

LOYOLA ACADEMY DEGREE & PG COLLEGE



ALWAL, SECUNDERABAD 500 010 TS

(Autonomous and Affiliated to Osmania University)
Re-accredited with 'A' Grade (3.50/4.00 CGPA) by NAAC
A "College with Potential for Excellence" by UGC

ST. IGNATIUS OF LOYOLA

(1491-1556)



**Founder of the Society of Jesus
Student & Teacher - Soldier & Saint**

TELEPHONES

College

Degree & PG : 040 - 27862363
27860077

Junior : 040 - 27864620
Fax : 040 - 27867939

Hostels

Boys' Hostel: 040 - 27862883

Girls' Hostel : 040 - 27862882

Jesuit Residence : 040 - 27862044

URL: www.loyolaacademyugpg.ac.in

E-mail : lacademyinformation@yahoo.in

Note : This Handbook is to be brought to the college daily.

PRAYER TO GOD THE FATHER

Our Father in heaven
Holy be your name
Your kingdom come
Your will be done on earth
As it is in heaven.
Give us today our daily bread.
Forgive us our sins
As we forgive those who sin against us.
Do not bring us to the test
But deliver us from evil. Amen.

PRAYER TO LOVE & SERVE GOD

Loving God! Teach me to be generous
Teach me to love you and serve you as you deserve
To give and not to count the cost
To fight and not to heed the wounds
To toil and not to seek for rest
To work and not to look for reward.
All I want to know
Is that I do your most holy will.
(Prayer of St. Ignatius of Loyola)

A TEACHER'S PRAYER

O God, Enable me to teach with WISDOM
For I help to shape the mind.
Equip me to teach with TRUTH,
For I help to shape the conscience.
Encourage me to teach with VISION,
For I help to shape the future.
Empower me to teach with LOVE.
For I help to shape the world.

राष्ट्र गीत

(NATIONAL ANTHEM)

जन-गण-मन-अधिनायक जय हे !
भारत भाग्य विधाता !
पंजाब, सिंधु, गुजरात, मराठा,
द्राविड-उत्कल-वंगा
विंध्य-हिमाचल यमुना-गंगा
उच्छल जलधि तरंगा
तव शुभ नामे जागे
तव शुभ आशिष मागे
गाहे तब जय-गाथा
जन-गण-मंगल दायक जयहे।
भारत भाग्य विधाता।
जय हे, जय हे। जय हे।
जय, जय, जय, हे ।

PLEDGE TO THE NATION

India is my country
All Indians are my brothers and sisters.
I love my country
And I am proud of its rich and varied heritage.
I shall always strive to be worthy of it.
I shall give my parents, teachers and all elders respect
And treat everyone with courtesy.
To my country and my people
I pledge my devotion;
In their well-being and prosperity alone
Lies my happiness.

జయ జయహే తెలంగాణ జననీ జయకేతనం

జయ జయహే తెలంగాణ జననీ జయకేతనం
ముక్కోటి గొంతుకలు ఒక్కచైన చైతనం
తరతరాల చరితగల తల్లీ నీరాజనం
పది జిల్లాల నీ పిల్లలు ప్రణమిల్లిన శుభతరుణం
జై తెలంగాణ - జై జై తెలంగాణ

పోతనది పురిటిగడ్డ, రుద్రమది వీరగడ్డ
గండరగండడు కొమురం భీముడే నీ బిడ్డ
కాకతీయ కళాప్రభల కాంతిరేఖ రామప్ప
గోలుకొండ నవాబుల గొప్ప వెలుగే చార్ మినార్
జై తెలంగాణ - జై జై తెలంగాణ

జానపద జన జీవన జావలీలు జాలువారే
కవి గాయక వైతాళిక కళలా మంజీరాలు
జాతినీ జాగృత పరచే గీతాల జన జాతర
అనునిత్యం నీ గానం అమ్మ నీవే మా ప్రాణం
జై తెలంగాణ - జై జై తెలంగాణ

సిరి వెలుగులు విరజిమ్మే సింగరేణి బంగారం
అణువనువు ఖనిజాలే నీ తరువుకు సింగారం
సహజమైన వన సంపద సక్కనైన పూవుల పొద
సిరులు పండే సారమున్న మాగాణి కరములీయ
జై తెలంగాణ - జై జై తెలంగాణ

గోదావరి కృష్ణమ్మలు మన బీళ్ళకు మళ్ళాలి
పచ్చని మాగాణాల్లో పసిడి సీరులు పండాలి
సుఖశాంతుల తెలంగాణ సుభిక్షంగా ఉండాలే
స్వరాష్ట్రమైన తెలంగాణ స్వర్ణయుగం కావాలి
జై తెలంగాణ - జై జై తెలంగాణ

STUDENT'S PARTICULARS (2018-2019)

1. Name of the Student: _____

(In block letters as per SSC Memo)

2. Department : _____ Class : _____

3. Unique ID No : _____

4. Date of Birth : _____ Blood Group: _____

5. Religion : Catholic / Christian / Hindu / Muslim / Sikh / Others:

Specify _____

Particulars	Father	Mother	Local Guardian
Name:			
Mobile No.:			
Occupation:			
Office Address with Tel Nos.:			
Present residential address with Tel Nos.:			
Permanent residential address:			
If staying in a private Hostel:	Address:		Warden's Contact No:

- The college reserves the right to cancel the admission of the candidate at any stage, if and when it is detected that the admission is against the rules and was secured by giving WRONG or INCORRECT information.

7. a) Please mention if the student has any chronic ailment, for timely medical care: _____

b) Any precautions to be taken for the same (specify):

8. Person to be contacted in case of an emergency

Name : _____

Relationship : _____

Tel No., Mobile No. & Address: _____

I, hereby, declare that I fully understand the rules, regulations, attendance system and the examination pattern of Loyola Academy and agree to abide by the same.

Signature of the Parent/ Guardian

Signature of the Student

Date : _____

Place : _____

Note: Any case of breach of rules and regulations of the College may result in suspension or expulsion from the College, depending upon the gravity of the case. (As per the State Government Education Code)

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Administration

- | | |
|------------------------------|--|
| 1 Rev Fr S. Raju SJ | Rector |
| 2 Rev Fr J. Thainese SJ | Correspondent |
| 3 Rev Fr Dr P. Anthony SJ | Principal |
| 4 Rev Fr Dr L. Joji Reddy SJ | Vice Principal (PG) |
| 5 Rev Fr D. V. Balaswamy SJ | Vice Principal (UG) |
| 6 Rev Fr M.A. Alex SJ | Principal,
LA Junior College |
| 7 Rev Fr T. Lourdhu Reddy SJ | Treasurer |
| 8 Rev Fr Ch. Anand Kumar SJ | Hostel Director (Boys Hostel) &
Asst. Controller of Examination |
| 9 Rev Sr Celestine SAP | Girls Hostel - Incharge |

RECTORS OF LOYOLA ACADEMY

1976 - 1978	Rev Fr Antony J. Thamby SJ
1978 - 1980	Rev Fr Tharigopula J. Balaiah SJ
1980 - 1985	Rev Fr Mathew Vattakunnel SJ
1985 - 1990	Rev Fr Uppuluri S. Paul SJ
1990 - 1993	Rev Fr J. Thainese SJ
1993 - 1999	Rev Fr M. Louis Philip SJ
1999 - 2001	Rev Fr J. Thainese SJ
2001 - 2006	Rev Fr M. V. Amalanathan SJ
2006 - 2009	Rev Fr Dr K. S. Casimir SJ
2009 - 2012	Rev Fr Gujjula A. P. Kishore SJ
2012 - 2015	Rev Fr K. A. Stanislaus SJ
2015 - 2017	Rev Fr A. Santiago SJ
2017-	Rev Fr S. Raju SJ

CORRESPONDENTS OF LOYOLA ACADEMY

1976 - 1980	Rev Fr Nelapaty Joseph SJ
1980 - 1985	Rev Fr Mathew Vattakunnel SJ
1985 - 1993	Rev Fr Uppuluri S. Paul SJ
1993 - 1995	Rev Fr C. Peter Raj SJ
1995 - 1998	Rev Fr Tharigopula Inniah SJ
1998 - 1999	Rev Fr M. Louis Philip SJ
1999 - 2001	Rev Fr Uppuluri S. Paul SJ
2001 - 2006	Rev Fr M.V. Amalanathan SJ
2006 - 2009	Rev Fr Dr K. S. Casimir SJ
2009 - 2012	Rev Fr Cheruparambil J. John SJ
2012 - 2013	Rev Fr Dr Dasari Showraiah SJ
2013 - 2015	Rev Fr Dr A. Francis Xavier SJ
2015 -	Rev Fr J. Thainese SJ

PRINCIPALS OF LOYOLA ACADEMY

1976 - 1980	Rev Fr Nelapaty Joseph SJ
1980 - 1985	Rev Fr Mathew Vattakunnel SJ
1985 - 1993	Rev Fr Uppuluri S. Paul SJ
1993 - 1995	Rev Fr C. Peter Raj SJ
1995 - 1998	Rev Fr Tharigopula Inniah SJ
1998 - 2002	Rev Fr Cheruparambil J. John SJ
2002 - 2009	Rev Fr Dr A. Francis Xavier SJ
2009 - 2013	Rev Fr Dr S. Emmanuel SJ
2013 - 2017	Rev Fr Dr K.S. Casimir SJ
2017-	Rev Fr Dr P. Anthony SJ

LOYOLA ACADEMY

VISION:

To impart higher education with integral formation which involves academic excellence, spiritual growth, social commitment and value based leadership.

