



**ST PAULS COLLEGE**

Affiliated to Bangalore University **BENGALURU**

NAAC Accredited | AICTE Approved

# **HANDBOOK**

## **2024-2025**

NELAGADHARANAHALLI, NAGASANDRA P.O

BENGALURU 560073



## STUDENT'S PERSONAL INFORMATION

Name:.....

Year & Reg. No:.....

Blood Group:.....DOB:.....

E-mail:.....

Father's Name:.....

E-mail:.....

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

Mother's Name:.....

E-mail:.....

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

Residential Address: .....

.....

.....

Phone:.....

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

.....

.....

Guardian/Lodging/House: .....

.....Mobile: .....

.....

We have read the student handbook and will abide by the rules of the college

.....  
Signature of the parent/guardian

.....  
Signature of the student



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## BLESSED JAMES ALBERIONE



ST PAULS COLLEGE is an educational institution owned and managed by the members of THE SOCIETY OF ST PAUL. It is a Christian Religious Institution known all over the world with its branches in more than 42 nations. The college has adopted its name from St Paul, an enthusiastic missionary from Tarsus in Turkey who preached Jesus Christ. The religious congregation SOCIETY OF ST PAUL which has taken its name from St Paul was founded by an Italian priest named James Alberione, honoured today in the Catholic Church as Blessed James Alberione.

James Alberione was born in a small village in north Italy on April 4, 1884. During the night that divided the 19th and 20th century the young Alberione who was then pursuing his priestly studies, received a special illumination and inspiration during prayer, that urged him to do something special for the men and women of the new century. Alberione realized that the mass media at that time were being used mostly to serve all the wrong causes, to spread evil and untruth. Alberione focused his attention on the mass media and dreamt of organizing a group of people who would employ the powerful means of mass communication for promoting human and spiritual values and for making known the message of Jesus Christ. With the foundation of THE SOCIETY OF ST PAUL on August 20, 1914 Alberione's great dream came true. ST PAULS COLLEGE, Bangalore, stands out as the latest in a chain of enterprises that sprouted from the vision of this great man who was acclaimed as 'The media marvel of the 20th century.'

### **Dear Paulites,**

Welcome to ST PAULS COLLEGE (Affiliated to Bangalore University). You are stepping into a campus which reflects a hundred-year-old tradition in media related activities. The members of the Society of St Paul who are known as Paulines, administer this College. Joining ST PAULS COLLEGE you become part of a family that is actively engaged in the field of media education as well as of other branches of learning.

**ST PAULS COLLEGE**, Bengaluru is affiliated to Bangalore University and it is approved by the Government of Karnataka. The college welcomes all students without distinction of caste, creed or community. The socio-economically weaker or marginalized groups receive special preference and assistance, in keeping with the admission policy of the management.

Located at Nagasandra near Peenya industrial area, Bengaluru, the college is nestled amongst the lush green trees of the ST PAULS CAMPUS, sprawling across thirteen acres with varieties of trees and colourful flower plants. The campus provides a conducive place for holistic growth of the students and it is easily accessible by road and Namma Metro services.

ST PAULS COLLEGE offers state-of-the-art infrastructure and facilities which include a highly sophisticated Television Studio, Professional Sound Recording Studio, Library, Computer lab, Canteen, Auditorium, Basketball, Volleyball and Throwball courts and more. Our students may avail themselves of opportunities to publish their literary works in our own International Publishing House, Better Yourself Books and our national magazines The Teenager Today and Inspirational Quote.

### **WHO IS A PAULITE?**

A Paulite is one who:

- Holds faith as the premise of life
- Never misses an opportunity to show kindness to a fellow being
- Strives to walk the path of integrity unwaveringly
- Is genuinely cheerful and handles upheavals with grace
- Works with a sense of purpose and confidence
- Respects elders, hierarchy, and socio-cultural tenets
- Treats women, nature and the rule of law with utmost respect
- Refrains from abusive behaviours of all sort
- Values education and industry
- Maintains discipline and professionalism
- Strives for excellence in thought and deed

### **VISION**

Taking inspiration from Blessed James Alberione, the founder of the Society of St Paul, ST PAULS COLLEGE, Bengaluru aims to nurture students, with special focus on media education, to become mature and responsible citizens by ensuring a conducive environment to pursue academic excellence and holistic growth.

## **MISSION**

ST PAULS COLLEGE, Bengaluru endeavours to identify the potentials and talents in students and to draw out the best in them by providing ample opportunities and facilitating genuine opinion formation in order to make them visionaries and professionals, and committed citizens of tomorrow.

## **MOTTO**

Building Professionals for A Better Tomorrow

## **Objectives of ST PAULS COLLEGE**

1. CREATE professionals who will shape a human society based on values of love, justice, freedom, secularism and equality.
2. ENCOURAGE and ACCOMPANY students to excel in their field of study by offering them adequate opportunities for the development of their personality.
3. PROVIDE a conducive atmosphere and facilities for academic excellence and integral growth.
4. EQUIP students to cope with the demands of a changing society; conscientizing them on the socio-political-ecological issues in the country.
5. HELP them to be aware of and to respect the multi-cultural, multi-religious and multi-lingual fabric of our society.
6. ENABLE students to use the media effectively and to understand the fundamental role of the media in shaping a healthy society.
7. ENSURE timely action for development and growth in association with other Pauline Education Centres and national and international institutions of higher education.
8. ASSIST students in deepening the awareness and understanding of their responsibility as citizens engaged in the building of a human and humane society.

## **CORE VALUES**

- Academic Excellence
- Professionalism
- Social Consciousness
- Ecological Awareness
- Attitude Formation



- Accountability
- Equality for All
- Respect for Self and Others
- Spiritual Conviction
- Value-driven Life

## **ADMISSION PROCEDURE**

### **General Norms**

1. Application for Admission should be in the prescribed form issued by the College Office. Application form and prospectus are issued from College Office on the payment of a nominal fee.
2. Applications should be submitted personally by the Candidates. Incomplete applications will not be processed.
3. One photocopy each of all relevant certificates is to be submitted along with the application form. Reservation Category candidates have to submit the photocopy of the caste/category certificate along with the application form. No original certificates should be attached to the application form.
4. A list of provisionally selected candidates will be published on the college notice board and the college website specifying the date and time for Admission Interview. If a candidate does not appear for the interview at the time specified, or thereafter does not take admission offered, he/she shall forfeit the selection and the seat will be offered to another eligible candidate in the waiting list.
5. The applicant should be present for admission along with the Parent/Guardian.
6. All original certificates along with three stamp size photographs should be produced at the time of admission.
7. The Admission Process includes Interview, Payment of Fees, and Campus Culture Briefing.
8. Admissions are subject to the approval of the Bangalore University.

### **Fee Regulations:**

- Fees once paid will not be refunded under any circumstances.
- The students shall keep the 'Student Copy' of the payment challan for future reference.
- A student joining the college after the commencement of the academic year shall pay the full fees for the year.

### **Eligibility for Admission:**

1. A pass with the cut off marks (established by the institution from time to time) in the Qualifying Examination: Higher Secondary Examination [PU / XII] or its equivalent.
2. Admission will be on merit. No recommendations will be entertained.
3. The applicant should satisfy all other conditions set by Bangalore University.
4. Candidates For M.Sc Psychology should have a minimum aggregate of 55% and an Undergraduate degree (B.A/B.Sc) from any recognized university in India or abroad by UGC/AIU.

### **Documents:**

1. Along with the application, one copy each of the relevant documents mentioned below must be submitted. At the time of admission interview, all the originals along with a set of photocopies of the same have to be produced:
2. Transfer Certificate from School / College last attended
3. Class X / SSLC Certificate /UG Degree Certificate/ PDC
4. CLASS XII or Equivalent Marks Card
5. Conduct Certificate
6. Migration Certificate in the case of students who have passed any exam other than Karnataka PU Exam.
7. SC/ST/Backward Class Minority Certificate from Tahsildar.
8. Three stamp-size photographs.

### **Additional Documents to be submitted by Overseas Students**

1. Valid Student Visa
2. AIDS Test Clearance Certificate
3. Valid Vaccination Certificates
4. Passport Copy
5. Residential Permit
6. Immediately after the interview, the candidate, if selected, shall be enrolled on payment of fee as per the Fee Structure.

### **ATTENDANCE**

1. Students are expected to attend classes every day. However, if there are genuine reasons like ill-health, students can avail leave [in the prescribed format

- given in the hand book] after obtaining permission from the mentors.
2. As per the Bangalore University norms, 75% attendance in each subject is the minimum requirement for examination eligibility. However, as part of its academic culture, ST PAULS COLLEGE makes it mandatory that every student shall put in at least 85% of actual attendance in each paper. Failure to achieve 85% of attendance will invite suitable disciplinary action.
  3. Students with attendance below the required level will not be permitted to appear for the University examinations.
  4. Attendance of students is marked in a register and student software system by lecturers for every class. Register will be collected by the office after every class. At the end of every hour/day, attendance will be uploaded in the website and SMS will be triggered to the parents/guardians.
  5. Students must check the attendance every day, on the website. Discrepancy, if any, should be rectified by contacting the teacher concerned, within two subsequent working days. No request for alteration of attendance will be entertained after two days.
  6. If a student is absent for one period in a day, he/she will be marked absent for that period only.
  7. After the final attendance list is prepared at the end of each semester, no request for alteration of attendance will be considered favourably.
  8. Attendance for the first semester students is calculated from the date of joining the college. For all other semesters, the attendance is calculated from the commencement of classes. Students failing to report on that day will be liable to pay fine.
  9. A student who is absent from classes for two weeks or more continuously without the written permission of the principal will be considered to have left the College.
  10. If a student fails to attend classes without sufficient reason and prior permission, suitable actions will be initiated.

### **OTHER DUTY ATTENDANCE**

1. Students who represent the college in Sports, NCC, NSS and other extra and co-curricular activities should obtain prior permission from the HOD or the In-charge of the Department signed by the Principal before taking leave to claim other duty attendance. The student should write a letter of permission to the HOD or the In-charge of the Department, forwarded by the Coordi-

nators of the respective activities. On completion of such activities, within two working days, the student should submit the letter of attendance for the event along with the filled in prescribed leave application form (leave form available at the reception) forwarded by class mentor/class teacher. If the certificate of participation is not received within the time period mentioned, the coordinator may write a note regarding the delay. Students may note down the serial number of the leave application and the date of submission, for further reference, before submitting the form to HOD. The attendance for those days will be added in the website.

2. No attendance will be given to students for participation in Certificate Courses (they are conducted outside regular class hours) and makeup tests.
3. Students who are absent for medical reasons must submit the filled in prescribed application form along with the medical certificate to the principal within two working days after the student started attending classes. HODs must maintain the counterfoil of the leave form. Students may note down the serial number of the leave form and the date of submission for future reference.
4. If the entries made in the leave form are incorrect, the candidate must resubmit a new form to the HODs or the In-charge of the Department.
5. Students should not meet the HOD or In-charge of the Department regarding other duty attendance. Discrepancies, if any, must be brought to the notice of the Principal by email ([principal.blr@stpaulscollege.edu.in](mailto:principal.blr@stpaulscollege.edu.in)), citing the serial number, within one week of submitting the leave application form.
6. Students must save a copy of the overall attendance of each semester within two days after the last working day of that semester.

## **LEAVE**

1. Students should apply for leave only by filling in the RECORD OF ABSENCE printed in the last few pages of this student hand book.
2. If a student is absent for up to three continuous classes in a subject/paper, he/she may attend the next class of that subject/paper only after getting an admit slip from the Principal.
3. If a student falls short of 85% attendance in any subject, he/she is required to meet the mentor or if necessary HOD or the In-charge of the Department with his/her parents.
4. Prolonged or serious illness, hospitalisation or long medically advised rest

must be reported to the Principal through the HOD or the In-charge of the Department within 7 working days after taking leave.

### **ELIGIBILITY TO WRITE SEMESTER EXAMINATION**

1. Only those students who have above 85% attendance in each paper (theory and practical) are eligible to write the end-semester examination. A student will not be eligible to write the University Examination if there is a shortage of attendance in any paper.
2. Those candidates who have less than 85% attendance in one paper (theory or practical) will be allowed to write the semester examination in all papers except the one paper in which he/she has a shortage of attendance. The candidate must attend classes only in that paper for which there was a shortage of attendance at the next available chance after completing the course.
3. All answer scripts of CIE and Preparatory Examinations should be returned to the subject faculty, and filed in the department. If there is any ground for appeal regarding the marks allotted in any component of the CIE, the candidate must take it to the concerned teacher within two working days of receiving the marked answer scripts. If the student is not happy with the outcome, he/she must approach the HOD or the In-charge of the Department. No appeal will be entertained after this time period.

### **MINIMUM MARKS FOR PASSING THE EXAMINATION**

Students must score a minimum of 35% in the University Examination, and 40% in the aggregate of CIE and Preparatory Examination in each paper, as minimum marks for passing the examinations. Even though there are no minimum marks required in CIE and Preparatory Examination, to be eligible to write the semester examinations, it is preferable to have at least 35% of the maximum marks for CIE and Preparatory Examination.

### **CELLS, COMMITTEES, STUDY CENTERS, ASSOCIATIONS & CLUBS**

The Clubs, Associations, Cells and Committees in ST PAULS COLLEGE are envisioned to be a platform for the students to showcase their talents, organizational skills and to work in a team to meet the challenges of the latest emerging trends in this competitive world. They function throughout the year and make available adequate support services to the students and staff of the college.

## **EXAMINATION GRIEVANCE CELL**

All grievances related to the CIE and Preparatory Examination marks may be addressed first to the concerned faculty. If it is not resolved satisfactorily, the students may approach the class mentor. If it is not resolved in this phase, the student can approach the HOD or the In-charge of the Department and if a student is not satisfied with the outcome, he/she may approach the COE (Controller of Examinations). All grievances related to the University Examination (including theory, practicals, term paper, dissertation, thesis, etc.) may be addressed first to the COE. However, no examination-related grievances will be accepted by COE after one week of publishing the result.

## **INTERNAL QUALITY ASSURANCE CELL (IQAC)**

The Internal Quality Assurance Cell in ST PAULS COLLEGE focuses on developing a system that ensures quality in the overall performance of the institution. It channelizes all the measures, initiatives and efforts of the institution towards a well-integrated process of quality assurance. It also develops and implements quality parameters in line with the requirements of NAAC in both academic and administrative functions of the institution. It ensures continuous student development and progression, student-centric learning environment, quality faculty and self-improvement measures for faculty. IQAC also makes sure that the institution receives constant feedback from all stakeholders which are analysed and applied for quality enhancement. The cell is at the forefront of:

1. Institutional workshops/seminars
2. Faculty Development Programmes
3. Periodic Academic Audit
4. Robust Documentation of Activities

## **NATIONAL SERVICE SCHEME (NSS)**

National Service Scheme (NSS) aims at arousing social consciousness of the youth with an overall objective of personality development of the students through community service.

