation, which are applicable and binding for the batches enrolled for the academic year 2024-2025.

NATIONAL EDUCATION POLICY 2020

The institution has implemented the National Education Policy (NEP) from the academic year 2021–2022. The model curriculum, tailored to the programmes offered at SJCC, has been developed by the Karnataka Task Force on NEP implementation. The institution adheres to all guidelines set forth by the Karnataka Government regarding NEP implementation. Students enrolled from the year 2021-2022 to 2023-2024 will continue to follow the curriculum as prescribed by the NEP. They are also eligible to pursue a fourth-year program to obtain a B. Com Honours/ BBA Honours /B.Sc. Economics Honours / B.A English Honours degree, as outlined by the NEP.

I. ACADEMIC PROGRAMMES OFFERED

The programmes offered at the undergraduate level are as follows:

Undergraduate Programmes (3 years)

a. Commerce

1. Bachelor of Commerce
2. Bachelor of Commerce (Travel and Tourism)
3. Bachelor of Commerce (Industry Integrated)
4. Bachelor of Commerce (Professional - International Accounting & Finance)
5. Bachelor of Commerce (Analytics)
6. Bachelor of Commerce (Professional - Strategic Finance)

b. Management

1. Bachelor of Business Administration
2. Bachelor of Business Administration (Entrepreneurship)
3. Bachelor of Business Administration (Professional - Finance & Accountancy)

c. Economics

1. Bachelor of Science (Economics, Mathematics, Data Analytics)

d. English

1. Bachelor of Arts (English, Communicative English, Psychology)

Honours Programmes (4th year undergraduate Programme)

a. Commerce

Bachelor of Commerce (Honours)

b. Economics

Bachelor of Science (Honours)

Postgraduate Programmes (2 years)

1. M.Com (Finance and Taxation)
2. M. Com (International Business)
3. M. Com (Financial Analysis)

Post-graduate Diploma (PGD) Programme (1 year)

1. Business Administration
2. Human Resource Management
3. Marketing Management
4. Financial Management
5. Data Science

Mandatory Courses for UG Students

All the UG students must pass the following mandatory courses:

1. India and Indian Constitution
2. Environmental Studies
3. Psychological Well-being
4. Extension and Extra Curricular Activities
5. Allied required courses
6. Artificial intelligence (NEP Batch)
7. Digital fluency (NEP Batch)
8. Financial Education and Investment Awareness (NEP Batch)
9. Yoga (NEP Batch)

Note: Students are encouraged to take up online courses offered by NPTEL or MOOC courses to enhance their professional skills and knowledge.

This pursuit of academic excellence is guided by the:

INTERNAL QUALITY ASSURANCE CELL (IQAC)

The National Assessment and Accreditation Council (NAAC) emphasizes the importance of establishing an Internal Quality Assurance Cell (IQAC) within the college. At SJCC, the IQAC is tasked with developing a robust system for fostering conscious, consistent, and catalytic improvements in the institution's performance. Through a range of qualitative initiatives, including active student involvement, the IQAC plays a pivotal role in driving excellence within the college. Its significant contribution extends into the post-accreditation phase, where it channels and coordinates all institutional endeavours towards achieving excellence across various domains.

STAFF COUNCIL (TQM)

The Staff Council, also known as the Total Quality Management Council, comprises senior academic administrators of the college and serves as the primary policy-making body within the institution. It facilitates discussions and finalizes internal processes to ensure the efficient and effective functioning of the college. This includes meticulous planning and coordination for the introduction of new programmes, policies, or changes in existing processes, along with ensuring effective communication of outcomes to relevant departments.

In response to the increasing demand for quality education and heightened global competition, St. Joseph's College of Commerce has embraced

theadaptation and implementation of Total Quality Management (TQM) procedures, tools, and techniques. This strategic approach aims to enhance cohesiveness, flexibility, and competitiveness in the education sector efficiently and effectively. By adopting TQM principles, the college strives to meet the evolving needs of students and society. TQM activities span across all departments, addressing the current and future needs of all stakeholders.

As a steering committee, the TQM ratifies all internal processes, initiatives, and procedures aimed at achieving quality performance. It identifies individuals and groups responsible for implementing selected criteria, thus fostering quality performance in education programs. These initiatives have propelled the institution towards achieving academic excellence, social concern, and character formation: the core values of St. Joseph's College of Commerce.

CQAC (COLLEGE QUALITY ASSURANCE CELL)

The College Quality Assurance Cell (CQAC) consists of all department heads, one member from each department, and the Total Quality Management (TQM) Team. CQAC meetings are scheduled at the beginning, during, and at the end of every academic year to facilitate comprehensive oversight. At the outset of each year, the CQAC prepares a year plan to ensure effective quality management. This body is responsible for establishing and maintaining quality mechanisms, listening to student feedback, responding to concerns, and communicating outcomes to relevant departments. Additionally, the CQAC monitors policies and strategies pertaining to academic standards and quality assurance for all programmes. It also initiates learning opportunities and assesses modes of delivery to enhance educational effectiveness.

SQAC (STUDENT QUALITY ASSURANCE CELL)

The Student Quality Assurance Cell (SQAC) comprises one student representative from each class, aiming to foster student engagement in quality-related matters. It facilitates validation and feedback systems, including input from alumni, and coordinates departmental Alumni Meets. On a monthly basis, the SQAC reviews course curricula and lesson plans for appropriateness and compliance, actively participates in continuous internal assessments, and reports findings to the College Quality Assurance Cell (CQAC). This body serves as a vital link between students and quality-related decisions and communications regarding courses/programmes. Members are expected to attend all meetings organized by the IQAC to ensure student involvement in quality assurance processes.

RESEARCH CENTER

The College attained 'Research Centre' status from Bangalore University in the academic year 2010–2011, allowing it to conduct research programs leading to a Ph.D. degree in Commerce. Researchers are encouraged to undertake both government and non-government funded projects sponsored by agencies such as ICSSR, UGC, and NITI Aayog. The Centre periodically organizes Faculty Development Programs (FDPs), workshops, seminars, and conferences of national and international repute to facilitate discussions and exchange innovative ideas on contemporary topics. Its bi-annual peer- reviewed journal, SJCC Management Research Review, serves as a transparent platform for scholarly communication. Additionally, the Centre publishes books and conference compendiums authored/edited by faculty members. Committed to fostering a research culture, the Centre provides state-of-the- art facilities and offers need-specific training programs.

LIBRARY AND INFORMATION SERVICES

The college houses a well-stocked library with a collection exceeding 32,869 books, encompassing a variety of subjects from general titles to subject-specific literature. It also subscribes to over 30 magazines and 12 newspapers in both English and vernacular languages. Additionally, the library offers an extensive selection of over 75 national and international print journals.

Complementing its print resources, the library houses numerous valuable reference materials, back issues of periodicals, VCDs, DVDs, ACDs, Kindles, and CD-ROMs, catering to users' convenience. For round-the-clock access, the SJCC library currently hosts 79,948 e-books and over 12,000 e-journals.

Moreover, the library provides access to various e-resources and online services, including:

- N-LIST consortium e-journals and e-books databases.
- Databases such as EBSCO, Capitaline, and EPWRF India Time Series.
- Johan Brown Digital Library, featuring 57,086 e-books.
- EBSCO Business core collection, comprising 23,900 e-books.
- DELNET consortium e-resources.
- NPTEL video lectures.
- Online Public Access Catalogue facility.
- Knimbus remote access platform for accessing subscribed digital resources.

The library operates from 7:00 a.m. to 5:00 p.m. on weekdays and from 7:00 a.m. to 1:00 p.m. on Saturdays. It remains closed on all public holidays.

Library Etiquette:

- Absolute silence is required in the library premises, and entry is permitted only with a valid ID card, which is non-transferable.
- Users must scan their ID cards upon entering and exiting the library.
- The library is reserved for academic writing and reading purposes only.
- Listening to music or watching movies on laptops and cell phones is prohibited.
- Reference materials such as books, CDs/DVDs, newspapers, magazines, and journals are available for reference only.
- Postgraduate students may borrow up to five books, while undergraduates may borrow up to three.
- The loan period for library books is 14 days. Renewal can be done via web-OPAC or by visiting the library with the book.
- A fee of Rs. 2/- per day will be charged for overdue books, including Sundays and holidays.
- Users are expected to utilize library resources responsibly, return borrowed materials in their original condition, and be aware of potential charges for damage or defacement.
- Immediate notification to the librarian is required. In case, if a borrowed book is lost.
- Defaulters of library rules risk suspension of library services.
- Food and beverages are not permitted within the library to preserve the cleanliness and integrity of library resources.
- Users are encouraged to make use of library facilities such as study spaces, computer access, and assistance from library staff for research and reference needs.

Library Committee:

The Library Committee is responsible for overseeing the operations of the College Library. It is tasked with recommending books, journals, and magazines to the library based on the requirements of various programmes. Requests for subject-related books are to be routed through the Subject Coordinators to the committee for scrutiny and approval before purchase. Additionally, the committee is dedicated to promoting the utilization of the library for academic purposes among students.

LEARNING RESOURCES

ACADEMIC MANAGEMENT SYSTEM -ERP

The college is equipped with the latest version of the LINWAYS AMS system, a comprehensive college management software designed to streamline students' academic activities seamlessly.

Among its array of services available online are:

- Implementation of an Online Payment Gateway for admissions, academic, and other fees.
- Access for students to view their performance in Continuous Internal Assessment (CIA) and End Semester Examination (ESE).
- Conducting online exams and assignments.
- Provision of course materials.
- Periodic updates on leave status.
- Short Messaging Service (SMS) for notifying students about their absence or parents about their ward's absence.
- Access to dates of examinations, assignments, special events, ordinary events, and holidays.
- Additionally, a variety of other features are available, with a detailed list accessible on the College website.
- Furthermore, the College application form and prospectus are also available for download online.

Students and parents can conveniently track student progress and access this information and more by following these steps:

Step 1: Access the College website at http://www.sjcc.edu.in

Step 2: Navigate to the Login menu and select the student link.

Step 3: Enter your unique Registration Number & Password provided by the College.

Step 4: Click on Sign in to avail of all the online services.

PLACEMENT AND CAREER SERVICES

The College prioritizes placement and career services for its students, both on and off campus. With several top firms regularly visiting the institution for recruitment, our college maintains an impressive placement record.

Spearheaded by the placement officer, our Placement Cell orchestrates a range of preparatory activities including career guidance, recruitment training, mock interviews, and aptitude tests. These sessions are aimed at equipping students with the necessary skills and confidence to successfully transition into the corporate world.

INTERNSHIP

The college prioritizes practical experience alongside classroom learning by incorporating mandatory summer internships into its curriculum. These internships, lasting four to six weeks, provide students with invaluable opportunities to engage in real-world work environments. It is compulsory for all students to complete a corporate, social, startup, or hospitality internship before their fifth semester. Additionally, all undergraduate students, except those in B.Com (Travel & Tourism, BBA (Entrepreneurship) and BA programmes, must undertake a social internship before their third semester. B.Com (Travel & Tourism) students undertake internships within the hospitality industry, BBA (Entrepreneurship) students intern at startup companies, and BA students engage in a Creative Project as part of their academic curriculum. These internships and projects serve as catalysts for student success, leading to placements, research opportunities, entrepreneurial ventures, and contributing to the overall development of the students.

INTERNATIONAL DESK

The International Desk at St. Joseph's College of Commerce serves as a pivotal hub for forging partnerships with esteemed universities worldwide and orchestrating diverse on-campus initiatives. Its mission is to provide students with invaluable international exposure, unlocking global opportunities, and fostering intercultural understanding. Aligned with the college's visionary outlook, the International Desk leads dynamic programs, establishing strategic alliances with top-tier universities abroad while also curating engaging on-campus activities. It aims to offer students an enriching international educational experience, cultivate global opportunities, and promote intercultural appreciation within the student community. Additionally, the International Desk coordinates guest lectures both on and off campus to further expand students' horizons.The second objective of the college is character formation:

B. CHARACTER FORMATION

St. Joseph's College of Commerce places significant emphasis on spiritual formation and character development, considering these aspects as lifelong assets. As an institution guided by spiritual principles, it respects all faiths and encourages students to deepen their understanding of their own religion while fostering an appreciation for others. Recognizing that a person's spiritual and moral values define their true identity, the college integrates meaningful curricular and extracurricular activities to nurture students' moral and spiritual growth. It emphasizes the importance of students examining their religious beliefs and feelings, aiming to deepen their fundamental orientation towards God and establish a relationship with their religious traditions. Additionally, the college promotes knowledge of and appreciation for other religions, contributing to India's tradition of multicultural harmony. Character formation is seen as integral to the college's mission, and it arranges diverse activities to shape students' mental and moral qualities, aligning with its motto of holistic development.

CAMPUS ETHOS

St. Joseph's College of Commerce is dedicated to fostering a vibrant learning environment through a blend of academic and co-curricular activities aimed at nurturing creativity and productivity among its students. The campus ethos embodies the principle of “MAGIS,” encouraging individuals to strive for the greater and higher in all aspects of their lives. Comprising an academic fraternity committed to the advancement of learning, the campus promotes camaraderie and relaxation while discouraging boredom and cynicism. It emphasizes a special concern for the disadvantaged and women, respecting the sanctity of individuals and promoting service to others. This ethos reflects a commitment to serious engagement in both curricular and non-curricular pursuits, fostering creativity in thought and action and encouraging productivity at both individual and collective levels.

CAMPUS MINISTRY

Faithful to the Jesuit Catholic heritage, the Campus Ministry at St. Joseph's College of Commerce prioritizes the spiritual well-being of all students while fostering their holistic growth. At the core of its mission lies the ethos of St. Ignatius, encapsulated in the concept of 'Finding God in all things.' TheMinistry addresses the challenges and illusions of the times by imparting this distinctive spiritual ethos.

Eucharistic Celebrations, including Holy Mass, held monthly in the college auditorium, provide a sacred space for communal worship, with the college choir enhancing the experience through melodious singing. Special masses mark significant religious festivals and feast days, enriching the spiritual journey of the campus community.

Voluntary **Praise and Worship** sessions offer students an opportunity to gather, share life experiences, and participate in uplifting songs of praise. These sessions contribute to a vibrant spiritual atmosphere on campus.

The Feast of St. Ignatius of Loyola, founder of the Society of Jesus, is commemorated with enthusiasm and reverence throughout an entire week. Through various competitions and banners showcasing his life and teachings, the campus celebrates his legacy and inspires deeper reflection.

Furthermore, the Campus Ministry extends its services to all students, regardless of their faith backgrounds, through sessions on holistic development, mental health, character formation, and social concern. These initiatives underscore the College's commitment to nurturing students' spiritual growth and fostering a supportive and inclusive campus environment.

CO-EDUCATION SYSTEM

At St. Joseph's College of Commerce, we embrace the co-education system as a means to facilitate the healthy emotional growth of young women and men during their post-school years. By bringing them together in our college, we aim to create an environment that nurtures diverse perspectives, mutual respect, and the cultivation of meaningful relationships among students, thereby fostering their overall personal and social development. Our objective remains centered on providing a conducive atmosphere for students to thrive emotionally and academically.

MENTORSHIP

Our mentors play a pivotal role in fostering the holistic development of our students by offering essential support and guidance tailored to their individual needs. Assigned to each class, these mentors serve as crucial liaisons between students, departments, subject teachers, parents, and among the students themselves. They act as advocates, assisting students in navigating academic challenges and personal concerns, while facilitatingeffective communication among all stakeholders. By providing support and encouragement, mentors create a nurturing environment conducive to the overall growth and well-being

of the students under their care. Their dedication to mentoring contributes significantly to the holistic development of our students, ensuring they receive the necessary guidance and support to thrive academically and personally.

COUNSELLING SERVICES

The College offers professional counselling services to assist students in addressing emotional and academic challenges. Students are encouraged to schedule voluntary appointments with counsellors, and the College may also refer students who could benefit from counselling support. Additionally, regular value inputs are provided to all students, fostering reflection on and internalization of human, social, and spiritual values. These initiatives aim to promote personal growth and the development of well-rounded individuals.

