

DETAILS OF THE STUDENT

Stamp
Size
Photo

Name

Signature :.....

Mobile No.....

Class Section :..... Reg. No. :.....

Blood Group :..... Email ID :.....

Father's Name

Signature :..... Mobile No. :.....

Mother's Name.....

Signature :..... Mobile No. :.....

Residential Address :.....

.....

(Local Address).....

.....

Office address.....

.....

Phone / Mobile No. :.....

Hostel / Paying Guest / Guardian / Lodging House Address

.....

Phone / Mobile No. :.....

Guardian's Name :.....

Signature :.....

Guardian's Contact No :.....

Name of the Class Teacher :.....

Signature :.....

Name of the Welfare Officer :.....

Signature :.....

•≡ The College Anthem ≡•

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

•≡ Chorus ≡•

Faith and Toil! conquerless alliance
Wherein we clasp human hands unto God's!
In His control find we true self-reliance;
My hand and God's what'er the odds~
My hand and God's what'er the odds~
My hand and God's
Evil's onset hold in defiance!

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ST. IGNATIUS OF LOYOLA



Ignatius of Loyola was born in 1491 into a noble Basque family in northern Spain. During his youth, he served as a soldier in the Spanish army and had the experience of serving at the royal court of King Ferdinand. In 1521, while defending the castle of Pamplona against the French, a cannon ball shattered his leg. It was during the ensuing long and painful convalescence that he experienced an inner transformation that made him renounce his ambitions of knightly glory and dedicate himself to love and serve Jesus.

On recovering from that painful experience, he went to Manresa. He spent a few months in a cave living a life of intense prayer, mortification and reflection on the life and teachings of Jesus. His carefully worded notes on these deep spiritual experiences have become a book called the 'Spiritual Exercises'. In his attempt to share his spiritual experience with others, Ignatius felt the need of good education. This led him to schools of learning in Spain and later to the University of Paris. It was here that he gathered around him a group of students who later became his companions. Finally, in Rome, in 1540, Ignatius formally founded the Society of Jesus, and his companions came to be known as the Jesuits. Ignatius was elected as its first Superior General. He also personally drew up the norms and rules that were to govern the life of this group of dedicated men. These rules have become the Constitutions of the Society of Jesus. Ignatius passed away at the age of 66 on July 31, 1556. Today the Jesuits are spread all over the world, committed to a life of service to people through different types of work. Our Schools and Colleges in Bangalore are managed by the Jesuits of Karnataka Province.

IDEALS AND CHARACTERISTICS OF JESUIT EDUCATION

1. CARING FOR THE WHOLE PERSON

An important principle of Jesuit education is to care for every student with equity and dignity. Every student is taught to value one-self and others.

2. DISCOVERING TALENTS

Students are enabled to discover and develop their talents through curricular, co-curricular and extra-curricular activities.

3. BECOMING A PERSON FOR OTHERS

Our mission is to prepare men and women for the service of others, especially the poor and the oppressed. We desire our students to be agents of change, to become persons of concern, compassion and conscience.

4. ENGAGING THE WORLD

The Institution empowers every student to be engaged in issues which affect humanity. Students are encouraged to learn how to deal with various issues like climate change, consumerism, violence, injustice, caste and racial discrimination, global warming etc., which affect society. Participation for a cause is an intrinsic value of Jesuit education. Hence, students are enabled to be vigilant and prudent in life.

5. ACADEMIC EXCELLENCE

Education is a tool to enhance the quality of life. Students are trained to achieve academic excellence through hard work and commitment. Our Institution's motto, 'faith and toil', inspires students and staff to excel in academic and non-academic endeavors through commitment. Hence, academic rigour is manifested in all the aspects of erudition and it has become a way of life for a Josephite.

6. CHARACTER DEVELOPMENT

Character development is an essential aspect of Josephite culture. Values like hard work, dignity, self-esteem, trust, confidence, concern, commitment, perseverance, honesty and integrity are inculcated and nurtured in every student in order to help them enhance their personality. The curricular, co-curricular and extra-curricular activities are conducted in this regard.

7. SOCIAL CONCERN

Social change is possible only through Social Concern. In this regard college aims at nurturing social conscious and enable in students a sense of responsibility for the socially oppressed and marginalized. Social Analysis, Ignitors (Integral Formation Programme), Social outreach, Social awareness campaigns etc., are programs conducted to impart social management skills.

8. ECOLOGICAL SENSITIVITY

Sustainable development is the need of the hour. We create in the students an awareness to protect our environment and combat further depletion of natural resources, and of climatic change, by adopting eco-friendly life style. By providing environmental education as part of our formal curriculum, we sensitize the students towards environmental and ecological issues.

ABOUT THE INSTITUTION

St. Joseph's Evening College (Autonomous) was established in 1972 and is managed by the Bangalore Jesuit Educational Society. The 'Jesuits', who manage the institution, are members of an international religious order of catholic priests known as the " Society of Jesus". The Society of Jesus, otherwise known as the 'Jesuit order', manages and administers more than 2000 such institutions. St. Joseph's Evening College (Autonomous) is one such educational institution.

St. Joseph's Evening College (Autonomous), was formerly a part of St. Joseph's College, which was established in the year 1882, as an educational initiative by the French Foreign Mission Fathers for the purpose of imparting higher education. In 1937, the management of the college was handed over to the Jesuits, a worldwide Catholic Religious Order with a special focus on education. The Jesuits also run other premier institutions in India, like Loyola College - Chennai, St. Xavier's College - Kolkata, St. Joseph's College -Trichy, St. Xavier's College - Mumbai, St. Joseph's College - Bangalore etc. In 1972, St. Joseph's Evening College became an independent Evening College. It is recognized under Section 2(f) and 12B of the UGC Act. It became an autonomous institution in October 2004. It is the only Independent Autonomous Evening College in the country accredited by NAAC.

The College aims at holistic and integral formation of its students, fostering in them a spirit of academic excellence, social concern and character formation, shaping them to become "men and women" for others. Though it is a minority institution, the College has been imparting liberal education to the students of all religious denominations without any discrimination. St. Joseph's Evening College (Autonomous) is affiliated to the Bangalore University and offers a three year B.Com., B.A. (HEP, JPS, EJP), B.B.A., and B.C.A. Degree courses and a two year Post Graduate course in Commerce (M.Com), and English(M.A).

From the beginning, the College has consciously striven to empower the hitherto ignored sections of society. Unlike elsewhere, admissions here are based on the economic and social conditions of the students. The thrust has been on the pursuit of holistic and multi-dimensional educational excellence. The College has been proactive in its response to the significant changes and developments in the field of higher education in general and to the expectations of the employers in particular.

MOTTO, VISION, MISSION AND OBJECTIVES

The motto of St. Joseph's Evening College is 'Fide et Labore', meaning 'Faith & Toil'. Faith gives commitment to God, to one's fellowmen and to the society at large. Toil ignites the spirit of commitment, consistency, concern, collaboration and conviction to serve.

The Vision of the College is "To prepare men and women for the service of others, specially the poor, oppressed and marginalized".

The mission is "To build up a group of young men and women who would be agents of change in society and who work towards a secular world of fraternity, equality and justice".

The mission is further split into objectives which gives a definite direction to the activities of the College. The objectives are:

- To strive towards Academic Excellence
- To focus on Character formation
- To inculcate a sense of Social Responsibility and Concern

These objectives are achieved through the following programmes and activities:

- To strive towards Academic Excellence: Academic Excellence is achieved through Recruiting Competent Faculty, Diversified and Customized Methodologies of Teaching-Learning, Continuous Internal Assessment, Academic Mentoring, Fostering Research and Development Culture, Timely Up-gradation of Syllabus through Board of Studies, Productive Class room activities, Question Banks, Model Question Papers, Project Work, Remedial Classes, Bridge Course, Study Tours, Certificate Courses, Value Added Courses, Faculty Development Programmes, Student Development Programmes, Seminars, Conferences, Symposia, Departmental Clubs and Associations, College Level Associations, IQAC, Academic Council and Governing Body.

- To focus on Character Formation: Character Formation is accomplished through organizing various activities such as Ignitors Integral Formation Programme, Value Education, Human Resource Development, Observing special days (Human rights, World Aids day, Women's day, World Environment day, etc.), Mentoring, Counseling, Leadership training, Religious activities, Business ethics course, etc.
- To inculcate a sense of Social Concern: A sense of Social Concern among the students is inculcated through Rural Exposure Camps, Outreach Programme, Blood Donation, Human Rights Course, Sneha Fund, Visits to Orphanages, Social Awareness Campaigns (Aids awareness, Women empowerment, Cleanliness drives, Environmental awareness, Child's rights, Human Rights, etc.), SC/ST Empowerment Course, Women's Cell, Course on Environmental Science, etc.

The pursuit of Academic Excellence, Social Concern and Character Formation are three inter-linked goals that guide the institution's objectives, methods and practices. Emphasis is laid on the cultivation of intellectual competence, emotional maturity, social rootedness and cultural openness. Therefore, the Institution expects each graduate to be a mature person with sharp intellectual acumen, commitment to social justice and a secular, democratic and practical outlook.

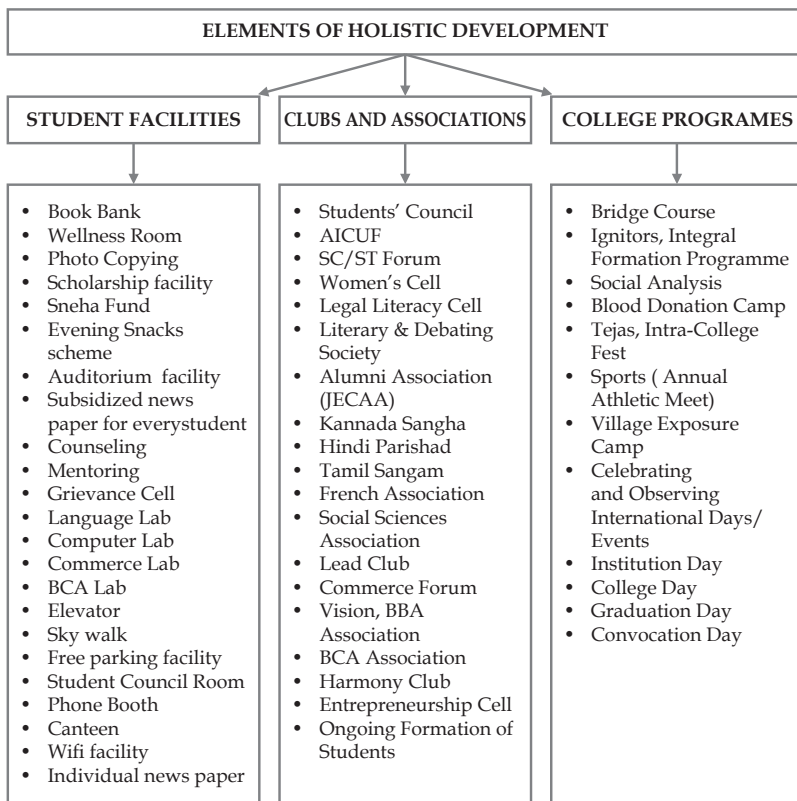
PROFILE OF A JOSEPHITE

A true Josephite is a humble person, open to growth, who likes intellectual stimulation and has a thirst for knowledge. Like their patron, St. Joseph she/he is a 'just person' who believes in God, self and others. She/ he deeply respects all faiths, has a strong sense of fraternity, which make her/him a peaceful, loving and caring person. She/ he is physically fit, morally/ethically sound and emotionally balanced. She/ he loves her/his country and is culturally integrated. She/ he shows her/his love and respect to Mother Nature by being sensitive towards her protection. She/ he walks the extra mile to transcend borders of every sort.