The main objectives of National Service Scheme (NSS) are to help students understand the community in which they work, promote a higher sense of collective consciousness and remember to keep community ahead of self. Some of the activities of the NSS are:

1. NSS Camp

2. Disaster Response Programs
3. National Integration Programmes
4. Community Drives and Initiatives

### **NATIONAL CADET CORPS (NCC)**

National Cadet Corps (NCC) is the single largest uniformed youth organization of the world which functions to develop qualities of character, leadership, comradeship, courage, discipline, spirit of adventure, secular outlook and the ideals of selfless service amid the youth of the country. The NCC wing of the college organizes regular parades with the support of the battalion and cadets take part in camps, certificate exams, etc. The NCC wing is also involved in conducting various events which enable the cadets to be patriotic and socially responsible citizens. The NCC unit of ST PAULS COLLEGE provides a platform for students to be familiarised with a disciplined routine and life whether or not they might opt for a future career in the armed forces.

### **PLACEMENT CELL**

In line with the motto of the institution, “Creating Professionals for a Better Tomorrow”, ST PAULS COLLEGE has a proactive training, development and placement cell, coordinated by a full-time placement officer. The Placement Cell works in coordination with all the departments of the college to bridge the gap between theoretical knowledge and practical experience. It directs programs aimed to train students in various job-oriented skills. The Cell invites several reputed companies for campus selection and recruitment from time to time and also provides due career guidance right from the start of the courses and special training and assistance is given to their final year to prepare their CVs, take aptitude tests, conduct group discussions and prepare them for interviews.

### **ENTREPRENEURSHIP DEVELOPMENT CELL (EDC) AND INSTITUTIONS INNOVATION COUNCIL (IIC)**

At ST PAULS COLLEGE, we nurture innovation and entrepreneurial spirit through our Entrepreneurship Development Cell (EDC) and Institutions Innovation Council (IIC). These synergistic bodies work together to foster a culture of creativity and business acumen among our students.

The EDC focuses on cultivating entrepreneurial skills, offering workshops, mentoring sessions, and networking opportunities with successful entrepreneurs. It helps

students transform innovative ideas into viable business plans. The IIC, recognized by the Ministry of Education, promotes innovation through various activities, including ideation contests, hackathons, and industry-academia collaborations. It provides a platform for students to explore, experiment, and excel in innovative thinking. Together, EDC and IIC empower our students to become job creators rather than job seekers, contributing to India's startup ecosystem.

### **DISCIPLINARY COMMITTEE & ANTI-RAGGING CELL**

Protection of human rights is essential for the all-round development of an individual's personality. Disciplinary Committee and Anti Ragging Cell focus on realizing the primary needs of the students and secure civil liberties for everybody. They convene meetings periodically and take steps to redress the grievances. The students' problems are redressed at the earliest, and mediated by the Cell. It also keeps a record of all the grievances that were redressed. The anti-ragging committee on campus collects a written and signed affidavit from all students and their parents/guardians at the time of admission. The committee strives to prevent ragging and in the rarest of rare cases of ragging that are reported, it ensures prompt actions as per law of the land.

### **RESEARCH PROMOTION CELL**

The role of research in the academic institutions is of fundamental importance for its sustainability and development in the modern world and ST PAULS COLLEGE is committed to ensure the same. The quality of teaching and learning in the classroom depends greatly on the quality of research work. The Research Promotion Cell of ST PAULS COLLEGE is responsible for planning and developing the research promotion activities of the college.

1. Faculty: The institution focusses on enhancing research activities and organizing various National Level Conferences with an inter-disciplinary approach by fusing knowledge streams of various disciplines. Faculty present and publish papers in UGC recognized journals by participating in various National, State and University level conferences, seminars and workshops. Some of the faculty members of the institute are also pursuing Ph.D. in various disciplines. The institution encourages research by providing incentives to the faculty for paper publications and presentations every semester.
2. Students: ST PAULS COLLEGE takes pride in students' research paper presentations and publications. The departments make sure that the students par-



ticipate in various national, state and university level conferences and seminars. Students of the college have won many best paper awards and prizes. The respective subject faculty provides necessary assistance to the students that even the UG level students are able to prepare and present research papers and win awards competing at the level of PG and faculty of other colleges.

### **SC/ST CELL**

ST PAULS COLLEGE is committed to promoting inclusivity, diversity, and equal opportunities within the college community. The SC/ST cell of ST PAULS COLLEGE is dedicated to addressing the needs and concerns of students belonging to Scheduled Castes (SC) and Scheduled Tribes (ST) and ensures that they have a supportive and enriching college experience by creating a campus culture that respects and values all students regardless of their background, offering them guidance, counseling, and support services, helping them navigate academic, social, and personal challenges and assisting eligible students in accessing scholarships and financial aid programs. The college fosters an inclusive and supportive campus environment where every student has the resources and opportunities they need to achieve their academic and personal goals.

### **WOMEN EMPOWERMENT CELL**

The Women Empowerment Cell is established to empower female students and faculty to enhance their understanding of issues related to women and to make the campus a safe place for them to study, work and achieve their goals. The Cell takes up women's issues and problems and aims to create awareness about their rights and duties through guest lectures, seminars, awareness programmes and different welfare activities. It's a platform for them to share their experiences and views regarding their status in the society. The cell organises events such as:

### **GENDER EQUALITY CELL**

Gender Equality Cell was formed to sensitise gender equality and to enhance women empowerment. Gender Equality is achieved when women and men enjoy the same rights and opportunities across all sectors of society, when their aspirations and behaviours are equally valued. The cell has been formed with the motive of bringing gender equality, healthy relationship with opposite gender among the students. The objective of the cell is to create mutual respect among the genders, to enhance woman empowerment, to create awareness on human and woman rights.

The cell aims at promoting gender amity amongst all the students and employees and create an environment where students and teachers get to perform their functions without any disadvantage related to gender bias.

### **INTERNAL COMPLIANCE COMMITTEE**

As per the guidelines of UGC, NAAC and the Supreme Court, an Internal Compliance Committee has been established by ST PAULS COLLEGE to provide a healthy and congenial atmosphere for the staff and students of the College. The committee is established to prepare a detailed plan of action, both short and long term to address issues pertaining to safety of all persons on campus with a motive to create a secure physical and social environment that deters acts of sexual harassment

### **HUMAN RIGHTS PROTECTION CELL**

Human Protection Cell has been initiated in our college during the academic year 2021-2022. The cell aims at creating awareness about human rights and fundamental duties as a citizen among the faculty, staff, and students. It also aims at the personality development of individuals and to lead a decent and dignified life without infringing the rights of others. Only when Human Rights are acknowledged, respected, and promoted, Justice and Peace can become a reality. Keeping in mind that individuals can attain their full potential only if they are not denied their rights. The cell thrives to educate and empower students on Human Rights and enables them to exercise their rights and also respect and uphold the rights of others.

### **YUVAMANTHAN CELL**

The Yuvamanthan program is an initiative by the Indian government designed to engage and involve youth in the process of policy-making and governance. The program includes a series of events, workshops, and discussions where young people can express their ideas, contribute to policy formulation, and interact with policymakers and experts.

The Yuvamanthan Cell of ST PAULS COLLEGE aims to enhance the skills of students in areas such as leadership and critical thinking. Additionally, it provides a platform for the students to network with peers and experts. The cell also aims to raise awareness among students about various government initiatives.

## **STUDY CENTRES**

Study centres focus on inculcating the values and practices that are associated with the person, school or concept whichever the focus of the centre is. Different Study Centres were instituted in St. Pauls College in the academic year 2018-19. There are five study centres in the college namely Buddha, Gandhi, Vivekananda, Ambedkar and Yoga. The study centres, which are named after the famous personalities who have shaped the culture, society, morale and destiny of India as a nation, focus on transferring the personal qualities of these people to the lives of the student community. On the other hand the Yoga Centre focuses on the physical and mental wellness of the students by motivating them to practice yoga. The study centres help to incorporate academic as well as affective aspects of education in the college learning ecosystem.

## **PARENT-TEACHER ASSOCIATION**

ST PAULS COLLEGE maintains a good relationship with the parents of the students. Feedback from parents is valued to fine tune the academic program. Parent-Teachers Meet is organized once every semester wherein the students' performance in examinations, attendance, etc., are discussed by the class mentors/subject lecturers with parents/guardians. A core parent council is also instituted and meetings of the council are held from time to time.

## **CENTRE FOR SOCIAL ACTION (CSA)**

Besides academics, the institution promotes and makes available myriad resources and opportunities to ensure that its students emerge as morally upright citizens who are socially connected to the needs of the poor. True to this, CSA has adopted two panchayats under which there are many small villages. Drawing inspiration from the vision of the institution, it provides a platform for students in their character formation and helps to explore and develop the art of critical thinking, leadership skills and interventions aimed to build a just society. The centre forms and conscientizes young students to reach out to the deprived and vulnerable sections of the society by empowering them through skill enhancement and training. CSA also aims at helping other students to be sensitive to the poor by showing concern and compassion. The various activities carried out by CSA are:

1. Classes for Govt. school children
2. Exam preparation classes for class 10 Kannada medium students
3. Health camp
4. Collection and distribution of essentials to the needy

## **ST PAULS VOCATIONAL SKILL TRAINING CENTRE (SPVSTC)**

ST PAULS VOCATIONAL SKILL TRAINING CENTRE (SPVSTC), part of ST PAULS COLLEGE, Bengaluru, offers specialized vocational training with a focus on empowering women from diverse communities. We bridge the gap between education and industry needs, providing practical skills for careers and entrepreneurship. Our expert educators work alongside NGOs and industry professionals, delivering hands-on workshops and a curriculum that blends technical skills with personal growth. Our facilities and industry partnerships create an ideal environment for skill development. At SPVSTC, we emphasize not just job readiness but the holistic development for the participants, preparing them to succeed in dynamic professional settings and contribute meaningfully to society.

## **ST PAULS ALUMNI ASSOCIATION (SPAA)**

Alumni association of the institution gives an opportunity for the graduated students to come back to their alma mater and reminisce their days in the college, meeting their teachers and the management. The institution celebrates St Pauls Alumni Day on 26 January every year. Alumni fund created by the alumni themselves is used for outreach programmes and various extension activities. Alumni Meet of each department is also arranged on a day convenient to the alumni. The departments ensure that the alumni meet the students, share their experiences in relation to career opportunities, higher studies and their need to involve in various clubs, committees and associations of the college to equip themselves for a life and career outside.

## **STUDENT COUNCIL**

Student Council members of the college are elected based on good character and solid academic, co-curricular and extracurricular standing. They officially represent all the students of the college. The council members identify and help solve problems encountered by the students by reporting them to the management. The 6-member student council is comprised of the President, Vice-President, two Sports Secretaries and two Cultural Secretaries. The council members have to be model students in the campus. They collaborate closely with the student volunteers during college events to maintain the discipline of the institution. The objective of the student council is to encourage students to volunteer in the University, State, National and International level cultural and sports competitions, collaborate with other clubs like CSA, NSS and Health Club, and involve in outreach activities. They also assist the coordinators of different clubs like arts, dance, music, theatre and fashion show. The student council participate in organizing and conducting the intra-collegiate sports and cultural events of the college.

## **LSDP, PSDP & VALUE EDUCATION**

**Life Skills Development Programme (LSDP):** In an effort to improve the psycho-social competence of students, regular Life Skills classes are conducted during the academic year. These classes provide an open platform for students to share their opinion, understanding and experiences with regard to a variety of issues that influence their personality. The aim is to equip them with better skill for adaptive and positive behaviour.

**Professional Skills Development Programme (PSDP):** Professional skills classes are organized to help the students to meet the needs of the corporate world. The programme equips the students with updated tools and techniques that are needed to face the challenges of their professional careers. The programme prepares the students ready for the industry and a world of work. The participants get trained in leadership skills, communication skills, conflict resolution, team work, etc. PSDP is generally held towards the end of the second year and during the final year studies.

**Value Education:** At ST PAULS COLLEGE, we believe in nurturing not just academic excellence, but also character and values. Our Value Education program is designed to instill ethical principles, moral integrity, and social responsibility in our students. Through interactive sessions, case studies, and community service projects, we explore topics such as honesty, empathy, respect, and civic duty. This holistic approach aims to shape well-rounded individuals who contribute positively to society.

## **ADD ON | DIPLOMA COURSES**

ST PAULS COLLEGE provides a number of Add on/Diploma programs for their skill development. This unique venture provides state-of-the-art informatics and optimization expertise to the student community for improving their efficiency and competitiveness in the areas of Commerce and Management, Language Skills, Computers and Information Technology. Some of the programmes include Aviation, Digital Marketing, Photography, Film-Making, Cinematography, Ethical Hacking, Artificial Intelligence, Cyber Security, Cloud Computing, Career Counselling, Logistics and Supply Chain Management, CA, CS, ACCA etc.

## **ST PAULS COMPETITIVE EXAM CLUB (SPEC)**

Thousands of job opportunities are offered to students as officers in government sector every year. UPSC, SSC and state PSCs conduct exams for these posts, and students prepare for them with passion and dedication. Considering the ambitions of the students and the expectations of the parents, ST PAULS COLLEGE trains students to face the real-world competitive exams and help them to master their

chosen field. Along with preparations for these exams, the interactions in the club enable the students to look at the events around them objectively and broaden their vision and ambition. The club is a community of like-minded youngsters and becomes a meeting point for coordinating their activities. It is a source of inspiration and guidance for all to achieve their ambition.

### **YOUNG CHRISTIAN ASSOCIATION OF PAULITES (YCAP)**

Young Christian Association of Paulites (YCAP) organizes a number of activities that include worship and prayer services, community service, music, etc. Holy Mass is celebrated on the first Friday of every month. Carol singing, competitions and the annual retreat for the Christian students is also taken care of by YCAP.