MISSION:

It is to form “men and women for others” and mould our students as global citizens with competence, conscience and compassionate commitment. Special concern is shown towards the socially and economically underprivileged students.

OBJECTIVES:

We fulfill this Vision-Mission

- through a more integrated formation in academics and spirituality, as well as through value-based training and social commitment;
- by creating an ambience for *Ignatian Pedagogy Paradigm*, namely “Learning, Experience, Reflection and Action” and by implementing the following:
 - Developing in students, knowledge as well as skills
 - Guiding them to grow in wisdom and harmony
 - Nurturing in them a deep sense of right values
 - Directing them in fostering healthy relationships
 - Celebrating with them diverse forms of faiths and culture
 - Helping them to develop as holistic persons and
 - Motivating them to become aware of the socio, cultural, religious and economic realities, locally and globally, and to respond to them creatively and constructively.

VISION
MISSION &
OBJECTIVES
OF
LOYOLA
ACADEMY -
A
JESUIT
EDUCATIONAL
INSTITUTION

ORIGIN AND GROWTH OF LOYOLA ACADEMY

Loyola Academy (LA) is managed and administered by the members of the Society of Jesus belonging to the “Jesuit Province Society- Hyderabad”, covering both the states of Telangana and Andhra Pradesh.

The Society of Jesus is an International Catholic Religious organization of men founded in 1540 by St. Ignatius of Loyola. These religious men, popularly known as “**Jesuits**”, are about 17,000, spread all over the world, of whom over 4000 are working in 20 provinces of India. In Telangana and Andhra Pradesh states alone, about 220 Jesuits are working in Schools and Colleges, Youth and Social Service centres, Spirituality and Counselling centres and in Parishes and Missions of the Catholic Church.

LA was founded by **Rev Fr TJ Baliah SJ** in 1976 with Intermediate Courses, also offering an Associate Degree in Chemical Technology. It then developed into a Degree (1978) and PG (1993) College. LA is situated in Old Alwal, Secunderabad, Telangana, India.

LA is blessed with a fairly spacious campus of about 134 acres of land, with playfields and a research farm. It is affiliated to the prestigious Osmania University. LA Degree College was granted **Autonomous** status in 1992 by the University Grants Commission. The same **Autonomy** was granted to the PG College in 2010 by Osmania University. Appreciating the achievements and qualitative pursuit of higher educational needs, UGC has awarded LA a rare status known as a “**College with Potential for Excellence**” (CPE) in the year 2008 and has also extended CPE phase II projects in the year 2015.

In addition to this, National Assessment and Accreditation Council accredited this college in the year 2005 and recredited in 2011 and, for the second time, awarded ‘A’ grade (3.50 out of 4.00 CGPA), in recognition of its excellent contribution to the cause of higher education. The College will be going for III cycle of NAAC Reaccreditation during this academic year.

ORIGIN
AND
GROWTH
OF
LOYOLA
ACADEMY

Sl. No.	Name of the Course	Year of Commencement
UNDER - GRADUATE COURSES		
01.	B.Sc. Chemical Technology	1978
02.	B.Sc. (Hons) Agri. Sci. & Rural Develop. (4 years) *	1983
03.	B.Sc. Computer Science & Engineering	1988
04.	B.Com. Honours	1991
05.	B.Sc. Electronics Technology	1991
06.	B.Sc. Computer Systems & Engineering	1994
07.	B.Com. Advt., Sales Promotion & Sales Managt.	1994
08.	B.Sc. Biotechnology, Chemistry & Genetics	2001
09.	B.Com. General / Business Studies	2003
10.	B.A. Mass Communication	2004
11.	B.Sc. Food Technology & Management	2004
12.	B.A. Psychology, English & Journalism	2006
13.	B.Sc. Maths, Statistics & Computer Science	2007
14.	B.Sc. Multimedia & Animation	2008
15.	B.Com. Computers	2010
16.	B.B.A. Bachelor of Business Administration	2011
17.	B.Com. International Accounting and Finance	2016
18.	B.Sc. Computer Data Science & Analytics Engg.	2016
19.	B.Com. (Hons) Strategic Finance	2018
20.	B.Com. Business Process Management	2018
21.	B.Sc. Food Science, Nutrition & Dietetics	2018
POST - GRADUATE COURSES		
01.	M.C.A. Master of Computer Applications	1993
02.	M.B.A. Master of Business Administration	2001
03.	M.Sc. Organic Chemistry	2003
04.	M.Sc. Biotechnology	2006
05.	M.Sc. Food Technology & Management	2013
MCA /MBA		
a) Category A Seats (ICET seats): Candidates must qualify in ICET (Integrated Common Entrance Test conducted by the Govt of Telangana) and admissions are made by the ICET Convenor.		
b) Category B seats (Management seats): Admissions made by the Management (ICET not mandatory).		
M.Sc. Biotechnology and M.Sc. Organic Chemistry		
a) Category A seats: Candidates must qualify in PG CET Examination (Post Graduate Common Entrance Test). After PG CET results, candidates are to contact the Director, PG Admissions, Osmania University.		
b) Category B seats (Management seats): Admission made by the Management (PG-CET not mandatory)		
NB: Those who apply for M.Sc. Biotechnology should have studied Chemistry in all three years of their degree course.		
M.Sc. Food Technology & Management.		
Admissions are made by the College through Entrance Test conducted by the College.		

*Upgraded to a Four-Year Degree Course in the year 2000.

**JESUIT EDUCATION
FOR TRANSFORMATION OF PERSONS & SOCIETY**

1. Dedication to Human Dignity from a Jesuit Faith Perspective

- Men and women are created in love to reflect the wisdom and goodness of God.
- The continued presence of Jesus Christ's Spirit enhances human dignity.
- Men and women are
 - o enfolded in God's care and compassion
 - o offered companionship as brothers and sisters and
 - o empowered to complete the compassionate mission of Jesus Christ on earth
- Jesuits believe that their colleagues from other religious and ethical traditions share this dedication to human dignity and work for its implementation.

2. Reverence for and an Ongoing Reflection on Human Experience

- A Jesuit College must be a place of intellectual honesty, pluralism and mutual respect/reverence
- Reverence was pivotal for St. Ignatius of Loyola, reverence for him was an attitude of regard
 - before the majesty of God and
 - for all that God has created both as a gift from God and as a way to God's presence
- The Jesuit ideal of seeking and finding God in all things is inspired by this sense of reverence
- This ideal
 - promotes a rigorous yet sensitive attention to the demands of the professions and of technology
 - exults in the world of creative energy in literature and music, in art and theatre, in business and in the sciences
 - engages the world both locally and globally

3. Creative Companionship with Colleagues

- The contemporary Jesuit College is committed to creating a community of dialogue and service
- Service signifies a mutual willingness among faculty, staff and administration to enhance the entire

WHAT
IS
THE
WORLD
VISION
OF
THE
JESUITS?

environment of learning and service within the college community and between it and the world outside

4. Focused Care for Students

- At the heart of the Jesuit educational ideal is community care for the integral development of the students
- Everyone - faculty, staff, administration and board members—play a role in student development
- In their relationship with students, faculty and staff inevitably model what they value
- In communicating those values, they act as mentors to their students
- The following student-concerns demand our attention and response:
 - the pursuit of wisdom and competence
 - the quest for psychological maturity and spiritual depth
 - the desire for ethical grounding and
 - the challenge of social solidarity and global awareness

5. Well-Educated Justice and Solidarity

- Justice, primarily, is God's saving action for men and women
- Each Jesuit College must examine its own social environment, including its own commitment to justice and solidarity
- Solidarity with the rest of the human race means
 - working together as human family to meet effectively the challenges of worldwide hunger, ignorance, disease and violence;
 - extending of care to those close at hand who have been ignored or abandoned within our society; and
 - a commitment to change the economic, political and social structures that enslave, dehumanize and destroy human life and dignity.
- More and more Jesuit institutions provide supervised opportunities for their students to meet and to learn from people from other economic and social groups through
 - community service, love for environment.
 - service-learning projects,
 - immersion experiences and
 - faculty-student research projects.

WHAT
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ST. IGNATIUS OF LOYOLA

(1491-1556)

Founder of the Society of Jesus
Student & Teacher - Soldier & Saint

Passion for Life

Íñigo López de Loyola was born in the Basque Country, Spain, in 1491. The youngest of 13 children, Íñigo López was brought up by María de Garín, the local blacksmith's wife, after his own mother died soon after his birth. He later became a page in the service of a relative, Juan Velázquez de Cuéllar, treasurer of the kingdom of Castile. As a young aristocrat Ignatius had a "love of martial exercises and a vainglorious desire for fame." At this period he framed his life around the stories of adventures. Joining the army at seventeen he strutted about "with his cape slinging open to reveal his tight-fitting hose and boots, a sword and dagger at his waist."

Grit and determination in times of adversity

His diplomacy and leadership qualities made him very useful to Duke Antonio Manrique de Lara. Under the Duke's leadership, he participated in many battles without injury. But when a French-Navarrese army stormed Pamplona's fortress on May 20, 1521, a cannonball wounded one of his legs and broke the other. He was thirty, then. Soldiers carried the wounded Íñigo to his ancestral home to recuperate from wounds received in battle. He was very concerned about the injuries and had several surgical operations, which were very painful in the days before anesthetics.

Passion for reading leads to a desire to change

During his days of recovery he asked for books on chivalry, his favorite reading, but there were no such romances in the Loyola castle in Spain. Instead he was given the only books in the house: the "Life of Christ" and a collection of the "Lives of the Saints". Íñigo set about reading them: as he continued to read these books, he continued to reflect. He asked himself "If St. Francis could do this, why not I? If St. Dominic could do this, why not I?" The more he reflected, the more did God become the centre of his life. His injury at Pamplona was God's way of telling him that He wanted him in the service of Jesus Christ, the eternal King.