HOLISTIC DEVELOPMENT

The core mission of Jesuit Education is to strive for holistic development. The College has been making constant efforts to nurture creativity and scientific temper among the students through curricular, co-curricular and extra-curricular activities. The objective is to strengthen and enhance thinking (head), emotional (heart) and kinesthetic (hand) skills. Some of the important activities and programmes organized through curricular, co-curricular and extra-curricular are:

- Curricular: The teaching learning process is enriched through lecture methods, Case Studies, PPT Presentations, Seminars, Assignments, Quizzes etc. In addition, Inter-class debates, screening of videos and presentation of slides, Industrial visits are also conducted.
- Co-curricular Activities: To ensure moral and personal growth of the students, a series of activities are arranged by the College such as rural exposure camps, street plays, Mimes, Candle light processions supporting various social causes, programmes highlighting women’s issues, human rights programme, environmental awareness etc.
- Extra-curricular activities: Various intra and inter-collegiate cultural programmes such as Tejas, Trademark, Comquest, Magnifesta, Synergy, Karanji, Spandana, Lead Club, Hindi Diwas, Literary and Debating Society, La storia, Social Sciences Association, Ilamthendral Muthamizh Vizha (Tamil Fest) encourage the students to participate in various events.



ABOUT THE DEPARTMENTS

DEPARTMENT OF KANNADA

Department of Kannada was established in 1972 with the objective to impart and enhance Kannada language. The curriculum is designed for the comprehensive growth of students. The Department encourages students to participate in various activities conducted within and outside the department.

Vision:

Create an awareness of the glorious culture and literacy legacy of Kannada among the students.

Mission:

Enhance the language and communication skills of students and sharpen their comprehension and expression of Kannada Language.

DEPARTMENT OF HINDI

The Department of Hindi was established in the year 1972. The department encourages non-Hindi speaking Students to learn Hindi. The curriculum is designed keeping in view the promotion of Patriotism, love for the National language and creating interest in knowing the heritage of the Country.

Vision:

Make students sensitive and motivated to learn and communicate the national language.

Mission:

Encourage students to familiarize themselves with the National language.

DEPARTMENT OF TAMIL

The Department of Tamil was established in the year 1972 to showcase the relevance of Tamil culture, values, language, legacy etc. The syllabus intends to give an overview of Tamil literature.

Vision:

To improve the language skills of Tamil students who had been influenced by multi-Language

Mission:

To Create in the social awareness by introducing them to Tamil Literature which are SOCIALLY PROACTIVE

DEPARTMENT OF ENGLISH

The Department of English was established in the year 1972 to give the students an overall exposure to English language. The core objective of the English department is to inculcate, strengthen and enhance grammar, reading and writing skills.

Additional English paper is offered as a second language paper. The paper trains the students to exploit literary texts for imparting language and analytical skills. The paper aims to expose the students to the nuances of English literature in its varied forms and genres.

Additional English seeks to make the students think from a contemporary perspective by challenging the conventional. The paper attempts to bring consciousness and create awareness of issues of culture, gender and marginality; it provides the students with an introduction to new ideas and issues that bear relevance to our life today.

Vision:

To enable the students to become independent learners of English

Mission:

To facilitate students with professionalism, critical thinking and problem solving skills. To help students understand the nuances of life through language and literature.

DEPARTMENT OF FRENCH

The Department of French was introduced in the year 2015 in the curriculum for the I year degree students of the streams (B.A, B.Com, B.B.A and B.C.A) as part of CBCS (Choice based credit Credit System)

Vision:

To inspire a passion and interest in the Francophone language and culture and through the learning enable the student to a basic working knowledge of French.

Mission:

Our mission is to engage our students and encourage learning of French through our unique and special teaching methods.

DEPARTMENT OF HISTORY

'What memory is to man, History is to Mankind'. The Department of History was established in the year 1972 with the objective of inculcating historical values, concepts, innovations, occurrence, outcomes and implications.

Vision :

To inculcate a spirit of critical analysis of the past and new aspiration for the future.

Mission :

To create worthy, well informed citizens who will be conscious of our cultural heritage.

DEPARTMENT OF ECONOMICS

The Department of Economics was established in the year 1972 to give exposure to basic economic concepts and their application in real life. It focuses extensively on the concepts, significance, applications and implications of 'Micro and Macro economics and it also enables students to understand important issues and problems of Indian economy and to get familiarized with the structure, organization and working of the financial system in India.

Vision :

To form students for the economic development of the nation.

Mission :

To foster theoretical knowledge of economics, its critical analysis and practical application.

DEPARTMENT OF POLITICAL SCIENCE

The Department of Political Science was established in the year 1972. The fundamental objective of the department is to give wider exposure to the students to learn, understand, analyze, appreciate and apply political concepts in day-to-day life. It empowers students to become vigilant and vibrant citizens.

Vision :

Empowering the Youth in the Process of Nation Building

Mission:

Creating a Just and an Egalitarian Society

DEPARTMENT OF JOURNALISM

The Department of Journalism was established in 2005. The course is specially designed to give the students an overall idea of the subject. It intends to give conceptual as well as practical exposure towards print, electronic, online and other related areas like advertising, public relations, film making etc., to give competitive advantage towards career in media. The Vision is "to train the students towards critical and analytical thinking and writing" and the Mission is "to inculcate value based writing with accurate understanding of current scenario."

Vision :

To educate the students towards critical and analytical thinking and writing.

Mission:

To inculcate among the students value based writing with accurate understanding of current scenario.

DEPARTMENT OF SOCIOLOGY

Sociology curriculum gives an overall exposure towards understanding Indian social institutions, social movements, social problems, and gender issues through a research paper in order to create analytical and critical thinking. It focuses on social behavior, including its origins, development, organization and institutions.

Vision:

To Educate students to be sensitive to social: issues, identities and culture.

Mission:

To create awareness among students towards critical thinking and social change.

DEPARTMENT OF COMMERCE

Department of Commerce is one of the oldest departments of the College working since 1972. The objectives of the Department are tuned to the objectives of the college i.e. to prepare students to serve others in general and the marginalized in particular. Ours being an Autonomous College, the Dept. strives to make the syllabus more relevant. Revision is made regularly keeping in mind the dynamics of changing business environment. The syllabus not only takes into account the job market requirements but also has an inclusiveness approach to the requirements of modern business. It concentrates on developing the required skills in the areas of general management and functional areas of management such as Marketing, Finance and Human resource management.

Vision:

To create a productive and empathetic human resource to the society with sound business and commerce knowledge and application skills.

Mission:

To build Character, Compassion and Confidence among the students who come from the marginalized groups pursuing commerce course, so that they become social assets.

DEPARTMENT OF BUSINESS MANAGEMENT/ ADMINISTRATION

Department of Business Management / Administration was started in the year 2009 with the objective of providing opportunity and exposure to young men and women, especially from the marginalized, to become dynamic entrepreneurs. BBA is a three year professional course recognized and approved by and affiliated to the Bangalore University and UGC. The course provides opportunity for students to learn and earn simultaneously, giving professional impetus to the learner to acquire and integrate skills in a shorter span. The unique selling proposition of the department has been the exposure given to students in the form of guest lecturers, workshops, skill development programs, industrial visits and projects. This has empowered and enabled the students to accomplish basic excellence in curricular, co- curricular and extracurricular activities.

Vision:

Empowering the marginalized youth to become dynamic and professional business leaders.

Mission:

Fostering managerial capabilities and entrepreneurship by inculcating quality and professional management education.

DEPARTMENT OF COMPUTER APPLICATIONS

The program aims at educating students in the science and practice of IT. The emphasis is on hands-on practical training of software development. The curriculum prepares students for a career in the fast lane of software development and programming. This course enables the students to be updated on the latest revolution in technology and equips them with the required skills and knowledge to be assimilated into the industry easily. Bachelor of Computer Applications (BCA) is a 3-year undergraduate programme. It is extended over six semesters. The course is designed to bridge the gap between IT industries and institutes by incorporating the latest developments into the curriculum. Our College has an excellent group of trained teachers to guide students. An exclusive and well-equipped lab provides hands-on training in various fields of computers. The Department conducts industrial visits, Seminars, workshops and tech-fest for the students to get exposure in the IT fields.

Vision :

Forming future IT professionals in the field of computer applications.

Mission:

- Fostering computer application skills
- Imparting quality IT education for better career prospects

DEPARTMENT OF PSYCHOLOGY

Understanding the highly driven aspiration of students to pursue psychology as a career and the need for more psychologists for the industry has inspired the institution to start undergraduate course in psychology. The department of psychology is established in the year 2016 with the objective of giving exposure to the psychological concepts, principles, theories, applications and its implications on human lives. Further, it intends to equip students to understand psychoanalytical skills and employ the same in one's personal and professional life. Most importantly, learning psychology improves interpersonal skills, communication skills, better understanding

of one's own behavior a pattern, stronger conflict management ability and it also enhances career prospects.

Vision:

The Department envisions the students to acquire knowledge and experience in Psychology

Mission:

To enlighten our student towards the fundamental processes underlying human behaviour and the process of human development and change, appreciating the different branches in the emerging fields of psychology, and applying right techniques to the challenges in the field of Psychology.

CLUBS AND ASSOCIATIONS

In order to enhance the overall capacity of students, the College and Departments have established more than 20 Clubs and Associations. These include, the Students' Council, All India Catholic University Federation, Schedule Caste and Schedule Tribe Forum, Women's Cell, Legal Literacy Cell, St. Joseph's Evening College Alumni Association, Out station Association, Harmony Club, Literary and Debating Cell, Kannada Sangha, Hindi Parishad, Tamil Sangam, Les Franc - Adventurists, French Association, La Storia (History Association), Social Science Association (Economics Association), Lead Club (Journalism Association), Commerce Forum, Vision Association (BBA Association), Entrepreneur Cell and Tecno Freakies (BCA Association) The objective of these clubs and associations are to nurture sets of skills such as - leadership, organizing, managerial, technical, spiritual, interpersonal, communication and team building etc. This provides an avenue for students to explore and develop their skills and talents.

ADD-ONCOURSES

Autonomy has given us the scope to introduce many value added courses. Some important value added courses are: Communicative English Programme, Diploma in Human Rights Programme, Hardware and Networking Course, Diploma in Hospital Administration, Certificate Course in Tally, Equity Trading and Investment certificate course, One Diploma in Hospital Administration.

DIPLOMA IN HARDWARE AND NETWORKING

To foster the employability of the students, the college has been offering a Diploma Course in Hardware and Networking. This course has been a boon to those who seek career opportunities in IT sector.

EQUITY TRADING & INVESTMENT CERTIFICATE COURSE

Equity Trading & Investment certificate course is conducted in association between ICICI direct, Institute of financial learning, and St. Joseph's Evening College, autonomous. The course is facilitated by the Department of Business Administration and it is open to all students of the college.

Objectives of the programme is to provide essential skills on equity trading and investment in various asset classes like equities, ETFs and equity derivatives and to give hands on experience of investing & trading in equity market instruments using virtual stock market platform. Further, it also helps the participants consider stock markets a genuine place for wealth creation. The programme spans for 30-40 hours of blended learning comprising of classroom lectures and hands on experience of trading and investing in live markets. Internal and ongoing assessment during the programme delivery and assessment exam of 2 hours at the end of the programme leading to certification.