### **COMMERCE CLUB**

Under the guidance of the staff coordinators, the Commerce Club provides a comprehensive understanding of the cultural, financial, geo-political, national and international economic nuances that affect commercial activities. The club aims to promote an enhanced understanding of commerce and its facets among students and conducts regular activities around the same, such as:

- Extension lectures
- Diploma courses
- Seminars
- Exhibitions
- Industrial visits
- Interactive sessions

### **PEGASUS: COMPUTER SCIENCE ASSOCIATION**

The Computer Science Association of ST PAULS COLLEGE is a platform which emphasises on “Technology for All”, which is a forum that is not limited to people who pursue computer science but all those who have passion for technology irrespective of their course. It serves as an information sharing hub where students brain storm and help each other to get a head start in their careers. The primary objective is to keep the students up to date on the current trends of technology. The association aims to create awareness on key topics such as: cyber-stalking, scams, identity theft, cyber bullying, hacking, honey trap, data manipulation and fraud. Frequent club activities will be conducted to keep everyone engaged such as:

- Monthly quiz
- Debates
- Coding and debugging
- AI Awareness
- Outreach program
- Industrial visit

## **MANAGEMENT CLUB**

Management Club is a forum of the students of Business Management. The Club strives to develop management acumen in students by inculcating planning, coordinating and decision making skills of the students and to equip them with real-life tools to face the challenges of a management career. The students are provided opportunities to develop the managerial and administrative skills through various activities and lab hours, they get a hands on experience of the world of management through activities such as:

- Presentations
- Industry visits
- Seminars
- Best Manager Competitions
- Management Simulation
- Guest lecture

## **HUMANITIES CLUB**

The primary purpose of The Humanities Club is to provide a platform for students who are either pursuing or are interested in the humanities. The Club encourages the students to be actively involved in activities related to Literature, Psychology, Journalism and Political Science. The following are the various activities that figure in the annual plan of Humanities Club:

- Ikanos – Humanities Club Fest
- Guest Lectures/Workshops
- Photography exhibition
- Creative Writing Competitions
- Short Film Making competitions
- Visit to NIMHANS (Brain Museum)

## **LANGUAGE CLUB**

The Language Club of SPC was started with the aim of providing the students a platform to master languages. The club conducts various activities for different languages to create interest in language among the students and to develop their language skill. The club plans to inculcate a positive response from the students. Various programmes such as the below are planned for students such as:

- Educational Trips
- Mother Language Day
- Rajyotsava Celebrations
- Hindi Diwas
- Prabuddha Charcha (Guest Lectures)

## **LITERARY AND CULTURAL ASSOCIATION (LCA)**

Eloquence - The Literary and Cultural Association at ST PAULS COLLEGE, is a vibrant microcosm of all things literary and cultural. The club is at the forefront of developing a culture of articulateness through oration, inscription, music, dance and art. Eloquence encourages the use and mastery of the English language among students, it also encourages students to express themselves through various art forms such as dance, music, painting, sketching and many more through its various activities and functions with the following objectives:

- Literary and Cultural Competitions
- Inter-College Cultural Festivals
- Theatre Workshops/Performances
- Compering and Public Speaking
- Debates
- Guest Lectures
- Panel Discussions
- Art Exhibitions

## **SPORTS COMMITTEE**

The Sports Committee is established to develop athleticism and to keep students healthy in body and in mind. It provides coaching in athletics and games for committed performers. The sports department coordinates inter-collegiate events and intra-collegiate events which help students to perform well in all sports and games events at College, University, State and National Levels. Qualified coaches train students in athletics and games like basketball, volleyball, throwball, floorball, football, kabaddi and cricket. The Sports Committee organises:

- St Pauls Sports and Games
- ST PAULS CUP
- Training and Coaching
- Track and Field Events

## **SWACHHTA ACTION PLAN (SAP)**

The Swachhta Action Plan (SAP) at ST PAULS COLLEGE is our comprehensive cleanliness and sustainability initiative, aligned with the Government of India's Swachh Bharat Mission. Our SAP focuses on five key areas: 1) Sanitation & Hygiene: Ensuring clean facilities and promoting personal hygiene practices. 2) Waste Management: Implementing effective waste segregation, recycling, and disposal systems. 3) Water Management: Conserving water through rainwater harvesting and efficient usage practices. 4) Energy Management: Promoting energy-efficient practices and exploring renewable energy sources. 5) Greenery: Enhancing campus biodiversity through tree planting and maintenance of green spaces.

Through SAP, we aim to instill a sense of responsibility towards cleanliness and environmental conservation in our students. We encourage all members of our col-



lege community to actively participate in these initiatives, contributing to a cleaner, healthier, and more sustainable future.

## **HEALTH CLUB**

Good health is central to human happiness and well-being. Healthy citizens make noteworthy contribution to the overall growth of the society. The club aims at increasing the knowledge and understanding of health issues that affect not only the students of the campus, but also the people in the neighbourhood, and guide them to adopt healthy behaviours. The club promotes hygienic lifestyle among students, organizes outreach programmes, provides first-aid facilities. Covid Task Force was set up as a part of health club following the pandemic in 2020, the club was at the forefront of both testing and vaccination activities. The SPC Health Club, in collaboration with different NGOs and Hospitals, the Club also organizes:

- Free Health Camp
- Blood Donation camps
- Cancer/HIV/AIDS Awareness
- Seminars and Guest Lectures

## **CELEBRATIONS AND DIVERSITY PROMOTION CLUB**

The college's Celebration Club is essential to planning and carrying out the many events as well as activities that improve the educational experience. It is in charge of organizing and arranging festivities like yearly customs, academic successes, and cultural festivals. Its responsibilities are preparing and advertising events, celebrating birthdays, welcoming or send off and interacting with students to guarantee widespread involvement. The celebration committee helps students, professors, and staff feel more connected to one another, improves morale, and creates experiences they won't soon forget by cultivating a lively campus culture.

The Diversity Promotion Club of ST PAULS COLLEGE works to create an environment that is fair and inclusive on campus. It strives to uphold and celebrate the many cultural backgrounds, viewpoints, and experiences that teachers, staff, and students have. The cell plans seminars, get-togethers, and projects with the goal of eradicating prejudices, increasing consciousness, and fostering tolerance and understanding among college students. Its objective is to make sure that each person feels appreciated and supported so they can contribute to a lively and peaceful learning environment.

## **YOGA CLUB**

Yoga is the union of body consciousness with the subconscious—Jivatma and Paramatma. Yoga is the science of healthy and better living Physical Mental mood Intellectual and spiritual. The Yoga Club at ST PAULS COLLEGE is a vibrant student organization dedicated to promoting physical and mental well-being through the practice of yoga. The club offers regular yoga sessions for students and faculty

members under the guidance of certified yoga instructors. The club also organizes workshops on stress management and mindfulness, particularly beneficial during exam periods. The club aims to foster a community of health-conscious individuals and contribute to the holistic development of students at ST PAULS COLLEGE

- Yoga competition
- Yoga camp
- Workshops
- Lecture cum demonstrations

## **ROTARACT CLUB**

Rotaract Club of ST PAULS COLLEGE brings together the students to exchange ideas with leaders in the community, develop leadership and professional skills, and have fun through service. The members of the club become Rotaract Members and work side by side with Rotary members and Rotaract members around the globe. Rotaract focuses on the development of young adults as leaders in their communities and workplaces. Clubs around the world make efforts to bring peace and international understanding to the world. The avenues of service include Club Service, Community Service, International Service, and Professional Development. Rotaract Club of the college undertakes various projects for the holistic development of its members.

## **FACILITIES**

### **LIBRARY**

ST PAULS COLLEGE Library is a place of knowledge enhancement and is designed to cater to the needs of students and faculty. It is located in the 3rd floor with an expanse is 263.38 SQM. The library floor can accommodate 110 readers at a time. Users can also access library resources through the automated library management system without any difficulty. The library provides a wide range of resources to its academic community. It operates between 7:45 am to 4:30 pm. It has academic resources such as books, magazines, national and international journals, encyclopedias, databases, rare books, competitive examination collection (UPSC/NET/KSET/PDO), back volumes of journals, e-books, e-journals, project reports, study centres books, etc.

Services such as internet browsing, photocopying access to KOHA & Linways software are other features offered in the library. Students are allowed to use personal laptops and mobiles in the library for academic purposes on approval. Charging points are provided for uninterrupted use of the same. The SPC library and Information Centre conducts various activities from time to time to promote reading habits.

For organized use of the library, standard library discipline and norms shall apply. Detailed information regarding the use of library, library cards, borrowing and returning of books is available with the librarians and the same is prominently displayed in the library.

## **COMPUTER LAB**

The Computer lab is equipped with state-of-the-art facilities and all the major application software which help to impart education. The lab is equipped with internet and is open even after class hours to meet students' computing needs. Effective lab assistance is also provided to help the students.

## **ST PAULS STUDIO**

ST PAULS COLLEGE has a state-of-the-art studio for audio and video recording and production. Studying and working in a professional recording studio is an experience that the students will cherish for years. The studio with the latest equipment has a spacious console room separated from the large live space. Various gears in St Pauls Studio include Adobe Creative Cloud, Audio Technica, Elinchrom, PreSonus, Apple, Lewitt, Sennheiser, Avid Pro Tools, Sony, Antelope Discrete 8, etc.

## **ST PAULS AUDITORIUM**

St Pauls Auditorium is definitely one of the significant infrastructural facilities of the campus. Keeping in mind the holistic development of student's personality, this modern auditorium provides a conducive structure to showcase the talents of every individual in the campus. It's a frequently visited place for various arts and cultural programmes. Besides, the auditorium is also utilized for conferences, guest talks, and numerous departmental programmes and inter and intra-collegiate events. Situated adjacent to the book house BETTER YOURSELF BOOKS, St Pauls Auditorium is equipped with the most modern audio-visual facilities and a massive seating capacity of approximately thousand people.

## **COUNSELLING CENTRE**

Keeping in mind the institution has an effective counselling centre to provide mental health support to students and staff. The counselling centre helps all Paulites in the holistic development of their personality. It provides a safe space to speak, cope and balance one's mind and emotions. Students can approach the counsellor for any support they seek regarding their mental health. The centre also assists students who find it challenging to cope well with their academics. An appointment can be fixed in consultation with the mentors and the counsellors. Due assistance will be provided during the working hours of the college.

## **SPORTS & GAMES**

The institute gives special emphasis to sports and games in the campus as they play a pivotal role in shaping one's personality and maintaining good health. It encourages students' participation in various games, sports and track and field activities. The campus has spacious playfields for Basketball, Volleyball, Throwball,

Handball, Kabaddi, Badminton, etc., besides facilities for indoor games like Table Tennis, Carrom, Chess, and various other intelligent games. Sporting facilities at the college campus allow the institute to organize various events like inter and intra-collegiate sports, athletic meet, indoor games and different other competitions. These events help students to discover and develop their talent in sports. In order to ensure a sound body and mind, Physical Education department of the college provides scientific teaching, training and coaching in various sports and games and physical fitness programmes.

### **WEBSITE & MANAGEMENT INFORMATION SYSTEM**

A comprehensive assortment of information on the institution, its facilities, academic programme and other activities, admission process, calendar of events, details of recent goings-on, journals and bulletins are all regularly updated in the website – [blr.stpaulscollege.edu.in](http://blr.stpaulscollege.edu.in) and a student management system LINWAYS. One of the special features of LINWAYS is the provision for the students and parents to view the attendance and internal assessment marks with the help of an exclusive username name and password issued to each of them. Candidates can also download the application form and prospectus from the website during the time of admissions.

### **SCHOLARSHIPS**

Scholarships are an important aspect of a student's academic journey. The institution caters to students from diverse backgrounds and supports them in obtaining various scholarships. Students are encouraged and assisted to apply for various national and state government scholarship besides those offered by different NGOs. The scholarship scheme of ST PAULS COLLEGE provides financial assistance to meritorious students from an economically challenged background. Every scholarship has its own set of eligibility criteria and process and the same will be communicated to the students from time to time.

### **CAFETERIA**

Besides providing an atmosphere of excellence, ST PAULS COLLEGE ensures that the staff and students of the college maintain a healthy body following a balanced diet. The canteen offers delicious food and meals at affordable rates at any time. Canteen is operational between 8 am to 4 pm

### **COMPLAINT/SUGGESTION BOX**

Every Paulite is free to make their suggestions/complaints known to the management in person to the Principal or in writing anonymously and dropping it into the suggestion box placed in the Campus. No one will be judged or discriminated against for the same.

## STATE EDUCATION POLICY (SEP) BASED SYLLABUS

The State Education Policy (SEP) of Karnataka is designed to transform education in the state, aligning with the National Education Policy (NEP) 2020. SEP promotes a multidisciplinary approach, a flexible credit system, skill development, multilingual education, and the integration of technology in learning. It also emphasizes research, inclusive education, and continuous teacher development.

At ST PAULS COLLEGE, we are committed to aligning our curriculum with SEP principles to provide students with a world-class education that prepares them for the demands of the 21st century. Our focus is on delivering an educational experience that is both academically rigorous and relevant to the evolving global landscape.

### Internal Assessment as per NEP & SEP for core

#### subjects/programme:

**Carry Over** A candidate who fails in a semester examination may go to the higher semester.

| BA/BSc/BBA/BCOM/BCA                       |                     |                |
|---|---------------------|----------------|
| Particulars                               |                     |                |
| CIE & Preparatory Examinations            | 10 20 Marks         | 05 Marks       |
| Assignment                                | 05 10 Marks         | 05 Marks       |
| Presentation/Seminar/Classroom Activities | 05 10 Marks         | 05 Marks       |
| Total                                     | 20 40 Marks         | 20 Marks       |
| Attendance Slab                           | NEP                 | SEP            |
| 75% to 80%                                | 1   2 marks         | 1 Mark         |
| 81% to 85%                                | 2   4 marks         | 2 Marks        |
| 86% to 90%                                | 3   6 marks         | 3 Marks        |
| 91% to 95%                                | 4   8 marks         | 4 Marks        |
| 96% to 100%                               | 5   10 marks        | 5 Marks        |
| <b>Total</b>                              | <b>5   10 marks</b> | <b>5 Marks</b> |

#### 1. Co-Curricular and Extra-Curricular Activities (CC & EC)

ST PAULS COLLEGE gives opportunities for students to enhance their extra curricular activities by offering the following activities:

- NSS

- NCC
- Sports and Games
- Physical education or activities
- Field studies/Industry Implant Training
- Involvement in campus publications/Campus News Broadcasting
- Publications of articles in Newspapers, Magazines, etc.
- Community works such as promotion of environmental values, human rights, peace and civic sense.
- Cultural activities prescribed by the Bangalore University.
- Innovative compositions and creations of music, performing arts, visual arts, etc.

## **2. Life Skills & Ability Enhancement Courses**

- Communication skills
- Life Skills and Personality Development
- Professional Skills Development Programme
- Indian History
- Culture and Diversity
- Indian Constitution
- Banking and Finance
- Capital and Stock Market
- Science and Society
- Building Mathematical Ability
- Entrepreneurship and Innovation
- Computer Application and Information Technology
- Creativity and Innovation
- Value Education

## **3. Add-on Courses (UG)**

### **Psychology**

1. Case History taking and Assessments.
2. Research and Psychometry
3. Community Psychology

### **Journalism**

1. Social Media and Society
2. Arts and Cultural Journalism
3. DaVinci Resolve

### **Political Science**

1. Mastering Competitive Exams: Strategies for Success

### **English**

1. Film Studies

2. Research Writing
3. Spoken English - Level 1
4. Spoken English - Level 2

### **Computer Science**

1. Artificial Intelligence
2. Cyber Security
3. Ethical Hacking
4. Cloud Computing
5. Machine Learning

### **Kannada**

1. Basics of Kannada
2. Kannada Vyakaran

### **Hindi**

1. Basics of Hindi
2. Hindi Vyakaran

### **Commerce & Management**

1. Advanced Ms Excel
2. Digital Marketing
3. Introduction to BFSI
4. Power BI
5. Pro-GST
6. Aptitude Training
7. Data Analytics
8. Logistics and Supply Chain Management
9. ACCA
10. CA & CS

### **Add-on Courses (PG)**

#### **Psychology**

1. Career Counselling
2. Dementia Care Essentials

#### **Journalism**

1. Adobe InDesign & Photoshop
2. Introduction to Advertising

| <b>MA Journalism and Mass Communication</b>             |          |          |
|---|----------|----------|
| <b>Attendance</b>                                       |          |          |
| 75% to 80%  | 02 marks | 10 marks |
| 81% to 85%  | 04 marks |          |
| 86% to 90%  | 06 marks |          |
| 91% to 95%  | 08 marks |          |
| 96% to 100%   | 10 marks |          |
| Total   |          |          |
| <b>Particulars</b>                                      |          |          |
| Preparatory Examinations                                |          | 10 marks |
| Seminar/Assignment/Presentation/Quiz/ Skill Development |          | 10 marks |
| Attendance  |          | 10 Marks |
| Total   |          | 30 Marks |

| <b>M.Sc Psychology</b>       |          |          |
|------------------------------|----------|----------|
| <b>Attendance</b>            |          |          |
| 75% to 80%                   | 5 marks  |          |
| 81% to 85%                   |          |          |
| 86% to 90%                   |          |          |
| 91% to 95%                   |          |          |
| 96% to 100%                  |          |          |
| Preparatory Examinations     | 10 marks |          |
| Assignment                   | 10 marks |          |
| Attendance                   | 05 Marks |          |
| Seminar/Presentation/Project | 05 marks |          |
| Total                        |          | 30 Marks |



## **MSC**

Candidates who have obtained a minimum of 35% marks in University Examination (i.e. 25 marks out of 70 marks of theory examination) and 40% in aggregate (i.e., total of University Examination and internal assessment marks) in each subject shall be eligible for a pass or exemption in that subject.