WHERE
DID
IT
ALL
BEGIN?
AND
WITH
WHOM?

WITH
IGNATIUS
OF
LOYOLA
OF
COURSE!

WHAT
ONE
STUDENT
WHO HAS
PASSION
FOR GOD
AND
FOR
NOBLE
THINGS
IN
LIFE
CAN
DO!

A romantic knight, now a passionate Pilgrim of God

By March 1522, Iñigo's right leg was sufficiently healed for him to put his plan into action. Every knight in his time would stand guard at the door of his lady-love. For Inigo it would no longer be the earthly ladies. On 24 March he went to Mother Mary's altar at Montserrat, and spent the whole night in a vigil of arms, kneeling or standing before her. At dawn he offered his sword and dagger to Our Lady, hanging them on the chapel wall. He gave the fine clothes he was wearing to a beggar and clothed himself in his sackcloth-tunic. A romantic knight now became a passionate Pilgrim of God.

A docile Student of the 'school-master' God

Iñigo became God's student. On his way to Barcelona he stopped at Manresa, a town on the banks of the river Cardener. There he spent ten months in total communion with God. He spent seven hours a day in prayer in a cave he had discovered. For several hours a day he helped the sick in the hospital of St. Lucy. God – he says- was like a school master teaching him step by step. He read other spiritual books, among them the "Imitation of Christ", a book which he always esteemed. Whenever a passage from his reading particularly struck him, he jotted it down in the notebook he carried. In the same note book he recorded his meditations and the illuminations he received in prayer. It was from this little book that his famous Book of Meditations, called the "Spiritual Exercises", would later emerge.

Passion to live and work in his Master's Holy Land

Iñigo visited the Holy Places in the ancient city of Jerusalem. He prayed and walked on the streets where Jesus his Master had walked. Since he was unable to remain in the Holy Land, Iñigo, now thirty-three years old, had to chart his future anew. His only desire was to help people to come closer to God; so he decided to study for the priesthood. At the age of 34 he began to study Latin grammar, sitting in class with young boys.

Passion to lead people to God makes him a dedicated Student

When he had finally mastered the elements of Latin, he moved to the renowned University at Alcalá. In that great University City Iñigo gathered students and grownups about him, speaking about prayer and explaining to them the

meaning of the Gospels, St. Paul, the Ten Commandments, and so forth. As some complained that he was not qualified enough to teach others about God, Iñigo went to Salamanca to continue his studies at its famous university. From there, at the age of 38, he went to Paris and for seven years studied there: Latin grammar, philosophy and theology. To support himself during these years he spent two months each summer begging for money from the rich Spanish merchants and saving it for the rest of the year.

A Magnetic Personality attracts many good Student-Friends

In Paris he shared a room with Peter Faber and Francis Xavier. His magnetic personality attracted many young students to him. James Laynez, Alphonsus Salmeron, Nicholas Bobadilla and Simon Rodrigues joined him soon. He was for them a friend, philosopher and spiritual guide. With three more (Claude LeJay, Paschase Broët, and John Codure who came later), Ignatius would start the 'Company of Jesus' in 1540 to love God and serve humanity.

A Teacher and Educationist with a heart for the downtrodden

When Iñigo received his Master's degree at Eastertime in 1534, the university Latinized his name, and thenceforth he used the name **Ignatius**. He continued to teach the lettered and the unlettered, the rich and the poor, elders and children. He taught them about God, religion and prayer and cared for the sick in hospitals.

Iñigo was also attuned to the needs of the people around. He established the House of St. Martha for women unfortunately pushed into prostitution. He built a home for young girls who were especially in danger of being exploited. He founded an orphanage for those who lost their parents. He built a house for those who came in search of Christ.

He started the Roman College in 1551 as a model for all Jesuit colleges throughout the world. In 1552 he opened a college in Rome for seminarians to prepare themselves better to preach Christ.

Inigo, Ignatius, becomes St. Ignatius of Loyola

Ignatius died on 31 July, 1556. When the body was made ready for visitors, there was a long line of cardinals, bishops and priests, of Rome's nobility and Rome's poor, all coming to kiss the holy venerable hands of the Founder of the Society of Jesus. He was declared a Saint by the Church in 1622. The day he died and went home to Jesus whom he loved dearly is celebrated as his Feast Day: 31 July.

STATUTORY COMMITTEES

GOVERNING BODY OF DEGREE & PG COLLEGE

Rev Fr P.S. Amalraj SJ	Chairman
Rev Fr S. Raju SJ	Vice-Chairman
Rev Fr J. Thainese SJ	Correspondent
Rev Fr Dr P. Anthony SJ	Principal & Secretary
Rev Fr Dr L. Joji Reddy SJ	Member
Rev Fr D. V. Balaswamy SJ	Member
Rev Fr T. Lourdu Reddy SJ	Treasurer
Rev Sr Sandra Horta	Educationist
Government Nominee	J.D-II, Collegiate Education
Dean CDC, OU	University Nominee
Dean of Faculty of Commerce	University Nominee
Prof. Nilesh Mohile	UGC Nominee
Mr. P.V.R. Sai Prasad	Staff Representative
Mrs. K. Rama	Dean of Academics, Staff Representative

ACADEMIC COUNCIL

Rev Fr Dr P. Anthony SJ	Chairman
Mrs. K. Rama	Secretary & Dean of Academics
Rev Fr J. Thainese SJ	Correspondent
Rev Fr Dr L. Joji Reddy SJ	Vice-Principal (PG)
Rev Fr D. V. Balaswamy SJ	Vice-Principal (UG)
Dean, Faculty of Science	Osmania University
Dean, Faculty of Technology	Osmania University
Dean, Faculty of Information Technology	Osmania University
Principal, Govt. College, Kukatpally	Government Nominee
Rev Sr Sandra Horta	Principal, St. Francis College for Women
Mr. L. Ravichander	Legal Expert
Mr. V. Jagadhish	Controller of Examinations (UG)
Mr. T. Hanok	Controller of Examinations (PG)
All Deans, HODs (UG & PG),	Co-Ordinators & Block Incharges
Mr. Srinivasan	Alumnus
Mrs. K. Saritha Reddy	Alumna
Mr. K. Surya	Alumnus
Dr Vijaya Mary	Doctor
Student Representatives	Head Boy & Head Girl

BOARD OF STUDIES

Rev Fr Dr P. Anthony SJ	Principal & Chairman
Rev Fr Dr L. Joji Reddy SJ	Vice-Principal (PG)
HOD and Chairman BOS (LA)	Department Concerned
Subject Expert	Osmania University
Subject Expert	Other College
All the Teaching Staff	Department Concerned
Industry/Corporate Representative	Department / Subject Concerned

LOYOLA ACADEMY

MEMBERS OF THE STAFF FOR THE YEAR 2018-19

Sl.No.	Name of the Employee	Designation
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P.G. COURSES

- Mr. T. Hanok, MBA, (Ph.D), Associate Professor, **Controller of Examinations (PG)**
- Dr Sonika Sharma, M.Sc, B.Ed., Ph.D, Lecturer in Chemistry - **Dean of Academics**
- Mrs. G. Sirisha, MCA, M.Tech, Lecturer in Computer Science - **Dean of Cultural Activities**

I DEPARTMENT OF MASTER OF COMPUTER APPLICATIONS

1	Mrs. K. Bharathi, MCA, M.Tech., (Ph.D), SET	Associate Professor
2	Mrs. M. Geetha, M.Sc, M.Tech, SET	Lecturer in Computer Science
3	Mrs. P.S.R. Malathi, M.Tech. (S.E.)	Lecturer in Computer Science
4	Rev Fr A. Stanislaus SJ, MCA, EXEC-PGDGM.	Associate Professor (on lien)
5	Mrs. P.V. Nagalakshmi, MCA, M.Tech	Lecturer in Computer Science & HOD
6	Mrs. G. Anitha Mary, MCA (Ph.D)	Lecturer in Computer Science
7	Mrs. G. Sirisha, MCA, M.Tech	Lecturer in Computer Science & Dean of Cultural Activities
8.	Mrs. V. Theresa Vinayasheela, MCA, M.Tech. TS-SET.	Lecturer in Computer Science
9.	Mrs. Lourdu Rajini Kumari, MCA, M.Tech.	Lecturer in Computer Science

II DEPARTMENT OF MASTER OF BUSINESS ADMINISTRATION

1	Mr. T. Hanok, MBA, (Ph.D)	Associate Professor & COE (PG)
2	Dr R. Sindhu, MBA, Ph.D, M.A., NET	Lecturer in Business Administration & HOD
3	Dr T. Rachel Shalini, MBA, M.Phil, Ph.D, SET	Lecturer in Business Administration
4	Mrs. G.L Aparna, MBA	Lecturer in Business Administration
5	Rev Fr T. Lourdu Reddy SJ, MBA	Lecturer in Business Administration
6.	Mrs. Azra, MBA	Lecturer in Business Administration

III DEPARTMENT OF M.Sc. ORGANIC CHEMISTRY

1	Mr. Dheeraj Kumar Sahu, M.Sc., (Ph.D)	Lecturer in Chemistry
2	Mrs. S P Mydhili, M.Sc., M.Phil, (Ph.D)	Lecturer in Chemistry
3	Mrs. Shalini Mamata Jyothi Rekala, M.Sc., B.Ed.	Lecturer in Chemistry
4	Dr Sonika Sharma, M.Sc, B.Ed., Ph.D	Lecturer in Chemistry & Dean of Academics
5	Dr P. Thirupathi, M.Sc., Ph.D	Lecturer in Chemistry & HOD