Benefits of the certification

- Hands on practical experience of trading in live stock markets – Equities and Derivatives
- Unique combination of Industry leader backed curriculum and most renowned certification body
- Exhaustive coverage and quality content Industry experts as faculty
- Recognition: NISM's certification demonstrate the knowledge and capability of an individual in the chosen areas of expertise and NISM's certifications are widely recognized and respected across the capital market domain

ONE YEAR DIPLOMA IN HOSPITAL ADMINISTRATION

A Diploma in Hospital Administration is offered by St. Joseph's Evening College, (Autonomous) in collaboration with St. Philomena's Hospital, Bangalore. The course is offered to all those individuals seeking to enhance their conceptual, managerial, technical and clinical skills in the realm of hospital administration. The course is offered for the period of

one year under the semester pattern with continuous internal assessment scheme with semester examination conducted at the end of the semester. Understanding the demands of the hospital industry, the design and content of the course is developed to target working executives from different background who are interested in pursuing hospital administration as a career. To give opportunity to working executives, we have scheduled the course during the week end i.e., on Saturdays and Sundays. Moreover, the programme is expected to be intensive with comprehensive content with varied methodologies and teaching aids such as presentations, activities, expert talks, case studies, documentaries, projects and practical training.

INFORMATION TECHNOLOGY ENABLED SERVICES

A certificate course in 'Information Technology Enabled Services' is offered by the community college to give exposure to various aspects connected to ITES sector notably one of the fastest-growing segments within the IT-BPM sector. This course enables the students to have full theoretical and practical knowledge on CRM (client relationship management), Human Resource Management, Financial Management and Office Management. The college is equipped with an ITES lab exclusively for this programme. The curriculum is framed in consultation with sector skills council (NASSCOM) The National Association of Software and Services Companies, top MNC companies and Academia. The student is directly recruited to the companies on completion of the assessment by NASSCOM. A student can get access to nearly 2000 ITES companies in Bangalore and can move into job roles such as CRM Executive, HR Executive, HR Payroll, HR Recruitment, Financial Analyst, and Office Assistant or Executive.

BANKING AND FINANCE

A course in Banking and Finance is offered by the community college to enable individuals to enhance or build skills in specific Banking and Financial spheres and avail wide range of career opportunities emerging in these segments. With India moving on to the top ten economies of the world, this sector will see an enormous demand for Banking and Financial professionals. This course enables the students to understand the concepts of sectors like Banking, Finance and Insurance. The college has a tie up with a leading bank to facilitate practical training. Assessment will be done by the (BFSI) Banking Financial Services and Insurance Sector Skill Council. On completion of this program the student will get into financial planning, financial services and banking.

DIPLOMA IN HUMAN RIGHTS

The department of Political-Science in collaboration with South Indian Cell for Human Rights Education and Monitoring (SICHREM), a human rights organization, has been offering a Diploma Course in Human Rights. This has helped the students to be aware of their rights and also pursue a career in NGOs.

INTEGRATED PROGRAMME

To increase the employment opportunities for the BA students, an integrated programme is offered in Fundamentals of Accounts, Mathematics, Statistics and Soft-skills.

COMMUNICATIVE ENGLISH COURSE

To enhance the communicative ability of the students, the department of English has been offering communicative English course with a well-equipped Language Lab.

CONCEPT OF LESSON PLAN

The concept of lesson plan is taken very seriously at our institution as we are catering to the slow learning segment. Every department is given autonomy to design, develop, implement, evaluate and review the lesson plan periodically to ensure better learning outcome. However, details will vary depending on the preference of the teacher, subject being covered, and the need of the students. The following guidelines are generally followed while planning the lesson: Class taught, Subject, Topic, Duration of Lecture, Teaching-Learning resources, Methodology and Aids used, objectives, Assessment, Learning outcome are prepared and the same is communicated to students.

TEACHING METHODOLOGY

To improve and keep pace with the emerging trends in teaching-learning process, several innovative practices such as role-plays, quiz, brain storming, group discussion, panel discussion, extempore, debates, case study analysis and probing questioning have been introduced. The institution periodically upgrades technology in order to enhance teaching-learning effectiveness. All class rooms are equipped with LCD projectors to promote the use of technology in teaching-learning process. Faculty members are encouraged to take the students to the computer lab and they can teach by referring the

materials available in the internet. Faculty members are provided various IT facilities like laptops, mobile projectors, speakers and Wi-Fi to facilitate computer aided teaching- learning. There is a provision to access e-journals, e-books and resources from internet in the College general library.

STAFF - STUDENT RAPPORT

Our lives are shaped very much by the people with whom we constantly interact, and here it will be your teachers. You have an excellent staff in this College; make good use of their experience and knowledge through constant personal contact both inside and outside the classroom. Today more than ever, a closer tie between the staff and the students is the only way to counteract the many problems arising from the impersonal atmosphere prevailing in much of our college education. Many of our staff members have undergone training to help you not only with your academic difficulties but also with your personal and emotional problems. You may always approach them for guidance. There are two full time Counselors available on the campus to help students with their personal and emotional problems.

ROLE OF PARENTS/GUARDIANS

Parents and Guardians are partners with the College in the task of total and integral education of their children and wards. It is in keeping with this concept of 'partnership' in education that the Principal invites the parents of students to discuss with them the performance of their son/ daughter. You will be intimated about the meeting, and every parent is requested to make it possible to attend it. Parents are also recommended to meet the Principal and the Mentors to ascertain from them the conduct and progress of their wards. The College welcomes suggestions from parents and well-wishers.

CLASS TEACHERS

The class teachers also ensure that the students excel both in their academic and personal lives. The class teachers keep a track of the students' attendance and academic performance and provide advice and guidance on a frequent basis to the needy students.

CLASS MENTORS

Every faculty has a group of 30 to 40 students who supervises both their academic and personal growth and guides them in the right direction.

COUNSELLING

There is a professional counselor appointed in the campus for the students to sort out their personal problems. The students who need the assistance are referred to the college counselor. In case the counselor feels that any student needs more help, he/she is referred to the Family Counselling Center which is near the college.

LANGUAGE LAB

To enhance proficiency in English and to develop the Listening Speaking, Reading and Writing (LSRW) skills of the students, the College has upgraded the Language lab with audio-visual aids and resources.

IGNITORS "INTEGRAL FORMATION PROGRAMME"

The College in collaboration with Jesuit Youth Ministry of Karnataka has been organizing a three day programme called, "Ignitors Integral Formation Programme" for the students since, 2011. The objective of the programme is catering to the holistic development of students through life-skills development and value education.

LIFE-SKILL DEVELOPMENT

This is designed to equip the students with various life-skills such as Intra and inter-personal communication, decision making, problem solving, stress management, anger management, leadership, team-building, etc.

VALUE EDUCATION

This is designed to emphasize on the importance of leading a value-based life personally and professionally in today's world.

SOCIAL ANALYSIS PROGRAMME (SAP)

To understand the dynamics and challenges of the society, the College has been successfully conducting Social Analysis Programme for the students annually. This programme is based on the syllabi cum work book cum exercise book facilitated by external resource persons. In fact our college is the first college to have formal syllabi for social analysis programme SAP. The SAP has played a major role in making students a catalyst for social change. Thus, SAP plays a crucial role in enhancing social skills.

PLACEMENT CELL

The College has an active placement cell which is functional throughout the year to cater to the employment needs of the students. The alumnus have immensely supported the placement cell by providing employment avenues to the students.

INTER-COLLEGIATE COMPETITIONS

The students are encouraged and incentivized to take part in various inter-collegiate academic and cultural competitions held across the country. This enhances the competitive spirit and confidence of the students.

RURAL EXPOSURE CAMP

To give exposure for the students to the harsh realities of rural life in our country, the College organizes a four to five days of Rural Exposure Camp for the final year students annually. This has enriched the students to understand the various facets of the society.

OUTREACH PROGRAMME 'CONVERGING CAMPUS AND COMMUNITY'

One of the major thrust areas of St. Joseph's Evening College is Social Concern- forming men and women for the service of others and touching as many lives as possible. In view of the fundamental values of the College, the College has embarked on ambitious Outreach programme since 2008. We had outreach programmes in five different villages of Karnataka. Initially, it was offered only for the final year students. Later, the college decided to bring even first year and the second year students into the mainstream of the outreach programme.

BRIDGE COURSE

The College published a syllabi book on Bridge Course in English, Kannada, Hindi, Financial Accounting and Basic Mathematics for First Semester Students. The publication of the Bridge Course book makes it unique.

PROJECT WORK

In order to inculcate research aptitude among the under-graduate students, the department of Business Management has incorporated project work as a part of curriculum in the final year. The students undertake a three months internship in a business organization and submit a project report in the prescribed form. Post submission evaluation is conducted in

which 75% weightage is given for the report and remaining 25% is for the performance in viva-voce examination. The key parameters of the evaluation include presentation, analysis and originality.

TERM RESEARCH PAPER

To foster research skills beyond syllabus, a Compulsory Term Paper for all the final year students is introduced in the 6th Semester. The Students are offered a wide spectrum of 256 areas to choose from and 36 teachers to guide the students in completing the term-paper. Every department will circulate the model term research paper during the orientation.

Step 1	1st Week	Orientation, circulation of model term Research Paper and allotment of guides by the respective Departments.
Step 2	2nd Week	Guides will schedule the meeting with the allotted students and discuss the area and topics.
Step 3	2nd Week	Finalization of title and objectives.
Step 4	3rd-4th Week	Students are expected to write a brief Introduction, Objectives, Scope, Relevance, Methodology, Limitations and Conclusion, not exceeding five sheets and get it approved by the guide.
Step 5	5th- 6th Week	Data Collection (Primary and Secondary data)
Step 6	7th-10th Week	Data Analysis and Interpretation.
Step 7	11th-12th Week	Findings, Recommendations and Conclusion.
Step 8	13th -14th Week	Report Organizing/Compiling, Writing and Presenting to the Guide.
Step 9	15th Week	Submission of term research paper report to the guide in the prescribed format.

Note: Candidate must have at least 6 sittings with the guide before taking the final print of the term paper. By the 5th sitting the draft has to be submitted for correction, giving at least one week to the supervisor to go through the draft. This must be done 2 weeks before the final submission date. All the interaction sessions must be documented and the student must have a copy with them. If the guide feels that the candidate has not worked according to standards, he can reject the term paper. However, the guide must inform the COE and Principal in writing regarding this in advance. If the student's term research paper is rejected or not submitted, they have to submit the same during the next supplementary examination/session with the required supplementary examination fee.

COMMUNITY COLLEGE

The College has introduced higher order skill development programmes in consonance with the national requirements as outlined by the National Skills Development Corporation and other agencies. St. Joseph's Evening College (SJEC) is one of the nine colleges to run the Community College Scheme (CCS) in Karnataka, which offers various skill development courses. Some of important skill development programmes offered by the community college are: Diploma in Information Technology Enabled Services, Diploma in Retail Management, Diploma in Beauty Culture, Diploma in Electrical and Electronics and Diploma in Hotel Management. Besides, courses like Functional and Communicative English, Basic Computer Education, Exposure to Life and Soft Skills are also offered. The syllabus is framed as per the NSDC and National Vocational Educational Qualification Framework (NVEQF) standards. Students who pursue these courses are fortunate to get a lot of practical knowledge in the skill and first-hand experience of working in the field through internship. Due to the industry partnership they are absorbed quickly into the job.