STUDENTS' COUNCIL AND CITIZENSHIP TRAINING

The college's democratically elected student council provides citizenship training, fostering students' sense of social responsibility and commitment to societal laws and norms. Through active engagement in leadership roles, teamwork, and social accountability, elected student representatives offer students opportunities for growth and development. Participating in the democratic election process teaches students the importance of responsible citizenship and the value of community involvement. Citizenship training aims to evolve students' social responsibility in upholding and adhering to societal laws and creating a healthy environment. To maintain impartiality and prevent bias, strict norms are enforced, ensuring fairness in the election process.

To ensure impartiality and prevent political biases, the following guidelines are strictly enforced:

- Candidates must maintain a commendable academic and disciplinary record, adhering strictly to the college's election regulations.
- It is prohibited for candidates to declare affiliation with any political parties or accept financial or other forms of support.
- Elections should be conducted as healthy competitions, promoting fair play and preventing animosity among students or classes.
- Following the election, all students are expected to pledge loyalty to the elected office bearers and collaborate with them in fulfilling their council responsibilities.

PARENTS AND GUARDIANS

Parents and guardians play a vital role as partners in their ward's education journey at the College. The Principal extends invitations to parents/ guardians of all students for discussions regarding their children/ward's performance, with dates communicated through email or the ERP system. Meetings with student counsellors and class mentors are highly encouraged to monitor the progress of their wards effectively. The College values and welcomes input and suggestions from parents and well-wishers in fostering a collaborative educational environment.

SPORTS, GAMES AND CULTURAL ACTIVITIES

The College has garnered acclaim for its accomplishments in sports, games, and cultural activities. Encouraging active participation, students are motivated to engage in both inter-class and intercollegiate tournaments. To support their training and fitness endeavors, the College offers a well- equipped gym with state-of-the-art equipment and a spacious playground. Emphasizing holistic education, the Institution focuses on nurturing both physical prowess and intellectual growth, thus establishing itself as a notable name in the realm of sports and games.

Regulations regarding participation

- **Fixture Submission:** Before departing for the tournament, students must submit an authorized copy of the fixture to both their class mentor and the sports director. Additionally, they must seek permission from the vice principal to seek attendance for the specific period.
- **Eligibility for Attendance:** Attendance will be granted to students on the days they represent the College, University, State, or Nation in the tournament. Attendance will also be given for the days lost due to travel and training camps for University, State, and National teams.
- **Official Documentation:** Students need to provide official documents issued by the University authorities, State and Central Government, Sports bodies, or any other relevant authority to verify their eligibility for attendance. These documents serve as proof of participation and justify the student's absence. Requests for attendance will not be accepted at the end of the semester.
- **Performance Report and Documentation:** Following the tournament, students must submit a report of their performance along with any

relevant documents. The Sports Department will maintain a logbook to record these details, ensuring that the student's participation and performance are properly documented.

- **Attendance Exemption for Sports Hostel Students:** Students from the Sports Authority of India (SAI) and other government-run sports hostels are obliged to participate in State and National tournaments on behalf of their organization. Attendance exemption will be granted to these students for participating in such tournaments as players. However, they must produce a letter from the relevant authority confirming their participation in the tournament to claim attendance exemption.

The third objective of the college is social concern.

C. SOCIAL CONCERN

St. Joseph's College of Commerce deeply commits to living God's love through service to others. Following the principles of Jesuit education and considering itself part of a larger community, the college engages in outreach programmes to support socially and economically deprived individuals and communities. The goal is to promote equality and provide opportunities for excellence to all. Through coordinated efforts by different associations, the college organizes various initiatives such as educational programmes, skill-building workshops, and awareness campaigns. By embracing service and outreach, St. Joseph's College of Commerce not only creates a positive impact on the communities it serves but also nurtures empathy, social responsibility, and personal growth among its members. Some of the activities include:

EDUCATION FOR ALL

The College is dedicated to providing inclusive higher education opportunities. Through its admission policy, the college management ensures preferential admission for the following:

- Economically challenged students
- Physically disadvantaged students
- Students from socially marginalized communities, and
- Those seeking part-time employment to meet financial needs.

The institution strives to seamlessly integrate these students into the mainstream student body, ensuring equity in opportunities. Various initiatives, such as fee concessions, instalment payment options, scholarships, mid-day

meals, bridge courses, and special/remedial classes, areimplemented to promote effective inclusion. Regular tracking of the progress of these students enables timely interventions and support. The college's goal is to support students from weaker and underprivileged sections of society by providing higher education and ensuring inclusiveness. During admissions, applications are carefully scrutinized to identify students from disadvantaged backgrounds, and conscious efforts are made to integrate them into the student community. Periodic tracking of their progress allows for timely interventions when needed.

SCHOLARSHIPS AND FREESHIPS

SJCC provides financial assistance to students in the following categories:

Group A: Scholarships for the Economically Challenged

This is a merit-cum-need-based scholarship. Any UG or PG student who is economically disadvantaged, particularly from rural areas, is eligible to apply by providing adequate evidence of their eligibility and enclosing a community/ income certificate. A strong academic record is also required.

Group B: Scholarships for Co-curricular and Extra-curricular Activities

Any UG or PG student actively involved in the literary/cultural or sports activities of the College and with sufficient evidence to support their application can apply. The application should include references from at least 2-3 staff members.

MID-DAY MEAL SCHEME

The College offers a mid-day meal scheme for economically challenged students. Under this scheme, morning breakfast is provided to sports students. Students in need of this support can contact the Finance Officer for assistance.

Community Service with Rural Exposure Camps

Jesuit education at St. Joseph's College of Commerce instills in students the understanding that their talents are gifts from God, meant to be developed for the benefit of the broader community rather than for personal gain. As part of their educational journey, students participate in rural exposure camps, immersing themselves in village life and witnessing first-hand the challenges faced by rural communities with limited resources. Engaging in outreach

programs during these camps, students actively contribute to the improvement of these villages. Notably, completion of 60 hours of community service is a requirement for graduation from St. Joseph's College of Commerce.

SOCIAL INTERNSHIPS

St. Joseph's College of Commerce acknowledges the importance of instilling a sense of dedication to uplifting marginalized and vulnerable segments of society. Through partnerships with NGOs and organizations across India, students engage in diverse areas of support for the underprivileged. While these internships are primarily voluntary, some also present potential employment avenues in the social sector. This initiative is designed to deepen students' comprehension of social issues and foster active involvement in effecting positive change for disadvantaged communities. Notably, completion of a 60- hour internship before the commencement of the 3rd semester is mandatory for graduation from St. Joseph's College of Commerce.

ENGAGEMENT BEYOND CLASSROOM

At St. Joseph's College of Commerce (SJCC), education transcends traditional classroom boundaries. The college's vibrant array of associations and clubs plays a pivotal role in orchestrating events year-round. Serving as dynamic platforms for creative expression, these associations and clubs encompass literary and dramatic arts, music, and dance. Beyond artistic endeavours, these events foster a deeper societal understanding, forge connections with marginalized communities, and extend immediate aid to those in need. Moreover, students explore the realms of business and commerce through innovative activities orchestrated by commerce and business associations. Engaging in these pursuits, students cultivate essential skills in leadership, teamwork, organisation, and communication. Encouraged to participate, students find enriching opportunities for personal and professional growth within these associations.

Below mentioned are the student clubs and associations in the college:

Extension Activities Associations:

- All India Catholic University Federation (AICUF)
- Centre for Social Action (CSA)
- Eco Club
- Harmony Club

- National Service Scheme (NSS)
- Rotaract
- Women's Forum
- Youth for Democracy and Constitution

Literary & Cultural Associations:

- Association for Literature, Music and Arts (ALMA)
- Debating Society
- Hashmi Theatre Forum
- Hindi Parishad
- Kannada Sangha
- Quiz Club
- Serenata Chorale – Choir

Business and Commerce Associations:

- Finaryans – The Finance Club
- E-Cell

College Teams

- Tarang- Indian Music Team
- Western Acoustic Team
- Lasya- Indian Dance Team
- Iktara- Indian Dance Team
- Outlaws- Western Dance
- Hitlist - Comedy Club
- Ingenious- Decor Team
- Fashion Team
- Rockband
- Business Team
- College Editorial Team
- Media and Graphic Design Team

Department Associations: B.Com

- ComUnity
- Lakshya
- Comverse
- Colosseum
- Mainframe Research Forum
- Pen & Pixel Club

BBA

- Entrepreneurship Learning Initiative
- Fountainhead
- Josephite Business Club
- Quest Club

Professional Programmes

- Association for Professional Programmes (APP)
- - Erudition
- - Graphix Guild
- - LogIQ
- - Hands of Hope

B.Sc - Inflectum

B.A - Artium (Literature and Psychology Forum)

M.Com

- Crescendo – Choir Club
- Elucidation – PG Editorial
- Masterminds – Quiz Club
- Mavericks – Commerce Club
- The Erudite's Club – Debating

CO-CURRICULAR ACTIVITIES AND FESTIVALS

The College pulsates with a vibrant array of co-curricular activities and festivals that enrich the student experience and foster holistic development. These events serve as dynamic platforms for students to showcase theirtalents, hone their skills, and engage with peers from diverse backgrounds. From spirited sports tournaments to intellectually stimulating business fests, cultural extravaganzas, and creative theatre showcases, SJCC offers a plethora of opportunities for students to explore their interests and passions. With a commitment to promoting a vibrant campus culture, SJCC invites students to immerse themselves in these enriching experiences and embrace the spirit of camaraderie, creativity, and innovation.

The College conducts several interclass and intercollegiate activities and festivals.

- SPIEL, an intercollegiate sports tournament
- CHANAKYA, an intercollegiate business fest
- DHWANI, an intercollegiate cultural fest
- KALOTSAV, an inter-class cultural festival
- CIPHER, the interclass Business Fest
- VIRTUOSO, the intercollegiate Business Fest of BBA
- ENACT (Theatre Fest) in Kannada, Hindi, and English
- EVES Day - celebration of the true spirit of womanhood
- TURAS - Intercollegiate Travel and Tourism fest
- ANIMUM - National Level Short film festival
- SAMSARA – Intercollegiate Economics Fest
- VIVIDHA– Intercollegiate Literary Fest
- AARAMBH – Inter-class PG cultural fest
- NAKSHATRA – Intercollegiate Hindi Literary Fest
- INDRADHANUSH – Interclass Hindi Literary Fest
- KALARAVA – Intercollegiate Literary competition

INDUSTRIAL VISITS

The college arranges international industrial trips to offer students invaluable global exposure. Additionally, state industrial visits to key business units complement classroom teachings, bridging the gap between theory and practice. These experiences enable students to integrate theoretical knowledge with real-world applications, fostering a deeper understanding of their fields. Spearheading these initiatives is the Industrial Visits Coordinator, who collaborates with class mentors and student coordinators to organize and oversee all industrial visits. Furthermore, these trips often include interactive sessions, workshops, and networking opportunities, providing students with a comprehensive learning experience and valuable insights into various industries and international business practices.

RULES AND REGULATIONS OF THE COLLEGE

Ragging constitutes a cognizable offense, and individuals found engaging in or endorsing it will be promptly reported to the police in accordance with G.O. ed 122 URC 96 Dated 16.1.97. Students facing distressing situations can seek immediate assistance by contacting the national anti-ragging helpline at 1800-5522 (toll-free) or via email at helpline@antiragging.in.

Students are subject to disciplinary actions, including dismissal, if found smoking on or near the campus, in possession of alcohol, drugs, or prohibited substances, or under their influence.

The Government of India has prohibited electronic cigarettes and similar devices through the "Prohibition of Electronic Cigarettes (Production, Manufacture, Import, Export, Transport, Sale, Distribution, Storage, and Advertisement) Act, 2019." Any use of such prohibited products in and around campus will be met with serious consequences to ensure the effective enforcement of this Act.

1. All students are required to wear their identity cards while on campus, during examinations, formal programmes, and in the administrative office and library.
2. Punctuality is paramount. Students must be in their respective classrooms at the sound of the first bell.
3. Upon the entrance of a teacher, students must stand and remain standing until instructed otherwise.
4. Students who are free should maintain complete silence and refrain from loitering in the corridors during class hours, out of consideration for other classes.
5. No student may leave the lecture hall without the teacher's permission or until the class is dismissed.
6. In the event of the teacher's absence, students are expected to utilize the library and its e-resources.

7. Eating and chewing gum during class hours are strictly prohibited.
8. Any display of indiscipline, including insubordination, habitual inattention, neglect of work, unbecoming language or conduct, or obscenity in word or deed by a student, shall be subject to temporary or permanent dismissal.
9. Students are expected to conduct themselves with dignity and maturity on campus, adhering to norms of decency and practicing good etiquette in their interactions with others.
10. Maintaining cleanliness on campus is everyone's responsibility. Offenses such as littering, defacing walls or desks, and damaging college property are strictly prohibited. Each class, under the guidance of the class representative, is accountable for the cleanliness of its allotted room.
11. Electronic gadgets such as projectors, sound systems, and laptops must be operated according to the instructions provided by the technical staff. Any damage caused to electronic equipment due to willful neglect or misuse will incur a fine.
12. While the college is not accountable for students' conduct outside the premises, it will address any serious misconduct reported concerning students' behaviour off-campus.
13. Posters and notices may only be displayed with prior permission from the Principal. If authorized, all posters and notices should be affixed to designated boards in different blocks, refraining from adhesion to the walls of the college.
14. Bringing firecrackers and Holi colours onto the campus is strictly prohibited. Students found in possession of such items will face disciplinary action.
15. Vehicle parking is permitted on all working days from 6:00 am to 6:00 pm upon payment of the parking fee. Vehicles left on the premises after 6:00 pm will be subject to fines.
16. Council and Association activities and cultural programs are typically scheduled after class hours. All practices for such events should be conducted either before or after regular class sessions.
17. Attendance of outsiders at college functions is not allowed. Strict measures will be taken against individuals who bring outsiders onto the campus.

18. Monetary collections from students are not permitted without prior approval from the Principal. Any authorized collection must be communicated to parents via email/ERP notification. Unauthorized collection of money without prior approval will result in serious consequences.

19. Printed materials, photographs, or videos of non-academic relevance and containing offensive content are prohibited on campus.

20. In compliance with the circular from the Department of Collegiate Education, Government of Karnataka, the use of mobile phones on college premises is prohibited. Students are not allowed to use mobile phones during classes, in the library, or in the corridors. Responsible use of mobile phones on campus is expected, with students refraining from disrupting or disturbing fellow students and faculty members. If students are found using mobile phones during class hours without the approval of the teacher for non-academic purposes, the phones will be confiscated.

21. Students are hereby cautioned that disseminating derogatory, disrespectful or objectionable content concerning the college, affiliated institutions, peers, or faculty members via social media platforms is prohibited. Any such actions may lead to severe disciplinary measures, including suspension from the college.

22. Students are prohibited from affiliating with clubs or societies external to the college or entering into commitments that impede their academic pursuits without obtaining prior authorization from the principal. Participation in external sports teams competing against the college is strictly prohibited.

23. Students are required to vacate the campus premises after class hours unless there is a scheduled function, rehearsal, or sports practice session.

24. Students are expected to maintain a respectful and cooperative attitude towards Faculty members, college staff, fellow students, resource persons and visitors at all times, fostering a positive learning environment.

25. The consumption of food and beverages in classrooms and lecture halls is prohibited to maintain cleanliness and prevent distractions during academic sessions.

26. Students are encouraged to actively participate in extracurricular activities, clubs, and associations offered by the college to enhance their overall development and contribute to the college community.