IV DEPARTMENT OF M.Sc. BIOTECHNOLOGY

1	Rev Fr Dr L. Joji Reddy SJ, M.Sc, M.Phil, Ph.D	Associate Professor & Vice Principal (PG)
2	Dr Ch. Sirisha, M.Sc., Ph.D, B.Ed.	Associate Professor
3	Mr. V.V.S. Chalapathi Rao, M.Sc., B.Ed., SET.	Lecturer in Bio-Chemistry & HOD
4	Mrs. D. Guru Devi, M.Sc., APSET	Lecturer in Biotechnology
5	Rev Fr Ch. Anand Kumar SJ, M.Sc.	Lecturer in Biotechnology
6	Ms. S. Dhavala, M.Sc., (Ph.D.), APSET	Lecturer in Biotechnology

V DEPARTMENT OF M.Sc. FOOD TECHNOLOGY & MANAGEMENT

- | | | |
|---|--|--|
| 1 | Mr. A. Ravinder, M.Tech. (Ph.D) | Lecturer in Food Technology & HOD |
| 2 | Dr Prachi Gupta, M.Sc., Ph.D., NET | Lecturer in Food Technology |
| 3 | Ms. Masrath Butool, M.Tech, NET | Lecturer in Food Technology |
| 4 | Mrs. Jemmy Evangeline S, B.Tech, M.Sc. | Lecturer in Food Technology |

VI DEPARTMENT OF ENGLISH

- | | | |
|----|---------------------------|--|
| 1. | Mrs.Grace Sarojini Israel | Lecturer in English & Dean of Student Affairs |
| 2. | Mrs.PM. Mamatha Rani | Lecturer in English & Dean of Student Activities |
| 3. | Mrs.S.Prithvika | Lecturer in English |
| 4. | Ms. Maurina Franswah | Lecturer in English |

U.G. COURSES

FACULTY OF SCIENCES

- | | | |
|----|---|---|
| 1. | Dr K. Krishna Mohan, M.Sc.(Ag), Ph.D., NET. | Reader in Agriculture, Dean of Science |
|----|---|---|

I DEPARTMENT OF B.Sc. CHEMICAL TECHNOLOGY

- | | | |
|---|---|--|
| 1 | Mrs. B. Lalitha Kumari, M.Tech, PGDIPM. | Lecturer in Chemical Technology & HOD |
| 2 | Mr. P.V.R. Sai Prasad, B.E. | Lecturer in Chemical Engineering,
Dean of Developmental Affairs & IQAC Coordinator |
| 3 | Dr M. Jayaramudu, M.Sc., M.Phil, Ph.D | Lecturer in Chemistry |
| 4 | Mr. Nityananda Ghosh, B.Sc.(Hons) M.Sc., M.Phil | Lecturer in Physics |
| 5 | Mr. P. Sudhakar Reddy, M.Sc. | Lecturer in Chemistry |
| 6 | Mrs. G. Lavanya, M.Tech. | Lecturer in Chem Engineering |
| 7 | Ms. S. Suneela, M.Sc. | Lecturer in Mathematics |
| 8 | Ms. S. Prithvika, M.A, (Ph.D.) | Lecturer in English |

II DEPARTMENT OF B.Sc. (Hons) AGRICULTURAL SCIENCE & RURAL DEVELOPMENT

- | | | |
|----|---|--|
| 1 | Rev Fr Dr P. Anthony, SJ, M.Sc, M.Phil, Ph.D | Principal |
| 2 | Dr K. Shanthi, M.Sc.(Ag), Ph.D., NET | Lecturer in Agriculture |
| 3 | Dr K. Krishna Mohan, M.Sc.(Ag), Ph.D., NET | Reader in Agriculture,
Dean of Science & AAC Coordinator |
| 4 | Dr N. Maria Das, M.A., Ph.D, SLET | Lecturer in Economics &
Dean of Administration |
| 5 | Mrs. D. Saritha, M.Sc. (Horti), NET | Lecturer in Horticulture |
| 6 | Mrs. K. Sudha Sundari, M.Sc. (Ag.) | Lecturer in Agriculture & HOD |
| 7 | Mr. G. Sreeramulu, M.A., M.Ed., M.Phil, NET, (Ph.D) | Lecturer in Agri. Extension / Sociology |
| 8 | Mr. G. Ashoka Chakravarthy, M.Sc. (Ag) | Lecturer in Agriculture |
| 9 | Mrs. Bhargavi M, M.Sc., (Ag) | Lecturer in Agriculture |
| 10 | Ms. N. Anthony Kiranmai M.Sc. (Ag) | Lecturer in Agriculture |
| 11 | Dr A. Sai Harini, M.Sc., (Ag.) Ph.D | Lecturer in Agriculture |

III DEPARTMENT OF B.Sc. COMPUTER SCIENCE & ENGINEERING

1	Mrs. K. Anitha, MCA, M.Tech (CSE)	Lecturer in Computer Science & HOD
2	Ms. T. Kavitha, MCA, M.Tech (CS)	Lecturer in Computer Science
3	Mrs. D. Arpitha Rani, M.C.A., M.Tech. (CSE)	Lecturer in Computer Science
4	Mrs Prathyusha P, M.Tech.	Lecturer in Computer Science
5	Mr. J. Jesu Padam, B.E., (Mech.), DBIM	Lecturer in Engg. Drawing
6	Mrs. P.M. Mamatha Rani, M.A., B.Ed.	Lecturer in English & Dean of Students Activities

IV DEPARTMENT OF B.Sc. COMPUTER SYSTEMS & ENGINEERING

1	Mr. K. Lucas Reddy, M.Tech.	Lecturer in Electronics
2	Mr. M.V. Rajagopal, M.Sc.	Lecturer in Mathematics
3	Dr V. Harsha Shastri, M.Sc., M.Phil, M.Tech, Ph.D., SET	Lecturer in Computer Science & HOD
4	Mrs. T. Ramya, B.Tech, M.Tech	Lecturer in Computer Maintenance
5	Ms. T. Suneetha, MCA, M.Tech (CSE)	Lecturer in Computer Science
6	Mr. T. Vishwanath, M.Sc.	Lecturer in Computer Maintenance
7	Rev. Fr. S. Raju SJ, M.A., M.Phil.	Lecturer in English

V DEPARTMENT OF B.Sc. COMPUTER DATA SCIENCE & ANALYTICS ENGINEERING

1	Mrs V. Theresa, M.C.A., M.Tech	Lecturer in Computer Science & HOD
2	Mr. K. Siva Ramakrishna, M.Sc. M.Tech	Lecturer in Computer Science
3	Mrs. P. Sangeetha, M.Tech.	Lecturer in Computer Science
4	Mr. R. Srinivasa Rao, M.Sc.	Lecturer in Statistics
5	Mr. Ch. Sandeep Kumar, M.Sc.	Lecturer in Computer Science
6	Mrs. V. Shirisha, M.Sc.	Lecturer in Computer Science

VI DEPARTMENT OF B.Sc. ELECTRONICS TECHNOLOGY

1	Mrs. B. Rama, M.Sc., M.Phil, (Ph.D)	Lecturer in Electronics & Dean of Academics
2	Mr. T. Venkatesh, M.Sc.	Lecturer in Electronics
3	Mr. I. Balaji, B.Tech, PGDENM, M.Tech.	Lecturer in Electronics
4	Mrs. Y. Lakshmi Parimala, M.Sc., PGDCA	Lecturer in Electronics & HOD
5	Mr. B. Samaresh, M.Sc., PGDTC, SET	Lecturer in Physics
6	Dr Shakira Sultana, M.Sc., Ph.D	Lecturer in Mathematics

VII DEPARTMENT OF B.Sc. MATHS, STATISTICS & COMPUTER SCIENCE

1	Dr K. Vijayalakshmi, M.Sc., Ph.D	Lecturer in Mathematics & HOD
2	Mr. V. Jagadhish, M.Sc., M.Phil	Lecturer in Mathematics & COE
3	Mrs. M. Sailaja, M.Sc., (Ph.D)	Lecturer in Statistics
4	Mrs. A. Lourdurajini Kumari, MCA, M.Tech	Lecturer in Computer Science
5	Mrs. P. Naga Durga, M.Sc.	Lecturer in Statistics
6.	Dr P. Sesha Bala, M.Sc., Ph.D.	Lecturer in Environmental Science

VIII. DEPARTMENT OF B.Sc. FOOD TECHNOLOGY & MANAGEMENT

1	Mrs. A. Esther Sandhya, B.Tech., (M.Tech)	Lecturer in Food Technology & HOD
2	Mr. M. Karthik, M.Sc.	Lecturer in Food Technology
3	Mrs. M. Anusha, M.Sc.	Lecturer in Food Technology
4	Ms. Gyaneshwar Navya K, M.Sc.	Lecturer in Food Technology

IX DEPARTMENT OF FOOD SCIENCE, NUTRITION & DIETETICS

1	Dr Mrs. T. Sravanthi, M.Sc., PGD, Ph.D.	Lecturer in Food Technology & HOD
2.	Ms. Glory Joanna Manne, M.Sc.	Lecturer in Food Science

X DEPARTMENT OF B.Sc. MULTIMEDIA & ANIMATION

1	Mr. B. Bhaskara Rao, MFA, NET	Lecturer in Animation, Dean of Arts
2	Mr. A. Ramesh, MFA, NET	Lecturer in Animation
3	Mr. K.B. Sharath Chandra Raju, M.Sc., VFX	Lecturer in Animation & HOD
4	Mr. S. Umamaheswara Rao, M.A., MFA	Lecturer in Animation & Associate NCC Officer
5	Mr. P. Janardhan Naidu, MFA., M.A.	Lecturer in Animation Design
6	Mr. G Srujan Kumar, M A, NET	Lecturer in Indian Culture