SUPPORT SERVICES

St. Joseph's Evening College has a long tradition of finding all resources possible to extend all forms of help to the socio-economically poor sections of the society, minority community and others. The stress is on holistic development and employability. The following are the distinctive support services rendered in the College.

- Preferential admission for the slow learners, economically poor, SC / ST students, Concessions, Scholarships, Student Profile forms

- Blue Book, Lectio Brevis (Orientation course), Question Bank, Book Bank, Ashirvachan- Graduation ceremony with mementos, One-time payment of fees, Marks for attendance, Prompt announcement of results, Monthly attendance display, Best outgoing students Awards, Quotation for the Day, Idiom for the Day, information on Autonomy, Double Evaluation of Answer books
- Publications, Free Booklets, Certificate Course on Networking, on Human Rights, on Communicative English, Wall Journals
- Language Lab, New software for integral formation, Computer Literacy, Free access to Computer Lab, Free Internet access, e-mail -ID, Bank accounts for all, Sneha Bank & Commerce Lab
- Laptops & LCD projectors, AV Room, Electronic gadgets like musical organ, camera, Xeroxed Free Notes, Open access to the library, subsidized newspaper, Wi-Fi facilities etc.
- Counseling services by two professional counselors. Counseling for married students, Sexual Harassment Cell, Special course on hygiene & sexuality for female students, medical camps, First Aid Box, Ladies Rest Room, Public Phone Booth, Book Shop, Canteen, Xerox facility
- Information on the notice board on availability of jobs, Campus Recruitment, Internship for Journalism students
- Film Club, Associations, Fests – Inter-class, Inter- Collegiate, Newsletter, Extra & co-curricular activities on Sundays
- Grievance Audit, Blood Group identification, Evaluation of Teachers, free Refreshments and a vibrant Alumni Association

COLLEGE REGULATIONS

1. The warning bell for class is given at 5.00 p.m., five minutes before the commencement of the class. Students should be in their respective classrooms before the second bell at 5.05 p.m. When a lecturer enters the class, the students must rise and remain standing until they are instructed to sit down.
2. Students must not loiter along the corridors or the quadrangle during class hours.
3. No student is allowed to leave the lecture hall without the lecturer's permission or until the class is dismissed.

4. If the concerned lecturer is absent, students are expected to study silently in the class room or go to the Reading Room.
5. Students are not permitted to smoke on the College campus. They are liable to disciplinary action (even dismissal) if found smoking on the campus.
6. Disciplinary action will be taken against any student found in possession of or under the influence of drugs or alcohol.
7. Students are forbidden to bring fire crackers and colour powders to the campus.
8. Insubordination, habitual inattention, neglect of work, unbecoming language or conduct, obscenity in word or deed render a student liable to suspension or permanent dismissal.
9. Boys and girls are expected to conduct themselves with dignity and maturity. In the interrelationship; they must observe norms of decency and propriety.
10. The campus must be kept clean at all times. Littering with sweet wrappers, waste paper, defacing the walls or desks, damaging college property etc., are offences. Every class under the guidance of the class leader will be responsible for the cleanliness of the room allotted to it.
11. Though the College is not responsible for the conduct of its students outside the premises, it will take note of any serious misconduct of a student outside the campus.
12. Posters, notices, etc., must not be put up without the permission of the Principal.
13. Students are expected to wear formal dress while attending classes and College functions. However they are allowed to wear T shirts with color and without slogans on Saturday. Girls – Salwar/ChuridharKameez (No sleeveless, $\frac{3}{4}$, no $\frac{1}{2}$ skirt, Tight Fitting or Short Tops)
14. Students are not permitted to sit at the parking space and in the canteen during class hours.
15. The parking space will function on all working days from 4.30 p.m. to 9.00 p.m. The attendant will not bear responsibility for vehicles that are not locked. Any vehicle left on the campus after 9.00 p.m. will be handed over to the police station.
16. Every student is required to wear his / her ID card while in the campus. No student is allowed to enter the college campus without the ID.

17. Externs are not allowed to enter the College during class hours to meet students or to attend College functions. Strict action will be taken on those who bring externs to the functions.
18. Practice for associations' functions and cultural programmes should be held either prior to the classes or on holidays and Sundays.
19. No money is to be collected from students without the prior permission of the Principal.
20. Books, magazines, newspapers etc., not approved by the Principal, are not allowed to be brought to the College.
21. The students are not allowed to organize picnics. The College reserves the right to initiate action against the class or group of students who violate this rule.
22. Ragging is a major criminal offence. Those who indulge in ragging, even in a 'friendly' way or encourage ragging will be handed over to the police and will face immediate dismissal from the College. Ragging should be reported to the Anti-Ragging Cell. No justification in this regard will be acceptable.
23. Use of mobiles is not permitted inside the classrooms and the corridors. Mobiles will be confiscated when used in the classrooms and corridors.
24. Every student will be supplied with a copy of the syllabus at the beginning of each semester. (Syllabus are also available in the College website) The teacher is expected to teach the whole syllabus exhaustively, every part of it, and no part should be left out under the presumption that it may not be important. In case, the syllabus is not covered fully by any particular teacher, students are obliged to inform the HOD or the Principal, at least fifteen days before the end of the particular semester.

THE COLLEGE LIBRARY

The Library of the SJEC was established in the year 1972. The Library offers vital supports for teaching, learning, research activities of the College by disseminating knowledge and offering modern services to the academic fraternity.

The Library currently has 22,707 printed volumes, 26 subscribed current journals. Several e-books and online database, across all domain of academic pursuit. The Library is well equipped with modern facilities and resources (print and electronic) in the forms of CDROMs, DVD-ROM, online databases, video cassettes, books, journals, reports, etc. It has also developed a full-

fledged E-learning centre in the year 2015, in order to provide various digital mode Library services. The database for the entire collection of books and Journals is available through On-Line Public Access Catalogue (OPAC).

The library operates with the following objectives:

- To support the learning process of the students and faculties through its effective dissemination of knowledge.
- To facilitate and promote access to various digital library collection of sources
- To meet knowledge/information needs of the faculty, and to support their teaching activities.

Vision:

To empower the students, faculty and researchers with enriching collections of critical information resources.

Mission:

To select, collect, preserve and disseminate knowledge that is significant to teaching, pedagogy and research publication. Library aims through pioneering services, to the creation and delivery of various Learning Resource and Information Services (LRIS).

RULES OF THE LIBRARY

1. The Library will be open from 2.00 p.m. to 8.45 p.m. on all working days and vacations of the year. On Saturdays it will be open from 4.30 p.m. to 8.45 p.m.
2. Extension of period may be obtained if someone else has not applied for the same book.
3. Loss of a book borrowed from the library must be intimated to the Librarian. Books lost, damaged or defaced must be paid for by the student. Loss of pages, mutilation and any other damage discovered on return of books will be charged.
4. A student is entitled to borrow 2 books, if failed to return the books within 14 days will be fined Rs. 1/- for each day beyond the due date.
5. Strict silence should be observed in and near the reading room.
6. Books are issued for the exclusive personal use of the applicant. Anyone found applying for books for another will be denied the facility of the library.

CHOICE BASED CREDIT SYSTEM

Changes in the expectations from the educational services sector have forced universities and colleges to adapt to a new paradigm. Colleges are no more centers of imparting and creating knowledge. Apart from knowledge based education, colleges are forced to create skilled and employable Human Resource. As this aspect of education was not given due importance many traditional courses lost steam and failed to attract students. Keeping this in mind the UGC and Bangalore University have asked all colleges to implement Choice Based Credit System. This is further supported by State higher education council. St. Joseph's Evening College has decided to introduce Choice Based Credit System from the academic year 2015-16 for all the courses and across curriculum. The salient features of this system are as follows:

- Each course shall carry a specific number of credits which are a weightage of a course.
- All courses have subjects that include Foundation, core and skill development courses.
- The system allows horizontal mobility.
- Results are based on Cumulative Grade Point Average. (CGPA)

SUBJECTS OF STUDY

Part- 1: Languages;

Students have to study two languages. English is compulsory. Another language can be chosen from Kannada, Hindi and Tamil. If the language that was studied at PUC level is not offered by the college, such students can opt for additional English as a language.

Part-2: Optional/core subjects;

Students can opt for the subjects as prescribed by the university and offered by the college. The Board of Studies of the concerned department decides on the subjects to be offered by the respective department.

Part-3: A- Foundation and Skill Development Courses (common to all courses):

I -Compulsory courses in the first and second semesters.

- Constitution of India and Human Rights.
- Environment and public health.
- Computer application and information technology.

In addition to the above, students learn a foreign language in one of the semesters. Tentatively the college offers French. It may consider offering other languages depending on the demand.

Skill development courses are offered in the third, fourth, fifth and sixth semesters, one in each semester as prescribed by the concerned faculty.

II - Extension, Co-Curricular and Extra-curricular activities:

A student shall opt for any of the activities as prescribed by the college from time to time, one each in the third and fourth semesters. Evaluation is done internally.

CALENDAR OF TESTS AND EXAMINATIONS

Each academic year consists of two semesters of 90 days of classes including tests and preparation for end-semester exams. Academic calendar showing dates of commencement and end of teaching, internal assessment tests and term end examination shall be duly notified before commencement of each semester.

ACADEMIC EVALUATION

Academic evaluation is an important administrative function to ensure that students are learning what the academic departments intend them to learn. That is, assessing students' achievement allows departments to examine how students benefit from the various courses that comprise the degree programme. Academic programmes and services are periodically evaluated to make sure that all students are learning the core of the major field material.

PROMOTION POLICY FOR UNDERGRADUATE PROGRAMME

No student is promoted to the fifth semester if he/she has not completed all the papers of the first and second semesters. This Rule regarding Promotion is applicable to students admitted from academic year 2013-14 onwards.

For students admitted for the Academic Year 2014-15 ONLY

For each Semester, there will be both Continuous Internal Assessment(CIA) and End Semester Examination (ESE), with equal weightage in the ratio of 50:50. To get a pass in a course a student must secure a minimum of 35% in each subject of the CIA and 40% in ESE and 40% in the aggregate in each subject.

A student cannot appear for the ESE unless he/she obtains the minimum of 35% in the CIA and 75% attendance in each subject.

INTERNAL ASSESSMENT (CIA) for 2014-15 Batch ONLY

The CIA for theory courses consists of two written tests, an objective test/quiz/ assignment and attendance. The 50% of Internal Assessment shall be distributed as follows:

1. Written tests – 40 marks. There will be 2 tests of 90 minutes duration per semester.
2. An objective test – 5 marks (Quiz/ Assignment/Presentation)
3. Attendance – 5 marks

ATTENDANCE	PERCENTAGE MARKS
96 - 100	5
91 - 95	4
86 - 90	3
81 - 85	2
76 - 80	1

For students admitted for the Academic Year 2015-16 onwards

For each course there will be both Continuous Internal Assessment (CIA) & End Semester Examination (ESE) with weight age in the ratio of 30:70. The minimum for a PASS in each subject is 40% in ESE (28 marks out of 70 marks)& 40% in the aggregate in each subject.

The CIA for theory courses consists of two written tests, an objective test/ quiz/ assignment and attendance. The 30% of Internal Assessment shall be distributed as follows:

1. Written tests – 20 marks. There will be 2 tests of 90 minutes duration per semester.
2. An objective test – 5 marks (Quiz/ Assignment/Presentation)
3. Attendance- 5 marks.