## **GENERAL RULES**

1. Every Student of ST PAULS COLLEGE is called Paulite and every Paulite is expected to strive for excellence.
2. The class hours are from 08:10 a.m. to 02.00 p.m. from Monday to Saturday.
3. Second Saturday is a holiday.
4. Students shall abide by the rules and directives of the college and are expected to be worthy Paulites nourished by the values of universal love and respect for each person.
5. Students should maintain a sense of decorum and discipline at all times, both inside and outside the campus. This requirement of discipline and silence is mandatory while attending classes as well as any function or programme organised in the campus.
6. Students are not allowed to carry with them or use in the campus/college any electrical or electronic gadget like CD players, digital cameras, radios, tape-records, digital voice recorders, etc., without the prior permission from the Principal.
7. Active participation in politics is not allowed. Students are forbidden to organize or attend any meeting within the College or collect money for any purpose or to circulate among them any notice or petition of any kind or paste such objects on the College notice board without the written permission from the Principal.
8. Students must not join any club or society or make any engagement that would interfere with their studies without the permission of the Principal.
9. Functions of any associations, cultural programs or any kind of celebrations will be held after class hours and outside the classrooms. Practice for all programmes should be held either prior to or after the class hours.
10. Use of internet by the students in the campus is expected to be for their academic purpose only. If any student found misusing internet, appropriate disciplinary action will be taken by the management.
11. In every thought, word and deed, Paulites are expected to respect, uphold and

communicate the dignity, decorum and honour of the institution.

12. Those who are guilty of serious misconduct or whose presence is detrimental to the order and discipline on the campus are liable to be expelled.
13. Students can leave the campus during class hours only after getting due permission from the respective class mentor/class teacher/HOD/In-charge of the department/Principal.
14. All the Catholic students are expected to participate in the Holy Mass celebrated on the first Friday of every month in the college chapel.
15. Continuous striving for excellence, universal love, respect for others, and ardent pursuit of truth being the characteristics of Paulite education, every student should pledge not to indulge in any of the following acts which are detrimental to the values mentioned above:
  - Absenting from any class without valid reason and prior permission.
  - Shouting and whistling inside the classroom/auditorium.
  - Using mobile phone inside the class rooms/auditorium.
  - Causing damage to college property.
  - Being present inside the college premises under the influence of alcohol/drugs and possessing any intoxicant or deadly weapons.
  - Any act of disobedience to any of the members of the college faculty and staff.
  - Bullying, scuffle, fight and forming hostile groups adversely affecting the serene atmosphere of learning.
  - Indulging in any of what is mentioned above is considered a serious act of indiscipline warranting serious and adequate disciplinary action.
  - Ragging in any form is totally banned in ST PAULS COLLEGE. The College shall take strict action against such persons. It may result in criminal proceeding and/or cancellation of admission against those found guilty of ragging and/or abetting it. The decision of the Anti-Ragging Committee of the college shall be final and binding in this regard.
  - Students shall always wear their ID card around their neck while in the campus and produce the same to any member of the staff or College officials when asked for.
  - Students are required to be at their seats before the stroke of the second bell for the commencement of classes. Students who report to the college after 8.10 a.m. are expected to complete their assignments in the library during the first hour. Disciplinary actions will be initiated against frequent late-comers.

- No student is allowed to leave the classroom without the permission of the teacher or until the class is dismissed.
- As a gesture of respect, students shall greet teachers on first meeting them for the day within the premises of the College, and whenever they meet them in public. As the teacher enters the classroom, students must rise from their seats, greet him/her and remain standing till directed to sit.
- There should be complete silence on corridors during class hours to maintain an academic atmosphere. Students must not loiter on the corridors during the class hours.
- Active participation in co-curricular activities is an excellent aid to students' striving for excellence and is mandatory for every student.
- Moved by the rigor of academic goals of each student and the demands of excellence, each Paulite should take into confidence his/her class-mentor and maintain a healthy relationship with him/her so as to take up with him/her any problem, academic or otherwise and to consult for arriving at a solution for the same.
- Dress and general appearance of the students shall be in good taste and no way be offensive to the cultural ethos and norms.
- Smoking, chewing gum, chewing paan and use of any addictive substance is strictly prohibited within the campus.
- The campus must be kept clean and tidy at all times. The college is a temple of learning. Hence all the Paulites are required to keep the beauty and the spiritual ambience of the campus. Littering and defacing the walls or desks, damaging college property are not expected of any Paulite.
- Insubordination, habitual inattention, neglect of work, unbecoming language or conduct, obscenity in word or deed render a student liable to temporary or permanent dismissal.
- Boys and girls are expected to conduct themselves with dignity and maturity. They must observe norms of decency, propriety and mutual respect in their interpersonal relationships. Any improper relationship will detract the students from their academic engagement and therefore, if noted, such students are liable for correction.
- Every student is required to wear his/her identity card around the neck at all times in the college campus. The card should be shown to the staff or College officials when asked, especially during examination, during formal programmes, in the administrative office and library.

- Vehicle Parking will be allowed on all working days from 8.00 a.m. to 6.00 p.m. Students are required to leave their two wheelers in the parking area. It's mandatory for the two-wheelers to wear the helmet and follow the rules. The management will not be responsible for vehicles that are unlocked or damaged.
- Movements of vehicles in the college campus must be at a moderate speed. Vehicles are to be parked in the allotted parking area and appropriate action will be taken against violators. While parking the vehicles in the campus students are to keep the order and keep their vehicles locked.
- The instructions given by the security officers in the campus are to be adhered to.

ST PAULS COLLEGE reserves the right to take and use photographs/video at any event sponsored by ST PAULS COLLEGE or any activities at ST PAULS COLLEGE without expressed written permission of those included within the photographs/video. ST PAULS COLLEGE may use the photograph/video in publications or other media material produced, for educational, promotional, marketing or other purposes, including but not limited to: brochures, invitations, books, newspapers, magazines, television, websites, etc. Any person/student/faculty/staff attending a ST PAULS COLLEGE event who does not wish to have their image recorded for distribution should make their wishes known to ST PAULS COLLEGE and/or contact ST PAULS COLLEGE at [mm.blr@stpaulscollege.edu.in](mailto:mm.blr@stpaulscollege.edu.in), in writing of his/her wishes and include a photograph within a reasonable amount of time prior to the event. ST PAULS COLLEGE will use the photograph for identification purposes and will hold it in confidence

As indicated above, use of mobile phones can cause impediments to the academic focus of the student and may be detrimental to the learning atmosphere. Students are not permitted to use mobile phones in the classroom and during class hours. If any student is found using the mobile phone inside, it will be confiscated and will not be returned. However, they may use it during the snacks break, lunch break and after the class hours.

## **DRESS CODE FOR STUDENTS**

### **1. MONDAY**

Students must wear the blazer with the tie throughout the day.

Formal attire is mandatory, including college-designated pants without alterations. Skin-tight or ankle-length pants are prohibited.

Students must purchase a new uniform if their existing one has fitting issues in the 2nd or 3rd year.

Only black or brown formal shoes are permitted; no designs or bows are allowed.

## **2. TUESDAY**

Students must wear formal attire.

Girls: Salwar kameez with a dupatta, or Western formals. Sleeveless tops and ankle pants are not allowed.

Boys: Formal pants and shirts with formal shoes (black or brown only). Slippers, sneakers, and crocs are prohibited.

## **3. WEDNESDAY**

Students must wear the college T-shirt with jeans/pants. Torn, shaded, or six-pocket jeans are not allowed.

Shoes are compulsory.

## **4. THURSDAY TO SATURDAY**

Girls: Decent casuals, either Indian or Western. Long skirts with traditional tops and jeans with a decent top are allowed. Crop tops, cold shoulders, short skirts, frocks, transparent clothes, and printed shirts are prohibited.

Boys: Jeans, T-shirts, and formal shirts and pants are allowed. Printed shirts, Torn, shaded, or six-pocket jeans, and round-neck shirts are not permitted. Caps and hats are prohibited on all days.

## **5. DURING COLLEGE EVENTS**

The dress code must be followed during all events. Only students who are performing may request permission from the Disciplinary Committee and Principal to deviate from the dress code.

## **OTHER IMPORTANT RULES:**

### **1. MOBILE PHONES**

Mobile phone usage is prohibited in corridors, classrooms, and the auditorium. Phones are allowed only during short breaks and lunch breaks.

### **2. ID CARDS**

ID cards must be worn visibly at all times inside the campus.

### **3. LANGUAGE**

Only English should be spoken on campus.

### **4. HELMETS**

Helmets are compulsory when entering the college premises on two-wheelers.

### **5. FREE TIME**

Students cannot sit in front of the reception during free periods. Students are urged to spend free time in the library or engage in activities of personal development.

## **6. HEADPHONES**

Bluetooth devices and headphones are not allowed inside the campus.

## **7. HAIR AND ACCESSORIES**

Unnatural hair colours (e.g., red, green, blue) are not permitted.

Boys are prohibited from having long hair, ponytails, earrings, or nose pins.

## **STAFF-STUDENT RAPPORT**

Student life is greatly influenced by the people with whom they constantly interact within ST PAULS COLLEGE—the teachers. Paulites can benefit from their rich experience and knowledge through constant personal contact both inside and outside the classroom. All the classes will have a class mentors. The role of the class mentors is to help the students under their care, to attain their full potential.

## **PARENTS AND GUARDIANS**

Parents and guardians are partners with the College in the task of total and integral education of their children. It is in keeping with this concept of “partnership” in education that the Principal invites the parents/guardians of students twice a year to discuss the performance of their children. The dates of the meetings will be announced well ahead of time. Parents/ guardians are requested to attend the meetings. It is also recommended that they meet HOD, in-charge of the Department and Class Mentors to ascertain the conduct and progress of their students. The College welcomes suggestions from parents and well-wishers.

## **CLASS MENTOR**

The process of Mentoring is an individualized form of counselling and guidance activities. It addresses students’ need to have a friend, a counsellor and a confidante in the campus. The practice is aimed at fostering a better rapport between the students and the teachers at a personal level. Effective mentoring begins with the faculty and depends upon the healthy relationship between faculty and students.

### **Objectives of Mentoring**

1. To be supportive towards the student and be a link between the students and the Department, between the course teachers and the students, between the parents and the students and between the students themselves.
2. To help the students towards their integral formation.
3. To make the students aware of library facilities, scholarships, remedial

courses, counselling facilities, credit system, NSS, NCC, cultural associations, grievance committee, placement, canteen, certificate courses, sports activities, outreach programmes, Choice Based Credit System [CBCS], etc.

## **ROLES AND RESPONSIBILITIES OF MENTORS**

1. Each class will have one class mentor/class teacher. The role of the mentor is to contribute to the total development of the students under his/her care.
2. He/she will maintain the bio-date of every student.
3. He/she meets the students individually at least once a month.
4. He/she continuously monitors, counsels, guides and motivates the students in all academic matters.
5. He/she will respect students' views and initiate a dialogue when necessary.
6. He/she helps to maintain unity and team spirit among students.
7. He/she is in-charge of CC and EC cards of the students and guides and encourages them to participate in different activities in the college and outside.
8. He/she nominates the class rep and assistant class rep.
9. He/she advises students regarding choice of electives, projects, internships, etc.
10. He/she contacts parents/guardians if situation demands (e.g. academic irregularities, shortage of attendance, negative behavioural changes and interpersonal relations, detrimental activities, etc.)
11. He/she refers to the college counsellor those students who need special guidance.
12. He/she contacts the parents and ensures that they attend PTA.
13. He/she advises students in their career/professional development.
14. Mentors of final year students keep in touch with the students even after their graduation (Alumni) and maintain a record of details.
15. He/she informs the HOD and suggests if any administrative action is called for.
16. He/she is responsible for classroom (infrastructure - marker pens, computer, projector, duster, benches, tables, notice board, etc.) and reports to the administrator.
17. He/she helps students to creatively prepare for the assembly and works in collaboration with the assembly coordinator.
18. Students should inform the class mentor for leave up to two days. They should inform the class mentor and the HOD for leavers for three days and above.

## **DOCUMENTATION BY THE MENTORS**

1. Maintains the record of absentees.
2. Maintains files of leave letters, medical leave certificates, parents' leave consent forms, etc.).
3. Maintains records of late slips.
4. Maintains parents' approval forms for industrial visit, study tours, picnics, etc.
5. Maintains semester-wise university marks of the students.
6. Maintains records of CIA and Preparatory examinations.
7. Documents PTA meetings of each parent-student individually.
8. Maintains record of remedial classes taken by every subject teacher.
9. Keeps a record of each student's family details for contact purpose only.
10. Maintains a detailed progressive record of the academic performance of the students in the format given by the college.
11. Maintains a detailed progressive record of the student's achievement in cultural, sports, etc. in the format given by the college.
12. Maintains a brief but clear record of all the discussions with students.
13. Maintains alumni records (E.g. pursuing higher studies or if working, details of the work, etc.)
14. The Secretary documents the minutes of the mentors' meeting with the principal which will be held once a month.

## **DOCUMENTS NEEDED FOR CERTIFICATES**

The following are the document/s needed to apply for certificates from College:

(A) Consolidated Marks Card (Transcript)

- (i) Request letter addressed to the Principal
- (ii) Photocopy of all marks cards of all semesters
- (iii) Fee paid receipt

(B) Migration Certificate

- (i) Request letter addressed to the Principal
- (ii) Photocopy of all marks cards
- (iii) Photocopy of TC
- (iv) Fee paid receipt

(C) Transfer Certificate & Provisional Degree Certificate

- (i) Request letter addressed to the Principal
- (ii) Photocopy of all marks cards
- (iii) Eligibility from the office of the COE
- (iv) Fee paid receipt

(D) Character Certificate, Duplicate ID and Duplicate Hall ticket

- (i) Request letter addressed to the Principal
- (ii) Fee paid receipt

(E) Any other certificate

- (i) Letter addressed to the Principal specifying the nature of the certificate.



## **REQUIREMENTS FOR COMPLETION OF UG COURSES**

All students of undergraduate courses must:

1. Pass all examinations and other academic requirements as per the proposed syllabi.
2. Complete at least one SWAYAM certification every year.
3. Pass the prescribed foundation courses and open elective papers as required.
4. Successfully attend and participate in the social outreach programme for the proposed duration during their course.
5. Minimum of 15 days internship is mandatory for final year students.