27. Any form of harassment, discrimination, or bullying, whether verbal, physical, or digital, will not be tolerated and will result in immediate disciplinary action.
28. Students are responsible for the proper care and maintenance of college facilities and equipment, reporting any damages or issues to the appropriate authorities promptly.
29. **Students who do not follow the Dress Code of the institution will not be permitted to enter the campus. Any violation of the dress code will be addressed by college authorities, and students may be subject to penalties or corrective measures.**
30. Students are encouraged to utilize college resources such as libraries, laboratories, and academic support services to enhance their learning experience and academic performance.
31. It is the responsibility of students to familiarize themselves with all college policies and regulations outlined in the student handbook and adhere to them accordingly.
32. The college promotes a culture of academic integrity and expects students to uphold ethical standards in all academic endeavours, avoiding plagiarism, cheating, or any form of academic dishonesty.
33. Students are reminded to respect the privacy and confidentiality of others, refraining from sharing personal or sensitive information without consent, both within and outside the college premises.
34. Any grievances or concerns regarding college policies, practices, or interpersonal conflicts should be addressed through established channels of communication and conflict resolution provided by the college administration.
35. The college reserves the right to amend or update its rules and regulations as deemed necessary, and students are expected to comply with any changes communicated by college authorities in a timely manner.

DRESS CODE:

The College upholds a strict dress code policy, designed to promote professionalism and foster a respectful learning environment. This entails maintaining a neat and presentable appearance while avoiding overly revealing or offensive attire. The Management, in collaboration with both staff and students, has established the following guidelines:

a. FORMAL DRESS CODE: MONDAY TO FRIDAY

Uniform

The College mandates specific uniforms for students. Postgraduate (PG) students are required to wear their official uniform on Wednesdays. Additionally, students enrolled in the following programmes are expected to wear their official uniforms on Mondays: BBA, B. Com (Travel and Tourism),

B. Com (BPM – Industry Integrated), B. Com (Professional – International Accounting and Finance), B. Com (Analytics), B. Com (Professional – Strategic Finance), B.Sc. (Economics, Mathematics and Data Analytics).

Formal dress code for boys:

- Formal Pants, Half or Full sleeve formal shirts.
- Formal shoes

Formal dress code for girls:

- Salwar/Churidar Kameez only (sleeveless, tight-fitting, or short tops, skirts, or short trousers are NOT permitted).

The following are strictly prohibited for all:

Slippers / Flip Flops
Sandals with open toes

Sneakers or trainers without a formal
appearance Slip-ons / Casual shoes / Crocs

b. INFORMAL DRESS CODE: ONLY ON SATURDAY

The College allows for a more relaxed dress code on Saturdays, promoting comfort while maintaining decency and appropriateness. The guidelines for informal attire are as follows:

Informal Dress Code for Boys: Pants paired with collared shirts or t-shirts

(No verbal or pictorial messages permitted on them).

Informal Dress Code for Girls: Jeans/Pants and Kurtis (No sleeveless, tight-fitting, or short tops allowed. Only ankle-length trousers are permitted).

c. OTHER DRESS CODE COMPLIANCE REGULATIONS

- Any member of the teaching or non-teaching faculty may report a student for violation of the dress code, and appropriate action will be taken accordingly.
- Students attending meetings of the College societies, clubs, and associations on campus are expected to be dressed formally.
- Colouring of hair and unconventional haircuts are strictly prohibited.
- Earrings for boys are not permitted.
- Regardless of the purpose of the visit to the campus, students are required to adhere to the dress code.
- Wearing of hats, caps, or headgear in the classrooms and on campus is prohibited.

INSTRUCTIONS FOR ATTENDING ONLINE CLASSES

1. Conduct and Etiquette:

- Students are expected to act responsible and treat each other with respect and consideration during online classes and discussions.
- Students must mute the microphone on their device once they join the meeting.
- During the class, if a student needs to address the teacher, they can press the 'Raise your hand' button.
- All communication during online classes should be conducted in a respectful and professional manner. Disruptive behaviour, such as interrupting others or engaging in side conversations, is not permitted.

2. Platform and Account Access:

- All online classes will be conducted on the Microsoft Teams platform. A student account will be created, and the username and password will be sent to the registered email id. Students are required to change the password after the first login and keep it private.
- Student accounts are non-transferable and should be used for academic purposes only. Appropriate action will be initiated if a student is found misusing the online platform.

- Students are reminded to maintain the privacy and security of online class sessions. Sharing meeting links or passwords with unauthorized individuals is strictly prohibited to prevent unauthorized access to class sessions.

3. Technical Requirements:

- Students are expected to secure access to a high-speed internet connection for attending online classes. A laptop/desktop/ smartphone is sufficient to attend the online class.
- Students are responsible for ensuring a stable internet connection during online classes. In the event of connectivity issues, students are encouraged to troubleshoot their connections promptly and seek assistance if necessary.

4. Class Attendance:

- Students are expected to join the class meeting 5 minutes before the scheduled time.
- Students will be marked present only if they are part of the meeting within 5 minutes of its commencement.
- Students are not permitted to leave the meeting during the class. If there are any technical difficulties, it must be brought to the notice of the teacher at the end of the class.

5. Material and Resources:

Please ensure that you download and save the required reading material, presentations, etc., for future reference.

6. Video and Recording:

- Students are generally expected to turn on their video during the class. In case of internet issues, video can be turned off. However, students are expected to turn on the video while responding to the teacher.
- All class lectures will be recorded by the teacher and will be available for download for a limited period of time (15 days). The college will not maintain a backup of these recorded lectures. Students are expected to download and save the recordings for future reference.

7. Communication and Notification:

Ensure that you frequently log in to 'Microsoft Teams' and check for notifications from your teachers. You could also download the app on your mobile.

8. Attendance Checking:

- Kindly check your attendance on a daily basis in the ERP, and in case of any discrepancies, please write to the concerned teacher on the same day.
- Regular attendance and punctuality are essential for successful participation in online classes. Students should make every effort to attend all scheduled sessions and arrive on time.

9. Continued Engagement with Course Material:

- Outside of scheduled class sessions, students are encouraged to continue engaging with course material independently. Reviewing lecture recordings, completing assigned readings, and participating in supplementary activities can enhance learning outcomes.

10. Use of Appropriate Profile Pictures:

Students are required to use appropriate profile pictures during online classes. Profile pictures should be professional and respectful, avoiding any content that may be considered offensive, inappropriate, or distracting.

SOCIAL MEDIA POST

While the college does not actively monitor students' social media activities, it is imperative that all social media posts by students align with the ethical standards and values upheld by St. Joseph's College of Commerce.

The following guidelines must be strictly adhered to:

- Posts should demonstrate respect and tolerance towards individuals and diverse communities.
- Ensure that all posts are factually accurate and presented in a professional tone.

- Refrain from posting content that may harass, intimidate, mock, bully, or discriminate against individuals or communities.
- Avoid initiating or participating in social media campaigns that portray the college in poor light.
- Ensure that posts do not violate copyright laws or infringe upon intellectual property rights.
- Do not disclose confidential or sensitive information related to the college or its members.

Students are hereby cautioned that disseminating derogatory or objectionable content concerning the college, affiliated institutions, peers, or faculty members via social media platforms is prohibited. Any such actions may lead to disciplinary measures, including suspension/ dismissal from the college.

ATTENDANCE AND LEAVE:

Students are expected to attend classes regularly. However, if they have genuine reasons such as illness or other necessities, they may request leave in the prescribed format and obtain permission.

1. **Absence Procedure:**

   Absence up to 3 days requires the signature of the class mentor. For absences up to 5 days, the signature of the HoD is required. Absences exceeding 5 days must be approved by the respective Vice Principal.

2. **Attendance Requirements:**

   Students are advised to maintain a minimum of 85% attendance in every subject/course. The University Grants Commission (UGC) mandates a minimum of 75% attendance in each course to be eligible for the End Semester Examination (ESE). Failure to meet this requirement may result in detention for the semester and denial of a hall ticket for the end semester examination.

3. **Attendance Monitoring and Correction:**

   - Attendance records are accessible to students and parents through the ERP login provided by the college. Any discrepancies should be reported to the class mentor or HOD within two working days.

- Medical absences require the submission of valid medical documents, including the discharge summary and medical certificate, immediately upon reporting to the college after medical leave.

4. Additional Requirements:

- If a student is absent for three consecutive classes of a course, they must obtain a leave letter duly signed by the Head of the Department (HOD) before attending the next class.
- For absences exceeding 5 consecutive days without prior written permission, students must meet the Vice Principal with a leave permission letter signed by their parents before attending the next class.
- Serious illnesses or hospitalizations must be promptly reported to the HOD, Vice Principal, or Principal as deemed appropriate.
- Marks are not awarded for attendance, and no attendance is granted for participation in Certificate Courses held outside regular class hours except for the Post Graduate Diploma Programmes.
- Students are encouraged to maintain regular communication with their respective class mentors regarding their attendance and academic progress.
- Participation in co-curricular and extracurricular activities should not interfere with regular class attendance. Any conflicts should be addressed with the class mentor or relevant authorities as soon as the discrepancy is noticed.

APPLICATION FOR CERTIFICATES

Standard Institutional Certificates

Standard institutional certificates include the Bonafide Student Certificate, Provisional Degree Certificate, Transfer Certificate, student ID/bus pass, and bus/ train/air student concession forms.

Special Certificates

Special certificates require special certification from the Head of the Institution. Examples include certificates stating the validity of a passport, transcripts of college/university marks, or special commendations in response to general or special requests from third parties, no objection certificates.

How to Apply:

To apply for a certificate, students must submit a written request and pay the required fee. Processing the application takes a minimum of two working days. For special certificates, students must personally meet the concerned authority, provide a written application, and include a specimen of the desired certificate. It is important to note that special certificates may not always be issued within 24 hours if additional verification or preparation time is necessary.

For attestation of marks cards, students should submit copies in the college office and can collect them the next day after the attestation process is completed.

Timings:

Please note that applications for certificates/attestation should be made between 9 and 10 a.m. and between 2:30 and 4:00 p.m. Certificates will be issued only between 2:30 and 4:00 p.m. the following day.

AUTONOMY AT ST. JOSEPH'S COLLEGE OF COMMERCE

St. Joseph's College of Commerce is an Autonomous institution, and autonomy provides the college with the right to practice greater level of self-governance. The college designs its own syllabi, and conducts internal assessments and end semester examinations. However, the degree is conferred by Bengaluru City University.

Academic freedom obtained through autonomy enables the college to make learning more student-centric and holistic. The curriculum emphasizes on academic excellence, character formation and social concern. The college upholds academic excellence by regularly upgrading its curriculum, integrating the latest industry trends and social needs. Autonomy grants the creative freedom to develop academic practices through consultations with academicians, industry experts and students, thus making them more relevant. Over the years, autonomy has aided the institution to expand the scope of education by incorporating best practices such as outreach initiatives and social internship. These initiatives have been instrumental in nurturing perspectives that add to character formation and social concern among students.

ACADEMIC EVALUATION

Academic Evaluation of both undergraduate (UG) and postgraduate (PG) programmes comprises two components viz., Continuous Internal Assessment /Formative Assessment and End-Semester Examination / Summative Assessment:

a. Assessment for UG students under NEP/SEP will be as follows:

Type of Assessment	Assessment Component	Allotted Marks
Continuous Internal Assessment /Formative Assessment	CIA I (Test)	10 Marks
	CIA II (Skill based Assessment)	10 Marks
Examination	Mid-Term Exam	20 Marks
End-Semester Examination /Summative Assessment	End Semester Examination	60 Marks*
TOTAL		**100 Marks**

* Under SEP Examination is for 80 Marks.

b. Assessment for PG Students will be as follows:

Type of Assessment	Assessment Component	Allotted Marks
Continuous Internal Assessment /Formative Assessment	CIA I (Test / Skill based Assessment)	10 Marks
	Mid-Term Exam	20 Marks
End-Semester Examination /Summative Assessment	End Semester Examination	70 Marks
TOTAL		**100 Marks**

Digital Evaluation:

All Mid-Term Tests and End Semester Examinations are conducted on campus, either in pen-and-paper format or as online tests. However, the evaluation of all answer scripts is carried out digitally. Scripts are scanned and uploaded to a secure evaluation platform, where faculty members assess them and publish results online. For End Semester Examinations, answer scripts are barcoded to ensure anonymity, promoting impartial and unbiased evaluation. The entire examination and evaluation process is designed to uphold strict standards of confidentiality, transparency, and fairness.

Additional Details:

- Mid-term exam assesses at least 40-50% of the syllabus and is of one-hour duration.
- CIA for languages includes 40 marks conducted by the respective teacher.
- CIA activities have clear objectives, modalities, assessment rubrics, and outcomes.
- Students who miss their mid-term test will be given a retest with a penalty of 25% of the total marks of the test viz., the students will be assessed for 15 instead of 20 marks.
- After the CIA tests, all answer scripts will be returned to the students, who are expected to keep them on file.

End Semester Examination (ESE) Rules and Attendance Requirement:

The rules governing the evaluation process are the same for both UG and PG programmes.

Attendance Requirement for Taking ESE:

The University Grants Commission (UGC) has mandated a minimum of 75% attendance in each course to be eligible to write End Semester Examinations (ESE). The college strictly adheres to the rule as demanded by the UGC. There is no provision for condonation of attendance in the UGC Act.

CIA Improvement

A PG student is eligible to apply for an improvement exam as a supplementary student only in the subsequent academic year corresponding to the semester. There is no provision for enhancing the CIA marks for UG students, while such a provision is available for PG students.

Absence during End Semester Examination

In the event of a student missing the End Semester Examination, they will be marked as "Absent" and are required to take the supplementary examination for that course during the next available opportunity.

Announcement of Results and Certificates

- Final results of the semester examination will be published within two to four weeks from the date of completion of the End Semester Examination on the student's portal. Students are required to maintain a copy of the provisional online marks card published in the ERP. The original marks card for all semesters will be issued only upon completion of the UG/PG Programme.
- Requests for revaluation, re-totalling, and photocopy of the answer book of the ESE, if any, must be submitted to the Controller of Examination along with the prescribed fee within two weeks from the declaration of the results.

Pass marks:

- To be declared passed, a PG student must obtain a minimum of 40% in every course, both in the CIA and ESE, i.e., 12 out of 30 in CIA and 28 out of 70 in ESE, with an overall minimum of 50% in a Semester and a minimum SGPA of 5 points.
- For NEP/SEP Batch: A UG student must secure a minimum of 40% marks in each subject in the ESE, with the aggregate marks also needing to be 40%, which includes CIA & ESE.

Examination Related Grievances:

- Grievances related to the end-semester examination question paper must be addressed to the Controller of Examinations (COE) in writing immediately after the examination.

- Any discrepancies regarding mistakes in the declaration of results, entries in the Marks Cards, or revaluation requests shall be communicated to the Controller of Examinations in writing within a week of the declaration of results/issuance of the Marks Card.
- All grievances pertaining to the Continuous Internal Assessment (CIA) tests must be brought to the attention of the respective teacher within 48 hours. If the student remains dissatisfied with the resolution, they may escalate the matter to the Head of the Department (HOD) for further review and consideration.
- Grievances related to the End Semester Examination (ESE) must be addressed to the examination grievance committee /controller of examinations within 2 weeks of the publication of results.
- After the CIA tests, all answer scripts will be returned to the students, who are expected to retain them for future reference.

Supplementary Examination:

- Students who have failed in any course in the semester examination will write the odd semester supplementary papers during the odd semester exams and even semester supplementary papers during the even semester exams along with the regular students.
- The marks obtained by a student in supplementary examinations will not be considered for rank. However, such marks will be taken into account for the award of grades. The marks obtained in revaluation and improvement will be considered for rank.
- There is no provision for obtaining a Photocopy of the answer script, revaluation, and re-totalling in the Supplementary Examinations conducted by the College.
- Any other issue not explicitly addressed here will be resolved by the Principal from time to time in consultation with authorized committees of the College, and such decisions shall be final and binding on the candidate.

Instructions Regarding Malpractice and Its Consequences in CIA, MTT, and ESE

Prohibition of Malpractice:

All students are strictly prohibited from engaging in any form of malpractice during Continuous Internal Assessment (CIA), Mid Term Examination (MTT), End Semester Examination (ESE), or any other assessment or evaluation. Malpractice includes, but is not limited to, cheating, plagiarism, unauthorized possession of examination materials, and any actions that violate the integrity of the examination process.