ATTENDANCE	PERCENTAGE MARKS
96-100	5
91-95	4
86-90	3
81-85	2
76-80	1

SEMESTER EXAMINATION (2014-15 Batch only)

No student with less than 75% attendance will be allowed to write the end semester examination. At the end of each semester, a comprehensive examination will be conducted. The end-semester examination will be for 100marks that will be converted into 50 marks. The duration of the examination will be three hours. The ESE would be held about at least ten days after the completion of teaching for the semester.

(2015-16 Batch onwards)

No student with less than 75% attendance will be allowed to write the end semester examination. At the end of each semester, a comprehensive examination will be conducted. The end-semester examination for 70 marks will be conducted. Each theory paper of 70 marks shall be of 2 ½ hours duration.

PROMOTION POLICY - POST GRADUATE COURSES**M.Com. / M. A. English****For students admitted for the Academic Year 2015-16 onwards**

1. To be eligible to appear for the End Semester Examination, a PG student should have atleast 75% attendance in every subject, failing which he / she will have to repeat the semester.
2. A Post Graduate student shall have a maximum of three attempts (1+2) to pass a particular End Semester Examination in a given subject. A candidate should complete the Masters' Degree within four academic years from the year of admission.

For each course there will be both Continuous Internal Assessment (CIA) & End Semester Examination (ESE) with weight age in the ratio of 30:70. The minimum for a PASS in each subject is 40% in ESE (28 marks out of 70 marks) & 40% in the aggregate in each subject. Aggregate Minimum for PASS in each semester is 50%.

The CIA for theory courses consists of one written test, two objective Tests and attendance. The 30% of Internal Assessment shall be distributed as follows:

1. Written tests – 15 marks. There will be 1 test of 90 minutes duration per semester.
2. Objective tests - 2 Nos. of 5 marks each (Seminar/Assignment Presentation)

3. Attendance- 5 marks.

ATTENDANCE	PERCENTAGE MARKS
96-100	5
91-95	4
86-90	3
81-85	2
76-80	1

REVALUATION

There will be provision for revaluation. 50% of the fee will be refunded to the candidate if the candidate on revaluation obtains fifteen or more marks than the previous one. On revaluation, if the student scores more than twenty marks than the previous marks, the revaluation fee will be refunded. An external examiner who was not part of the Board of Examiners for the regular valuation will value such papers. There will be also provision for totaling of marks and photo copying of answer scripts, if an application is made within a week of the publication of results with the prescribed fee.

SUPPLEMENTARY EXAMINATIONS

All candidates who have failed in the regular examination have to write the supplementary examination. The supplementary examinations will be held a month after the announcement of results of the semester examinations. If the paper contents change, the student will be given one supplementary examination in the old paper. In case he/ she does not clear it, he/she will have to take subsequent supplementary examinations in the changed syllabus. In case a paper is discontinued altogether, the student is given three chances in the same syllabus. If he/she fails, he/she has to take another paper permitted by the Principal. Students have to register for the supplementary examination separately. The marks scored by a student in supplementary examinations will not be considered for ranks. However, such marks will be taken into account for the award 15 of grades. The marks obtained in revaluation will be considered for rank. Any problem pertaining to mistakes in declaration of results, in marks cards or revaluation shall be referred to the Controller of Examinations. Any other issue not mentioned here will be resolved by the Principal from time to time in consultation with appropriate bodies of the College and such decisions shall be final and binding on the candidate.

Grievance Cell

To address any grievance of students pertaining to continuous internal assessment and the semester exams, there will be a Grievance Cell. Students have to meet the subject teacher who teaches the subject if they feel injustice has been meted out to them. If they are unsatisfied with the evaluation made by a teacher, the matter may be referred to the Head of the Department/ Principal. The College grievance committee could be met with a written complaint if a student still feels that the issue has not been rightly addressed.

To ensure a fair examination system, all complaints and malpractices, if any, should be properly investigated and examined. All cases of malpractice referred to the Controller, Chief Superintendent of Examinations/ principal pertaining to any favoritism in internal or external valuation, leakage of paper or acceptance of bribe for favors will be referred to the staff malpractice committee. This committee will include the Vice-Principal and two senior members of the faculty. An external member from the legal fraternity may also be included in case of serious charges. The committee will take up all cases brought to it within two days of reporting of the incident and make a thorough investigation. If any truth is found in the complaint, the committee should summon the staff member.

The staff member should be given a fair chance to explain his/her position. The final report will then be submitted to the Academic Council. Action will be taken according to the decision of the Academic Council, and the Governing body of the management.

All students' malpractices in the examination hall and internal assessment will be referred to the Malpractice Committee set up for the purpose. The Chief Superintendent and two other senior staff members of the College will be its members. They would provide a fair chance to the students involved in malpractice and finally submit their findings to the Controller of Examinations. A committee consisting of the Principal and the Controller of Examinations will take action on the report of the committee.

CREDIT SYSTEM

In tune with the concepts and suggestions of the UGC and NAAC, the advancement that has taken place in evaluation methods and to make the teaching effective and meaningful, the College has adopted credit-grade based performance assessment (CGPA) for all the courses being run in the College.

All undergraduate courses in the College are of 150 credits. A theory course of one credit is equal to 15 classes/lectures of one hour duration. For example, a theory course of 4 credits in a semester has (15x4) 60lectures/ hours.

Distribution of Grades and Grade Points

Percentage	Grade	Grade Point	Interpretation	Class
80- above	O	4	Excellent	Distinction
73-79	A+	3.67	Very Good	First Class
66-72	A	3.33	Good	Second Class
60-65	B+	3.0	Above Average	
55-59	B	2.67	Average	
50-54	C+	2.33	Satisfactory	
45-49	C	2.00	Pass	Pass Class
40-44	D	1		
<40 F	0	Fail	Fail	

$$\text{Credit Grade Point Average (CGPA)} = \frac{\text{Total of Grade Points} \times \text{Credits}}{\text{Total Credits}}$$

Distribution of Grades and Grade Points For Batch 2015 - 2016 Onwards

Final Result/Grade Description - Under Graduate		
Percentage	Grade	Class
90 to 100	O	Outstanding
80 to 89.99	A++	First Class Exemplary
70 to 79.99	A+	First Class Distinction
60 to 69.99	A	First Class
55 to 59.99	B+	High Second Class
50 to 54.99	B	Second Class
40 to 49.99	C	Pass Class
0 to 39.99	F	Reappear

Final Result/Grade Description - Post Graduate		
Percentage	Grade	Class
90 to 100	O	Outstanding
80 to 89.99	A++	First Class Exemplary
70 to 79.99	A+	First Class Distinction
60 to 69.99	A	First Class
55 to 59.99	B+	High Second Class
50 to 54.99	B	Second Class
0 to 49.99	F	Reappear

$$\text{Credit Grade Point Average (CGPA)} = \frac{\text{Total of Grade Points} \times \text{Credits}}{\text{Total Credits}}$$

GRADING SYSTEM

The students are evaluated on the basis of continuous internal assessment and the semester examinations. For the grading and classification of students, the performance of the students is first marked according to the conventional procedure. Marks are then converted into grades and the grades in turn into grade points.

Subject	Marks	Grade	Grade Points	Credit	Weighted Grade Points
English 1	58	B	2.67	4	10.68
English II	60	B+	3	4	12
English III	62	B+	3	4	12
English IV	50	C+	2.33	4	9.32

The total number of credits is 16 for English and if the weighted grade points in that subject are 44, the student's overall grade point average is $44/16=2.75$. The student is eligible for the overall grade of B in English. Similar calculations will be made for all the courses.

ALLOTMENT OF CREDITS 2014-15 BATCH ONLY

Subjects	Credits			
	B.A.	B.Com.	BBM	BCA
English	16	16	08	16
Language	16	16	08	16
Core Subjects	108	112	130	114
Indian Constitution	-	02	02	02
Computer Fundamentals	02	-	-	-
Environmental Science	02	02	02	02
Business Ethics	-	02	-	-
HRD S& Soft Skills	06	-	-	-
TOTAL	150	150	150	150

**BACHELOR OF ARTS (ELECTIVES - HISTORY,
ECONOMICS AND POLITICAL SCIENCE -HEP)**

	I	II	III	IV	V	VI	Total
English	4	4	4	4	-	-	16
Language	4	4	4	4	-	-	16
History	5	5	5	5	8	8	36
Economics	5	5	5	5	8	8	36
Political Science	5	5	5	5	8	8	36
HRD	1.5	1.5	1.5	1.5	-	-	6
Computer Fundamentals	-	-	2	-	-	-	2
Environmental Studies	-	2	-	-	-	-	2
TOTAL							150

**BACHELOR OF ARTS (ELECTIVES - JOURNALISM,
POLITICAL SCIENCE AND SOCIOLOGY- JPS)**

	I	II	III	IV	V	VI	Total
English	4	4	4	4	-	-	16
Language	4	4	4	4	-	-	16
Journalism	5	5	5	5	8	8	36
Political Science	5	5	5	5	8	8	36
Sociology	5	5	5	5	8	8	36
HRD	1.5	1.5	1.5	1.5	-	-	6
Computer Fundamentals	-	-	2	-	-	-	2
Environmental Studies	-	2	-	-	-	-	2
TOTAL							150

BACHELOR IN COMMERCE (B.COM.)

	I	II	III	IV	V	VI	Total
English	4	4	4	4			16
Language	4	4	4	4			16
Optional	16	16	16	16	24	24	112
Indian Constitution	-	-	2	-	-	-	2
Environmental Studies	-	2	-	-	-	-	2
Business Ethics	-	-	-	-	-	2	2
TOTAL							150

BACHELOR IN BUSINESS ADMINISTRATION (BBA)

	I	II	III	IV	V	VI	Total
English	4	4	-	-	-	-	08
Language	4	4	-	-	-	-	08
Optional	16	16	24	24	24	26	130
Indian Constitution	-	-	2	-	-	-	2
Environmental Studies	-	2	-	-	-	-	2
TOTAL							150

BACHELOR IN COMPUTER APPLICATION (BCA)

	I	II	III	IV	V	VI	Total
English	4	4	4	4			16
Language	4	4	4	4			16
Optional	16	16	16	16	16	16	96
Lab	2	2	2	2	4	6	18
Indian Constitution	-	-	2	-	-	-	2
Environmental Studies	-	2	-	-	-	-	2
TOTAL							150

ALLOTMENT OF CREDITS 2015-16 BATCH ONWARDS**BACHELOR OF ARTS (ELECTIVES - HISTORY, ECONOMICS, AND POLITICAL SCIENCE AND JOURNALISM, POLITICAL SCIENCE, SOCIOLOGY)**

Subject		I	II	III	IV	V	VI	Credits
Part 1	Language- I (Kannada/ Additional English, Hindi, Tamil)	3	3	3	3			12
	Language - II (English)	3	3	3	3			12
Part 2	Core Subjects	12	12	12	12	18	18	84
Part 3	Foundation Courses	2	2	2	2	2	2	12
Total Credits		20	20	20	20	20	20	120

BACHELOR OF ARTS (ELECTIVES - ENGLISH, JOURNALISM AND PSYCHOLOGY)

Subject		I	II	III	IV	V	VI	Credits
Part 1	Language- I (Kannada/ Additional English, Hindi, Tamil)	3	3	3	3			12
	Language - II (English)	3	3	3	3			12
Part 2	Core Subjects	12	12	12	12	12	12	72
	Lab	2	2	2	2	2	2	12
Part 3	Foundation Courses & Skill Development Courses	2	2	2	2	2	2	12
Total Credits		22	22	22	22	16	16	120

BACHELOR IN COMMERCE (B.COM.)