## **GOVERNING COUNCIL MEMBERS**

1. Rev Fr Joby Mathew (President)
2. Rev Fr Joseph T C (Chairman)
3. Rev Fr Thomas M J (Principal)
4. Dr B Shailashree (University Nominee)
5. Dr Hanumanthappa M (Management Nominee)
6. Rev Fr Shaiju Joseph (Vice Principal and Administrator)
7. Rev Fr Saju George (Management Member)
8. Dr Babu V (Faculty, IQAC Coordinator)
9. Ms Saranya Francis (Faculty, Secretary)
10. Ms Dalvy Jose (Faculty)

## **MANAGEMENT COUNCIL MEMBERS**

1. Rev Fr Joseph T C (Chairman)
2. Rev Fr Thomas M J (Principal)
3. Rev Fr Shaiju Joseph (Vice Principal and Administrator)

## **IQAC TEAM**

1. Rev Fr Thomas M J (Chairman)
2. Rev Fr Shaiju Joseph (Vice Principal and Administrator)
3. Dr Babu V (Coordinator)
4. Dr Sridhar L S (External Expert)
5. Dr Kaniska K (External Expert)
6. Mrs Smitha Venkatesh (Industry Expert)
7. Dr Prashanth V (Secretary)
8. Dr Shailaja M (Member)
9. Ms Uma (Member)
10. Mrs Usha N (Parent Representative)
11. Mr Vijeth Veerappa (Alumnus)
12. Ms Relina Ann Phillips (Student)

## **HODs & INCHARGES**

1. Fr Dr Thomas M J - HoD, PG Dept of Psychology
2. Dr Prashanth V - HoD, PG Dept of Journalism & Mass Communication
3. Dr Babu V - HoD, Dept of Commerce & Management
4. Dr Shailaja M - HoD, Dept of Humanities
5. Dr Trapty Sharama - Incharge, Dept of Languages
6. Mr Prakash V - Incharge, Dept of Computer Science
7. Ms Mridula Kulkarni - Coordinator, PG Dept of Psychology

## **STUDENT COUNCIL 2024 -25**

1. Angel Maria Jiji (President)
2. Abishin Marshall (Vice President)
3. Bhagvan M (Cultural Secretary)
4. Krishna Maanasa (Cultural Secretary)
5. Srinivas R (Sports Secretary)
6. Nitya S (Sports Secretary)
7. Swathi K (P.G. MSc. Representative)
8. Jeni Susan Biji (P.G. M.A. Representative)

| <b>MANAGEMENT</b>                          |                    |   |
|--|--------------------|---|
| <b>Name</b>                                | <b>Designation</b> | <b>Email Address</b>                      |
| Dr Fr Joseph TC                            | Chairman           | joseph.tc.ssp@stpaulscollege.edu.in       |
| Dr Fr Thomas MJ                            | Principal          | principal.blr@stpaulscollege.edu.in       |
| Dr Fr Shaiju Joseph                        | Vice Principal     | vp.blr@stpaulscollege.edu.in              |
| Dr Fr Shaiju Joseph                        | Administrator      | admin.blr@stpaulscollege.edu.in           |
| Fr Pritvi Raj                              | Faculty            | priti.viraj.blr@stpaulscollege.edu.in     |
| Fr Dr Dominic D'Silva                      | Faculty            | dominic@stpaulscollege.edu.in             |
| <b>ADMINISTRATION</b>                      |                    |   |
| Admission Officer                          |                    | admissions.blr@stpaulscollege.edu.in      |
| Accounts                                   |                    | accounts.blr@stpaulscollege.edu.in        |
| Media Manager                              |                    | mm.blr@stpaulscollege.edu.in              |
| Front Office                               |                    | helpdesk.blr@stpaulscollege.edu.in        |
| Office                                     |                    | office.blr@stpaulscollege.edu.in          |
| International Student Affairs              |                    | intl.studentaffairs@stpaulscollege.edu.in |
| Nodal Officer                              |                    | nodalofficer.blr@stpaulscollege.edu.in    |
| <b>CLUBS &amp; COMMITTEES COORDINATORS</b> |                    |   |
| NSS  |                    | nss.blr@stpaulscollege.edu.in             |
| NCC  |                    | ncc.blr@stpaulscollege.edu.in             |
| IQAC                                       |                    | iqac.blr@stpaulscollege.edu.in            |
| Scholarships                               |                    | scholarship.blr@stpaulscollege.edu.in     |
| Anti-Ragging                               |                    | antiragging.blr@stpaulscollege.edu.in     |
| Internal Compliance Committee              |                    | antisexual.blr@stpaulscollege.edu.in      |
| Exams Cell                                 |                    | exams.blr@stpaulscollege.edu.in           |

|                              |                                      |
|------------------------------|--------------------------------------|
| Disciplinary Committee       | discipline.blr@stpaulscollege.edu.in |
| Human Rights Protection Cell | hpc.blr@stpaulscollege.edu.in        |
| Counseling Cell              | counsel.blr@stpaulscollege.edu.in    |
| Admission Committee          | admissions.blr@stpaulscollege.edu.in |
| Placement Cell               | placement.blr@stpaulscollege.edu.in  |

| <b>TEACHING STAFF</b> |                       |                                       |
|-----------------------|-----------------------|---------------------------------------|
| <b>Name</b>           | <b>Department</b>     | <b>Email Address</b>                  |
| Babu V                | Commerce & Management | babu.v@stpaulscollege.edu.in          |
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| Sumathi C P           | Commerce & Management | sumathi.cp@stpaulscollege.edu.in      |
| Radhika A N           | Commerce & Management | radhika.an@stpaulscollege.edu.in      |
| Arpitha Punida        | Commerce & Management | punida.a@stpaulscollege.edu.in        |
| Prakash V             | Computer Science      | prakash.v@stpaulscollege.edu.in       |
| Greeshma V S          | Computer Science      | greeshma.vs@stpaulscollege.edu.in     |
| Suhas Aithal          | Computer Science      | suhas.a@stpaulscollege.edu.in         |
| Manjula S             | Computer Science      | manjula.s@stpaulscollege.edu.in       |
| Lincy Joseph          | Computer Science      | lincy.j@stpaulscollege.edu.in         |
| Shailaja M            | Humanities            | shailaja.m@stpaulscollege.edu.in      |
| Saranya Francis       | Humanities            | saranya.francis@stpaulscollege.edu.in |
| Elizabeth Jancy       | Humanities            | elizabeth.jancy@stpaulscollege.edu.in |

| <b>TEACHING STAFF</b>  |                                    |                                      |
|------------------------|------------------------------------|--------------------------------------|
| Sabina Yesmin          | Humanities                         | sabina.y@stpaulscollege.edu.in       |
| Riya M Abraham         | Humanities                         | riya.a@stpaulscollege.edu.in         |
| Mihir Modak            | Humanities                         | mihir.m@stpauls.edu.in               |
| Kukku C Jayamon        | Humanities                         | kukku.j@stpaulscollege.edu.in        |
| Trapthy Sharma         | Languages                          | trapthy.sharma@stpaulscollege.edu.in |
| Savithri C             | Languages                          | savithri.c@stpaulscollege.edu.in     |
| Mridula Kulkarni       | PG Psychology                      | mridula.k@stpaulscollege.edu.in      |
| Anagha S               | PG Psychology                      | anagha.s@stpaulscollege.edu.in       |
| Prashanth V            | PG Journalism & Mass Communication | prashanth@stpaulscollege.edu.in      |
| Fr Shaiju Joseph       | PG Journalism & Mass Communication | shaiju@stpaulscollege.edu.in         |
| Fr Prithvi Raj         | PG Journalism & Mass Communication | prithviraj.blr@stpaulscollege.edu.in |
| Fr Dr Dominic D' Silva | PG Journalism & Mass Communication | dominic@stpaulscollege.edu.in        |
| Ananya N K             | PG Journalism & Mass Communication | ananya@stpaulscollege.edu.in         |
| Omkaresh S             | PG Journalism & Mass Communication | omkaresh.s@stpaulscollege.edu.in     |
| Mahesh M S             | Library and Information center     | mahesh.ms@stpaulscollege.edu.in      |
| Malini T S             | Library and Information center     | malini.ts@stpaulscollege.edu.in      |
| Manjunatha V           | Physical Education Director        | manjunatha.v@stpaulscollege.edu.in   |

| <b>STUDY CENTRES</b>    |                              |                             |  |
|-------------------------|------------------------------|-----------------------------|--|
| <b>SL. NO</b>           | <b>CENTRE</b>                | <b>COORDINATORS</b>         | <b>STUDENT COORDINATORS</b>  |
| 1                       | Buddha                       | Ms Elizabeth & Ms Lincy     | Christin & Tijo (II BA)  |
| 2                       | Ghandhi                      | Ms Savithri & Ms Greeshma   | Chaitra (III BCOM) & Chethan (II BBA)  |
| 3                       | Vivekananda                  | Mr Gowtham & Ms Sumathi     | Deekshith M (II BCOM) & Pruthvi Shree B K (II BBA)                               |
| 4                       | Ambedkar                     | Ms Ananya & Ms Kukku        | Anashwara V (III BA) & Geethashree B K (III BA)                                  |
| 5                       | Yoga                         | Ms Dalvy & Mr Manjunatha    | Artheshwari (III BA) & Varsha (II BCOM)  |
| <b>DEPARTMENT CLUBS</b> |                              |                             |  |
| 1                       | Commerce Club                | Commerce Department         | Ancy Shibu (III BCOM) & John Bosco V (III BCOM)                                  |
| 2                       | Management Club              | Management Department       | Sameena Banu (III BBA) & Nair Uday Prasad (III BBA)                              |
| 3                       | Humanities Club              | Humanities Department       | Dept Office Bearers<br>Student Coordinators                                      |
| 4                       | Language Club                | Language Department         | Purvi Khandelwal (II BA),<br>Rafat (II BBA)<br>Shalini (II BSc) & Abhi (II BCOM) |
| 5                       | Computer Science Association | Computer Science Department | Arden Savio Diago (III BCA) & Nikita Sachin Deshpande (III BSc)                  |

|   |  |  |   |
|---|--|--|---|
| 6   | Psychology Club  | PG & UG<br>Psychology  | Bhavana (II MSc), Joshua (II MSc), Ramitha (II BA) & Rashmivardhana (III BA)                          |
| 7   | Journalism Club  | PG & UG<br>Journalism  | Jeni Susan B G (II MA) & Shinos Arvind (II MA)  |
| <b>CULTURAL AND ARTS CLUBS</b>                              |  |  |   |
| 1   | Literary & Cultural Association (LCA)<br>(Theatre, Literary, Public Speaking, Cultural & Arts) | Ms Saranya (Coordinator)<br>Ms Dalvy,<br>Mr Gowtham<br>Ms Riya & Ms Manjula          | Cultural Secretaries,<br>Purvi (II BA)<br>Srinivas (III BSc)<br>Pooja (III BA) & Chandalinga (III BA) |
| 2   | LSDP & PSDP & Value Education  | Mr Prashanth (Coordinator)<br>Ms Elizabeth,<br>Mr Agustus,<br>Ms Arpitha & Ms Ananya | Student Council Members   |
| <b>ACADEMIC AND ADMINISTRATIVE CELLS &amp; ASSOCIATIONS</b> |  |  |   |
| 1   | Sports Committee   | Mr Manjunatha V (Coordinator)<br>Mr Babu,<br>Ms Savithri,<br>Ms Riya & Mr Mihir      | Srinivas R (III BCA) & Nithya.S (III BBA)   |
| 2   | NCC  | Mr Manjunatha V (Coordinator)<br>Mr Babu,<br>Ms Radhika & Ms Greeshma                | Krushik Gowda K M (III BBA) & T Jenifer (III BCA)   |
| 3   | NSS  | Mr Gowtham (Coordinator)<br>Ms Sumathi, & Ms Savithri                                | Darshan M (II BCOM) & Ganvi R (II BA)   |

|   |                               |   |   |
|---|-------------------------------|---|---|
| 4 | Competitive Exams Club (SPEC) | Ms Kukku (Coordinator)<br>Ms Dalvy &<br>Ms Anagha   | Chandalinga S N<br>(III BA) &<br>Anashwara B (III BA)   |
| 5 | Examination Cell              | Mr Gowtham (Coordinator)<br>Mr Mahesh,<br>Mr Manjunatha, Ms<br>Sumathi &<br>Mr Harendra   | Suhas Gowda R<br>(II BCA) &<br>Kruthika D (II BCOM)     |
| 6 | Research Promotion Cell       | Mr Babu (Coordinator)<br>Mr Prashanth,<br>Ms Trapty,<br>Ms Shailaja &<br>Ms Saranya   | Hitha (I MSc) &<br>Neeraj D'Souza<br>(III BBA)          |
| 7 | Placement Cell                | Mr Agustus (Coordinator)<br>Mr Babu,<br>Ms Shailaja,<br>Mr Prashanth,<br>Mr Prakash &<br>Ms Mridula   | Angel (II BCOM) Idrees<br>(II BBA)                      |
| 8 | SPAA Alumni Association       | Ms Dalvy (Coordinator)<br>Mr Agustus,<br>Mr Prakash &<br>Ms Mridula   | Keerthana (III BCOM)<br>&<br>Veeranagowda<br>(III BCOM) |
| 9 | Admission Committee           | Mr Agustus (Coordinator)<br>Ms Jennifer,<br>Ms Uma,<br>Mr Babu,<br>Ms Shailaja,<br>Mr Prakash,<br>Ms Mridula<br>Mr Prashanth & Ms<br>Trapty |   |



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|----|---|---|---|
| 10 | Assembly Committee                            | Ms Arpitha & Ms Manjula (Coordinators)  | Reena George (II BCOM)  |
| 11 | Library Committee                             | Mr Mahesh (Coordinator)<br>Ms Malini,<br>Mr Babu,<br>Ms Saranya,<br>Mr Prashanth & Ms Mridula | Tabbu Khan (III BA)<br>Chaitra S (III BCOM)<br>Madan S (III BBA)<br>Moksha B (III BCA)<br>Ajay (III BSc)<br>Murali (II MA) & Mamatha A (II MSc) |
| 12 | Disciplinary Committee                        | Ms Shailaja (Coordinator)<br>Mr Babu,<br>Ms Trapty,<br>Mr Prakash & Mr Manjunatha             | Student Council Members   |
| 13 | IQAC  | Mr Babu (Coordinator)<br>Mr Prashanth<br>Ms Shailaja, & Ms Uma                                | Relina Ann Phillip (II MSc)   |
| 14 | Scholarship Committee                         | Ms Uma<br>Mr Agustus,<br>Ms Jennifer & Ms Veena   |   |
| 15 | Celebrations Committee<br>Diversity Promotion | Ms Anagha (Coordinator)<br>Ms Saranya,<br>Ms Greeshma,<br>Mr Jagadish & Mr Suhas              | Dipshika Bhattacharya & Bhavana (I MSc), Shiva-kumar H S (III BBA) & Ajay B V (III BSc)   |

|    |                                   |   |   |
|----|-----------------------------------|---|---|
| 16 | Student Council                   | Ms Dalvy & Ms Elizabeth (Coordinators)                              | Angel Maria Jiji (II BCOM)<br>Abishin Marshall (II BSC)<br>Bhagvan M (II BCOM)<br>Krishna Maanasa (II BSC)<br>Srinivas R (II BCA)<br>Nitya S (II BBA)<br>Swathi K (P.G. MSc)<br>Jeni Susan Biji (P.G. M.A.) |
| 17 | Add-on/Certificate Programs       | Mr Jagadish (Coordinator)<br>Ms Sumathi,<br>Ms Greeshma & Ms Sabina | Muhammed Idrees Sathar (III BBA) & Chaitra (III BCA)  |
| 18 | UUCMS                             | Mr Harendra (Coordinator)<br>Mr Gowtham & Mr Mahesh                 | Manasa R (III BCOM) & Jeetandar N Silwani (II BCA)  |
| 19 | NEP/SEP                           | Mr Suhas (Coordinator)<br>Mr Jagadish & Ms Riya                     | Mr. Darshan S (II BCA),<br>Mr. Subash (II BSc), Ms. Mouna (II BSc) & Ms. Shalini (II BSc)   |
| 20 | Health Club & Covid 19 Task Force | Ms Savithri (Coordinator)<br>Ms Lincy & Mr Manjunatha               | Preetha Desoza (III BCOM) & Ajay (III BSc)  |
| 21 | College Magazine                  | Ms Saranya (Coordinator)<br>Ms Elizabeth,<br>Ms Riya & Mr Verlon    | Anashwara (III BA),<br>Vinay (II BA) & Bhuvanasree (III BA)   |