XI DEPARTMENT OF B.Sc. BIOTECHNOLOGY, CHEMISTRY & GENETICS

1	Mrs. N. Kavitha, M.Sc.	Lecturer in Chemistry
2	Dr T. Suchitra Naidu, M.Sc., Ph.D, B.Ed.	Lecturer in Bio-Chemistry & NCCC Coordinator
3	Mrs. A. Jaya Madhuri Lata, M.Sc., B.Ed, (Ph.D)	Lecturer in Biotechnology
4	Mrs. M. Archana, M.Sc.	Lecturer in Biotechnology
5	Dr P. Suresh Kumar, M.Sc., M.Tech, Ph.D., SET	Lecturer in Biotechnology & HOD
6	Mrs. S. Jyothi, MA	Lecturer in English

FACULTY OF ARTS & HUMANITIES

1	Mr. B. Bhaskara Rao, MFA	Lecturer in Animation, Dean of Arts
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XII DEPARTMENT OF B.A. MASS COMMUNICATION

1	Mrs.V.J.Bharathi,M.Com,ADCA,MCJ,PG Dip.in Multimedia	Lecturer in Multimedia & HOD
2	Mr. P. Santhosh Kumar, MA. M.Sc., NET (JRF)	Lecturer in Mass Communication
3	Ms. Rini Anweshi S P, MA, (Ph.D)	Lecturer in Mass Communication
4	Mr. Y. Abhishek Paul, M.A.	Lecturer in Mass Communication
5	Mrs. N. Rajeswari, M.Sc.	Lecturer in Mass Communication

XIII DEPARTMENT OF B.A. PSYCHOLOGY, ENGLISH & JOURNALISM

1	Ms. Jessica Kamthan, M.Sc.	Lecturer in Psychology
2	Mrs. Sritama Maitra, M.A., NET (Ph.D.)	Lecturer in English
3	Ms. D Elsita, M.C.J	Lecturer in Journalism
4	Ms. Swetha H Nelson K, M.A.	Lecturer in Psychology
5	Dr Swarlipi Nandi, MA, M.Phil., Ph.D., NET	Lecturer in English & HOD

FACULTY OF COMMERCE AND BUSINESS ADMINISTRATION

- 1 Dr Jacqueline Williams, M.Com,MBA, B.Ed.,M.Phil,Ph.D. Lecturer in Commerce
Dean of Commerce & BBA

XIV DEPARTMENT OF B.Com (Hons)

- 1 Dr Jacqueline Williams, M.Com,MBA, B.Ed.,M.Phil,Ph.D. Lecturer in Commerce
Dean of Commerce & BBA
- 2 Mrs. K. Saras Chandra, M.Com Lecturer in Commerce & **HOD**
- 3 Ms. Ch Kavya, M.Com Lecturer in Commerce
- 4 Mr. P. Sai Karthikeya, M.Com Lecturer in Commerce
- 5 Mr. K. Kiran Kumar, M.Sc. M.Phil Lecturer in Mathematics

XV DEPARTMENT OF B.Com (Hons) Strategic Finance

1. Mrs. M.V.B. Sailaja, M.Com, DCA, SET Lecturer in Commerce & **HOD**
2. Ms. G. Sabitha, M.Com., (Ph.D.), SET, NET Lecturer in Commerce
3. Mr. K. Suman, M.Com Lecturer in Commerce

XVI DEPARTMENT OF B.Com COMPUTERS

- 1 Ms. Jacintha Vincent, M.Com, PGDCA, DCST(C.Sc.) Lecturer in Computers & **HOD**
- 2 Mrs. Sunindita Pan, M.A. (Eco), M.A. (PS), DAPR Lecturer in Economics
- 3 Mrs. G. Shiva Ranjni Yadav, M.Com, M.Phil Lecturer in Commerce
- 4 Ms. Binnuri Sahithya, M.Com. Lecturer in Commerce
- 5 Mr. P. Rajkumar Reddy, M.Com., TS SET Lecturer in Commerce
- 6 Dr G. Sudhakar, M.Sc., Ph.D., NET Lecturer in Environmental Science
- 7 Ms. Maurina Franswah, MA, B.Ed. Lecturer in English
- 8 Mrs. K. Ketana, M.Sc. Lecturer in Statistics
- 9 Mrs. S. Shobha Rani, M.Sc.DISM,PGCCA(C.Sc.) Lecturer in Computer Science

XVII DEPARTMENT OF B.Com GENERAL / BUSINESS STUDIES

- 1 Mrs. Dolly Isaac, M.Com, B.Ed., PGDM, M.Phil, DCM Lecturer in Commerce & **HOD**
- 2 Ms. Ancy John, M.Com., SET Lecturer in Commerce
- 3 Mrs. B. Alekya, M.Com Lecturer in Commerce
- 4 Mrs. Grace Sarojini Israel, M.A., M.Phil, M.A. (CS) Lecturer in English & **Dean of Student Affairs**
- 5 Dr Ratnavani Gadde, M.A., M.Phil, PGDBM, Ph.D Lecturer in Public Admn. & **NSS (PO)**

XVIII. DEPARTMENT OF B.Com BUSINESS PROCESS MANAGEMENT

- 1 Mrs. N. Indira Prasad, M.Com, MBA, (Ph.D) Lecturer in Commerce & **HOD**
2. Mrs. T. Swarna, MBA Lecturer in Commerce
3. Mr. Emmanuel Abhishek, M.Com Lecturer in Commerce

XIX DEPARTMENT OF B.Com ADVERTISING & SALES PROMOTION

- 1 Mrs. Y. Anjani Kumari, M.Com, PGDBM, MBA Lecturer in Commerce & **HOD**
- 2 Mr. G. Srivatsa, M.C.J Lecturer in Communication
- 3 Dr Veeraswamy M, M.Com, MBA Ph.D Lecturer in Commerce
- 4 Rev. Fr K. Madhava Rao, SJ, MA Lecturer in English (on lien)
5. Mrs. L. Rashmi, M.Com. Lecturer in Commerce

XX DEPARTMENT OF B.Com INTERNATIONAL ACCOUNTING & FINANCE

1	Mr. N. Anil Kumar, M.Com, M.Phil, M.A., JOUR & PR	Lecturer in Commerce & HOD
2	Mrs. P.Y. Radhika, M.Com.	Lecturer in Commerce
3	Mr. K. Rajesh, M.Sc.	Lecturer in Statistics

XXI DEPARTMENT OF BBA

1	Mrs. Phebi Priya Darshini P, MBA, M.Com.	Lecturer in Business Administration & HOD
2	Mrs. P. Sudha Rani, M.Com	Lecturer in Commerce
3	Ms. M.H. Mary Patricia, MBA	Lecturer in Business Administration
4	Rev Fr D.V. Balaswamy, SJ, MBA	Lecturer in Business Administration
5	Mrs. Vijayashree V, M.Com., MBA	Lecturer in Business Administration

UG. & P.G.**I. DEPARTMENT OF LIBRARY**

1	Dr P. Venkateswarlu, M.A, M.Li.Sc., M.Phil, Ph.D	Lecturer in Library Science
2	Mrs. T. Sharada, B.A., M.Li.Sc, M.Phil	Lecturer in Library Science
3	Mrs. Showrilu, M.A, M.Li.Sc.	Lecturer in Library Science

II. DEPARTMENT OF PHYSICAL EDUCATION

1	Mr. C. Sandeep Reddy, M.PEd	Lecturer in Physical Education & HOD
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III. CONTROLLER OF EXAMINATIONS & EXAMINATION CELL

1	Rev Fr Dr P. Anthony, SJ, M.Sc, M.Phil, Ph.D	Principal
2	Mr. V. Jagadhish, M.Sc., M.Phil	Controller of Examinations (UG)
3	Rev Fr. Ch. Anand Kumar SJ, M.Sc.	Asst. Controller of Examinations
4	Mr. T. Hanok, MBA, (Ph.D)	Controller of Examinations (PG)
5	Rev Fr Dr L. Joji Reddy SJ, M.Sc, M.Phil, Ph.D	Vice-Principal (PG)
6	Rev. Fr D.V. Balaswamy, SJ, MBA	Vice-Principal (UG)
7	Mr. M.V. Raja Gopal, M.Sc.	Lecturer in Mathematics
8	Mr. G. Srivatsa, M.C.J	Lecturer in Communication

NON-TEACHING

AIDED STAFF

1	C.P. SRINIVAS REDDY	Junior Assistant
2	M.V. KRISHNAIAH NAIDU	Typist
3	M.T.JAYALAKSHMI	Store Keeper
4	D. VINOD KUMAR	Record Assistant
5	K. YESUDAS	Museum Keeper
6	REMIN JUISE A	Attender
7	B. AMBROSE	Watchman
8	K. AMULIYA	Gardener cum Waterwoman

UN-AIDED STAFF

COLLEGE OFFICE / ADMIN STAFF (UG & PG)

1	KOCHUTHRISA SEBASTIAN	Senior Assistant
2	N. MARTHENAMMA	Junior Assistant
3	KIRAN KUMAR	Junior Assistant
4	G. PUSHPA LATHA	Junior Assistant
5	GODFIE FERNANDES	Junior Assistant
6	STEPHEN ASIRVADAM	Junior Assistant (In-charge extension programme)
7	B N USHA RANI	Junior Assistant
8	D. ANIL KUMAR	Administrative Officer
9.	S. PRAKASH CHARY	Jr. Assistant
10	ALOYS DENIS	PRO / P.A. to Principal
11	S. MARIA DAS	Record Assistant