Subject		I	II	III	IV	V	VI	Credits
Part 1	Language- I (Kannada/ Additional English, Hindi, Tamil)	3	3	3	3			12
	Language - II (English)	3	3	3	3			12
Part 2	Core Subjects	12	12	12	12	18	18	84
Part 3	Foundation Courses & Skill Development Courses	2	2	2	2	2	2	12
Total Credits		20	20	20	20	20	20	120

BACHELOR IN BUSINESS ADMINISTRATION (BBA)

Subject		I	II	III	IV	V	VI	Credits
Part 1	Language- I (Kannada/ Additional English, Hindi, Tamil)	3	3					6
	Language - II (English)	3	3					6
Part 2	Core Subjects	12	12	18	18	18	18	96
Part 3	Foundation Courses & Skill Development Courses	2	2	2	2	2	2	12
Total Credits		20	20	20	20	20	20	120

BACHELOR IN COMPUTER APPLICATION (BCA)

Subject		I	II	III	IV	V	VI	Credits
Part 1	Language- I (Kannada/ Additional English, Hindi, Tamil)	3	3	3	3			12
	Language - II (English)	3	3	3	3			12
Part 2	Core Subjects	12	12	12	12	12	12	72
	Lab	2	2	2	2	2	2	12
Part 3	Foundation Courses & Skill Development Courses	2	2	2	2	2	2	12
Total Credits		22	22	22	22	16	16	120

POST GRADUATION IN COMMERCE (M.COM)

Subject	I	II	III	IV	Credits
Core Subjects	24	24	20	16	84
Soft Core, Open Electives & Dissertation	2	2	4	8	16
Total Credits	26	26	24	24	100

POST GRADUATION IN ENGLISH

Subject	I	II	III	IV	Credits
Optional Subjects	20	20	16	12	68
Soft Core, Open Electives & Dissertation	3	5	5	7	20
Total Credits	23	25	21	19	88

**CALENDAR OF EVENTS
2016 - 2017**

MAY 2016

SUN	MON	TUE	WED	THU	FRI	SAT
1 May Day	2	3 World Press Freedom Day	4	5	6	7
8	9 Basava Jayanthi (H)	10	11	12	13	14
15 International Day of Families	16	17	18	19	20	21 Buddha Purnima World Day for Cultural Diversity for Dialogue and Development
22 Bio-Diversity Day	23	24	25	26 Induction Programme for New Lecturers	27 Staff De- velopment Programme	28 Staff De- velopment Programme
29 International Day of UN Peacekeepers	30 College Reopens II & III year Orientation Programm	31 II & III year Parents Orientation Programm				

JUNE - 2016

SUN	MON	TUE	WED	THU	FRI	SAT
			1 Bridge Course for 1 year Global Day of Parents	2 Bridge Course for 1 year	3 First Friday Mass Bridge Course for 1 year	4 Bridge Course for 1 year International Day of Innocent Children Victims of Aggression
5 Environment Day	6 Bridge Course for 1 year	7 Bridge Course for 1 year	8 Bridge Course for 1 year Ocean Day	9 Bridge Course for 1 year	10 1 year Orientation Programme – Students	11 1 year Orientation Programme – Parents
12 World Day Against Child Labour	13	14 Literacy Club World Blood Donor Day	15	16	17	18 Students' Council Election
19 Women's Cell Programme for 1 year Girls	20 World Refugee Day	21 International Yoga Day	22	23	24	25 La-Storia Investiture Ceremony of Students' Council & Inauguration of Association Clubs and Association
26 Leadership Training for Students' Council	27	28	29	30		

JULY - 2016

SUN	MON	TUE	WED	THU	FRI	SAT
31 Feast of St. Ignatius Loyola					1 First Friday Mass Ignitors	2 AICUF Inauguration Ignitors
3 AICUF students visit to old age home	4	5	6 Ramzan (H)	7	8	9
10	11	12	13	14	15	16
17	18	19	20 I Unit Test	21 I Unit Test	22 I Unit Test	23 I Unit Test
24 Retreat for Catholics	25 St. Ignatian weeks begins	26	27 Commerce Forum Event Hindi Debate	28 Nature Protection Day	29 BCA Seminar	30 Inauguration of Tejas St. Ignatius Loyola Fest Mass International Day of Friendship & World Day against Trafficking in Persons

AUGUST - 2016

SUN	MON	TUE	WED	THU	FRI	SAT
	1	2	3	4 Last date of submission of marks	5 First Friday Mass	6 Tejas
7 Tejas	8	9	10 Literary Club	11	12 International Youth Day	13 Commerce Forum Event SSA
14	15 Independence Day (H)	16	17	18	19	20 Renewable Energy Day Commerce Forum Even Hindi Essay La-Storia
21	22 Lead Club	23	24	25	26	27
28	29 II Unit Test	30 II Unit Test	31 II Unit Test			

SEPTEMBER 2016

SUN	MON	TUE	WED	THU	FRI	SAT
				1 II Unit Test	2 First Friday Mass	3 Commerce Forum Event Teachers Day Celebration
4	5 Teachers Day & Inter- national Day of Charity Ganesh Chaturthi (H)	6	7	8 Nativity of Our Lady (H) Internation- al Literacy Day	9	10 Commerce Forum Event Hindi Poetry Competi- tion. World Suicide Prevention Day
11	12 Bakrid (H)	13	14	15 Internation- al Day of Democracy	16 English Conference Ozone Day	17 Synergy 6.0 English Conference
18 Women's Cell Programme for II year Girls	19	20	21 Internation- al Day of Peace	22 Last work- ing Day for students	23	24
25	26	27 World Tourism Day	28 Green Consumer Day	29 End Semester Examina- tion	30 Mahalaya Amavasya (H)	

OCTOBER 2016

SUN	MON	TUE	WED	THU	FRI	SAT
30	31 Bali Padyami (H)					1 Wild Life Week End Semester Examination
2 Gandhi-Jayanthi International Day of Non-Violence	3 World Habitat Day End Semester Examination	4 End Semester Examination	5 End Semester Examination	6 End Semester Examination	7 End Semester Examination	8 End Semester Examination
9	10 AyudhaPooja (H) World Mental Health Day	11 Vijaya Dashami (H)	12 Moharam (H)	13 End Semester Examination	14	15 Valmiki Jayanthi (H)
16 World Food Day	17 International Day for the Eradication of Poverty	18	19	20	21	22
23	24 Last working day for teachers	25	26	27	28	29 Naraka Chaturdashi (H)

NOVEMBER - 2016

SUN	MON	TUE	WED	THU	FRI	SAT
		1 Kannada Rajyoth- sava (H)	2	3	4 First Friday Mass	5
6	7 College Reopens	8	9	10	11	12
13 World Communi- cation Day	14	15	16 Literary Club	17 Kanakada- sa Jayanthi (H)	18	19 Commerce Forum Event
20 Annual Sports Day UN Child Rights Day	21	22 Kannada Interclass Cultural Competi- tions	23 Kannada Interclass Cultural Competi- tions	24 Kannada Interclass Cultural Competi- tions	25 International Day for the Elimination of Violence against Women Kannada Interclass Cultural Competitions	26 Commerce Forum Event Kannada Interclass Cultural Competi- tions
27 Women's Cell Programme for III year Girls	28	29	30 Kannada Sangha Rajyoth- sava			

DECEMBER 2016

SUN	MON	TUE	WED	THU	FRI	SAT
				1 World AIDS Day	2 First Friday Mass	3 La-Storia Blood Donation Camp International Day of Persons with Disabilities
4	5	6	7	8	9 International Anti-Corruption Day	10 Human Rights Day
11 Mountain Day	12 Id-Milad (H)	13	14	15	16	17
18 International Migrants Day	19 I Unit Test	20 I Unit Test	21 I Unit Test	22 I Unit Test	23 Christmas Celebration	24 Christmas Vacation
25 Christmas	26	27	28	29	30	31

JANUARY - 2017

SUN	MON	TUE	WED	THU	FRI	SAT
1	2 College Reopens	3	4	5	6 First Friday Mass	7
8 Tamil Fest	9	10	11	12 National Youth Day	13 Commerce Forum Event	14 Makara Sankranti (H)
15	16	17	18	19 Sociology Fest	20	21 La-Storia Commerce Forum Event
22 Hindi Fest	23	24	25	26 Republic Day (H)	27 International Day of Commemoration in Memory of the Victims of the Holocaust	28 BCA Fest Legal Literacy Cell SSA
29	30 Martyrs' Day	31				

FEBRUARY 2017

SUN	MON	TUE	WED	THU	FRI	SAT
			1	2	3 First Friday Mass	4 Adonai Fest World Can- cer Day
5	6	7	8	9	10	11 II Unit Test
12	13 II Unit Test World Radio Day	14 II Unit Test	15 II Unit Test	16	17 Commerce Forum Event	18 Synergy 6.1
19	20 World Day of Social Justice	21	22	23	24 Maha Shivratri (H)	25 Commerce Forum Event La-Storia
26	27	28				

MARCH 2017

SUN	MON	TUE	WED	THU	FRI	SAT
			1 Ash Wednesday Mass Zero Discrimina- tion Day	2 World Wildlife Day	3 World Wildlife Day	4 Commerce Forum Valedictory Function Karanji Inter- Collegiate Fest
5	6	7	8 Women's Day	9	10 Students' Council & Association Valedictory	11 Last work- ing day for students
12	13 College Day	14	15 Graduation Day	16	17	18
19 St. Joseph's Feast	20	21	22 World Day of Water	23	24 International Day for the Right to the Truth concerning Gross Hu- man Rights Violations and for the Dignity of Victims	25 End Semester Examination International Day of Re- membrance of the Victims of Slavery and the Transat- lantic Slave Trade
26	27 End Semester Examina- tion	28 End Semester Examina- tion	29 Ugadi (H)	30 End Semester Examina- tion	31 End Semester Examina- tion	

APRIL 2017

SUN	MON	TUE	WED	THU	FRI	SAT
30	31					1 End Semester Examination World Autism Awareness Day
2	3 End Semester Examination	4 End Semester Examination	5 End Semester Examination	6	7 International Day of Reflection on the Genocide in Rwanda & World Health Day	8
9 Mahavir Jayanti	10	11	12	13 Maundy Thursday	14 Good Friday Dr. Ambedkar Jayanti (H)	15
16 Easter Sunday	17	18	19	20	21	22 International Mother Earth Day
23	24	25	26	27	28	29

ADMINISTRATION

Rev. Dr. Jerome Stanislaus D'Souza, SJ	Provincial, President - The Bangalore Jesuit Educational Society (BJES)
Rev. Fr. Anthony Joseph, S.J.	Rector, Vice-President (BJES)
Rev. Fr. Jason Furtado, S.J.	Secretary & Treasurer (BJES)
Rev. Fr. Maxim Dias, S.J.	Principal
Prof. Joy Alex	Vice-Principal
Rev. Fr. Jason Furtado, S.J.	Campus Minister

OFFICE OF THE CONTROLLER OF EXAMINATIONS

Mr. Joseph Roche	Controller of Examinations
Mr. Sanil Cornelio	Office Assistant
Mr. Yesudas	Office Assistant