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|----|--|--|---|
| 22 | IIC & ED Cell  | Mr Babu (Coordinator)<br>Mr Prashanth,<br>Ms Shailaja,<br>Ms Elizabeth,<br>Mr Jagadish,<br>Mr Gowtham R,<br>Mr Prakash,<br>Ms Mridula &<br>Mr Agustus                                    | Jithesh (II MA),<br>Disha P (II MSc), Rash-<br>mivardhana K R(III BA),<br>Yashaswini H G (III<br>BBA) &<br>Preetha Dsouza (III<br>BCOM) |
| 23 | Young Christian<br>Association of<br>Paulites (YCAP) | Ms Arpitha<br>(Coordinator)<br>Ms Elizabeth,<br>Ms Uma &<br>Mr Agustus   | Christin (III BA) & Mel-<br>vin (III BA)  |
| 24 | Rotaract Club  | Mr Prashanth<br>(Coordinator)<br>Mr Babu &<br>Ms Greeshma<br>Ms Riya &<br>Ms Kukku   | Priyanka (III BSc),<br>Shridhar (III BA),<br>Sumit Pillai (III BBA) &<br>Tejaswini (III Bcom)   |
| 25 | SWACHHTA<br>ACTION PLAN<br>(SAP)                     | Mr Gowtham (Wa-<br>ter Management)<br>Ms Sumathi (Waste<br>Management)<br>Ms Savithri (Sanita-<br>tion and Hygiene)<br>Ms Trapty (Green-<br>ery) Mr Omkaresh<br>(Energy Manage-<br>ment) | Ancina Shibu<br>(III BCOM)<br>Aishwarya V<br>(III BCOM)<br>Maithili N (II BSC)<br>Thorun L (II BSC)<br>Harshith L (II BCOM)             |

|   |  |  |   |
|---|--|--|---|
| 26  | Centre for Social Action (CSA)                     | Ms Shailaja (Coordinator)<br>Mr Gowtham,<br>Ms Mridula,<br>Mr Prashanth & Ms Lincy               | Chirag K R (II BCA),<br>Usha P (II BSc), Hemavathy K G (III BA),<br>Shridhar S (III BA) &<br>Vijayalakshmi (II MSc) |
| 27  | Electroal Literacy Club                            | Ms Kukku (Coordinattor)<br>Mr Prashanth,<br>Ms Mridula &<br>Ms Manjula                           | Bhuvanashree. G (III BA)<br>Abhiram E S (III BA) &<br>Suchetha (II BA)  |
| 28  | Media Club   | Ms Saranya (Coordinator)<br>Mr Verlon,<br>Ms Mridula,<br>Ms Ananya,<br>Ms Arpitha &<br>Ms Anagha | Mr Murali (II MA) & Mr Varun (II MA)  |
| 29  | St Pauls Vocational Skill Training Centre (SPVSTC) | Ms Sumathi (Coordinator)<br>Ms Dalvy,<br>Mr Suhas,<br>Mr Mihir &<br>Ms Lincy                     | Shreelakha (II BBA) &<br>Idrees (III BBA)   |
| <b>STUDENT SUPPORT AND WELL BEING CELLS</b> |  |  |   |
| 1   | Counseling Cell                                    | Ms Mridula (Coordinator)<br>Ms Shailaja,<br>Ms Anagha &<br>Mr Mihir<br>Ms Sabina                 | Disha (II MSc),<br>Sathana (II Msc) &<br>Nikita (III BSc), Bhavya (III BA)  |
| 2   | Anti-Ragging Cell                                  | Ms Shailaja (Coordinator)<br>Mr Gowtham,<br>Ms Mridula,<br>Mr Prashanth &<br>Ms Lincy            | Student Council members   |

|   |                               |  |   |
|---|-------------------------------|--|---|
| 3   | Internal Compliance Committee | Ms Dalvy (Coordinator)<br>Ms Trapty,<br>Ms Lincy &<br>Ms Savithri                  | Ancy (III BCOM) &<br>Mounashree<br>(II BCOM)  |
| 4   | Grievance & Redressal Cell    | Mr Jagadish (Coordinator)<br>Mr Babu,<br>Ms Shailaja,<br>Ms Trapty &<br>Mr Prakash | Moosa N (III BBA),<br>Vaishnavi (III Bsc)   |
| <b>STATUTORY, DIVERSITY AND INCLUSION CELLS</b> |                               |  |   |
| 1   | SC/ST Cell                    | Mr Prakash (Coordinator)<br>Ms Sumathi,<br>Mr Babu &<br>Mr Manjunatha              | Sangeetha (III BSc) &<br>Lisha (II BCA)   |
| 2   | Minority Cell                 | Ms Greeshma (Coordinator)<br>Mr Agustus,<br>Ms Uma &<br>Ms Jennifer                | Muhammed Midlaj C H<br>(III BCA) &<br>Charls Branson J (II BSc)   |
| 3   | OBC Cell                      | Ms Malini (Coordinator)<br>Ms Manjula,<br>Mr Jagadish &<br>Mr Suhas                | Haniya (II BCA) &<br>Adarsh (II BCA),<br>Praveen L (III BCA) &<br>Divya (III BCA)<br>Dhanush S B (III BSc) &<br>Bhuvana S B (III BSc) |
| 4   | Gender Equality Cell          | Ms Radhika (Coordinator)<br>Ms Sumathi,<br>Mr Omkaresh & Ms Anagha                 | Keerthana (V BBA) &<br>Pushpalatha<br>(III B.Com)   |

|   |                              |   |  |
|---|------------------------------|---|--|
| 5 | Women Empowerment Cell       | Ms Sumathi (Coordinator)<br>Ms Dalvy,<br>Ms Sabina &<br>Ms Ananya       | Pavithra S (II BBA) &<br>Furqhan Khan<br>(II BBA)  |
| 6 | Human Rights Protection Cell | Mr Jagadish (Coordinator)<br>Ms Kukku,<br>Ms Radhika &<br>Mr Manjunatha | Chandalinga S N (III BA) & Keerthana G (III B.Com) |
| 7 | Yuvanangan Cell              | Mr Omkaresh (Coordinator)<br>Ms Lincy,<br>Ms Arpitha &<br>Ms Ananya     | Poorvi (II BA)<br>Murali (I MA)                    |

# COLLEGE EVENTS

| SL NO | EVENTS                     | COORDINATORS                                 |   |
|-------|----------------------------|--|---|
| 1     | PAULARAMBA                 | Mr Prashanth & Ms Mridula                    | Student Council members                 |
| 2     | FRESHERS' DAY              | Ms Dalvy & Ms Sumathi                        | Student Council members                 |
| 3     | INDEPENDENCE DAY           | Ms Savithri & Mr Manjunatha                  | Student Council members                 |
| 4     | TEACHERS' DAY              | Students Council (Ref: Faculty Coordinators) | Student Council members                 |
| 5     | REPUBLIC DAY               | Ms Trapty & Mr Manjunatha                    | Leesha (II BCA) & Jatin (II BA)         |
| 6     | NATIONAL CONFERENCE        | IQAC & HODs/Incharges                        | Student Council members                 |
| 7     | MULTIFETE                  | Mr Babu, Ms Shailaja & Mr Prakash            | Student Council members                 |
| 8     | PAULAKALA                  | Mr Babu, Ms Shailaja & Mr Prakash            | Student Council members                 |
| 9     | WOMEN'S DAY                | Mr Jagadish & Mr Gowtham                     | Harish M (II BBA) & Ruchitha R (II BCA) |
| 10    | ABHINANDANAM               | HODs & Incharges                             | Student Council members                 |
| 11    | PAULOTSAVA                 | LCA  | Cultural Secretaries                    |
| 12    | BAT (LITERARY & CULTURAL)  | LCA  | Cultural Secretaries                    |
| 13    | ST PAULS SPORTS MEET       | Sports Committee                             | Student Council members                 |
| 14    | ST PAULS CUP               | Sports Committee                             | Student Council members                 |
| 15    | HEALTH CAMP & BLOOD DRIVE  | Health Club, NSS & Rotaract Club             | Student Coordinators                    |
| 16    | JOB DRIVE                  | Placement Cell                               | Student Council members                 |
| 17    | ST PAULS DAY               | Ms Saranya, Ms Elizabeth & Mr Agustus        | Cultural Secretaries                    |
| 18    | STAFF TRIP                 | Mr Prashanth & Ms Elizabeth                  |   |
| 19    | TRIP (FINAL YEAR STUDENTS) | HODs & Class Mentors of Final Year students  |   |

# CALENDAR OF EVENTS

## 2024-25

| July 2024 |           |  |                    |
|-----------|-----------|--|--------------------|
| 1         | Monday    | Workshop on Defence Journalism                         | Dept of JMC        |
| 2         | Tuesday   | Research Proposal Presentation                         | Dept of Psychology |
| 3         | Wednesday |  |                    |
| 4         | Thursday  |  |                    |
| 5         | Friday    |  |                    |
| 6         | Saturday  |  |                    |
| 7         | Sunday    |  |                    |
| 8         | Monday    | Orientation on Statistical tools for Social Sciences   | Dept of JMC        |
| 9         | Tuesday   | Workshop on effective strategies for literature review | Dept of JMC        |
| 10        | Wednesday |  |                    |
| 11        | Thursday  | Workshop on the art of Referencing and Citation        | Dept of JMC        |
| 12        | Friday    |  |                    |
| 13        | Saturday  | Second Saturday  |                    |
| 14        | Sunday    |  |                    |
| 15        | Monday    |  |                    |
| 16        | Tuesday   |  |                    |
| 17        | Wednesday | Muharram - Holiday                                     |                    |
| 18        | Thursday  |  |                    |



|                    |           |   |              |
|--------------------|-----------|---|--------------|
| 19                 | Friday    | Annual Strategic Plan                                   | IQAC         |
| 20                 | Saturday  |   |              |
| 21                 | Sunday    |   |              |
| 22                 | Monday    |   |              |
| 23                 | Tuesday   |   |              |
| 24                 | Wednesday |   |              |
| 25                 | Thursday  |   |              |
| 26                 | Friday    |   |              |
| 27                 | Saturday  |   |              |
| 28                 | Sunday    |   |              |
| 29                 | Monday    | Seminar on Angel Investment/ Venture<br>Capital Funding |              |
| 30                 | Tuesday   |   |              |
| 31                 | Wednesday | Course Plan Presentation                                | IQAC         |
| <b>August 2024</b> |           |   |              |
| 1                  | Thursday  |   |              |
| 2                  | Friday    |   |              |
| 3                  | Saturday  |   |              |
| 4                  | Sunday    |   |              |
| 5                  | Monday    |   |              |
| 6                  | Tuesday   |   |              |
| 7                  | Wednesday |   |              |
| 8                  | Thursday  | Workshop on Radio Format                                | Dept of JMC  |
| 9                  | Friday    | Workshop on Instructional Design                        | Dept of JMC  |
| 10                 | Saturday  | Second Saturday   |              |
| 11                 | Sunday    |   |              |
| 12                 | Monday    | National Librarians Day                                 | Library & IS |

|    |           |  |  |
|----|-----------|--|--|
| 13 | Tuesday   |  |  |
| 14 | Wednesday |  |  |
| 15 | Thursday  | Independence Day   |  |
| 16 | Friday    |  |  |
| 17 | Saturday  | Workshop on Qualitative Tools for Research   | Dept of JMC  |
| 18 | Sunday    |  |  |
| 19 | Monday    | PAULARAMBA   NAVATARA   Session on Innovation / Prototype Validations   Session on Accelerators / Incubations                                  | IIC  |
| 20 | Tuesday   | Outbound Training   Visit to NIMHANS Brain Museum   Mentoring on Startup   | LSDP   Dept of Psychology   IIC                          |
| 21 | Wednesday | Outbound Training   Mentoring on Startup   | LSDP   IIC   |
| 22 | Thursday  | Dept Orientation - UG & Bridge Programme   Intra Institutional Startup Competitions   Mentoring on Startup   BU Syllabus Orientation Programme | Respective Dept   IIC   Dept of Lang (Hindi)             |
| 23 | Friday    | Bridge Programme   Intra Institutional Startup Competitions   Investiture Ceremony   Awareness on Cervical Cancer                              | Respective Dept   IIC & CSA   Student Council   Rotaract |
| 24 | Saturday  | Bridge Programme   Visit to Nightingale Hospital   Lean Startup & Minimum Viable Product   Intra Institutional Startup Competitions            | Respective Dept   Dept of Psychology   IIC & CSA         |
| 25 | Sunday    |  |  |
| 26 | Monday    | PDP  | IQAC   |
| 27 | Tuesday   | Innovation & Entrepreneurship Outreach Programme   Guest Talk on Gender Equality   | IIC   Gender Equality Cell                               |
| 28 | Wednesday | Panel Discussion on Idea to Reality: Building Successful Startups  | IIC  |

|                       |           |  |   |
|-----------------------|-----------|--|---|
| 29                    | Thursday  | Industrial Visit   Workshop on Gender Sensitivity  | Dept of Com & Mgmt   Gender Equality Cell                     |
| 30                    | Friday    | NCC Selection   Paulstride Editorial Selection Competition   | NCC   LCA   |
| 31                    | Saturday  | Visit to Krishna Chaitanya Special School   Orientation on Women Health & Hygiene                        | Dept of Psychology   Women Empowerment Cell                   |
| <b>September 2024</b> |           |  |   |
| 1                     | Sunday    |  |   |
| 2                     | Monday    | Pegasus Association Orientation   Test Construction - Project Presentation                               | Dept of CS   Dept of Psychology                               |
| 3                     | Tuesday   | Workshop on Programming  | Dept of CS  |
| 4                     | Wednesday | Seminar on Women Entrepreneur  | Women Empowerment Cell  |
| 5                     | Thursday  | Teachers Day Celebration   | Student Council   |
| 6                     | Friday    | Workshop on Digital Story Telling  | Dept of Humanities (Journalism)                               |
| 7                     | Saturday  | Ganesh Chathruthi - Holiday  |   |
| 8                     | Sunday    |  |   |
| 9                     | Monday    | International Literacy Day   Preparatory Examination - PG  | Dept of Languages   Exam Cell                                 |
| 10                    | Tuesday   | World Suicide Prevention Day   Preparatory Examination - PG   Training programme for final year students | Depts of Psychology & Humanities   Exam Cell   Placement Cell |
| 11                    | Wednesday | Student Seminar   Theatre Workshop   Preparatory Examination - PG  | Dept of Com & Mgmt   Dept of Humanities (Eng)   Exam Cell     |
| 12                    | Thursday  | Visit to Bio - Diversity Park   Preparatory Examination - PG   | NSS & SAP   Exam Cell   |