Definition of Malpractice:

For the purposes of these examinations and assessments, malpractice is defined as any act of dishonesty or deception intended to gain an unfair advantage in an evaluation or assessment. This includes, but is not limited to, the following:

- Copying from another student or allowing another student to copy from oneself.
- Using unauthorized materials or devices during an examination.
- Possession of any electronic gadgets, even in a switched-off mode.
- Impersonating another student or allowing oneself to be impersonated.
- Plagiarism in any form of coursework, assignments, or projects.
- Fabricating or altering data or results.
- Colluding with others to engage in malpractice.

Consequences of Malpractice:

Any student found guilty of malpractice in CIA, MTT, ESE, or during any type of assessment will be subjected to severe disciplinary action, which may include one or more of the following penalties:

- Immediate expulsion from the examination hall and cancellation of the examination in question.
- Nullification of the student's results for the entire semester.
- Suspension from the college for a specified period.

- Permanent expulsion from the college in cases of repeated or severe offenses.
- Any other penalty deemed appropriate by the exam manual of the college and the decision taken by the Malpractice Redressal Committee.

Investigation and Hearing:

Upon suspicion of malpractice, the student will be informed, and an investigation will be initiated by the Controller of Examinations. The student will be given an opportunity to present their case during a formal hearing by the Malpractice Redressal Committee. The committee will then review the evidence and determine the appropriate action as prescribed in the exam manual.

Obligation to Report:

It is the duty of all students and staff to report any suspected malpractice to the Controller of Examinations immediately. Failure to report known instances of malpractice will be considered a breach of the college's code of conduct.

Awareness and Compliance:

All students are required to familiarize themselves with these regulations and adhere strictly to them. Ignorance of these rules will not be accepted as an excuse for any violations. The college has zero tolerance for such unfair means.

BANGALORE JESUIT EDUCATIONAL SOCIETY

Administration

President	Rev. Fr. Dionysius Vaz, SJ
Vice President	Rev. Fr. Daniel Fernandes, SJ
Secretary & Treasurer	Fr. Joy Pradeep Rodrigues, SJ
Principal	Fr. Charles Louis Lasrado, SJ
Finance Officer	Fr. Joel Fernandes, SJ

Staff Council (TQM) Team

Principal	Dr. Charles Lasrado, SJ
Finance Officer	Fr. Joel Fernandes, SJ
Registrar	Mr. Raj A. Sadhwani
Vice Principal – Shift 1	Dr. Ruqsana Anjum
Vice Principal – Shift 2	Mr. Vinay Kambipura
Controller of Examinations	Ms. Sneha S. Rai
IQAC Coordinator	Ms. Asha Joseph
Student Welfare Officer	Dr. Veenu Joy
Student Welfare Officer	Dr. Shubhra Rahul
HOD – Commerce	Dr. Nischitha K.
HOD – Business Administration	Dr. Theresa Rathi Rani
HOD - Professional Programmes	Ms. Sumithra Sreenivasan
HOD – Post Graduate Studies in Commerce	Dr. Komal A. Dave
HOD – B. Sc. Programme	Mr. Vinay Pradeep C.
HOD – B.A. Programme	Dr. Neeti Roy
HOD – Economics	Dr. Jhumur Samaddar Roy
HOD – Data Analytics	Ms. Sneha S. Rai
HOD – Mathematics	Mr. Vinay Pradeep C.
HOD – Psychology	Mr. Shravan Abraham
HOD – English	Dr. Neeti Roy
HOD – Kannada	Dr. Ashoka T. A.
HOD – Hindi	Dr. Antony Oliver
Assistant Research Director	Dr. Sridhar L. S.

Student Governor	Ms. Sharon P. V.
Associations Coordinator	Ms. Bhargavi C. S.
Sports Director	Dr. Asha R.

Faculty (Commerce & Management)

Dr. Charles Lasrado, SJ	M.Com., MBA, M.Phil., JRF & NET, Ph.D
Dr. Veenu Joy	M.Com., M.Phil., NET, Ph.D
Dr. Suganthi Pais	M.Com., M.Phil., NET, Ph.D
Dr. Muktha Kumar	M.Com., MBA, NET. Ph.D
Dr. Ruqsana Anjum	M.Com., M.Phil., ICWAI, NET, Ph.D
Dr. Theresa Rathi Rani	M.Com., PGDCA, M.Phil., NET, Ph.D
Dr. Komal A. Dave	M.Com., M.Phil., NET, Ph.D
Mr. Raj A. Sadhwani	MBA
Ms. Rency Alex	M.Com., M.Phil.
Dr. D. Raja Jebasingh	M.Com., MBA, PGDCA, M.Phil, Ph.D
Mr. Z. Mohammed Ashfaque	M.Com., PGDBA, NET
Dr. Shubhra Rahul	M.Com., MBA (HR), Ph.D
Dr. Poornima V.	M.Com., NET, Ph.D.,
Dr. Preemal Maria D'Souza	M.Com., PGDBA, NET, Ph.D
Dr. Himachalapathy	M.Com., M.Ed., MFM, MBA, M.Phil., Ph.D
Ms. Nikhath Asrar	MTA, KSET
Ms. Sumithra Sreenivasan	M.Com., MBA, CMA(USA), NET
Dr. Nancy Christina	MBA, NET, Ph.D
Dr. Nischitha K.	M.Com., NET, Ph.D
Dr. Sridhar L. S.	M.Com., MBA, M.Phil., NET, Ph.D
Dr. Soney Haris	M.Com., B.Ed. (Com.), M.Phil. M.M.M, CIM(UK), M.Sc. (App Psy), Ph.D
Ms. Maria Sanjana	M.Com., PGDFM, NET
Ms. Asha Joseph	M.Com., NET
Mr. Giridhar Naidu	MBA, NET
Ms. Natya Bopanna	M.Com., KSET

Dr. Ireen Vincent	M.Com., B.Ed., NET, Ph.D
Ms. Sharon P.V.	M.Com., NET
Mr. Merwin Abraham Mathew	M.Com., NET
Ms. Bhargavi C.S.	M.Com., KSET, NET
Ms. Priyadarshini S.	M.Com., NET
Ms. Sagaya Swetha N. Joseph	M.Com., NET
Fr. Praveen Kiran Martis, SJ	M.Com., KSET, NET
Ms. Ankitha Antony	M.Com., NET
Ms. S. Dorothy Deepa	M.Com., PGDFM, NET
Mr. Joswin Prince Rodrigues	M.Com., KSET
Ms. Mary Steffy	M.Com., KSET
Ms. Patricia Paul	M.Com., B.Ed., KSET, NET
Fr. Joel Fernandes, SJ	M.A., MBA
Mr. Sam Stanley	M. Com., PGDBA, KSET, NET
Ms. Jeny Maria John	M.Com., PGDFM, KSET
Dr. Neethu Anna Koshy	M.Com., PGDBA, Ph.D
Dr. Rakesh Nadig	M.Com., M.Phil., MBA, KSET, Ph.D
Dr. Emil Joseph	M.Com., MBA, Ph.D
CA. Akhil Manuel	M.Com., CA, NET
Mr. Kushal Parwani	PGDM., NET
Ms. Shyama C.	M.Com., PGDBA, PGDBM- MM, NET
Ms. Mary Fiona	M.Com.
Ms. Jyothi M.S.	MBA
Dr. Vedapradha R.	MBA., M. Com, Ph.D
Dr. Nihara Marie Thomas	M.Com., Ph.D., NET, JRF, SRF
Ms. Swetha Wenona Suvarna	M.Com., KSET
Ms. Reena R.	M.Com., PGDBA, KSET
Ms. Veena C. Mouli	M.Com.
Ms. Anushree Jana	M.Com., PGDHRM

Economics

Dr. A.M. Sheela	M.A, Ph.D
Dr. Jhumur Samaddar Roy	M.A, MBA, M.Phil., PGDHR, B.Ed. CTET, NET, Ph.D
Dr. Jincy Mathew	M.A, KSET, NET, Ph.D
Dr. Shanu N. Nazar	M.A, B.Ed., NET, Ph.D
Mr. Sanjay Prajapat	M.A, CFA-IFP, BBI, KSET
Ms. Nachammai L	M.A, M.Sc., KSET, NET

Psychology and Counselling

Mr. Shravan Abraham	M.Sc. (Clinical Psychology), NET
Ms. Lissiue Maria	M.Sc. (Clinical Psychology), PGD
Mr. Melwin Canute Dsouza	MSc., PGD in Counselling Psychology
Ms. Sneha Menon	M.Sc. (Psychological Counselling)
Ms. Michele Pereira	M.Sc. (Clinical Psychology)
Ms. Jyothsna Antic	M.Sc. (Counselling Psychology)
Mr. Ricardo William Vas	M.Sc. (Counselling Psychology)

Mathematics & Data Analytics

Ms. Sneha S. Rai	M.Sc. (Mathematics), PGDCA, MBA, NET
Mr. Vinay Pradeep C.	M.Sc. (Mathematics), KSET
Ms. Ashitha Agnes Albert	MBusAnalytics, MFinMgmt. FMVA

Information Technology

Mr. Kumaresan S.	B.Sc., MBA.
Mr. Avinash A. R.	B.E., MBA.
Mr. Srikanth C. P.	M.B.A, M.Phil, KSET, NET
Ms. Garima Chhetri	B.C.A., M.Sc. Computer Science

English

Mr. Vinay Kambipura	M.A, NET
Ms. Marina Joyce Roche	M.A, B.Ed., PGDCE.
Dr. Neeti Roy	M.A., Ph.D.
Mr. Thomas Mathew	M.A, NET
Mr. Jeffin Lijo	M.A., NET
Ms. Vijayashanthi Murthy	M.A, NET
Ms. Divya Hari Rao	M.A, KSET
Mr. David Sunil Wesley Raju K	M.A
Dr. Diana Sushmitha	M.A, B.Ed., Ph.D
Dr. Aruna Parandhama	M.A, B.Ed., Ph.D
Ms. Jyothsna K. S.	M.A, NET
Mr. Maxson Francis Desilva	M.A, B.Ed.,
Ms. Dona Sebastian	M.A., NET

Kannada

Dr. T. H. Lavakumar	M.A(Kannada), M.A(English), M.P.A., MS (Psychotherapy), NET, Ph.D
Dr. Ashoka T. A.	M.A, NET, JRF, Ph.D

Hindi

Dr. Antony Oliver	M.A , PGD in Translation, PGD in Editing, SLET, Ph.D
Dr. Susmitha K. E.	M.A, M.Phil., Ph.D

Physical Education & Sports

Dr. Asha R.	B.P.Ed., M.P.Ed., Ph.D
Mr. Srinivas R. Pawar	Sports Assistant
Mr. A. Saravanan	Sports Assistant

Computer Department

Mr. Kumaresan S.	IT Head
Mr. Manimuthu N.	Lab Supervisor
Mr. Joseph Daniel I.	Lab Attender
Mr. Mallesh S.	Lab Attender
Mr. Harish G.	Lab Attender

ERP Department

Mr. Avinash A R	ERP Manager
Ms. Mary Steffy	ERP Assistant
Ms. Agnes Deepika	ERP Assistant
Mr. Vinod Kumar J	ERP Assistant
Ms. Jyothi M.S.	ERP Assistant
Mr. Nishal Dsouza	ERP Assistant

Library

Dr. K.N. Lakshmipathi	Librarian
Mr. Joseph Anthony	Office Assistant - S.D.A
Ms. Beena S.	Office Assistant
Mr. Michael Jackson S.	Support Staff

Music

Mr. Stephen Pradeep	Choir Master

Visiting Professors

Dr. R. Rajaram	MA, MSc (Psychotherapy), Ph.D
Mr. Jayakumar Nair	ACA
Dr. Karunakaran K.	MA, MBA, Ph.D
Dr. Mohan P. Philip	M.Com, M.Phil., LLB, Ph.D
Ms. Raveena Roy	PGDM, KSET
Mr. Patrick Andrews Raj	MTA, IATA
Ms. Tasmiya Hussni	M.Com, M.Phil., NET
Ms. Benila Susan Jacob	M.Com, NET, KSET
CA Jacob George	CA

Mr. Shyam Prasad S.	M.Tech, M. Sc. (Data Science)
Mr. Sumit Satapathy	M. Sc. (Physics)
Ms. Jismy John	B.Com, CMA(USA), PGP (Data Science)
Mr. Philip Abraham	MBA, CMA(USA)
CA. Meryl Stephen	CMA (USA)
Ms. Shahista Sayeed	MBA
Mr. Kanishkha Kabra	CA, CPA, CFA
Ms. Vidya Rajneesh	Spanish: B2
Ms. Karkal Deepali Rao	French B2
Ms. Mamatha Moorchung	M.A, B.Ed.,
Mr. Harisha B. V. Rao	MBA(Fin), M.Com, PGDFM, M.Phil.
Mr. Paul Abraham	MBA (HRM & Marketing), PGDBA
Dr. T. K. Vijay Kumar	LLB, MSc, Ph.D
Mr. Kamal Rajnikant Vora	PGDM, CPA
Ms. Divya Arun Kumar	MCA
Mr. Debangshu Chatterjee	B.E, MBA
Mr. Zubair Pradhan	MBA
Ms. Veithriene Pao	MSW, NET
Mr. R. Mahonar	M.A (Sociology)
Mr. Harish V. K.	ACS
Ms. Shrishti Bhatia	M.Com, MPhil, NET
Ms. Aruna S. N.	MA (Kannada)
Mr. Prashanth P.	MA (Kannada), PGHD
Ms. Ashwini A.	MA(Kannada) B.Ed.
Ms. Mythri H.K.	MA (Kannada)
Ms. Nagamani	MA (Kannada)
Mr. Bharath Kumar G.	M.Com, PGDM, KSET
Ms. Vidhushi Seth	M. Com, PGDBA, CMA (USA)
Mr. Abhishek Kumar	B. Tech, PGD (Data Science)

Mr. Vishwas U. K.	BE (Mech), MSc (AI/ML)
Mr. Praveen Daniel	PGDHRM, CHRMP
Mr. Shiva Prakash	MMM
Mr. Laksminarayanan	M.Sc. (Applied Science)
Mr. Suresh Konappli	M.Sc. (Statistics)
Ms. Nida Syeda	MA, M.Phil.
Mr. Omar Rihas	MA, NET, JRF
Ms. M.V. Sandhya Rani	MA
Ms. Rashi Tibrewal	MA
Ms. Remya P.K.	MA, NET
Mr. Arjun Murugan	M.Sc. (Mathematics), KSET

ADMINISTRATIVE STAFF

Mr. Asad Pasha	Chief Accountant
Mr. Joseph Anthony	Office Assistant - S.D.A
Ms. Mary Joys Malini P.	Secretary to Principal
Ms. Deena Pereira	Secretary to COE
Ms. Sukrutha P.	Office Superintendent (In-Charge)
Mr. Shailesh Richard	Facilities Manager
Mr. Manimuthu N.	Computer Lab Supervisor
Mr. Abishek M.	Graphic Designer & Video Editor
Ms. Wilma Fernandes	Receptionist
Mr. Saravanan	Sports Assistant
Mr. Srinivas R. Pawar	Sports Assistant
Mr. Sandesh Kumar V. S.	Office Assistant
Ms. Geethanjali D.	Office Assistant
Mr. Vinod Kumar J.	Office Assistant
Ms. Agnes Deepika	Office Assistant
Mr. Arul Issac	Office Assistant
Ms. Maria Swetha J.	Office Assistant
Ms. Beena S.C.	Office Assistant

Ms. Veena S	Office Assistant
Ms. Mary Jancy	Office Assistant
Ms. Jyothi M.S.	Office Assistant
Mr. Placid Neville Fernandes	Office Assistant
Mr. Anish Claude Castelino	Office Assistant
Mr. Nishal D'Souza	Office Assistant
Ms. Henrita D'Silva	Office Assistant
Mr. Rathnam B	Office Attendant
Mr. Benjamin	Electrician
Mr. Samadhanam P	Technician

SUPPORT STAFF

Ms. Sharadhamma	Ms. Gomati
Mr. Katamala Venkata Ramaiah	Mr. Chintha Seshagiri
Ms. Chinna Kondamma	Mr. N. Munireddy
Mr. Satish Kumar	Mr. Devaraj S.
Mr. Rajendran E.	Ms. Prema Latha V.
Ms. Grace Rebeka Shanthi	Mr. Rathnaiah V.
Ms. Manjula M.	Mr. Sunder Raj
Mr. Subbarao	Ms. Manjula A.
Mr. Mohan	Mr. Michael Jackson S.
Mr. Rajkumar Sakthi	Ms. Lourdu Mary F.
Mr. V. Dhanakoti	

STATUTORY AND OTHER COMMITTEES OF THE COLLEGE:

STATUTORY COMMITTEES:

The College has established statutory committees such as the Governing Body, the Academic Council, the Board of Studies for various programmes, and the Finance Committee, Internal Complaints Committee and Anti Ragging Committee to facilitate the smooth operation of the institution.