DEPARTMENT OF ENGLISH

Mr. Diwakar P, M.A., M.Ed.,	Assistant Professor & HOD
Dr. Arul Mani M.A., Ph.D	Associate Professor
Mrs. Nargees Fathima, M.A.	Assistant Professor
Mr. Gulab T. Salian, M.A.	Assistant Professor
Mr. Jerrin Chandan S, M.A. (English & Philosophy)	Assistant Professor
Ms. V Roseline Victoria, M.A, M.Phil.	Assistant Professor
Ms. M. Priyadarshini, M.A.	Assistant Professor
Ms. Rency Litty Thomas, MA	Assistant Professor

DEPARTMENT OF KANNADA

Dr. K.M.Mathew, M.A., Ph.D.,	Associate Professor & HOD
Mr.H.V.Thyagaraj, M.A.	Assistant Professor

DEPARTMENT OF HINDI

Dr. K.N. Sheshadri, M.A., Ph.D.,	Associate Professor & HOD
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DEPARTMENT OF TAMIL	
Mrs. Emilia Theresa, M.A., B.Ed., B.Lib.,	Assistant Professor & HOD
DEPARTMENT FRENCH	
Ms. Rachel Deepika Solomon M.A., DALF (C2)	Assistant Professor
DEPARTMENT OF COMMERCE	
Dr. H. Nagaraj, M.Com., M.Phil., Ph.D.,	Associate Professor & HOD
Fr. Dr. Charles Lasrado S.J., M.Com., M.Phil., M.B.A., Ph.D.	Associate Professor
Dr. Sumangala J. K, M.Com, MBA, B.Ed., Ph.D, (NET), (JRF)	Assistant Professor
Fr. Jason Furtado, S.J. M.Com.	Assistant Professor
Mr Sridhar L S. M.Com., M.Phil., M.B.A., (NET)	Assistant Professor
Mr. John Bosco, MIB, (K-SLET)	Assistant Professor
Mr.Srinivas Rao, M.Com. M.Phil, B.Ed.	Assistant Professor
Mrs. A.V. Namrutha Sree, M.Com., M.Phil.	Assistant Professor
Ms. Shruthi J, M.Com., (NET, K-SLET)	Assistant Professor
Ms. Maria Samantha J, M.Com.	Assistant Professor
Mr. Charles Ambrose A, M.Com., NCCMP, (NET, K-SLET)	Assistant Professor
Mr. Joswin Prince Rodrigues, M.Com.	Assistant Professor
Mr. Cyril, M. Com, PGDBA, PGDFM (NET, K-SLET)	Assistant Professor
DEPARTMENT OF HISTORY	
Prof. Jane D'Souza, M.A., M.Phil.	Associate Professor & HOD
DEPARTMENT OF ECONOMICS	
Mr. Prashanth Kumar, M.A. (K-SLET), B.Ed.	Assistant Professor
DEPARTMENT OF POLITICAL SCIENCE	
Dr. Christopher Hoskins, M.A., Ph.D.	Assistant Professor & HOD

Mr. Albert Smith, M.A. (Pol.Sc.), M.A.(Hist.), M.Phil., M.A. (Eng), MBA (K-SLET)	Assistant Professor
Fr. Maxim Dias S.J. M.A., (Pol.Sc.), M.A. (Philosophy)(NET)	Assistant Professor
DEPARTMENT OF JOURNALISM	
Sr. Saly Joseph, M.S.Com. M.Phil.	Assistant Professor & HOD
DEPARTMENT OF SOCIOLOGY	
Mr. Dav Fod, M.A. (K-SLET)	Assistant Professor & HOD
Mr. John Paul, M.A. (K-SLET)	Assistant Professor
DEPARTMENT OF PSYCHOLOGY	
Sr. Gladis Leena M.J, M.Sc., (PSY)	Assistant Professor & HOD
Mr. B.B. Paul Raj M.Sc., (PSY)M Phil	Assistant Professor
DEPARTMENT OF BUSINESS ADMINISTRATION	
Dr. K. Kanishka, MBA(HR), PGPMIR, M.A. (Pol.Sc.,) B.Ed., Ph.D. (NET and K-SLET)	Assistant Professor & HOD
Mrs. Priya S, M.Com. M.Phil. (NET)	Assistant Professor
Mr. Mohammed Umair, M.Com., PGDBA (NET)	Assistant Professor
Mr. Leo Gladwin. L, MBA	Assistant Professor
DEPARTMENT COMPUTER APPLICATION (BCA)	
Mrs. Annie Syrien, M.Sc.	Assistant Professor & HOD
Mr. Amalraj X, M.E, MBA	Assistant Professor
Ms. Amrin S, MCA, MBA	Assistant Professor
Mr. Prasad C, MCA	Assistant Professor
Mr. John Paul, M.Sc (Maths/Statistics) M.Phil.	Assistant Professor
Mr. Prakash, MCA	Assistant Professor

POST GRADUATION IN COMMERCE

Dr. H. Nagaraj, M.Com., M.Phil., Ph.D.,	Associate Professor & HOD
Prof. Joy Alex, M.A.,	Associate Professor
Dr. Sumangala J. K, M.Com, MBA, B.Ed., Ph.D, (NET), (JRF)	Assistant Professor
Mr. Ramesh Babu Gandhi, M.C.A.	Assistant Professor

POST GRADUATION IN ENGLISH

Mr. Diwakar P, M.A., M.Ed.,	Assistant Professor & HOD
Dr. Arul Mani M.A., Ph.D	Associate Professor
Mr. Jerrin Chandan S, M.A. (English & Philosophy)	Assistant Professor
Dr. Cheriyan Alexander	Associate Professor
Dr. Etienne Rassendren	Associate Professor
Dr. Rajaram	Associate Professor

UGC APPROVED COMMUNITY COLLEGE

Fr. Melvin Lobo, B.Ed., M.Ed.,	Co-coordinator – Nodal Officer
Mr. Vijay Prasanna	Faculty (ITES)
Ms. Neetha Veronica	Faculty (Retail Management)

COUNSELLING DEPARTMENT

Ms. Miriam Imam, NLP, B.A.	Counsellor
Sr. Gladis Leena M.J, M.Sc., (PSY)	Counsellor
Fr. Xavier Alangaram	Counsellor
Fr. Kishor Kumar	Counsellor
Fr. Ashlon Noronha	Counsellor

SYSTEM ADMINISTRATOR

Mr. Prakash, MCA	System Admin.
Mr. Ravi Kiran Rai. G, BCA	System Admin.

LIBRARY STAFF

K.N. Lakshmipathi B.Sc, M.L.L.S, M.Phil.(Ph.D)	Librarian
Ms. Eshani.R.	Library Asst. / Office Asst.
Mr. Puttaswamy	Peon

OFFICE STAFF	
Mr. Tajuddin	Superintendent
Mr. Joseph V.T	Accounts Superintendent
Mr. Sandesh Kumar V S	First Division Assistant
Mr. Joel Paul	Typist
Ms. G. Margaret Marina	Receptionist/Accounts Asst.
Mr. Charles Mariaswamy	Supervisor
SUPPORT STAFF	
Mr. Joseph Anthony	
Mr. Charles	Attender
Mr. Sagayaraju	Attender
Mr. Venkatanaraynappa	Peon
Mr. James	Peon
Mr. Ratham	Peon
Mrs. M. Leena	House Keeping
Mrs. Nirmala Rose	House Keeping
Mrs. Arulmary	House Keeping
CLUBS AND ASSOCIATIONS	
Student Council	Mr. Prashanth Kumar Mr. Albert Smith Mr. H.V.Thyagaraj Ms. Shruthi J Ms. Amrin S & Dr. Sumangala J. K
AICUF	Mr. John Bosco Mr. Prashanth Kumar Mr. Leo Gladwin. L & Ms. Maria Samantha J
SC/ST Forum, Dept. of Business Administration	Dr. Kanishka K & Mrs. Priya S
Women's Forum, Dept. of Journalism and Counseling	Sr. Saly Joseph & Sr. Gladis Leena M.J

Literary & Debating Forum , Department of English	Dr. Arulmani, Mrs. Nargees Fathima & Ms. V Roseline Victoria
Kannada Sangha, Department of Kannada	Dr. K.M.Mathew
Hindi Parishad, Department of Hindi	Dr. K.N. Sheshadri
Tamil Sangam, Department of Tamil	Mrs. Emilia Theresa
French Association, Department of French	Ms. Rachel Deepika Solomon
La storia , Department of History	Prof. Jane D'Souza
Social Sciences Association, Dept. of Economics	Mr. Prashanth Kumar
Legal Literacy Cell , Dept. of Political Science	Mr. Albert Smith & Mr. John Paul
Lead Club, Dept. of Journalism	Sr. Saly Joseph
Commerce Forum, Department of Commerce	Mr. John Bosco Ms. Maria Samantha J, Ms Shruti J
Vision Association, Dept. of Business Administration	Mrs. Priya S, Dr. Kanishka, Mr. Mohammed Umair & Mr. Leo Gladwin. L
Tecno Freakies, Dept. Computer Applications	Mrs. Annie Syrien, Mr. John Paul Ms. Amrin & Mr. Amalraj X
PsychEd Department of Psychology	Sr Gladis Leena MJ Mr Paul Raj
Harmony Association	Mrs. A.V. Namrutha Sree and Ms Shruti J
Association of Out-Station Students	Mr Dav Fod and Ms Emilia Theresa
Alumni Association (JECAA)	Prof. Joy Alex, Dr. Kanishka, Mrs. Priya S, Mr. Prashanth Kumar & Mr. Leo Gladwin. L
Entrepreneurship Cell	Mr. Leo Gladwin. L
Ongoing Association for Students	Mr. Dav Fod Mr. John Pauk

ADMINISTRATIVE RESPONSIBILITIES

Student Mentoring	Mr. Prashanth Kumar and HODs
Co-ordinator for Languages	Dr. K.M.Mathew
Co-ordinator for Humanities	Mr. Prashanth Kumar
Co-ordinator for M.Com.	Dr. Nagaraj
Co-ordinator for Post-Graduation in English	Dr. Arulmani
Research Paper (Term Paper) , Cooridantor	Mr. Jerrin Chandan S, Ms. V Roseline Victoria & Ms. Veronica A
Daily Time-Table, Placement and Discipline	Prof. Joy Alex, Fr. Jason Furtado, S.J. Mr. Prashanth Kumar, Mrs. Priya S, Mr. Gulab T. Salian , Mrs. A.V. Namrutha Sree & Mr. Amalraj X
Time Table and Invigilation Schedule	Dr. K. M. Mathew
Secretary – Staff Council	Ms. V Roseline Victoria , Mr. Diwakar & Mrs. Nargees Fathima
IQAC	Dr. Kanishka K
Book Bank	Mr. Prashanth Kumar and Mr. Shridhar L S.
Scholarship for Students	Mr. John paul
Smart Campus	Mr. Prakash & Mr. Charles
Documentation Committee	Mr. Sandesh Kumar V S, & Mr. Sanil Cornelio Mr. Joswin
CERTIFICATE AND ADD ON COURSES	
Communicative English Course	Mr. Diwakar P
Diploma in Human Rights	Dr. Christopher Hoskins
Hardware & Networking Course	Mr. Prakash
Diploma in Hospital Administration	Dr. Kanishka K

Certification course in Equity Trading and Investment	Dr. Kanishka K and Mr. Leo Gladwin. L
Integrated Certificate Course in Accounts, Maths and Statistics	Ms. Priya S and Mr. Dav Fod
NET Coaching for M.Com	Dr. H. Nagaraj
NET Coaching for M.A, English	Dr. Arulmani
NEWS LETTERS	
Josephite, College Newsletter	Mr. Diwakar, Dr. Sheshadri, Mr. H.V. Thyagaraj, Dr. Arulmani, Mr. Gulab T. Salian & Mrs. Emilia Theresa
Z Particle, Buisness Administration News Letter	Mr. Mohammed Umair
Comessence, Commerce News Letter	Mr. Srinivasa Rao
Tech-Nuz , Computer Application News Letter	Mrs. Annie Syrien
Perspectives, Humanities News Letter	Sr. Saly Joseph, Mr. John Paul, Mr. Albert Smith, Mr. Prashanth Kumar & Ms Veronica A
College Annual	Mr. Albert Smith Mr. Diwakar Dr. Sheshadri Mr. H.V.Thaygaraj Dr. Arulmani Mrs. Emilia Theresa Mr. Gulab T. Salian.