COE OFFICE STAFF (UG & PG)

12	G.B. SANTOSH KUMAR	Senior Assistant
13	D. SAPNA	Junior Assistant
14	M. SRINIVASA RAO	Junior Assistant
15	VEENA G GOWLIKAR	Junior Assistant
16	C. ARUL DASS	Record Assistant
17	E. HARRY DOMINIC	Record Assistant
18	M. SUDHAKAR	Attender
19	P. KOTIVEERIAIAH	Attender

LIBRARY STAFF

20	Y. SUSHILA	Junior Assistant
21	P. SUBHAASHINI	Junior Assistant
22	P.A. NAVEEN	Attender
23	D. INDRA BABU	Attender
24	H. VISHAL	Attender
25	B. NARASING RAO	Attender

CAMPUS MAINTENANCE STAFF

26	Y.M. ALEXIS	Estate Officer
27	T. JAYARAMAN	Attender
28	K. NAGARAJU	Electrician
29	CHINNA MUSALAI AH	Plumber

MINISTERIAL / SUPPORTING STAFF

30	REGINA JANE	Programmer cum Data Entry Operator
31	K. PRAVEEN KUMAR	Programmer
32	T. SHAILAJA	Programmer
33	V. SUJATHA	Programmer
34	S. ARUNA PRABHA	Store Keeper
35	P. VIKRAM KUMAR	Lab Instructor
36	HARRY JOSEPH M	Lab Technician
37	V. GANGARAJU	Lab Technician
38	V. CHANDRAIAH	Record Assistant
39.	B. MAMATHA	Lab Instructor
40	R. ANTHONY RAJ	Attender
41	M. SHOBHANA BABU	Attender
42	M. RAJESH REDDY	Attender
43	T. VENKATESWARLU	Attender
44	V. NAGESWARA RAO	Attender
45	CH. KOTESWARA RAO	Attender
46	U. JAYARAJU	Attender
47	M. ASHOK KUMAR	Attender
48	J. JOJAPPA	Attender
49	U. SOLMON	Attender
50	J. ARULDAS	Attender
51	B. RAJU	Attender

52	N. CHINNAIAH	Attender
53	L. KIRAN KUMAR	Attender
54	CH. PRAKASH	Attender
55	G. SRIDHAR	Attender
56	P.A.V. PRASADA RAO	Attender
57	B. KOTESWARA RAO	Attender
58	V. STEPHEN	Attender
59	A. WILLIAM STALINE	Attender
60	R. DANIEL	Attender
61	S. HANUMANTH RAO	Attender
62.	G. GOPI	Agriculture Field Assistant

N.B.: The staff of the College Office and Library will have their lunch break either before or after the scheduled / regular lunch break of the college.

NON-STATUTORY COMMITTEES

ACADEMIC AUDIT CELL

Rev Fr Dr P. Anthony SJ	Chairman
Rev Fr Dr L. Joji Reddy SJ	Vice-Principal (PG)
Mr. T. Hanok	Controller of Examinations (PG)
Dr Sonika Sharma	Dean of Academics (PG)
Mrs. P.V.Nagalakshmi	HOD MCA
Dr R.Sindhu	HOD MBA
Mr. V. V. S.Chalapathi Rao	HOD M.Sc. Biotechnology
Mr. A.Ravinder	HOD M.Sc. Food Tech. & Mgmt
Dr P.Thirupathi	HOD M.Sc. Organic Chemistry

STAFF COUNCIL

Rev Fr Dr P. Anthony SJ	Principal
Rev Fr S. Raju SJ	Rector
Rev Fr J. Thainese SJ	Correspondent
Rev Fr Dr L.Joji Reddy SJ	Vice-Principal(PG)
Rev Fr D. V. Balaswamy SJ	Vice-Principal (UG)
Mr. V. Jagadhis	Controller of Examinations (UG)
Dr Ch. Sirisha	Associate Professor in Biotechnology
Mr. K. Kiran Kumar	Lecturer in Mathematics
Mrs.N. Indira Prasad	Lecturer in Commerce
Mr. Nityananda Ghosh	Lecturer in Physics

All Deans and HODs (UG & PG)

INTERNAL QUALITY ASSURANCE CELL/ANNUAL QUALITY ASSURANCE REPORT(AQAR)

Rev Fr Dr P. Anthony SJ	Principal
Rev Fr Dr L. Joji Reddy SJ	Vice-Principal(PG)
Mr.P.V.R. Sai Prasad	Co-ordinator
Mr. T.Hanok	Controller of Exams(PG)
Dr. Sonika Sharma	Dean of Academics (PG)
Mr. V. V. S.Chalapathi Rao	HOD M.Sc. Biotechnology
Mr. A.Ravinder	HOD M.Sc. Food Tech. & Mgmt
Mrs. P .V.Nagalakshmi	HOD MCA
Dr R.Sindhu	HOD MBA
Dr P.Thirupathi	HOD M.Sc. Organic Chemistry

PLANNING & EVALUATION COMMITTEE

Rev Fr S. Raju SJ	Rector
Rev Fr J. Thainese SJ	Correspondent
Rev Fr Dr P. Anthony SJ	Principal
Rev Fr Dr L. Joji Reddy SJ	Vice-Principal (PG)
Rev Fr D. V. Balaswamy SJ	Vice-Principal (UG)
Mr. V. Jagadhish	Controller of examinations(UG)
Mrs. K. Rama	Dean of Academics (UG)
Mr. P.V.R. Sai Prasad	Dean of Developmental Affairs, IQAC
Dr N. Maria Das	Dean of Administration
Dr M. Jayaramudu	Lecturer in Chemistry
Dr Jacqueline Williams	Dean of Commerce
Mrs. Grace Sarojini Israel	Dean of Student Affairs
Ms. Jacintha Vincent	NAAC Co-ordinator
Mrs. B. Lalitha Kumari	HOD B.Sc. Chemical Technology
Mr. A. Ravinder	HOD, M.Sc. Food Technology

EXAMINATION CO-ORDINATION COMMITTEE

Rev Fr Dr P. Anthony SJ	Principal
Rev Fr Dr L. Joji Reddy SJ	Vice-Principal (PG)
Mr. T. Hanok	Controller of Examinations(PG)
Dr Sonika Sharma	Dean of Academics (PG)
Dr R. Sindhu	HOD MBA
Mrs. P. V. Nagalakshmi	HOD MCA
Mr. V. V. S. Chalapathi Rao	HOD M.Sc. Biotechnology
Mr. A. Ravinder	HOD M.Sc. Food Tech. & Mgmt
Dr P. Thirupathi	HOD M.Sc. Organic Chemistry

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Dr Prachi Gupta	Lecturer in M.Sc Food Tech. & Mgmt
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Dr R. Sindhu	HOD MBA
Dr P. Thirupathi	HOD M.Sc. Organic Chemistry
Dr Prachi Gupta	Lecturer in M.Sc Food Tech. & Mgmt
Mrs. G. Anitha Mary	Lecturer in MCA

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Mrs. K. Bharathi	Associate Professor of MCA
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Mr. Stephen Ashirvadam	Extension Officer.
Mr. J. Jesupadam	Lecturer in Engineering Drawing
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Rev Fr Leo Bhaskaran	Campus minister
Mrs. Grace Sarojini Israel	Dean of Student Affairs

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Mrs. P.M. Mamatha Rani	Lecturer in English
Mrs. Shobha Rani. S.	Lecturer in Computer Science
Mrs. G. Anitha Mary	Lecturer in Computer Science
Mrs. K. Anitha	Lecturer in Computer Science

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Mrs. R Shalini M Jyothi	Lecturer in M.Sc. Organic Chemistry
Mrs. G. L.Aparna	Lecturer in MBA
Mrs. Jemmy Evangeline S	Lecturer in M.Sc Food Tech. & Mgmt

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Mrs. G.Anitha Mary	Lecturer in MCA
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Mrs. Dr. CH. Sirisha	Associate Prof. in M.Sc. Biotechnology

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Mrs. K. Sudha Sundari	HOD, B.Sc (Ag.Science & R.D)

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Mrs. A. Jayamadhurilatha	Lecturer in Biotechnology
Mrs. Sunindita Pan	Lecturer in Economics
NSS / NCC Coordinators	

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Mr. K.B. Sharat Chandra Raju	Lecturer in Animation Design
Mr. G. Sriramulu	Lecturer in Agricultural Extension

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Mrs. M. Geetha	Lecturer in MCA
Mrs. S. P. Mydhili	Lecturer in M.Sc. Organic Chemistry
Mrs. R. Shalini M Jyothi	Lecturer in M.Sc. Organic Chemistry
Mrs. D. Guru Devi	Lecturer in M.Sc. Biotechnology
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Mr. Dheeraj Kumar Sahu	Lecturer in M.Sc. Organic Chemistry
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Ms. S. Dhavala	Lecturer in M.Sc. Biotechnology
Mrs. Azra	Lecturer in MBA

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Dr Prachi Gupta	Lecturer in M.Sc Food Tech. & Mgmt
Mrs. D. Guru Devi	Lecturer in M.Sc. Biotechnology
Ms. Masrath Butool	Lecturer in M.Sc Food Tech. & Mgmt
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All Heads of the Departments PG	

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Dr R. Sindhu	HOD MBA
Mrs. P. V. Nagalakshmi	HOD MCA
Dr Ch. Sirisha	Associate Professor in M.Sc. Biotechnology
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Mrs. R. Shalini M Jyothi	Lecturer in M.Sc. Organic Chemistry
Mr. Dheeraj Kumar Sahu	Lecturer in M.Sc. Organic Chemistry
Mrs. G. Anitha Mary	Lecturer in MCA
Mrs. G. L. Aparna	Lecturer in MBA

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Mrs. D. Guru Devi	Lecturer in M.Sc. Biotechnology

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Ms. S. Dhavala	Lecturer in M.Sc. Biotechnology
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Ms. S. Dhavala	Lecturer in M.Sc. Biotechnology

S(FT)²

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Mr. M. Karthik	Lecturer in M.Sc Food Tech. & Mgmt

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ACADEMIC INFORMATION

The academic year consists of two semesters. At the Postgraduate level, the curriculum is spread over two years except M.C.A (Master of Computer Applications), which lasts for three years. The duration of a semester is approximately 16-18 weeks, each consisting of six working days.