Finance Committee

The Finance Committee is a key statutory body entrusted with overseeing the financial planning, resource allocation, and budgetary control to ensure financial stability and accountability. Its primary role is to examine and recommend the annual budget and financial estimates before submission to the Governing Body for approval. The committee monitors the institution's income and expenditure, ensures that funds are utilized in alignment with institutional goals, and advises on matters related to financial policies, audits, and major capital expenditures. The Finance Committee plays a critical role in supporting the academic and infrastructural development of the institution.

Coordinator	Dr. Charles Lasrado, SJ
Member	Fr. Joel Fernandes, SJ
Member	Mr. Raj A. Sadhwani
Member	Mr. Asad Pasha

Internal Complaints Committee (ICC)

The Internal Complaints Committee (ICC) has been constituted in strict adherence to the guidelines specified in the “Sexual Harassment of Women at Workplace (Prevention, Prohibition and Redressal) Act, 2013,” and the University Grants Commission's notification on the “Prevention, Prohibition and Redressal of Sexual Harassment of Women Employees and Students in Higher Educational Institutions (HEIs), 2015.” This committee operates at the institutional level and is responsible for developing and maintaining an in-built mechanism for gender sensitization against sexual harassment, emphasizing the legal framework, mechanisms, and obligations for preventing and addressing such issues within our institution.

The ICC focuses on creating a safe working environment by clearly displaying the penal consequences of sexual harassment and organizing workshops and

awareness programs at regular intervals to educate the community. It is responsible for receiving complaints, conducting thorough inquiries, and recommending appropriate actions. To ensure a fair and confidential process, the committee has established a detailed step-by-step guide outlining the handling of complaints, ensuring the confidentiality of the complainant, and providing protection against victimization or retaliation.Moreover, the ICC emphasizes the establishment of a grievance redressal mechanism with clear processes for lodging complaints and conducting inquiries. Interim measures are provided to offer immediate relief to the complainant during the inquiry process. The committee also specifies the consequences of non-compliance with established guidelines, ensuring accountability. Additionally, the formation of a dedicated women's cell provides further support and guidance to individuals facing harassment.

The institution prominently displays banners, posters, and information about ICC committee members, toll-free numbers for reporting incidents, and billboards outlining the penal consequences of sexual harassment. This comprehensive approach ensures compliance with UGC portal requirements concerning adherence to regulations and the constitution of the ICC. The organization of regular training programs and awareness workshops underscores the institution's commitment to sustaining a respectful and supportive community.

Students who believe they are victims of sexual harassment may lodge a complaint in person with the Committee (viz., sexual harassment complaints committee), or send an email to shcc@sjcc.edu.in, including their name and register number.

Sexual Harassment (Prevention, Prohibition and Redressal) Committee:

Dr. Suganthi Pais	Coordinator
Dr. Veenu Joy	Member
Ms. Natya Bopanna	Member
Ms. Lissiue Maria	Member
Fr. Joel Fernandes, SJ	Member
Dr. Pauline Priya	Member (External)

Anti-Ragging Committee

An Anti-Ragging Committee has been established in accordance with the guidelines laid down by the University Grants Commission (UGC) to eradicate ragging in all its manifestations from the institution. Ragging in any form is unequivocally prohibited throughout the entirety of the institution, and stringent measures are enforced against individuals found to be engaging in or facilitating ragging activities. Any complaints regarding instances ofragging, whether occurring within the College premises or elsewhere, may be formally lodged with the Anti-Ragging Cell. Complaints can be submitted in writing via letter or email to antiraggingcell@sjcc.edu.in.

Anti-Ragging Committee Members:

Mr. Vinay Kambipura	Coordinator
Dr. Shubhra Rahul	Member
Dr. Ruqsana Anjum	Member
Fr. Joel Fernandes, SJ	Member
Ms. Sneha Menon	Member

OTHER COMMITTEES:

a) Grievance and Malpractice (Prevention & Redressal) Committee

1. Any grievance that a student may have regarding other students, management, staff, infrastructure, Continuous Internal Assessment (CIA), examinations, or related matters must initially be addressed with the concerned teacher, Class Mentor, or Controller of Examinations. Efforts will be made to resolve the issue at this level.
2. Unresolved matters at the classroom level should be escalated to the Grievance Committee.

a. The grievance must be documented in writing.

b. The written grievance must be submitted to the Coordinator of the Grievance Committee through the Class Mentor or another staff member.

3. The Grievance Committee will convene at least three times annually, specifically twice after the publication of end semester results (in June and December). Additional meetings may be scheduled as needed, based on the urgency of the situation.

4. The Grievance Committee may invite the Student Counsellor, a Member of the Parent-Teacher Association (PTA), or any other staff member to participate in the meeting, depending on the nature of the grievance.
5. The Grievance Committee will deliberate on the matter and its decision will be communicated to the Principal and the concerned parties through the Coordinator of the Grievance Committee.
6. All instances of malpractice in examinations and internal assessments will be referred to the Malpractice Committee. This Committee will ensure a fair hearing for students suspected of involvement in malpractice and will submit its findings to the Principal. The Principal and the Controller of Examinations will make a final decision based on the Committee's report.
7. All grievances must be routed through this formal channel. The signing of petitions, organizing protests, expressing outrage on social media, or resorting to any other informal modes of complaint will be strongly discouraged and addressed by the Institution. The College maintains a strict policy that all grievances should be communicated and resolved through the established procedures to ensure fairness, confidentiality, and proper resolution. Engaging in unauthorized activities to express grievances may result in disciplinary action as per the College's regulations.

(The prescribed format for the submission of the Grievance Form is provided)

Grievance Committee Members:

Dr. Veenu Joy	Coordinator
Dr. Shubhra Rahul	Member
Dr. Ruqsana Anjum	Member
Mr. Vinay Kambipura	Member
Fr. Joel Fernandes, SJ	Member
Mr. Melwin Canute Dsouza	Member

St. Joseph's College of Commerce (Autonomous)

Format for Submission of Grievance

Name/Class: _____

Register No: _____

E-mail ID: _____

Ph.: (Residence): _____

Grievance related to:

_____

_____

_____

A brief summary of the grievance:

_____

_____

_____

_____

_____

Signature of the Student/Parent

_____

Counter signed by Mentor/Staff Member

FOR OFFICE USE ONLY

Comments of the Committee:

Action Taken: .....

_____

Signature of the Coordinator of Grievance Committee

Equal Opportunity Cell and SC/ST Cell

The Institution has established an Equal Opportunity Centre in accordance with the directives stipulated by the University Grants Commission (UGC). The primary mandate of this Centre is to facilitate the effective execution of policies and initiatives aimed at supporting disadvantaged groups. The cell addresses disparities, supports marginalised communities and sensitizes about their rights as envisioned in the constitution. It serves as a focal point for providing guidance and counselling on academic, financial, social, and other pertinent matters, with the overarching goal of fostering diversity within the campus community.

The functions of the Equal Opportunity Centre encompass several critical areas. Firstly, it is entrusted with the task of ensuring equity and equal opportunity for all members of the College community, thereby promoting social inclusion. Secondly, the Centre endeavours to cultivate a socially conducive environment conducive to academic interaction and the cultivation of healthy interpersonal relationships among students hailing from diverse social backgrounds. Lastly, the Centre assumes the responsibility of addressing grievances raised by vulnerable segments of society and recommending amicable solutions to their challenges. Through its multifaceted functions, the Equal Opportunity Centre strives to uphold principles of fairness, inclusivity, and social justice within the institution.

Equal Opportunity Cell and SC & ST Cell Members:

Ms. Vijayashanthi Murthy	Coordinator
Ms. Rency Alex	Member
Ms. Patricia Paul	Member
Ms. Mary Fiona	Member

Academic and Administrative Audit Committee

The Academic Audit Committee is established with the objective of enhancing accountability across all departments of the Institution. This entails conducting audits of the institution's internal policies, procedures, and controls to ensure adherence to applicable regulatory obligations. The committee is tasked with evaluating, monitoring compliance, and reporting findings in a timely manner. Additionally, it oversees the organization and execution of Quality Circle

Meetings and the subsequent preparation of action taken reports.The committee is responsible for formulating a work plan for the internal audit function, subject to approval by the Total Quality Management (TQM) body, and subsequently reporting on the outcomes of the internal audit activities. Specifically, it oversees the audit of various aspects such as the timely submission of question papers by departmental faculties, along with answer sheets for continuous assessment, as well as the implementation of measures to support slow learners or non-performers, and initiatives for professional development.

Furthermore, the Academic Audit Committee convenes biannually with the TQM to address any issues arising from its responsibilities and to ensure alignment with the institution's overall quality management objectives. Through its diligent oversight and strategic initiatives, the committee contributes to the continuous improvement and excellence of academic processes within the institution.

Academic & Administrative Audit Committee Members:

Ms. Asha Joseph	Coordinator
Dr. Muktha Kumar	Member
Dr. D. Raja Jebasingh	Member
Dr. Sridhar L. S	Member
Ms. Mary Steffy	Member
Ms. Rency Alex	Member

Examination Committee

The Examination Committee serves as the apex body within the institution, charged with the responsibility of ensuring the efficient execution of assessment and evaluation processes in accordance with the guidelines stipulated by the institutional exam manual and the University Grants Commission (UGC). Led by the Controller of Examinations and supported by the Custodian and faculty members appointed by the Principal, the committee plays a pivotal role in overseeing all aspects related to examinations and evaluations.

Key functions of the committee include the organization and administration of all examinations, the appointment of examiners, evaluators, and floor

supervisors, as well as the preparation and publication of examination schedules. Additionally, the committee is tasked with overseeing theconduct of central evaluations, ensuring the timely declaration of results, facilitating the conduct of supplementary examinations, and overseeing the distribution of marks cards.

Examination Committee Members:

Dr. Charles Lasrado, SJ	Chief Superintendent of Examinations
Ms. Sneha S. Rai	Controller of Examinations
Mr. Raj A. Sadhwani	Registrar
Dr. Ruqsana Anjum	Vice-Principal Shift 1
Mr. Vinay Kambipura	Vice-Principal Shift 2
Ms. Priyadarshini S.	Custodian of Examination
Dr. Shubhra Rahul	Malpractice Enquiry Coordinator
Dr. Veenu Joy	Grievance Committee Coordinator

Student Welfare Committee:

The Student Welfare Committee serves as a dedicated platform within the institution to address the varied concerns and needs of students throughout their tenure at SJCC. Complementing the institution's broader efforts in ensuring student welfare, this committee provides a specialized avenue for students to seek assistance and resolution for any issues they may encounter during their academic journey.

Students are encouraged to approach the Student Welfare Committee with any concerns or challenges they may face, ranging from academic difficulties to personal matters. The committee is committed to providing support, guidance, and resources to students, fostering a conducive enviro nment for their overall well-being and success.

Student Welfare Committee Members:

Dr. Veenu Joy	Welfare Officer
Dr. Shubhra Rahul	Welfare Officer

NSS I & II

The NSS I & II is a Statutory Committee forming an integral part of the institution, dedicated to overseeing the implementation of National Service Scheme (NSS) activities, composed of faculty members, student representatives, and NSS coordinators, the committee plays a pivotal role in organizing and coordinating NSS initiatives aimed at fostering social responsibility and community engagement among students.

NSS Unit I & II Committee:

Dr. Ashoka T.A.	Coordinator (Unit I)
Mr. Joswin Prince Rodrigues	Coordinator (Unit II)
Ms. Mary Fiona	Member
Mr. Sam Stanley	Member

IQAC Members

Ms. Asha Joseph	Coordinator
Ms. Mary Steffy	Assistant Coordinator
Dr. Sridhar L.S.	Member
Dr. Rakesh Nadig	Member
Mr. Jeffin Lijo	Member
Dr. Vedapradha	Member
Dr. Shanu N. Nazar	Member
Dr. Diana Sushmitha	Member
Ms. Jyothsna K.S.	Member
Ms. Anushree Jana	Member

Research Committee

Dr. Sridhar L.S	Coordinator
Dr. Shanu N. Nazar	Member
Dr. Emil Joseph	Member
Ms. Patricia Paul	Member

Staff Services 2025-2026

Principal	Dr. Charles Lasrado, SJ
Finance Officer	Fr. Joel Fernandes, SJ
Registrar	Mr. Raj A. Sadhwani
Vice-Principal (Shift 1)	Dr. Ruqsana Anjum
Vice-Principal (Shift 2)	Mr Vinay Kambipura
Controller of Examinations	Ms. Sneha S. Rai
Custodian of Examinations	Ms. Priyadarshini S.
IQAC Coordinator	Ms. Asha Joseph
Assistant IQAC Coordinator	Ms. Mary Steffy
Assistant Research Director	Dr. Sridhar L.S.
Student Welfare Officer	Dr. Veenu Joy
Student Welfare Officer	Dr. Shubhra Rahul
Campus Ministry Director	Fr. Joel Fernandes, SJ
Campus Minister	Mr. Sam Stanley
Liaison Officer	Dr. D. Raja Jebasingh
HOD – Commerce	Dr. Nischitha K.
HOD – Business Administration	Dr. Theresa Rathi Rani
HOD - Professional Programmes	Ms. Sumithra Sreenivasan
HOD – Post Graduate Studies in Commerce	Dr. Komal A. Dave
HOD – B. Sc. Programme	Mr. Vinay Pradeep C.
HOD – B.A. Programme	Dr. Neeti Roy
HOD – Economics	Dr. Jhumur S Roy
HOD – Data Analytics	Ms. Sneha S. Rai
HOD – Mathematics	Mr. Vinay Pradeep C.
HOD – Psychology	Mr. Shravan Abraham
HOD – English	Dr. Neeti Roy
HOD – Kannada	Dr. Ashoka T. A.
HOD – Hindi	Dr. Antony Oliver
Coordinator – B.Com (Travel & Tourism)	Ms. Nikhath Asrar

Coordinator – B.Com (Industry Integrated)	Dr. Ireen Vincent
Coordinator – B.Com (Professional Accounting and Finance)	Ms. Natya Bopanna
Coordinator – B.Com (Strategic Finance)	Ms. Swetha N. Joseph
Coordinator – B.Com (Analytics)	Dr. Nancy Christina J.
Coordinator – BBA (Entrepreneurship)	Ms. Nikhath Asrar
Coordinator – BBA (Professional Finance and Accountancy)	Ms. Maria Sanjana
Coordinator - PGD Programmes	Mr. Joswin Rodrigues
Coordinator – Outcome Based Education	Dr. Rakesh Nadig
Coordinator - Certificate Courses	Dr. Ireen Vincent & Ms. Garima Chhetri
Coordinator - MOOCs	Ms. Dorothy Deepa
Coordinator - Bridge Course & Remedial Classes	Dr. Neethu Anna Koshy & Ms. Shyama C.
Coordinator - Skill Development	Dr. Vedapradha R.
Coordinator - Innovation in Academics	Dr. Soney Haris
Coordinator - Centre for Digital Learning and Education	Mr. Thomas Mathew
Sports Director	Dr. Asha R.
Institution Outreach Director	Fr. Joel Fernandes, SJ
Coordinator -Outreach	Ms. Mary Fiona
Student Governor	Ms. Sharon P.V.
Coordinator – Student Associations	Ms. Bhargavi C.S.
Placement Officer	Mr. Giridhar Naidu B.
Coordinator - Corporate Internship	Mr. Kushal Parwani
Coordinator - Social Internship	CA Akhil Manuel
Coordinator - Industrial Visits	Mr. Shravan Abraham
Coordinator - Faculty Development Programmes	Dr. Muktha Kumar
Coordinator – Alumni Association Coordinator – TEDx	Ms. Patricia Paul Mr. Merwin Abraham Mathew