|    |           |   |   |
|----|-----------|---|---|
| 13 | Friday    | Programmers Day   Photography & Art Exhibition   Industrial Visit   Preparatory Examination - PG          | Dept of CS   Dept of JMC   Dept of Com & Mgmt   Exam Cell |
| 14 | Saturday  | Second Saturday   |   |
| 15 | Sunday    |   |   |
| 16 | Monday    | Eid e Milad - Holiday   |   |
| 17 | Tuesday   | International Democracy Day   Preparatory Examination - PG  | Dept of Humanities(Political Science)   Exam Cell         |
| 18 | Wednesday | Hindi Diwas   Preparatory Examination - PG  | Dept of Lang (Hindi)   Exam Cell                          |
| 19 | Thursday  | Paulasamved   | Dept of Com & Mgmt  |
| 20 | Friday    | Paulasamved   Placement Talk  | Dept of Com & Mgmt   Placement Cell                       |
| 21 | Saturday  | World Alzheimer Day - Put on Purple   Industrial Visit   Workshop   | Dept of Psychology   Dept of Humanities (Eng)   Yoga Cell |
| 22 | Sunday    |   |   |
| 23 | Monday    | PAULARAMBA - PG   |   |
| 24 | Tuesday   | NSS Day - Swachha Nagasandra Campaign   Outbound Training - PG   Industrial Visit   Workshop on Languages | NSS & SAP   LSDP   Dept of CS   Dept of Languages         |
| 25 | Wednesday | MULTIFETE   Outbound Training - PG  | LSDP  |
| 26 | Thursday  | BAT Culturals   Constitution Day  | LCA   Dept of Humanities (Political Science)              |
| 27 | Friday    | Placement Talk   BAT Culturals  | Placement Cell   LCA                                      |
| 28 | Saturday  | BAT Culturals   | LCA   |

|                     |           |  |   |
|---------------------|-----------|--|---|
| 29                  | Sunday    |  |   |
| 30                  | Monday    | Workshop on Anti Ragging   Onam Potluck  | Anti Ragging Cell   CDPC                                    |
| <b>October 2024</b> |           |  |   |
| 1                   | Tuesday   | Guest Talk   | Gandhi Study Centre   |
| 2                   | Wednesday | Gandhi Jayanthi   Mahalaya Amavasye - Holiday  |   |
| 3                   | Thursday  | CIE - UG   National Techies Day  | Exam Cell   Dept of CS                                      |
| 4                   | Friday    | CIE - UG   | Exam Cell   |
| 5                   | Saturday  | CIE - UG   | Exam Cell   |
| 6                   | Sunday    |  |   |
| 7                   | Monday    | CIE - UG   | Exam Cell   |
| 8                   | Tuesday   | Placement Talk   Mental Health Awareness Week  | Placement Cell   Dept of Psychology                         |
| 9                   | Wednesday | Visit to Pocket FM & News First   Mental Health Awareness Week   | Dept of JMC   Dept of Psychology                            |
| 10                  | Thursday  | World Mental Health Day (Seminar on Mental Health)   Blood Donation Drive   Mental Health Awareness Week | Dept of Psychology   NSS & Health Club   Dept of Psychology |
| 11                  | Friday    | Workshop   Mental Health Awareness Week  | Dept of Humanities (Pol Science)   Dept of Psychology       |
| 12                  | Saturday  | Second Saturday   Maha Navami - Holiday  |   |
| 13                  | Sunday    | Vijaya Dashami - Holiday   |   |
| 14                  | Monday    | Mental Health Awareness Week   | Dept of Psychology  |
| 15                  | Tuesday   | Institution's Innovation Day(Dr APJ Abdul Kalam Birth Anniversary)   Language Week                       | IIC   Dept of Language                                      |

|                      |           |   |  |
|----------------------|-----------|---|--|
| 16                   | Wednesday | Seminar on Indigenous & Positive Psychology   Language Week             | Dept of Psychology<br>  Dept of Language                                 |
| 17                   | Thursday  | Maharishi Valmiki Jayanthi - Holiday                                    |  |
| 18                   | Friday    | Language Week   | Dept of Language   |
| 19                   | Saturday  | Language Week   | Dept of Language   |
| 20                   | Sunday    |   |  |
| 21                   | Monday    | Mock Interview   St Pauls Sports Meet                                   | Placement Cell  <br>Sports Committee                                     |
| 22                   | Tuesday   | St Pauls Sports Meet   Visit to Ad Agencies                             | Sports Committee  <br>Dept of JMC  |
| 23                   | Wednesday | St Pauls Sports Meet  | Sports Committee   |
| 24                   | Thursday  | St Pauls Sports Meet  | Sports Committee   |
| 25                   | Friday    | St Pauls Sports Meet   Visit to Times of India   Workshop on Statistics | Sports Committee  <br>Dept of JMC   Dept<br>of Psychology                |
| 26                   | Saturday  | St Pauls Sports Meet  | Sports Committee   |
| 27                   | Sunday    |   |  |
| 28                   | Monday    | FDP on IPR   Mock Interview   | RPC & IIC   Place-<br>ment Cell  |
| 29                   | Tuesday   | Paulapradarshana   Intransitive   National Internet Day   St Pauls Cup  | Dept of Com &<br>Mgmt   Dept of CS  <br>Sports Committee                 |
| 30                   | Wednesday | Awareness Programme on Counselling   St Pauls Cup   Essay Competition   | Dept of Humanities<br>& Counselling Cell<br>  Sports Committee<br>  HRPC |
| 31                   | Thursday  | Deepavali - Holiday   National Unity Day                                | NSS  |
| <b>November 2024</b> |           |   |  |
| 1                    | Friday    | Kannada Rajyothsava - Holiday   |  |

|    |           |   |   |
|----|-----------|---|---|
| 2  | Saturday  | Workshop on Research Methodology & Publication Ethics   Workshop                      | Dept of Psychology   Dept of Com & Mgmt               |
| 3  | Sunday    |   |   |
| 4  | Monday    | Echoes Literary Week  | Dept of Humanities (Eng)                              |
| 5  | Tuesday   | Echoes Literary Week  | Dept of Humanities (Eng)                              |
| 6  | Wednesday | Echoes Literary Week  | Dept of Humanities (Eng)                              |
| 7  | Thursday  | Echoes Literary Week  | Dept of Humanities (Eng)                              |
| 8  | Friday    | Papyrus   | Dept of JMC   |
| 9  | Saturday  | National Entrepreneurship Day   | IIC   |
| 10 | Sunday    |   |   |
| 11 | Monday    | National Education Day   Paulharsh  | IIC   Dept of Psychology                              |
| 12 | Tuesday   | Oracle Week   | Dept of CS  |
| 13 | Wednesday | Placement Talk   Oracle Week  | Placement Cell   Dept of CS                           |
| 14 | Thursday  | Oracle Week   National Library Week   Placement Talk                                  | Dept of CS   Library & IS   Placement Cell            |
| 15 | Friday    | Traffic Awareness Programme   Awareness programme on OPAC and NLIST for new Faculties | Dept of Humanities (Political Science)   Library & IS |
| 16 | Saturday  | Compensatory Holiday for Second Saturday   Staff Trip                                 |   |
| 17 | Sunday    | Staff Trip  |   |
| 18 | Monday    | Staff Trip   Kanakadasa Jayanthi - Holiday  |   |

|                      |           |   |   |
|----------------------|-----------|---|---|
| 19                   | Tuesday   | Preparatory Examination - UG   CBP  | Exam Cell   IQAC  |
| 20                   | Wednesday | Preparatory Examination - UG   IFFI & SPICE   | Exam Cell   Dept of JMC   |
| 21                   | Thursday  | Preparatory Examination - UG   IFFI & SPICE   | Exam Cell   Dept of JMC   |
| 22                   | Friday    | Preparatory Examination - UG   IFFI & SPICE   PDP   | Exam Cell   Dept of JMC   IQAC  |
| 23                   | Saturday  | Preparatory Examination - UG   IFFI & SPICE   Workshop on SPSS   Kannada Rajyotsava Celebration & Kanakadasa Jayanthi Celebration | Exam Cell   Dept of JMC   Dept of Psychology   Dept of Language (Kannada) |
| 24                   | Sunday    | IFFI & SPICE  | Dept of JMC   |
| 25                   | Monday    | Preparatory Examination - UG   IFFI & SPICE   | Exam Cell   Dept of JMC   |
| 26                   | Tuesday   | Preparatory Examination - UG   IFFI & SPICE   | Exam Cell   Dept of JMC   |
| 27                   | Wednesday | Guest Lecture on AI & its Importance   IFFI & SPICE   | Dept of CS   Dept of JMC  |
| 28                   | Thursday  | IFFI & SPICE  | Dept of JMC   |
| 29                   | Friday    | Pschotherapy Workshop   Awareness programme on OPAC and NLIST for 1 years (BCom & BBA)  | Dept of Psychology   Library & IS   |
| 30                   | Saturday  | Awareness Programme for Govt School   Awareness programme on OPAC for 1 years (BCA & BSc)   | CSA   Library & IS  |
| <b>December 2024</b> |           |   |   |
| 1                    | Sunday    |   |   |
| 2                    | Monday    | National Pollution Control Day   National Level FDP on Media Literacy   | IIC   Dept of JMC   |
| 3                    | Tuesday   | National Level FDP on Media Literacy  | Dept of JMC   |



|    |           |   |                                 |
|----|-----------|---|---------------------------------|
| 4  | Wednesday | National Level FDP on Media Literacy  | Dept of JMC                     |
| 5  | Thursday  | National Level FDP on Media Literacy  | Dept of JMC                     |
| 6  | Friday    | National Level FDP on Media Literacy  | Dept of JMC                     |
| 7  | Saturday  | National Level FDP on Media Literacy  | Dept of JMC                     |
| 8  | Sunday    |   |                                 |
| 9  | Monday    | Awareness programme on OPAC and NLIST for new students                                    | Library & IS                    |
| 10 | Tuesday   | Visit to Radio City   Workshop on Human Rights Day  | Dept of JMC   HRPC              |
| 11 | Wednesday | Corporate Connect   Ikanos  | Dept of CS   Dept of Humanities |
| 12 | Thursday  | Workshop on Research  | RPC                             |
| 13 | Friday    | Book Review Competition   | Library & IS                    |
| 14 | Saturday  | Second Saturday   National Energy Conservation Day   Visit to SARA Organization (Shimoga) | IIC   Dept of JMC               |
| 15 | Sunday    | Visit to SARA Organization (Shimoga)  | Dept of JMC                     |
| 16 | Monday    | Visit to SARA Organization (Shimoga)  | Dept of JMC                     |
| 17 | Tuesday   |   |                                 |
| 18 | Wednesday |   |                                 |
| 19 | Thursday  |   |                                 |
| 20 | Friday    |   |                                 |
| 21 | Saturday  | Visit to Snehalaya - Joy of Giving  | CSA & Rotaract                  |
| 22 | Sunday    |   |                                 |
| 23 | Monday    | Christmas Celebration   | CDPC                            |
| 24 | Tuesday   |   |                                 |
| 25 | Wednesday | Christmas - Holiday   |                                 |
| 26 | Thursday  |   |                                 |
| 27 | Friday    |   |                                 |

|                     |           |                                    |                         |
|---------------------|-----------|------------------------------------|-------------------------|
| 28                  | Saturday  |                                    |                         |
| 29                  | Sunday    |                                    |                         |
| 30                  | Monday    |                                    |                         |
| 31                  | Tuesday   |                                    |                         |
| <b>January 2025</b> |           |                                    |                         |
| 1                   | Wednesday | New Year Day - Holiday             |                         |
| 2                   | Thursday  |                                    |                         |
| 3                   | Friday    | Guest Lecture on Citation Analysis | Library & IS            |
| 4                   | Saturday  |                                    |                         |
| 5                   | Sunday    |                                    |                         |
| 6                   | Monday    |                                    |                         |
| 7                   | Tuesday   |                                    |                         |
| 8                   | Wednesday |                                    |                         |
| 9                   | Thursday  |                                    |                         |
| 10                  | Friday    |                                    |                         |
| 11                  | Saturday  | Second Saturday                    |                         |
| 12                  | Sunday    | National Youth Day                 | IIC                     |
| 13                  | Monday    | Suggi Habba                        | Dept of Language & CDPC |
| 14                  | Tuesday   | Makar Sankranti Festival - Holiday |                         |
| 15                  | Wednesday | National Youth Day Celebration     | SVSC & NSS              |
| 16                  | Thursday  | National Startup Day               | IIC                     |
| 17                  | Friday    |                                    |                         |
| 18                  | Saturday  | Alumni Meet                        | SPAA                    |
| 19                  | Sunday    |                                    |                         |
| 20                  | Monday    | FDP                                | Dept of Humanities      |
| 21                  | Tuesday   | FDP                                | Dept of Humanities      |

|                      |           |  |                                   |
|----------------------|-----------|--|-----------------------------------|
| 22                   | Wednesday | FDP                                      | Dept of Humanities                |
| 23                   | Thursday  | FDP                                      | Dept of Humanities                |
| 24                   | Friday    | FDP                                      | Dept of Humanities                |
| 25                   | Saturday  | St Pauls Day                             | LCA                               |
| 26                   | Sunday    | Republic Day                             |                                   |
| 27                   | Monday    | FDPAC                                    | Dept of CS                        |
| 28                   | Tuesday   | FDP                                      | Dept of CS                        |
| 29                   | Wednesday | FDP   Awareness on Gender Equality       | Dept of CS   Gender Equality Cell |
| 30                   | Thursday  | FDP                                      | Dept of CS                        |
| 31                   | Friday    | FDP                                      | Dept of CS                        |
| <b>February 2025</b> |           |  |                                   |
| 1                    | Saturday  | Compensatory Holiday for Second Saturday |                                   |
| 2                    | Sunday    |  |                                   |
| 3                    | Monday    |  |                                   |
| 4                    | Tuesday   | Seminar - How to deal with Panic Attack  | Dept of Humanities                |
| 5                    | Wednesday |  |                                   |
| 6                    | Thursday  | Business Quiz                            | Dept of Com & Mgmt                |
| 7                    | Friday    | Infovision & Leadvision                  | Dept of Com & Mgmt                |
| 8                    | Saturday  | Media Bash & SPNMA                       | Dept of JMC                       |
| 9                    | Sunday    |  |                                   |
| 10                   | Monday    | Workshop on Gender Equality              | Gender Equality Cell              |
| 11                   | Tuesday   | FDP                                      | Dept of Com & Mgmt                |

|    |           |   |   |
|----|-----------|---|---|
| 12 | Wednesday | FDP   Humanza   | Dept of Com & Mgmt   Dept of Humanities                 |
| 13 | Thursday  | FDP   | Dept of Com & Mgmt   Dept of Humanities                 |
| 14 | Friday    | FDP   NSS Special Camp  | Dept of Com & Mgmt   NSS                                |
| 15 | Saturday  | FDP   NSS Special Camp  | Dept of Com & Mgmt   NSS                                |
| 16 | Sunday    | NSS Special Camp  | NSS   |
| 17 | Monday    | Workshop   NSS Special Camp   | ICC   NSS   |
| 18 | Tuesday   | Workshop   NSS Special Camp   | IQAC   NSS  |
| 19 | Wednesday | Industrial Visit   NSS Special Camp   | Dept of Humanities (Eng)   NSS                          |
| 20 | Thursday  | Industrial Visit   NSS Special Camp   | Dept of Com & Mgmt NSS                                  |
| 21 | Friday    | PAULAKALA   |   |
| 22 | Saturday  | Industrial Visit  | Department of Psychology                                |
| 23 | Sunday    |   |   |
| 24 | Monday    | Mother Language Day   | Dept of Language  |
| 25 | Tuesday   | Industrial Visit   Students Exchange Programme   Preparatory Examination - PG | Dept of Humanities (Eng)   Dept of Language   Exam Cell |
| 26 | Wednesday | Maha Shivaratri - Holiday   |   |
| 27 | Thursday  | PDP   Preparatory Examination - PG  | IQAC   Exam Cell  |
| 28 | Friday    | CBP   National Science Day   Preparatory Examination - PG                     | IQAC   IIC   Exam Cell                                  |
| 29 |           |   |   |