COORDINATORS FOR COLLEGE PROGRAMMES

Admission Counseling	Mr. Albert Smith, Fr. Jason Furtado, S.J. Dr. K M Mathew, Prof. Joy Alex, Mr. Dav Fod, Mr. Prashanth Kumar, Sr. Saly Joseph, Mrs. Priya & Mrs. A.V.Namrathasree
Staff Development Programmes	Dr. Kanishka K & Mr. Diwakar
Orientation Programme for Students	Mr. Dav Fod
Bridge Course	Mr. Diwakar & HODs
Social Analysis	Mr. John Paul & Mr. Joswin Prince Rodrigues
Ignitors	Mr. Prashanth Kumar & Mr. Jerrin Chandan S
Retreat	Sr. Saly Joseph, Fr. Jason Furtado, S.J. & Sr. Gladis Leena M.J
Blood Donation Camp	Sr. Gladis Leena M.J, Mrs. Priya S & Mrs. Emilia Theresa
Inter-collegiate cultural Events	Mr. John Paul, Mrs. Nargees Fathima, Ms. Maria Samantha J & Ms. Amrin S
Sports	Mr. Albert Smith, Mr. Amalraj X & Mr. Prakash
Christmas	Mr. Albert Smith, Mr. Joswin Prince Rodrigues, Sr. Gladis Leena M.J & Fr. Jason Furtado, S.J.

Graduation Day	Mr. Diwakar and Ms. V Roseline Victoria
Convocation Day	Dr. Kanishka K
College Day	Mr. Prashanth Kumar & Mrs Emilia Theresa
Staff Research Committee	Dr. H. Nagaraj, Mr. Sridhar L S & Dr Kanishka
Student Research Cell	Mrs. Priya, Mr. Jerrin Chandan S, Mr. Sridhar L S & Ms. V Roseline Victoria
College Website	Sr. Saly Joseph, Ms. V Roseline Victoria, Ms. Veronica A, & Mr. Charles Ambrose A
PRO	Dr. Christopher Hoskins
College Calendar	Dr. K.M.Mathew, Dr. K Kanishka, Sr. Saly Joseph, Mrs. Priya S, Mr. John Bosco, & Mr. Prashanth Kumar
Catholic Activities	Sr. Saly Joseph, Ms. Veronica A, Sr. Gladis Leena M.J & Fr Jason Furtado, S.J. Mr. Albert Smith, Mrs. Priya S & Mr. Amalraj
UGC Seminars	Dr. H Nagaraj, Dr. K Kanishka & Dr. Christopher Hoskins

Center for Social Concern (Rural Camp, Outreach programmes)	Prof. Joy Alex, Mr. Prashanth Kumar Mr. Diwakar P, Mr. John Bosco, Ms. Namruth Shree, Ms. Shruti J, & Fr. Brian Periera, S.J.
HRD	Ms. Miriam Imam & Sr. Gladis Leena M.J
Evening Meal Programme	Fr. Jason Furtado, S.J
College Choir	Mr. Albert Smith, Ms. Maria Samantha J

STATUTORY AND OTHER COMMITTEES

FINANCE COMMITTEE	PLANNING COMMITTEE
Principal Secretary & Treasurer (BJES) Vice Principal Accountant	Principal Vice Principal Fr Jason Furtado, S.J Controller of Examinations Dr. K.Kanishka Mr. John Bosco Mr. Prashanth Kumar
LIBRARY COMMITTEE	GRIEVANCE COMMITTEE
Principal Librarian Mr. Albert Smith Mr. Dav Fod Dr. K N Sheshadri Ms. Shruti J Mrs. Annie Syrien	Fr. Jason Furtado, S.J Dr. K.M. Mathew Mr. Diwakar P Mr. Prashanth Kumar Mrs. Priya S
EXAMINATION COMMITTEE	CELL FOR PREVENTION OF SEXUAL HARASSMENT
Principal Vice Principal Controller of Examinations Dr. K.M. Mathew Dr. Christopher Hoskins Dr. Kanishka K	Sr. Saly Joseph Sr. Gladis Leena M.J Ms. Miriam Imam Fr. Praveen Irudayaraj S.J. Mr. Tajuddin Mrs. Margaret Sampth

EXAM MALPRACTICE PREVENTION COMMITTEE	ANTI-RAGGING CELL
Principal Prof. Joy Alex Mr. John Bosco Dr. Kanishka K Fr. Jason Furtado, S.J	Principal Vice Principal Mrs. Priya S Mrs. Namruthashree Mr. Prashanth Kumar Fr. Praveen Irudayaraj S.J.
IQAC	RESEARCH COMMITTEE
Principal Prof. Joy Alex Dr. K. Kanishka Dr. H. Nagaraj Mr. Tajuddin Dr. Clement D'Souza Mr. Naveen Kumar Mrs. Margaret Sampath	Principal Dr. H. Nagaraj Dr. K.N. Sheshadri Dr. K.M. Mathew Dr. Arulmani Dr. Christopher Hoskins Dr. Kanishka K Dr. Sumangala J. K Mr. Sridhar L S
SC/ST FORUM	FORUM FOR MINORITY
Dr. Kanishka Dr. Sumangala Ms. Priya. S Fr. Praveen H	Ms. Amreen Fr. Praveen H Dr. Christopher Hoskim Mr. Joswin Prince Rodrigues

ST. JOSEPH'S EVENING COLLEGE(AUTONOMOUS)

No.35 Museum Road, Bengaluru 560 025

CLASS ROOM ALLOTMENT - 2016-2017		
Class	Teacher	Room Number
I Sem B.Com A	Mr. John Bosco	202
I Sem B.Com B	Ms. Shruthi J	203
I Sem B.Com C	Mr. Joswin P. Rodrigues	204
III Sem B.Com A	Mr. Sridhar L S	104
III Sem B.Com B	Mrs. A.V. Namrutha Sree	105
V Sem B.Com A	Ms. Maria Samantha J	206
V Sem B.Com B	Mr. Charles Ambrose A	207
V Sem B.Com (Electives Class)		205
I Sem B.A (HEP)	Mr. Prashanth Kumar	301
I Sem B.A (JPS)	Mr. John Paul	302
I Sem B.A (EJP)	Sr. Gladis Leena M.J	303
III Sem B.A (HEP)	Prof. Jane D'Souza	304
III Sem B.A (JPS)	Mr. Dav Fod	305
V Sem B.A (HEP)	Dr. Christopher Hoskins	306
V Sem B.A (JPS)	Sr. Saly Joseph	307
I Sem B.B.A.	Mr. Leo L	512
III Sem B.B.A.	Mrs. Priya S	513
V Sem B.B.M	Dr. K. Kanishka	514
I Sem B.C.A	Mrs. Annie Syrine	509
III Sem B.C.A	Ms. Amrin S	510
V Sem B.C.A	Mr. Amalraj X	511
I Sem M.COM.	Prof. Joy Alex	507
III Sem M.COM.	Dr. H. Nagaraj	504
I Sem M.A (ENGLISH)	Mr. Diwakar	505
II Sem M.A (ENGLISH)	Mr. Jerrin Chandan S	506
HINDI		201
TAMIL		508
ADDITIONAL ENGLISH		503
EVENING SNACK		304
WELLNESS ROOM		208

PARENT-TEACHERS' INTERFACE RECORD

At the Time of Admission	Date	Signature of the Students	Signature of the Parent / Guardian
I, III & V Semester			
1st Term Test			
2nd Term Test			
II, IV & VI Semester			
1st Term Test			
2nd Term Test			

This page has to be submitted to the Office at the end of the academic year in order to collect the hall ticket.

Month	Mark / Attendance	Subject I	Subject II	Subject III	Subject IV	Subject V	Subject VI	Subject VII	Subject VIII
Previous Exam Marks									
June	Attendance								
July	Attendance								
	Marks								
August	Attendance								
	Marks								
September	Attendance								
October	ESE Marks								
November	Attendance								
December	Attendance								
	Marks								
January	Attendance								
February	Attendance								
	Marks								
March	Attendance								
April	ESE Marks								

* ESE - End Semester Examinations

Semester : I, III, V RECORD OF ABSENCE

NAME : **CLASS :** **REG. No**.....

Date of Absence	SESSIONS				Total No. of Hours	REASON	Signature of Parent/ Guardian	Signature of Staff in charge
	1	2	3	4				

SPECIMEN SIGNATURES: Father : Mother Guardian

THERE WILL BE NO CONDONATION OF SHORTAGE OF ATTENDANCE BELOW 75% WHATEVER MAY BE THE REASON FOR SUCH SHORTAGE. YOU WILL BE INELIGIBLE TO APPEAR FOR THE END SEMESTER EXAMINATION.

Semester : II, IV, VI RECORD OF ABSENCE

NAME : **CLASS :** **REG. No.**.....

Date of Absence	SESSIONS				Total No. of Hours	REASON	Signature of Parent/ Guardian	Signature of Staff in charge
	1	2	3	4				

SPECIMEN SIGNATURES: Father : Mother Guardian

THERE WILL BE NO CONDONATION OF SHORTAGE OF ATTENDANCE BELOW 75% WHATEVER MAY BE THE REASON FOR SUCH SHORTAGE. YOU WILL BE INELIGIBLE TO APPEAR FOR THE END SEMESTER EXAMINATION.

Semester : I, III, V RECORD OF ABSENCE

NAME : **CLASS :** **REG. No.**.....

Date of Absence	SESSIONS				Total No. of Hours	REASON	Signature of Parent/ Guardian	Signature of Staff in charge
	1	2	3	4				

SPECIMEN SIGNATURES: Father : Mother Guardian

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TIME TABLE

Semester : I, III, V

DATE	5.05 pm - 6.00 pm	6.05 pm - 6.50 pm	7.10 pm - 8.00 pm	8.05 pm - 8.55 pm
MONDAY				
TUESDAY				
WEDNESDAY				
THURSDAY				
FRIDAY				
SATURDAY				

TIME TABLE

Semester : II, IV, VI

DATE	5.05 pm - 6.00 pm	6.05 pm - 6.50 pm	7.10 pm - 8.00 pm	8.05 pm - 8.55 pm
MONDAY				
TUESDAY				
WEDNESDAY				
THURSDAY				
FRIDAY				
SATURDAY				

NOTES

DATE	NOTES	SIGN

DATE	NOTES	SIGN

DATE	NOTES	SIGN

DATE	REASON	SIGN