Students should put in 20 hours of Social Services under PLANET Programme. They are also encouraged to get certificates by involving themselves in NSS/NGC/SPORTS & GAMES/ AICUF/Women Cell/NCC etc.

In order to make the students research-oriented, all the final year students are to undertake a Project Work and submit their Dissertation as well as take a Viva Voce.

The College has adopted the system of valuation based both on Continuous Internal Assessment (C.I.A.) and Semester-End Examination (S.E.E). The C.I.A and S.E.E. will have the weighting of 40% and 60% respectively. C.I.A. consists of Weekly Tests, Assignments, Seminar/Viva Voce, Mid-Semester and Pre-Final Exams as part of Theory. C.I.A. consists of Practicals (laboratory work etc.) too. The student's regularity, as indicated by attendance, will also be taken into account for C.I.A. The S.E.E. will be in the form of a comprehensive written examination for each course at the end of the semester and most of the subjects have Practical Exam too. The question papers for these

EVALUATION

examinations will be set by experts chosen from outside the College and answer scripts will be valued separately by two different external examiners.

Continuous Internal Assessment (CIA):

1) A student becomes eligible to appear for the Semester-End Examinations only if he/she has secured the **MINIMUM ATTENDANCE OF 75%**. If he/she fails to get the minimum attendance, he/she has to repeat that Semester in the following academic year. His/her name will be off the rolls for the following semester.

In case a student is absent from classes due to grave illness/accident, he/she should have a minimum of 65% of attendance and should have already obtained permission prior to their absence due to grave illness/accident. However, medical certificate for minor ailments like cold, cough and fever will not be accepted. They should submit a Medical Certificate issued by a registered medical practitioner along with the medical prescription on the first day that he/she returns to regular classes. Medical certificates that are submitted later or just before the Semester End Exams will **NOT** be accepted.

Candidates admitted to the first year through an entrance test and do not have requisite attendance but have not less than 40% attendance can seek readmission without once again appearing for the entrance test. Candidates of I year I semester who do not have the minimum 40% attendance would lose their seat and they will have to seek admission afresh by appearing at the entrance test once again.

ELIGIBILITY TO APPEAR FOR THE SEMESTER- END EXAMI- NATIONS (SEE) & MEDICAL LEAVE

Attendance Marks

Percentage	Marks Allotted	Percentage	Marks Allotted
75.1 to 77.5	01	87.6 to 90.0	06
77.6 to 80.0	02	90.1 to 92.5	07
80.1 to 82.5	03	92.6 to 95.0	08
82.6 to 85.0	04	95.1 to 97.5	09
85.1 to 87.5	05	97.6 to 100	10

ATTENDANCE
MARKS
AND
CIA
COMPO-
NENTS

N.B: The attendance of the previous month will be displayed in the first week of every month in the Information Kiosk. It is the student & parent /guardian's responsibility to verify it and in case of a shortage of attendance, to meet the HOD/Block In-charge /Vice-Principal concerned. Students are to check their daily attendance at student's portal in ERP. Whenever a student is absent an sms alert is sent to the registered phone number of the parent/student.

2) Under the CIA system in the college, there are **Weekly tests, Mid-Semester Exam, Pre-final Exam, Assignment, Viva/Seminar and Attendance**. Weekly test is conducted for 50 minutes, Mid Semester for 2 hours, Pre-final Exam for 3 hours and Semester-End Exam (SEE), both Theory and Practical, is conducted for 3 hours each. The pass marks for S.E.E. Theory and Practical are 40% and 50% respectively.

CIA Components for all PG courses (Theory):

Component	Marks Allotted	Component	Marks Allotted
Weekly test	15	Assignment	05
Mid-Semester	25	Viva/Seminar	05
Pre-final Exam	40	Attendance	10

Grand Total = 100 (100 will be converted into 40 as per CIA Weighting and SEE Weighting is 60)

**RE-EXAM
NORMS
(CIA)**

**CIA Components for all
PG courses (Practicals):**

Component	Marks Allotted
Attendance	05
Observation / record book	05
Practical skills acquired	10
Pre-final Practical (3 hours)	20
Total Marks for CIA	40

3) In principle, there is no re-examination. However, under extraordinary circumstances and for genuine reasons on a case to case basis, it is the Principal's discretion to call all the officials concerned to decide whether or not to give permission for a re-examination. In case of accident, grave illness or death (in the family), the Principal/Vice-Principal should be informed immediately and a written permission to be absent from the exams should be obtained by the parent / guardian. The decision to conduct or not to conduct the re-examination rests with the Principal/Vice-Principal and will be examined case by case, purely on the merit of the case. The decision of Principal/Vice-principal is final and binding.

For applying for re-examination, the students along with their parents should approach the Vice-Principal with all the necessary documents, who, in consultation with the Block In-charge and the Head of the Department concerned, would analyze the case and forward it to the Principal. The Principal would finally decide whether or not to permit the student to take a re-exam and the same would be communicated to the COE on a case-to-case basis. If permitted, the Examination Coordinating Cell headed by the Chief Superintendent of Exams, coordinates the conduct of the re-exams.

The Semester-End Examinations will be held in the month/s of **November/December** and in the months of **April / May** every year under normal circumstances or as per the Almanac of PG Courses.

Semester End Examinations (SEE)

Minimum pass marks in each paper

Theory : 40% of SEE and
40% (CIA + SEE)

Practicals : 50% of SEE and

SEE : 50%

SUPPLEMENTARY / IMPROVEMENT EXAMINATIONS

Supplementary/Improvement examinations will be conducted for theory and practical at the end of the even semesters only along with regular Semester End Examinations in the month of April or May.

IMPORTANT INSTRUCTIONS :

- 1) The number of backlogs, if any, in any year shall not exceed 50% of the papers prescribed for that year.
- 2) There will be no re-valuation of the theory / practical exams / project / internship.
- 3) No re-examination will be conducted for Semester End Examinations (SEE) (theory/practical) under any circumstances.
- 4) Maximum duration for completing the course is 2 (+2) years for a 2 year PG course and 3 (+2) years for MCA.

SEMESTER
END
EXAMI-
NATIONS

RULES
OF
PROMOTION
TO VARIOUS
SEMESTERS

I Year – I Semester	a	Admission
I Year – II Semester	a	Regular course of study of I Year - Semester I
II Year –I Semester	a	Regular Course of Study of I Year.
	b	The number of backlogs, if any, of I Year - Semester I & II shall not exceed 50% of the papers prescribed for the I Year -Semester I & II
II Year – II Semester	a	Regular Course of Study of II Year-Semester I
III Year – I Semester	a	Regular Course of Study of II Year - Semester II
	b	The number of backlogs, if any, of I year and II Year shall not exceed 50% of the papers.
III Year – II Semester	a	Regular Course of Study of III Year - Semester I
<p>NB : 1) Where the total number of subjects (both Theory and Practical) is odd, the student is given the advantage (e.g., If the total number of subjects for a year is 19, the student is expected to clear at least 9 of them).</p> <p>2) There is no instant exam in the Examination System of LoyolaAcademy.</p>		

- 3) **Registering for Semester End Examinations** (Regular / Supplementary) by paying appropriate exam fees on time and collecting the hall tickets in time is the responsibility of the eligible students.
- 4) Registration for Semester End Examinations (regular and supplementary) must be done in a single transaction in ERP.
- 5) Examination Time tables will be displayed in advance at the information kiosk for both CIA & SEE.
- 6) Payment of the exam fees and receipt of hallticket does not automatically make a student eligible for examination.

Choice Based Credit System – CBCS

1. Choice Based Credit System (CBCS): The CBCS provides choice for students to select from the prescribed courses.
2. Course: All courses need not carry the same weight. The courses should define learning objectives and learning outcomes. A course may be designed to comprise lectures/ tutorials / laboratory work/ field work/ outreach activities/ projectwork/ vocational training/viva/seminars/ term papers/assignments/ presentations/ self-study etc. or a combination of some of these.
3. Credit : It means a unit by which the course work is measured. In these Regulations one credit means one hour of teaching work or two hours of practical work per week.

**CHOICE
BASED
CREDIT
SYSTEM**

**SEMESTER
GRADE
POINT
AVERAGE
&
CUMULATIVE
GRADE
POINT
AVERAGE**

3. **Credit Point:** It is the product of grade point and number of credits for a course.
4. **Grade Point:** It is a numerical weight allotted to each letter grade on a 10-point
5. **Letter Grade:** It is an index of the performance of students in a said course. Grades are denoted by letters O, A, B, C, D, E and F.

There shall be five categories of courses/papers in the UG programmes:

- a) Ability Enhancement Compulsory Course (AECC)
- b) Certificate Course (CC / NCCC)
- c) Discipline Specific Course (DSC)
- d) Core
- e) Skill Enhancement Course (SEC)
- f) Generic Elective (GE)

GRADING

Grade Reports will display Credits and Grades per course per semester.