**March 2025**

|    |           |  |                                 |
|----|-----------|--|---------------------------------|
| 1  | Saturday  | Preparatory Examination - PG   Visit to Nachiketha             | Exam Cell   CSA                 |
| 2  | Sunday    |  |                                 |
| 3  | Monday    | Preparatory Examination - PG                                   | Exam Cell                       |
| 4  | Tuesday   | Preparatory Examination - PG                                   | Exam Cell                       |
| 5  | Wednesday | Guest Lecture   Seminar  | Dept of CS   Dept of Com & Mgmt |
| 6  | Thursday  |  |                                 |
| 7  | Friday    | Cooking without fire Competitions                              | Women Empowerment Cell          |
| 8  | Saturday  | Second Saturday   International Women's Day   Educational Trip | IIC & HRPC   Dept of Language   |
| 9  | Sunday    |  |                                 |
| 10 | Monday    |  |                                 |
| 11 | Tuesday   | Seminar on LGBTQ   | Dept of Humanities              |
| 12 | Wednesday | Corporate Connect  | Dept of CS                      |
| 13 | Thursday  |  |                                 |
| 14 | Friday    | Workshop   | Dept of Com & Mgmt              |
| 15 | Saturday  | Research Colloquium  | Dept of Psychology              |
| 16 | Sunday    | Mega Free Health Camp  | NSS & Health Club               |
| 17 | Monday    |  |                                 |
| 18 | Tuesday   |  |                                 |
| 19 | Wednesday | CIE - UG   | Exam Cell                       |
| 20 | Thursday  | CIE - UG   | Exam Cell                       |
| 21 | Friday    | CIE - UG   | Exam Cell                       |
| 22 | Saturday  | CIE - UG   World Water Day                                     | Exam Cell   SAP                 |
| 23 | Sunday    |  |                                 |

|                   |           |   |                                    |
|-------------------|-----------|---|------------------------------------|
| 24                | Monday    |   |                                    |
| 25                | Tuesday   | Seminar on Moodle   | RPC                                |
| 26                | Wednesday | Workshop on Career Guidance   Debate                          | Dept of Humanities<br>  HRPC       |
| 27                | Thursday  |   |                                    |
| 28                | Friday    | International Conference                                      | Dept of Com &<br>Mgmt              |
| 29                | Saturday  |   |                                    |
| 30                | Sunday    | Ugadi - Holiday   |                                    |
| 31                | Monday    | Ramzan- Holiday   |                                    |
| <b>April 2025</b> |           |   |                                    |
| 1                 | Tuesday   | FDP   | IQAC                               |
| 2                 | Wednesday | FDP   | IQAC                               |
| 3                 | Thursday  | FDP   Workshop on Quilt Blankets                              | IQAC   Women Em-<br>powerment Cell |
| 4                 | Friday    | FDP   | IQAC                               |
| 5                 | Saturday  | FDP   | IQAC                               |
| 6                 | Saturday  |   |                                    |
| 7                 | Monday    |   |                                    |
| 8                 | Tuesday   | Industrial Visit  | Dept of Com &<br>Mgmt              |
| 9                 | Wednesday |   |                                    |
| 10                | Thursday  |   |                                    |
| 11                | Friday    | Final Year Trip   |                                    |
| 12                | Saturday  | Second Saturday   Final Year Trip                             |                                    |
| 13                | Sunday    | Final Year Trip   |                                    |
| 14                | Monday    | Dr. Ambedkar Jayanthi - Holiday   Na-<br>tional Gardening Day | SAP                                |

|                 |           |  |                                  |
|-----------------|-----------|--|----------------------------------|
| 15              | Tuesday   |  |                                  |
| 16              | Wednesday |  |                                  |
| 17              | Thursday  |  |                                  |
| 18              | Friday    | Good Friday - Holiday  |                                  |
| 19              | Saturday  |  |                                  |
| 20              | Sunday    |  |                                  |
| 21              | Monday    | World Creativity & Innovation Day                                  | IIC                              |
| 22              | Tuesday   | Earth Day  | SAP                              |
| 23              | Wednesday | Kairos 2025   Awareness Talk on Human Rights   World Copyright Day | Dept of CS   HRPC   Library & IS |
| 24              | Thursday  | Job Drive  | Job Drive                        |
| 25              | Friday    | Blood Donation Drive   | Rotaract & Health Club           |
| 26              | Saturday  | World Intellectual Property Day                                    | IIC                              |
| 27              | Sunday    |  |                                  |
| 28              | Monday    |  |                                  |
| 29              | Tuesday   | Hackathon  | Dept of CS                       |
| 30              | Wednesday | Basava Jayanthi - Holiday  |                                  |
| <b>May 2025</b> |           |  |                                  |
| 1               | Thursday  | May Day - Holiday  |                                  |
| 2               | Friday    |  |                                  |
| 3               | Saturday  |  |                                  |
| 4               | Sunday    |  |                                  |
| 5               | Monday    | Preparatory Examination - UG   FDP   World Hygiene Day             | Exam Cell   RPC   SAP            |

|    |           |                                    |                     |
|----|-----------|------------------------------------|---------------------|
| 6  | Tuesday   | Preparatory Examination - UG   FDP | Exam Cell   RPC     |
| 7  | Wednesday | Preparatory Examination - UG   FDP | Exam Cell   RPC     |
| 8  | Thursday  | Preparatory Examination - UG   FDP | Exam Cell   RPC     |
| 9  | Friday    | Preparatory Examination - UG   FDP | Exam Cell   RPC     |
| 10 | Saturday  | Second Saturday                    |                     |
| 11 | Sunday    | National Technology Day            | IIC                 |
| 12 | Monday    | Preparatory Examination - UG       | Exam Cell           |
| 13 | Tuesday   | Preparatory Examination - UG       | Exam Cell           |
| 14 | Wednesday |                                    |                     |
| 15 | Thursday  | Workshop (Buddha Poornima)         | Buddha Study Centre |
| 16 | Friday    | PAULOTSAVA                         | LCA                 |
| 17 | Saturday  | ABHINANDANAM                       |                     |
| 18 | Sunday    |                                    |                     |
| 19 | Monday    |                                    |                     |
| 20 | Tuesday   |                                    |                     |
| 21 |           |                                    |                     |
| 22 | Thursday  |                                    |                     |
| 23 | Friday    |                                    |                     |
| 24 | Saturday  |                                    |                     |
| 25 | Sunday    |                                    |                     |
| 26 | Monday    |                                    |                     |
| 27 | Tuesday   |                                    |                     |
| 28 | Wednesday |                                    |                     |
| 29 | Thursday  |                                    |                     |
| 30 | Friday    |                                    |                     |
| 31 | Saturday  |                                    |                     |



## June 2025

|    |           |                        |                 |
|----|-----------|------------------------|-----------------|
| 1  | Sunday    |                        |                 |
| 2  | Monday    |                        |                 |
| 3  | Tuesday   |                        |                 |
| 4  | Wednesday |                        |                 |
| 5  | Thursday  | World Environment Day  | IIC & SAP & NSS |
| 6  | Friday    |                        |                 |
| 7  | Saturday  | Bakrid - Holiday       |                 |
| 8  | Sunday    |                        |                 |
| 9  | Monday    |                        |                 |
| 10 | Tuesday   |                        |                 |
| 11 | Wednesday |                        |                 |
| 12 | Thursday  |                        |                 |
| 13 | Friday    |                        |                 |
| 14 | Saturday  | Second Saturday        |                 |
| 15 | Sunday    |                        |                 |
| 16 | Monday    |                        |                 |
| 17 | Tuesday   |                        |                 |
| 18 | Wednesday |                        |                 |
| 19 | Thursday  |                        |                 |
| 20 | Friday    |                        |                 |
| 21 | Saturday  | International Yoga Day | Yoga Cell       |
| 22 | Yoga Cell |                        |                 |
| 23 | Monday    |                        |                 |
| 24 | Tuesday   |                        |                 |
| 25 | Wednesday |                        |                 |

|                  |           |   |            |
|------------------|-----------|---|------------|
| 26               | Thursday  | Muharram - Holiday   International Day Against Drug Abuse and Illicit Trafficking |            |
| 27               | Friday    |   |            |
| 28               | Saturday  |   |            |
| 29               | Sunday    |   |            |
| 30               | Sunday    |   |            |
| <b>July 2025</b> |           |   |            |
| 1                | Tuesday   |   |            |
| 2                | Wednesday |   |            |
| 3                | Thursday  | No Plastic Day  | NSS & SAP  |
| 4                | Friday    |   |            |
| 5                | Saturday  |   |            |
| 6                | Sunday    |   |            |
| 7                | Monday    |   |            |
| 8                | Tuesday   | National Video Game Day   | Dept of CS |
| 9                | Wednesday |   |            |
| 10               | Thursday  |   |            |
| 11               | Friday    |   |            |
| 12               | Saturday  | Second Saturday   |            |
| 13               | Sunday    |   |            |
| 14               | Monday    |   |            |
| 15               | Tuesday   |   |            |
| 16               | Wednesday |   |            |
| 17               | Thursday  |   |            |
| 18               | Friday    |   |            |
| 19               | Saturday  |   |            |

|    |           |   |     |
|----|-----------|---|-----|
| 20 | Sunday    |   |     |
| 21 | Monday    |   |     |
| 22 | Tuesday   |   |     |
| 23 | Wednesday |   |     |
| 24 | Thursday  |   |     |
| 25 | Friday    |   |     |
| 26 | Saturday  |   |     |
| 27 | Sunday    |   |     |
| 28 | Monday    |   |     |
| 29 | Tuesday   | 4th Anniversary of National Education Policy(NEP) | IIC |
| 30 | Thursday  |   |     |



## RECORD OF ABSENCE

Name:..... Class:..... Semi:..... Reg:.....

| Date of Absence | Sessions |   |   |   |   | Total No. of Hours | Reason | Signature of Parent/ Guardian | Signature of Mentor | Signature of HoD/ Principal |
|-----------------|----------|---|---|---|---|--------------------|--------|-------------------------------|---------------------|-----------------------------|
|                 | 1        | 2 | 3 | 4 | 5 |                    |        |                               |                     |                             |
|                 |          |   |   |   |   |                    |        |                               |                     |                             |
|                 |          |   |   |   |   |                    |        |                               |                     |                             |
|                 |          |   |   |   |   |                    |        |                               |                     |                             |
|                 |          |   |   |   |   |                    |        |                               |                     |                             |
|                 |          |   |   |   |   |                    |        |                               |                     |                             |
|                 |          |   |   |   |   |                    |        |                               |                     |                             |
|                 |          |   |   |   |   |                    |        |                               |                     |                             |

Specimen Signature: Father..... Mother..... Guardian.....

There will be no condonation for shortage of attendance below 75% whatever may be the reason for the shortage.  
You will be ineligible to appear for the semester examination.

## RECORD OF ABSENCE

Name:..... Class:..... Semi:..... Reg:.....

| Date of Absence | Sessions |   |   |   |   |   | Total No. of Hours | Reason | Signature of Parent/ Guardian | Signature of Mentor | Signature of HoD/ Principal |
|-----------------|----------|---|---|---|---|---|--------------------|--------|-------------------------------|---------------------|-----------------------------|
|                 | 1        | 2 | 3 | 4 | 5 | 6 |                    |        |                               |                     |                             |
|                 |          |   |   |   |   |   |                    |        |                               |                     |                             |
|                 |          |   |   |   |   |   |                    |        |                               |                     |                             |
|                 |          |   |   |   |   |   |                    |        |                               |                     |                             |
|                 |          |   |   |   |   |   |                    |        |                               |                     |                             |
|                 |          |   |   |   |   |   |                    |        |                               |                     |                             |
|                 |          |   |   |   |   |   |                    |        |                               |                     |                             |
|                 |          |   |   |   |   |   |                    |        |                               |                     |                             |

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Name:..... Class:..... Semi:..... Reg:.....

| Date of Absence | Sessions |   |   |   |   | Total No. of Hours | Reason | Signature of Parent/ Guardian | Signature of Mentor | Signature of HoD/ Principal |
|-----------------|----------|---|---|---|---|--------------------|--------|-------------------------------|---------------------|-----------------------------|
|                 | 1        | 2 | 3 | 4 | 5 |                    |        |                               |                     |                             |
|                 |          |   |   |   |   |                    |        |                               |                     |                             |
|                 |          |   |   |   |   |                    |        |                               |                     |                             |
|                 |          |   |   |   |   |                    |        |                               |                     |                             |
|                 |          |   |   |   |   |                    |        |                               |                     |                             |
|                 |          |   |   |   |   |                    |        |                               |                     |                             |
|                 |          |   |   |   |   |                    |        |                               |                     |                             |
|                 |          |   |   |   |   |                    |        |                               |                     |                             |

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|-----------------|----------|---|---|---|---|---|--------------------|--------|-------------------------------|---------------------|-----------------------------|
|                 | 1        | 2 | 3 | 4 | 5 | 6 |                    |        |                               |                     |                             |
|                 |          |   |   |   |   |   |                    |        |                               |                     |                             |
|                 |          |   |   |   |   |   |                    |        |                               |                     |                             |
|                 |          |   |   |   |   |   |                    |        |                               |                     |                             |
|                 |          |   |   |   |   |   |                    |        |                               |                     |                             |
|                 |          |   |   |   |   |   |                    |        |                               |                     |                             |
|                 |          |   |   |   |   |   |                    |        |                               |                     |                             |
|                 |          |   |   |   |   |   |                    |        |                               |                     |                             |

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## Important Notes

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