Coordinator - Institution's Innovation Cell	CA Akhil Manuel
Coordinator - International Desk	Ms. Ankitha Anthony & Dr. Jhumur S Roy
Coordinator - National Desk	Mr. Sam Stanley
Coordinator - NPTEL (Nodal Officer)	Dr. D. Raja Jebasingh
Coordinator - College Information Hub	Ms. Marina Joyce Roche
Coordinator – College Website	Mr. Merwin Abraham Mathew
Coordinator - College Annual Report	Ms. Divya Hari Rao
Coordinator - Blue Chip Magazine	Dr. Aruna Parandhama
Coordinator - Media Cell	Mr. Abishek M.
Coordinator - Management Scholarships	Fr. Joel Fernandes, SJ
Coordinator - External Scholarships	Ms. Dorothy Deepa & Mr. Arul Isaac
Coordinator - Parent Teacher Association	Dr. Poornima V & Ms. Jeny John
Coordinator - Faculty Academic Performance Indicator (FAPI)	Dr. Komal A. Dave
Coordinator –Sustainable Development Goals	Dr. Sheela A.M.
Coordinator – Faculty Welfare	Dr. Suganthi Pais
Coordinator – Anti-Ragging Committee	Mr. Vinay Kambipura
Coordinator – Sexual Harassment (Prevention, Prohibition & Redressal) Committee	Dr. Suganthi Pais
Coordinator – Grievance and Malpractice (Prevention & Redressal) Committee	Dr. Veenu Joy
Coordinator – Equal Opportunity Cell	Ms. Vijayashanti Murthy
Coordinator – Academic & Administrative Audit	Ms. Asha Joseph

Research Centre

Dr. Charles Lasrado, SJ	Director
Dr. Sridhar L.S	Assistant Research Director
Dr. A. M. Sheela	Member
Dr. Veenu Joy	Member
Dr. Suganthi Pais	Member
Dr. Muktha Kumar	Member
Dr. Ruqsana Anjum	Member
Dr. Shubhra Rahul	Member
Dr. Komal Dave	Member
Dr. D. Raja Jebasingh	Member
Dr. Poornima V	Member
Dr. Himachalapathy	Member
Dr. Soney Haris	Member
Dr. Shanu N Nazar	Member

Library Committee

Dr. K.N. Lakshmipathi	Librarian
Ms. Sumithra Sreenivasan	Member
Dr. Soney Haris	Member
Dr. Sridhar L.S	Member
Dr. Jhumur S Roy	Member
Dr. Susmitha K.E.	Member
Dr. Aruna Parandhama	Member
Ms. Rency Alex	Member

Outcome Based Education Committee

Dr. Rakesh Nadig	Coordinator
Dr. Himachalapathy R.	Member
Dr. Diana Sushmitha	Member
Dr. Jincy Mathew	Member
Dr. Neethu Anna Koshy	Member
Dr. Nihara Marie Thomas	Member
Ms. Veena C Mouli	Member
Ms. Ashitha Agnes Albert	Member

Centre for Digital Learning and Education

Mr. Thomas Mathew	Coordinator
Dr. Emil Joseph	Member
Mr. Srikanth C.P.	Member
Ms. Ashitha Agnes Albert	Member
Ms. Reena R	Member

Faculty Academic Performance Indicators Committee (FAPI)

Dr. Komal Dave	Coordinator
Ms. Asha Joseph	Member
Mr. Vinay Kambipura	Member
Ms. Mary Steffy	Member

Faculty Development Programme Committee

Dr. Muktha Kumar	Coordinator
Dr. Raja Jebasingh	Member
Ms. Lissiue Maria	Member
Dr. Rakesh Nadig	Member
Ms. Shyama C.	Member

College Information Hub, Website and Magazine Committee

Ms. Marina Joyce Roche	Coordinator (College Information Hub)
Mr. Merwin Abraham Mathew	Coordinator (Website)
Ms. Divya Hari Rao	Coordinator (Annual Report)
Dr. Aruna Parandhama	Coordinator (Blue Chip)
Mr. Kumaresan S.	Member
Mr. David Sunil	Member
Ms. Mary Steffy	Member
Dr. Emil Joseph	Member
Mr. Maxson Francis Desilva	Member
Mr. Abishek M.	Member

STUDENT SUPPORT COMMITTEES:

Student Council

Ms. Sharon P.V.	Student Governor
Mr. Merwin Abraham Mathew	Member
Mr. Melwin Canute Dsouza	Member
Ms. Jeny John	Member
Mr. Maxson Desilva	Member
Mr. Sanjay Prajapat	Member

Student Associations

Ms. Bhargavi C.S.	Associations Coordinator
Ms. Jyothi M.S.	Assistant to Associations Coordinator
Ms. Jeny Maria John	All India Catholic University Federation -AICUF
Ms. Divya Hari Rao	Association for Literature, Music and Arts (ALMA)
Ms. Vijayashanthi Murthy	Centre for Social Action (CSA)
Ms. Maria Sanjana	Serenata Chorale – Faculty In-Charge
Ms. Swetha Wenoa Suvarna	Serenata Chorale - Asst. Faculty In-Charge
Ms. Sharon P.V.	Dance, Acoustic & Business Team
Mr. Maxson Desilva	Debating Society

Ms. Patricia Paul	E-cell
Mr. Mohammed Ashfaque	Eco Club
Mr. Kushal Parwani	Finance Club
Mr. Sanjay Prajapat & Ms. Nachammai L	Harmony Club
Dr. Susmitha K. E.	Hindi Parishad
Dr. T.H. Lavakumar & Ms. Reena R.	Kannada Sangha
Mr. Abishek M.	Media & Graphic Design Team
Dr. Nihara Marie Thomas	Quiz Club
Dr. Jhumur S Roy & Ms. Veena C. Mouli	Rotaract Club
Dr. T. H. Lavakumar & Ms. Jyothsna Antic	Hashmi Theatre Forum
Ms. Sagaya Swetha N Joseph & Ms. Anushree Jana	Women's Cell
Mr. David Sunil	Youth for Democracy & Constitution
Dr. Aruna Parandhama & Ms. Jyothsna K.S.	Editorial Club
Dr. Ashoka T.A. (Unit I) Mr. Joswin P Rodrigues (Unit II)	NSS

Management Scholarship

Fr. Joel Fernandes, SJ	Coordinator
Ms. Dorothy Deepa	Member
Ms. Patricia Paul	Member
Mr. Arul Isaac	Member

Parent Teacher Association

Dr. Poornima V.	Coordinator
Ms. Jeny John	Member (First Year)
Dr. Vedapradha R.	Member (Second Year)
Dr. Suganthi Pais	Member (Third Year)

Sports

Dr. Asha R.	Coordinator
Mr. Ashoka T.A.	Member
Mr. Giridhar Naidu	Member
Mr. Merwin Abraham Mathew	Member
Ms. Patricia Paul	Member

Campus Ministry

Dr. Charles Lasrado, SJ	Principal
Fr. Joel Fernandes, SJ	Director
Mr. Sam Stanley	Assistant Director

Canteen Committee

Dr. Sushmitha K.E.	Coordinator
Mr. Melwin Canute Dsouza	Member
Ms. Sukrutha P	Member

Class Mentor's List for the Academic Year 2025 - 2026

Sl. No	Class	Class Mentor
1	I B.Com A	Dr. Nancy Christina & Ms. Patricia Paul
2	I B.Com B	Ms. Natya Bopanna & Dr. Neethu Anna
3	I B.Com C	Ms. Ankitha Antony & Dr. Diana Sushmitha
4	I B.Com D	Dr. Aruna Parandhama & Dr. Susmitha K. E.
5	I B.Com E	Ms. Sharon P.V. & Ms. Veena Mouli
6	I B.Com F	Ms. Jeny John & Ms. Mary Fiona
7	I B.Com G	Mr. Joswin Rodrigues & Dr. Shubhra Rahul
8	I B.Com H	Mr. Thomas Mathew & Ms. Anushree Jana
9	I B.Com I	Dr. Ireen Vincent & Dr. Antony Oliver
10	I BBA A	Ms. Priyadarshini S & Ms. Marina Joyce
11	I BBA B	Ms. Shyama C. & Ms. Jyothsna K.S
12	I BBA C	Mr. Kushal Parwani & Ms. Nachammai L

13	I BBA D	Dr. Theresa Rathi & Mr. Merwin Abraham
14	I BA	Dr. Neeti Roy
15	I B.Sc	Dr. Jhumur S Roy
16	II B.Com A	Ms. Reena R.
17	II B.Com B	Ms. Sumithra Sreenivasan
18	II B.Com C	Ms. Asha Joseph
19	II B.Com D	Ms. Mary Steffy
20	II B.Com E	Mr. David Sunil
21	II B.Com F	Ms. Dorothy Deepa
22	II B.Com G	Dr. Vedapradha R.
23	II B.Com H	Ms. Swetha Wenona Suvarna
24	II BBA A	Ms. Divya Hari Rao
25	II BBA B	Dr. Veenu Joy
26	II BBA C	Ms. Maria Sanjana
27	II BBA D	Mr. Sam Stanley
28	II BA	Ms. Vijayashanti Murthy
29	II B.Sc	Mr. Sanjay Prajapat
30	III B.Com A	Dr. Suganthi Pais
31	III B.Com B	CA Akhil Manuel
32	III B.Com C	Ms. Sagaya N Swetha Joseph
33	III B.Com D	Dr. Emil Joseph
34	III B.Com E	Dr. Rakesh Nadig
35	III B.Com F	Mr. Mohammed Ashfaque
36	III B.Com G	Dr. Sridhar L.S.
37	III B.Com H	Dr. Nischitha K.
38	III BBA A	Dr. Muktha Kumar
39	III BBA B	Ms. Rency Alex
40	III BBA C	Ms. Bhargavi C.S.
41	III BBA D	Ms. Nikhath Asrar
42	III BA	Mr. Shravan Abraham
43	III B.Sc	Dr. Shanu N. Nazar

44	IV B.Com	Dr. Soney Haris
45	IV B.Sc	Dr. Jincy Mathew M.
46	I M.Com FT	Dr. Komal A. Dave
47	I M.Com IB	Dr. Karunakaran & Mr. Ricardo William Vas
48	I M.Com FA	Ms. Sneha S. Rai
49	II M.Com FT	Dr. Himachalapathy R.
50	II M.Com IB	Dr. Raja Jebasingh
51	II M.Com FA	Dr. Poornima V.

STUDENT COUNSELLORS

Shift	Class (I, II & III Years)	Counsellor in-Charge
1	B.Com A	Mr. Melwin Canute D'Souza
1	B.Com B	Ms. Lissiue Maria
1	B.Com C	Ms. Lissiue Maria
1	B.Com D	Mr. Melwin Canute D'Souza
1	B.Com E	Ms. Jyothsna Antic
1	B.Com F	Mr. Melwin Canute D'Souza
1	BBA C	Ms. Sneha Menon
1	B.Sc	Mr. Melwin Canute D'Souza
1	M.Com	Mr. Ricardo William Vas

Shift	Class (I, II & III Years)	Counsellor in-Charge
2	B.Com. G	Ms. Michele Pereira
2	B.Com. H	Ms. Michele Pereira
2	B.Com I	Ms. Jyothsna Antic
2	BBA A	Ms. Jyothsna Antic
2	BBA B	Ms. Sneha Menon
2	BBA D	Ms. Sneha Menon
2	BA	Ms. Michele Pereira
1	B.Com & B.Sc Honors	Ms. Lissiue Maria
1	PGD	Mr. Ricardo William Vas

EXAMINATION DEPARTMENT CALENDAR OF EVENTS FOR THE ACADEMIC YEAR 2025-2026 ODD SEMESTER

ODD SEMESTER

Sl. No	Date	Events
1.	26 May 2025 2 June 2025 4 June, 2025 9 June 2025 10 June 2025 19 June 2025	**College reopens for UG and PG Students:** 26 May, 2025 – First-Year UG Students 2 June, 2025 – Second Year UG Students 4 June, 2025 - Third Year UG Students 9 June, 2025 – Second Year PG Students 10 June, 2025- Fourth Year UG Students 19 June, 2025 – First Year PG Students
2.	5- 10 May, 2025	Application for Revaluation/Retotaling/Photocopy of End Semester Examination Answer Scripts
3.	3 June, 2025	RevaluationResultsofEndSemester Examination
4.	2 -9 June, 2025	Supplementary Exam Fee Payments for UG VI (22 Batch) and PG IV Semester (23 Batch)
5.	13 – 20 June 2025	Supplementary Exam for UG VI Semester (22 Batch) and PG IV Semester (23 Batch) Only
6.	25 June 2025	Publication of Mid-Term Test Time Table
7.	27 June - 6 July 2025	1st Unit Test (1st CIA Activity)
8.	27 June - 6 July 2025	Announcement of Supplementary Exam Results UG VI (22 Batch) and PG IV Semester (23 Batch)
9.	28 July - 1 Aug., 2025	Mid-Term Exam (Tentatively)
10.	2 Aug., 2025	Submission of Internship marks to the Examination Department
11.	11 Aug., 2025	Announcement of End Semester Examination Time Table of UG, PG, and PGD - Odd Semester
12.	11 – 20 Aug., 2025	I, III & V End Semester, Supplementary, Mandatory Subjects & PGD Exam Fee Payment

13.	20 Aug., 2025	Last Date of payment to Exam Registration
14.	28 Aug. – 2 Sept. 2025	II Unit Test (2nd CIA Activity)
15.	10 Sept., 2025	Last Day for Submission of CIA, Grade Courses & All Mandatory Course Marks to COE
16.	12 Sept., 2025	Finalization of CIA Marks & All Mandatory Course Marks (Last Day for Any Clarification of CIA Marks for the Odd Semester)
17.	15 Sept., 2025	Verification & Validation of CIA & Mandatory Course Marks by the Students
18.	18 Sept., 2025	Last Day for Regular Classes
19.	19– 20 Sept., 2025	Board of Examiners Meeting
20.	22 – 23 Sept., 2025	Mandatory Course Exam
21.	22 Sept. - 11 Oct., 2025	End Semester/Supplementary /PGD Examination (Odd Semester of UG & PG) (Tentative)
22.	23 Oct., 2025	Award Committee Meeting & Publication of ESE and Supplementary Exam Results (Tentative)

EVEN SEMESTER

23.	3 Nov., 2025	College Reopens
24.	4 – 8 Nov., 2025	Application for Revaluation/Retotaling/Photocopy of End Semester Examination Answer Scripts
25.	22 Nov., 2025	Revaluation Results of End Semester Examination
26.	24 – 28 Nov., 2025	Special Supplementary Exam Fee Payments for V Semester U.G. (22 Batch) and III Semester P.G. (23 Batch)
27.	1 – 6 Dec., 2025	I Unit Test (1st CIA Activity)
28.	2 – 8 Dec., 2025	Special Supplementary Exam for V Semester U.G. (22 Batch) and III Semester P.G. (23 Batch)
29.	5 Dec., 2025	Publication of Mid-Term Test Time Table
30.	10 Jan., 2026	Publication of V Semester (22 Batch) U.G. & III Semester (23 Batch) P.G. Special Supplementary Exam Results
31.	16 – 20 Jan., 2026	Mid-Term Exam (Tentatively)

32.	20 Jan., 2026	Announcement of End Semester Examination Time Table of UG, PG, and PGD – Even Semester
33.	20 Jan. – 11 Feb., 2026	II, IV & VI End Semester, Supplementary, Mandatory Course & PGD Exam Fee Payment
34.	11 Feb., 2026	Last Date of fee payment to Exam Registration
35.	17-22 Feb., 2026	II Unit Test (2nd CIA Activity)
36.	27 Feb., 2026	Last Day for Submission of CIA & All Mandatory Course Marks to COE
37.	5 March 2026	Finalization of CIA Marks & All Mandatory Course Marks
38.	7 March 2026	Last Day for Any Clarification of CIA Marks for the Even Semester
39.	7 March 2026	Last Day for Regular Classes
40.	11 – 12 March 2026	Board of Examiners Meeting/ Mandatory Course Exams
41.	12 March 2026	Verification & Validation of CIA & Mandatory Course Marks by the Students
42.	16 March– 2 Apr., 2026	End Semester/Supplementary Examination/PGD (Even Semester of UG & PG) (Tentative)
43.	18 Apr., 2026	Award Committee Meeting & Publication of ESE and Supplementary Results (Tentative)

Note: The above dates are solely tentative and are subject to change. Students are kindly requested to verify the Examination Notice Board and the College Website regularly for final confirmation regarding each event.

BEMBALA CALENDAR OF EVENTS 2025-2026

SJCC - 1st YEAR UG REGULAR ACTIVITIES				
Sl. No	DATE	CLASS	SHIFT	TIME
1	23 - 27 June 2025	BBA - B	2	10:15 am – 11:30 am
		B.COM - A	1	11:20 am – 12:30 pm
2	30 June - 04 July 2025	BA ENG	2	10:15 am – 11:30 am
		B.Sc. ECO	1	11:20 am – 12:30 pm
3	07 – 11 July 2025	BBA - D	2	10:15 am – 11:30 am
		B.COM - C	1	11:20 am – 12:30 pm
4	21 – 25 July 2025	B.COM - G	2	10:15 am – 11:30 am
		B.COM - B	1	11:20 am – 12:30 pm
5	4 – 8 Aug 2025	B.COM - H	2	10:15 am – 11:30 am
		B.COM - E	1	11:20 am – 12:30 pm
6	11 – 16 Aug 2025 16 Aug 2025 (Saturday Timings)	B.COM - I	2	10:15 am – 11:30 am
		B.COM - F	1	11:20 am – 12:30 pm
		B.COM - I	2	09:30 am – 10:45 am
		B.COM - F	1	11:15 am – 12:30 pm
7	18 – 22 Aug. 2025	B.COM - D	1	11:20 am – 12:30 pm
8	25th Aug – 30th Aug 2025 30th Aug 2025 (Saturday Timings)	BBA - A	2	10:15 am – 11:30 am
		BBA - C	1	11:20 am – 12:30 pm
		BBA - A	2	09:30 am – 10:45 am
		BBA - C	1	11:15 am – 12:30 pm

SJCC - 2nd YEAR UG AND PG RURAL CAMPS			
Sl. No	DATE	CLASS	VENUE
1	23 – 25 June 2025	BBA - B	NELAMANGALA
2	26 – 28 June 2025	BBA - A	NELAMANGALA
3	30 June – 2 July 2025	B.Sc. ECO & BA ENG	NELAMANGALA
4	7 – 9 July 2025	B.Com A & B.Com D	NELAMANGALA
5	10 – 12 July 2025	B.Com E & B.Com F	NELAMANGALA
6	14 – 16 July 2025	B.Com G & B.Com H	NELAMANGALA
7	21 – 25 July 2025	M.Com (FT) + M.Com (IB) + M.Com (FA)	NELAMANGALA
8	4 – 6 Aug. 2025	BBA - C	NELAMANGALA
9	7 – 9 Aug 2025	BBA - D	NELAMANGALA
10	11 – 13 Aug 2025	B.Com C & B.Com B	NELAMANGALA

SJCC - 2nd YEAR UG AND PG RURAL CAMPS			
Sl. No	DATE	CLASS	ACTIVITY
1	15-Aug-25	MCOM FA	Independence Day
2	15-Aug-25	MCOM REG	Independence Day
3	14-Nov-25 or 26-Jan-26	MCOM IB	Children's Day or Republic day

Calendar of Events for the Academic Year 2025-26

MAY – 2025		
Date	**Day**	**Event**
1	Thu	May Day (Holiday)
2	Fri	
3	Sat	
4	Sun	
5	Mon	
6	Tue	
7	Wed	Rabindranath Tagore Birth Anniversary
8	Thu	
9	Fri	
10	Sat	
11	Sun	
12	Mon	
13	Tue	
14	Wed	
15	Thu	
16	Fri	
17	Sat	
18	Sun	

MAY – 2025		
Date	**Day**	**Event**
19	Mon	Reporting Day for the Faculty
20	Tue	FDP for Faculty on Indian Knowledge Systems (20 – 22 May, 2025) Faculty Induction Programme – (20 -24 May, 2025)
21	Wed	FDP for Faculty on development of MOOC course content
22	Thu	Bio Diversity Day
23	Fri	FDP - Jesuit Education
24	Sat	Faculty Meeting
25	Sun	
26	Mon	Commencement of the Academic Year and Orientation for First-Year UG students
27	Tue	Orientation for First-Year UG students
28	Wed	Mathematics Bridge Course for First-Year B.Sc students
29	Thu	
30	Fri	US-CMA Orientation for First-Year B.Com (Strategic Finance) Students - Miles Education
31	Sat	Retreat / Reflection Day for First-Year UG students

JUNE – 2025		
Date	**Day**	**Event**
1	Sun	
2	Mon	Commencement of the Academic Year for Second-Year UG students
3	Tue	ACCA Orientation - ISDC - for First Year B.Com (Professional - International Accounting and Finance)
4	Wed	Commencement of college for Third Year UG students CIMA Orientation - ISDC - for First-Year BBA (Professional - Finance and Accountancy) students Mathematics Bridge Course for Second-Year B.Sc students.
5	Thu	IoA Orientation by ISDC for First-Year Analytics Students World Environment Day
6	Fri	Corporate Internship Orientation for Second-Year UG students (Batch 2024) Staff Council Meeting
7	Sat	**Bakrid – Holiday**
8	Sun	
9	Mon	Class Representative Elections – UG Students Commencement of the Academic Year for Final-Year PG students & Orientation
10	Tue	The Prologue - Icebreaker- BA Samagra Session - Final-Year PG Commencement of the Academic Year for Fourth-Year UG students Faculty Meeting Opening of registration for college sports teams

JUNE – 2025		
Date	**Day**	**Event**
11	Wed	Commencement of registration for college sports teams Submission of Corporate Internship Reports for 3rd Year UG students (Batch 2023)
12	Thu	Study Abroad - Talk Series - International Desk
13	Fri	Class Representatives Elections – Final - Year PG students & Fourth - Year UG students
14	Sat	World Blood Donor Day
15	Sun	
16	Mon	Samagra Session - Third year UG Students
17	Tue	Economixer- Icebreaker -B.Sc. (Economics) Samagra Session - Second-Year UG Students
18	Wed	Ph.D Scholar's Interface Meeting Samagra Session - First - Year UG Students
19	Thu	Commencement of the Academic Year and Orientation- First-Year PG students Registration closes for College Sports Teams US- CMA Orientation - Second and Third-Year
20	Fri	World Refugee Day Student Council Elections Excel Workshop - Analytics Students
21	Sat	International Yoga Day - Sports Department/NSS Music Day - Serenata Chorale - Choir Retreat / Reflections Day for Second-Year, Third-Year UG & Final-Year PG students

JUNE – 2025		
Date	**Day**	**Event**
22	Sun	
23	Mon	Sports teams selection trials begin ACCA/CIMA Orientation - Second and Third-Year
24	Tue	College Associations Orientation Class Representatives Elections – First-Year PG students
25	Wed	Orientation for B.Com (Industry Integrated) students by TCS FDP – Research Centre
26	Thu	Student Seminar- BA FDP – Research Centre International Day against Drug Abuse Investiture Ceremony –Student Council & Extended Student Council Social Internship orientation for first year UG students (Batch 2025)
27	Fri	Bridge Course Exams - Accounts & Mathematics 1st CIA (27 Jun. - 6 Jul., 2025)
28	Sat	Workshop on Power BI - Second-Year B.Com (Analytics) Students Retreat / Reflection Day for Fourth-Year UG and First-Year PG students Samagra Session - First-Year PG students Batch 2022 - Felicitation for ACCA Affiliates
29	Sun	
30	Mon	Blend - Ice breakers for all B.Com classes Student Seminar - B.Com (Analytics) College Associations selections (ERP) - First-Year UG students

JULY – 2025		
Date	**Day**	**Event**
1	Tue	Embark - Icebreaker - Department of Business Administration Student's Research Development Programmes - Research Centre (Fourth-Year UG Students) Corporate Internship Viva Voce for Third-Year UG students (Batch 2023: 1-15 July, 2025)
2	Wed	Amalgam- Department of Professional Programmes
3	Thu	B.Com / BBA/ Professional Programmes Departments Associations Orientation for Second-Year students Study Abroad - Talk Series - International Desk
4	Fri	Leadership Camp/ Programme First Friday Mass
5	Sat	Leadership Camp/ Programme Commencement of the Academic Year and Orientation for PGD Programmes Sports teams selection trials end Workshop - Excel and Power BI - ACCA/CIMA International Day of Cooperatives
6	Sun	**Muharram**
7	Mon	Department Association Selections (ERP) - B.Com, BBA and Professional Programmes Student Seminar - BA SQAC Student Seminar - IQAC
8	Tue	B.Com Student Seminar - B.Com (Industry Integrated) BBA (Entrepreneurship) 2 Days Business Simulation Workshop – Second Years
9	Wed	B.Com (Travel & Tourism) student city level Seminar BBA (Entrepreneurship) 2 Days Business Simulation Workshop – Second Years

JULY – 2025		
Date	**Day**	**Event**
10	Thu	BBA/ Professional Programmes - Association Activity Environment Day Celebration - Eco Club
11	Fri	Media - Panel Discussion - Department of English Student seminar - B.Com Regular BBA Association Activity
12	Sat	BBA (Entrepreneurship) Capstone Workshop Staff Council Meeting
13	Sun	
14	Mon	Interim Faculty Evaluation - IQAC B.Com - Association Activity Student Seminar - B.Com (Professional - International Accounting and Finance)
15	Tue	Faculty Meeting Sports Induction Ceremony
16	Wed	Blood Donation Camp - NSS Ph.D Scholar's Interface Meeting - Research Centre Professional Programmes - Association Activity
17	Thu	Kalotsav 2025- Intra-Collegiate Cultural fest World day for International Justice
18	Fri	Kalotsav 2025- Intra-Collegiate Cultural fest PG Association Activities Nelson Mandela International Day Antaranga – Kannada Sangha
19	Sat	Indradhanush - Hindi Parishad Kalotsav 2025- Intra-Collegiate Cultural fest Aarambh- Inter-class - PG Cultural Fest Antaranga – Kannada Sangha

JULY – 2025		
Date	**Day**	**Event**
20	Sun	
21	Mon	Sports Intramural Activities Begins Ignatian week competition
22	Tue	Ignatian week competition
23	Wed	Ignatian week competition
24	Thu	
25	Fri	
26	Sat	
27	Sun	
28	Mon	Mid Term Exam (28 July - 1 Aug., 2025) World Nature Day
29	Tue	Mid Term Exam
30	Wed	Mid Term Exam
31	Thu	**St. Ignatius of Loyola Feast - Holiday**

AUGUST – 2025		
Date	**Day**	**Event**
1	Fri	Mid Term Exam **Registration and Fee payment for End Semester Examination - Portal Opens**
2	Sat	Decode- Workshop for Cipher BBA (Regular) Workshop Econometrics Workshop – PG Department Staff Council Meeting
3	Sun	Celebration of Ignatian Feast
4	Mon	Art of Debating - Debating Society B.Com Associations activities : Zenith , Dice, Budget Buzz Decode- Workshop for Cipher
5	Tue	Decode- Workshop for Cipher: B.Com Associations activities : Roadmap, Empezor
6	Wed	Decode- Workshop for Cipher B.Com Associations activities - Risk Hiroshima Day Faculty Meeting
7	Thu	Rotaract – Installation Ceremony Thursday Talkies - CSA ALMA - Association Activity
8	Fri	Student Seminar - BA Cipher 2025- Intra-Collegiate Business Fest FDP
9	Sat	Nagasaki Day Cipher 2025- Intra-Collegiate Business Fest FDP
10	Sun	
11	Mon	Department Pre -BOS (11– 16 Aug., 2025) Student Seminar – B.Com (Strategic Finance) BBA Association Activity

AUGUST – 2025		
Date	**Day**	**Event**
12	Tue	National Seminar - PG Association Activity Professional Programmes BBA Association Activity International Youth Day - Rotaract Club / YDC
13	Wed	Association Activity Professional Programmes City Level Student Seminar - B.Sc. Programme
14	Thu	Harmony Club Association Activity Entrepreneurship Summit - E-Cell
15	Fri	**Independence Day**
16	Sat	Feast of assumption of the blessed virgin Mary Ph.D Scholar's Interface Meeting - Research Centre
17	Sun	
18	Mon	Scriptopia - College Editorial Club Democracy in Action - Youth for Democracy and Constitution BBA (Entrepreneurship) Capstone Workshop Quizzing Workshop - Quiz Club Brains and Business - Women's Forum Workshop on Introductory and Essential MS Excel skills for Business- First-Year PG students (18 – 23 Aug., 2025) Experiential Training Program in Research and Internship - Final year PG students (18 – 23 Aug., 2025) Finquest - B.Com (Industry Integrated) event
19	Tue	Association Activity - Professional Programmes B.Com (Travel & Tourism) - Turas World Humanitarian Day
20	Wed	**Last Date for Payment of Exam registration fees** Vividha- - Intercollegiate Literary Fest - BA Renewable Energy Day - Eco Club Sadbhavana Diwas- Intra collegiate Panel Discussion/Seminar by Hindi Department and Hindi Parishad.

AUGUST – 2025		
Date	**Day**	**Event**
21	Thu	Vividha - Intercollegiate Literary Fest - BA World Entrepreneurship Day - IIC and E-cell
22	Fri	Finnect - Finance Club Event Vividha - - Intercollegiate Literary Fest - BA Intra collegiate B.Sc. event
23	Sat	Finnect - Finance Club Event Intra collegiate B.Sc. event Ecotrack - Department of Commerce
24	Sun	
25	Mon	Department Board of Studies Meeting (25-31 Aug., 2025) Professional Programmes - Association Activity Student Seminar-BBA (Professional-Finance and Accountancy)
26	Tue	BBA Third Year City Level Student Symposium Student Seminar - Department of English
27	Wed	Ganesh Chaturthi – Holiday
28	Thu	AICUF - Outreach - Rural Exposure Camp (28 – 31 Aug., 2025) 2nd CIA (28 Aug. – 2 Sep., 2025)
29	Fri	
30	Sat	BBA (Entrepreneurship) - Pitch Point Staff Council Meeting Celebration of Cultures- Student Council Conclusion of all student activities for the Odd semester 2025-26
31	Sun	

SEPTEMBER – 2025		
Date	**Day**	**Event**
1	Mon	
2	Tue	
3	Wed	Faculty Meeting
4	Thu	Mass in honour of Blessed Virgin Mary
5	Fri	**Id-Milad – Holiday** International Day of Charity
6	Sat	Teachers' Day Celebrations- Student Council and OSA
7	Sun	
8	Mon	**Nativity of Blessed Virgin Mary – Holiday** International Literacy Day
9	Tue	
10	Wed	Last date for submission of CIA, Grade Courses and Mandatory Course marks to Exam Department Faculty Evaluation - IQAC World Suicide Prevention Day
11	Thu	
12	Fri	National Conference- PG Department Finalization of CIA marks & all mandatory course marks Last day for any clarification of CIA Marks for the Odd Semester
13	Sat	Gratitude Day - Student Council TEDx SJCC
14	Sun	

SEPTEMBER – 2025		
Date	**Day**	**Event**
15	Mon	Course Evaluation - IQAC International Day of Democracy
16	Tue	
17	Wed	Ph.D Scholar's Interface Meeting - Research Centre
18	Thu	Last day for Regular Classes
19	Fri	Board of Examiners Meeting
20	Sat	Board of Examiners Meeting
21	Sun	**Mahalaya Amavasya** International Day of Peace
22	Mon	End Semester Examination Begins Mandatory Course Exams
23	Tue	Mandatory Course Exams
24	Wed	
25	Thu	
26	Fri	
27	Sat	
28	Sun	Bhagat Singh Birth Anniversary
29	Mon	
30	Tue	

OCTOBER – 2025		
Date	**Day**	**Event**
1	Wed	**Mahanavami – Holiday**
2	Thu	**Gandhi Jayanthi/Vijaya Dashami – Holiday** International Day of Non-Violence
3	Fri	First Friday Mass
4	Sat	
5	Sun	
6	Mon	
7	Tue	**Valmiki Jayanti – Holiday**
8	Wed	
9	Thu	
10	Fri	World Mental Health Day
11	Sat	End Semester Examination ends
12	Sun	Annual NSS Camp (12 – 19 Oct., 2025)
13	Mon	
14	Tue	
15	Wed	

OCTOBER – 2025		
Date	**Day**	**Event**
16	Thu	Research Advisory Committee Meeting & World Food Day
17	Fri	International Day for the Eradication of Poverty
18	Sat	Last Signing Day for Faculty & Faculty Meeting
19	Sun	
20	Mon	**Naraka Chaturdashi – Holiday**
21	Tue	
22	Wed	**Balipadyami – Holiday**
23	Thu	Award Committee Meeting & Publication of ESE & Supplementary Results
24	Fri	
25	Sat	
26	Sun	
27	Mon	
28	Tue	
29	Wed	
30	Thu	
31	Fri	

NOVEMBER – 2025		
Date	**Day**	**Event**
1	Sat	**Kannada Rajyothsava - Holiday**
2	Sun	
3	Mon	College reopens for Faculty and Students Staff Council Meeting
4	Tue	Faculty Meeting
5	Wed	Submission of Social Internship Reports (Batch 2024)
6	Thu	Association Activity - Professional Programmes
7	Fri	First Friday Mass National Cancer Awareness Day
8	Sat	BBA (Entrepreneurship) Capstone Workshop
9	Sun	
10	Mon	Workshop on NET and other Competitive exams - PG Department (1 – 29 Nov., 2025)
11	Tue	BBA First Year City Level Student Seminar National Education Day
12	Wed	
13	Thu	National Conference on Quality and Sustainability in Higher Education Institutions (HEIs) - IQAC
14	Fri	Research Colloquium - Research Centre
15	Sat	Tribes 2025- B.Sc.
16	Sun	International Day of Tolerance

NOVEMBER – 2025		
Date	**Day**	**Event**
17	Mon	Ph.D Scholar's Interface Meeting- Research Centre
18	Tue	Clean up Drive - Eco Club Creative Writing Event - ALMA ROTAMUN - Rotaract Club National Entrepreneurship Day
19	Wed	National Integration Day (India) ROTAMUN - Rotaract Club Women's Entrepreneurship Day BBA (Entrepreneurship) Business Simulation Workshop - Second Years
20	Thu	BBA (Entrepreneurship) Business Simulation Workshop - Second Years
21	Fri	Education Fair - International Desk Inks and Echos - College Editorial InvestEd - Finance Club
22	Sat	Intercollegiate Fest - Department of Professional Programmes
23	Sun	
24	Mon	Kannada Rajyotsava Celebration - Department of Kannada and Kannada Sangha
25	Tue	International Day for the Elimination of Violence against Women – Women's Forum Dalal Street – B.Com Association activity (Intercollegiate)
26	Wed	BBA Second-Year City Level Student Seminar National Law Day (India) - Parivarthane - YDC Constitution Day of India - NSS
27	Thu	Student Seminar - BA
28	Fri	B.Com National Seminar / Conference
29	Sat	Conclave - Department of Professional Programmes Staff Council Meeting
30	Sun	

DECEMBER – 2025		
Date	**Day**	**Event**
1	Mon	1st CIA (1- 6 Dec., 2025) ICSSR Sponsored 10 Days Workshop on Research Methodology (1 – 10 Dec., 2025) - Research Centre B.Com associations activities - Commerce Week: Logistician , Rendition, World AIDS Day - PG Department Social Internship Viva Voce for Second year UG Students (Batch 2024)
2	Tue	B.Com association activities Commerce Week Faculty Meeting International Day for the Abolition of Slavery
3	Wed	B.Com associations activities Commerce Week- Stand for brand, Veracious , Cinephile March Past Rehearsal International Day of Persons with Disabilities
4	Thu	March Past Rehearsal with band
5	Fri	International Volunteers Day
6	Sat	Annual Sports Day & Closure of Intramural Sports Activities PGD Workshop
7	Sun	
8	Mon	Virtuoso - BBA Department Inter-Collegiate Business Fest
9	Tue	Virtuoso - BBA Department Inter-Collegiate Business Fest Intercollegiate B.Sc. event
10	Wed	Intercollegiate B.Sc. event Human Rights Day
11	Thu	

DECEMBER – 2025		
Date	**Day**	**Event**
12	Fri	Friday Footprint - CSA \ BBA (Regular) Workshop Animum 2025 - Department of Psychology, Counseling and ALMA
13	Sat	Christmas Celebration - Staff and Family
14	Sun	
15	Mon	Bing Quiz 2025 - Quiz Club Ph.D Interface Meeting - Research Centre Association Activity - Professional Programmes
16	Tue	Association Activity - Professional Programmes Social Outreach - Harmony Club
17	Wed	Rubix - Interclass Competition- BBA (Professional - Finance and Accounting) Christmas Mass
18	Thu	Nakshatra- Department of Hindi and Hindi Parishad Launchpad - E-Cell Kalarava - Kannada Sangha
19	Fri	Dhwani 2025 - Intercollegiate Cultural Fest - Student Council Memory Lane - Media team
20	Sat	Dhwani 2025 - Intercollegiate Cultural Fest - Student Council Memory Lane - Media team'
21	Sun	
22	Mon	Christmas Celebration - Students
23	Tue	Christmas vacation begins
24	Wed	
25	Thu	**Christmas – Holiday**
26	Fri	
27	Sat	
28	Sun	
29	Mon	Rashtrakavi Kuvempu Birth Anniversary – Kannada Sangha
30	Tue	
31	Wed	

JANUARY – 2026		
Date	**Day**	**Event**
1	Thu	**New Year's Eve - Holiday**
2	Fri	First Friday Mass College reopens after Christmas Vacations
3	Sat	Staff Council Meeting Savitribai Phule Birth Anniversary - NSS BBA (Entrepreneurship) Capstone Workshop
4	Sun	
5	Mon	Online National Level FDP- PG department (5 - 11 Jan., 2026)
6	Tue	Interim Faculty Evaluation - IQAC Faculty Meeting
7	Wed	Hands-on Workshop for B.Sc. students
8	Thu	Hands-on Workshop for B.Sc. students
9	Fri	
10	Sat	
11	Sun	
12	Mon	National Youth Day - Swami Vivekananda Birth Anniversary
13	Tue	
14	Wed	**Makara Sankranthi – Holiday** World Logic Day
15	Thu	
16	Fri	
17	Sat	Mid Term Exam for Even Semester Mid Term Exam for Even Semester (16 – 20 Jan., 2026) Workshop - Third-Years

JANUARY – 2026		
Date	**Day**	**Event**
18	Sun	
19	Mon	Mid Term Exam for Even Semester
20	Tue	Mid Term Exam for Even Semester **Registration and Fee payment for End Semester Examination -Portal Opens**
21	Wed	Association Activity Professional Programmes
22	Thu	BBA (Entrepreneurship) 2 Days Business Simulation
23	Fri	BBA (Entrepreneurship) 2 Days Business Simulation Workshop - Third-Years Subhash Chandra Bose Jayanthi
24	Sat	Finatron B.Com Prof SF Interclass competition National Girl Child Day Eves Day – Student Council
25	Sun	
26	Mon	**Republic Day – Holiday**
27	Tue	Department - Pre-BOS (27 Jan. - 3 Feb., 2026) SQAC Student Seminar - IQAC Ph.D Interface Meeting - Research Centre
28	Wed	Rhetoric - Intercollegiate Debate Competition - Debating Society
29	Thu	Republic Day Lecture Series
30	Fri	Martyrs' Day
31	Sat	Staff Council Meeting BBA (Regular) Workshop

FEBRUARY – 2026		
Date	**Day**	**Event**
1	Sun	
2	Mon	Seven Day online Hindi FDP/Workshop - Department of Hindi and Hindi Parishad (2– 8 Feb., 2026)
3	Tue	Enigmatix - B.Com (Analytics) Interclass competition Faculty Meeting
4	Wed	Blood Donation Camp - NSS Student Seminar (Department of English) BBA Association Activity World Cancer Day Budget Analysis - 2026 - Finance Club
5	Thu	BBA Association Activity Arthashastra (Exhibition) - B.Sc Programme
6	Fri	First Friday Mass
7	Sat	Inauguration ceremony of Spiel- 2026
8	Sun	Resound 2026 - Seranata Chorale - Intercollegiate Choir Competition
9	Mon	Revelations 2026-Annual Intercollegiate Gospel Fest - AICUF FDP - Research Centre
10	Tue	Revelations 2026-Annual Intercollegiate Gospel Fest - AICUF FDP - Research Centre
11	Wed	**Last Date for Payment of Exam registration fees**
12	Thu	Closing Ceremony of Spiel 2026
13	Fri	Chanakya'26- Intercollegiate Business Fest - Student Council FDP - IQAC Symposium - Department of Psychology
14	Sat	Chanakya'26- Intercollegiate Business Fest - Student Council FDP – IQAC
15	Sun	**Maha Shivaratri**

FEBRUARY – 2026		
Date	**Day**	**Event**
16	Mon	Ph.D Scholar's Interface Meeting - Research Centre Student Seminar - Department of English Department - Board of Studies Meeting - (16 – 23 Feb., 2026) Innovation Day -IIC KAIROS - 2026 - Gratitude Session - Department of Counselling
17	Tue	Agamya - National Level PG Student Research Colloquium 2nd CIA (17 – 22 Feb., 2026) KAIROS - 2026 - Gratitude Session - Department of Counselling
18	Wed	Ash Wednesday Mass KAIROS - 2026 - Gratitude Session - Department of Counselling
19	Thu	Money Maven - B.Com (International Accounting and Finance) - Interclass competition KAIROS - 2026 - Gratitude Session - Department of Counselling
20	Fri	National Conference - Department of English Way of the cross World Day of Social Justice KAIROS - 2026 - Gratitude Session - Department of Counselling
21	Sat	National Conference (Department of English) International Mother Language Day – Language Department KAIROS - 2026 - Gratitude Session - Department of Counselling
22	Sun	
23	Mon	
24	Tue	
25	Wed	Enact - 2026 - Hashmi Theatre Forum
26	Thu	Enact - 2026 - Hashmi Theatre Forum
27	Fri	Submission of CIA, Mandatory Course marks to Exam Department, Faculty Evaluation – IQAC Way of the cross / BBA National Conference
28	Sat	BBA (Entrepreneurship) Capstone Workshop Staff Council Meeting

MARCH – 2026		
Date	**Day**	**Event**
1	Sun	Zero Discrimination Day
2	Mon	Faculty Meeting
3	Tue	Open House Forum- IQAC Inter religious prayer World Wildlife Day Council Valedictory
4	Wed	Women Open house forum- IQAC
5	Thu	Finalization of CIA marks & all mandatory course marks College Day
6	Fri	Way of the cross
7	Sat	B.Com (Analytics) Convocation by IoA Last Day for any Clarification of CIA marks for the Even Semester Thanksgiving Day Last day for regular classes
8	Sun	International Women's Day celebration
9	Mon	Course Evaluation – IQAC
10	Tue	
11	Wed	BOE Meeting Mandatory Course Exam
12	Thu	BOE Meeting Mandatory Course Exam
13	Fri	Way of the cross
14	Sat	Ph.D Scholar's Interface Meeting - Research Centre

MARCH – 2026		
Date	**Day**	**Event**
15	Sun	
16	Mon	End Semester Examination Begins
17	Tue	
18	Wed	
19	Thu	**Ugadi – Holiday**
20	Fri	Way of the cross
21	Sat	**Ramadan – Holiday** World Poetry Day
22	Sun	World Water Day
23	Mon	
24	Tue	
25	Wed	
26	Thu	
27	Fri	World Theatre Day
28	Sat	
29	Sun	
30	Mon	
31	Tue	

APRIL – 2025		
Date	**Day**	**Event**
1	Wed	
2	Thu	End Semester Examination Ends
3	Fri	**Good Friday – Holiday**
4	Sat	
5	Sun	**Easter Sunday**
6	Mon	
7	Tue	
8	Wed	
9	Thu	
10	Fri	
11	Sat	Jyotiba Phule Birth Anniversary
12	Sun	
13	Mon	
14	Tue	**Ambedkar Jayanthi – Holiday**
15	Wed	Workshop for Administrative Staff – IQAC

APRIL – 2025		
Date	**Day**	**Event**
16	Thu	Workshop for Support Staff - IQAC
17	Fri	Research Advisory Committee Meeting
18	Sat	Award Committee Meeting & Publication of ESE Results
19	Sun	
20	Mon	
21	Tue	
22	Wed	
23	Thu	Supplementary results
24	Fri	
25	Sat	Last Signing Day for Faculty
26	Sun	
27	Mon	
28	Tue	
29	Wed	
30	Thu	

MAY – 2026		
Date	**Day**	**Event**
1	Fri	**May Day/Workers' Day – Holiday**
2	Sat	
3	Sun	
4	Mon	
5	Tue	
6	Wed	
7	Thu	
8	Fri	
9	Sat	
10	Sun	
11	Mon	
12	Tue	
13	Wed	
14	Thu	
15	Fri	
16	Sat	

MAY – 2025		
Date	**Day**	**Event**
17	Sun	
18	Mon	
19	Tue	
20	Wed	
21	Thu	
22	Fri	
23	Sat	
24	Sun	
25	Mon	
26	Tue	
27	Wed	
28	Thu	
29	Fri	
30	Sat	
31	Sun	

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TIME TABLE

ODD SEMESTER

Name : ..... Class : .....

	I	II	III	IV	V	VI
Monday						
Tuesday						
Wednesday						
Thursday						
Friday						
Saturday						

TIME TABLE

EVEN SEMESTER

Name : ..... Class : .....

	I	II	III	IV	V	VI
Monday						
Tuesday						
Wednesday						
Thursday						
Friday						
Saturday						

UNIVERSAL APOSTOLIC PREFERENCES

The Universal Apostolic Preferences (UAP) are a set of guiding principles established by the Society of Jesus (Jesuits) under the leadership of Father General Arturo Sosa, S.J. These serve as a roadmap for the Jesuits' mission and ministry in the world, shaping their actions and priorities from 2019 to 2029.

There are four Universal Apostolic Preferences that were developed through a process of discernment involving Jesuits and their collaborators worldwide. They aimed to address the pressing needs and challenges of the contemporary world while staying true to the Ignatian spirituality and charism. By embracing these preferences, the Society of Jesus aims to continue its legacy of service, education, and spiritual guidance around the world.

1. **To show the way to God through the Spiritual Exercises and discernment**

This preference emphasizes the importance of the Spiritual Exercises of St. Ignatius of Loyola, the founder of the Society of Jesus. The Jesuits seek to deepen their own spiritual lives and guide others in experiencing a personal encounter with God. They also focus on fostering a culture of discernment, helping individuals and communities make informed choices that align with God's will.

2. To walk with the poor, the outcasts of the world, those whose dignity has been violated, in a mission of reconciliation and justice

This preference calls Jesuits to embrace a preferential option for the poor, just as Jesus showed a special concern for the marginalized and vulnerable. The Jesuits seek to accompany those on the peripheries of society, advocating for their rights, and working for social justice and reconciliation.

3. To accompany young people in the creation of a hope-filled future

Recognizing the challenges faced by young people in the modern world, this preference emphasizes the need to engage with and accompany young individuals, empowering them to become active agents of change and leaders in building a better world.

4. To collaborate in the care of our Common Home

With a strong commitment to ecological and environmental concerns, this preference emphasises on the need to contribute actively to the preservation of the planet and advocate for sustainable practices. This preference aligns with the broader call of Pope Francis's encyclical "Laudato Si'," highlighting the interconnectedness of all life on Earth and the urgent need to care for our environment.



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