No marks will be indicated in the memo

SGPA & CGPA

As part of Choice-based Credit System (CBCS), Semester Grade Point Average (SGPA) and Cumulative Grade Point Average (CGPA) has been implemented from the academic year 2016-17 onwards for the first year students admitted in 2016-17 Academic Year.

**DETAILS OF AWARD OF GRADES UNDER CHOICE
BASED CREDIT SYSTEM (CBCS)**

Range of Marks	Grade Letter	Grade Points
85% and above	O	10
70% to 84%	A	09
60% to 69%	B	08
55% to 59%	C	07
50% to 54%	D	06
40% to 49%	E	05
Less than 40%	F	00

CALCULATION OF SGPA & CGPA:

1.	$\text{Credit Points} = \text{No. of Credits Secured} \times \text{Grade Points obtained in a given paper}$
2.	$\text{SGPA} = \frac{\text{Sum of Credit Points obtained in a Semester}}{\text{Total number of Credits in that Semester}}$
3.	$\text{CGPA} = \frac{\text{Sum of Credit Points obtained in all Semesters}}{\text{Total number of Credits in all the Semesters}}$

N.B:

1. If a candidate secures 'F' Grade in a theory/practical paper, he/she is considered to have failed in that paper.
2. Non CGPA Courses are excluded from total credits and SGPA, CGPA calculations. However, the candidate has to secure a minimum of 'E' Grade to qualify for awarding of the Degree.

GUIDELINES FOR PROJECTS ASSIGNMENTS / SEMINARS / VIVA VOCE

Assignments

Assignments should be given a month after the commencement of the semester, on a topic related to the syllabus. The students should submit a paper of not more than 5 pages on the topic, which could be their original work / perspective / understanding or the latest information on the same.

Seminar

It would be the lecturer's prerogative to decide whether to conduct a seminar or Viva Voce. The same should be conducted after consultation between the HOD and the lecturer who fix the dates for it after the mid-semester and before the Pre-final examination. However, it should be evenly spaced out so that they are not held in the last week before the Pre-final exams, and also that the entire burden does not fall on the students towards the end.

In the case of a seminar, the student explains his understanding or original idea of a concept that he deals with in the assignment, to the entire class. The duration of seminar does not exceed 5 minutes.

Viva Voce

It is a one-on-one oral exam on the assignment submitted by the students, lasting around 5 minutes.

Project

To help the student develop the ability to apply the theoretical and practical tools/techniques learnt during the course work to apply to the current projects related to Industry, Academic Institutions and Research Laboratories. A Student has to undergo Project Work in the final semester for the duration of 9 to 15 Weeks as applicable to different PG Programmes. A student is responsible for finding the Industry/Company/Research Institutes/Institute to carry out their Project Work. The students are encouraged to contact the relevant place for Project Work well in advance to avoid any inconvenience.

A Student has to regularly attend to the project work and has to report and present project progress to their Internal Project Guides during their Internal Evaluation days. Final Report of the Project Work will be submitted to the college in the form of a Hard Bound Thesis according to the guidelines given by the respective departments. The Thesis will be evaluated internally by the departmental Faculty and Externally by External Examiner through Presentation along with a viva voce. Same leave norms are applicable during the project work.

Mini project

The students are encouraged to take up a one month Minor summer project during the summer break in any Industry/Company/Research Institute/Institute. The Project work should be submitted to the faculty after the vacation. The marks awarded for the mini project are proportionately considered for the final project.

GENERAL INFORMATION

COLLEGE FEE

- § The admission of the first year student is complete only on the payment of the total fee of the academic year.
- § The other (i.e. II / III / IV year) students will have to pay the semester fees in the bank before the classes resume for that particular semester and submit the challan/online transaction number (NEFT/UTR No.) in the college office **before the commencement of the semester**, failing which their names will not be found on the nominal rolls.
- § Fees once paid will not be returned back at any cost.
- § Hence, besides the college fee, students will be charged a fee for each skill enhancement course depending on the nature of the course and the resource person (trainer / expert / specialist) needed.

Note : All the College fees are paid in the IOB, Loyola Academy branch, by way of a bank challan issued by the college office. Hence, it is illegal for any student or staff to collect any fees or raise any fund from any student or staff for any purpose or organization on the college premises or to direct the student or staff to pay any fee or to make any contribution to any organization without the explicit written permission of the Principal.

PLANET

Extension Programme is the third important limb of University Education along with teaching and research. Loyola Academy Degree & PG College in its efforts to lay stress on this aspect has undertaken an ambitious social program i.e., PLANET (Project of Loyola Academy for Neighborhood Empowerment and Transformation). The objective of this programme is to inculcate in the students the spirit of social responsibility, besides academic excellence and spiritual growth. Even as they are encouraged to strive for acquiring more knowledge and skills through different courses, they are exposed to the stark social realities of rural and urban poor, to develop in them an attitude of deep concern for the neglected section of our society. In line with the mission of our college to mould, 'Men and Women for Others', PLANET Programme makes it mandatory for all the first year degree students to participate in social service extension activities.

MEDICAL CONSULTATION

A Medical Doctor, is available for consultation and general medical checkup at the doctor's room (Room No.208, Inigo Block) on **weekdays** from 12.00-1.30 p.m. **Consultation is free** for staff and students.

PLACEMENT CELL

§ The placement cell of the college helps facilitate the placement of eligible students in various private companies that visit our campus. This is merely an additional service rendered by the college and the management of the college does not promise nor is under any obligation to secure any specific jobs either in the private or public sectors.

§ Students are to regularly read the notices and circulars displayed in the **Information Kiosk** and other notice boards, regarding various matters such as examinations, fee payments, scholarship, extra and co-curricular activities, etc. Students will be solely responsible for their failure to follow the instructions given in the notices and circulars and adhere to the given schedule.

§ Students are advised to visit the information kiosk regularly for all important updates regarding the curriculum, notices and extra-curricular activities.

INFORMATION
KIOSK
NOTICES
&
CIRCULARS

01. A student (past or present) desiring to obtain a certificate (transfer, conduct, study, age, etc.) shall apply for it in the prescribed form available in the College Office.

02. To obtain any certificate the student needs to apply 48 hours in advance.

03. Application for certificates should be addressed to the Principal.

04. The annual certificates of attendance and progress required for the End-Semester Examination will not be issued unless:

a) The Principal is satisfied with the student's progress and conduct.

b) The student has attended three-fourths of the total working days in the academic year.

CERTIFI-
CATES

GENERAL NORMS

DISCIPLINE/ PUNC- TUALITY

- § Students are expected to be 15 minutes before the 1st bell in the college and punctual in attending all classes, especially, the First Hour in the morning and the Fourth Hour in the afternoon.
- § Attendance is taken at the beginning of each hour
- § No one is allowed to enter the class after the second bell.
- § If a student reaches after the class begins, he/she should stay in the library for the rest of the period and attend the next class.
- § All lecturers are expected to strictly enforce this rule.

CLASS ROOM CONDUCT

- § Do not loiter anywhere on the College Campus during the class hours.
- § Do not transact any work in the College Office during the class hours.
- § Do not go to the canteen during the class hours or hang around the canteen unnecessarily after 4.00 p.m.
- § Do observe strict silence in the class after the second bell. Boys & girls are expected to be seated in the classroom seperately.

CODE OF BEHAVIOUR AND CAMPUS CULTURE

- § Use English as a medium of communication on the campus.
- § The Government and the University have issued detailed instructions with regard to the banning of any sort of RAGGING on the College campus by any student. LOYOLA ACADEMY, right from the beginning, has enforced this ban on ragging or any type of intimidation with severe sanctions attached. Instant dismissal is the usual punishment for any offender in this regard.
- § Smoking, drinking or taking drugs on the College campus are strictly forbidden. Any violation of this rule will be viewed very seriously and appropriate penal action will be taken against the offender/s. Any student found drunk inside the campus at any time of the day or night, will be dismissed from the college.
- § No one should spoil the name of the staff or the officials or the institution or fellow students on the social network websites such as Face Book,

Whatsapp, Twitter, Viber, Orkut etc. If any one does so, legal action will be taken against the culprit based on cyber laws.

§ Students should not get involved in politics and hold membership in political student unions.

§ By order of the Supreme Court, the students are prohibited from using their mobile phones on the campus. No student is permitted to use any electronic gadgets like MP3, IPOD, etc on the campus.

§ All vehicles (Scooters, Motorbikes, Mopeds, Cycles, etc.,) should be parked only in the parking lot near the main gate. Pleasure riding on the campus is strictly forbidden.

§ Indulging in any malpractice or devoiding the rules & regulations of examinations will amount to serious consequences/cancellation of the papers during examinations.

MALPRACTICE
DURING
EXAMINATION

DO'S:

- ✓ Respect yourself and carry yourself with dignity. Be gentle and pleasant with fellow students. Be well-mannered towards all.
- ✓ Greet the staff with a smile, Treat one another with reverence. Get constant guidance from your Mentors.
- ✓ Respect lawful Authority: Management and Staff, Parents and Civil Authority.
- ✓ Wear your Identity Card in the campus at all times. Loss of Identity Card should be reported to the college authorities immediately. Bring the hand book daily to the College.
- ✓ Be regular and punctual to all the classes and labs. Be seated in your classroom immediately after the first bell both in the morning and the afternoon sessions.
- ✓ Inculcate the habit of exercising and playing any particular indoor or outdoor game every day after the College hours.

CODE
OF
BEHAVIOUR
AND
CAMPUS
CULTURE

- ✓ Be studious in your studies and work hard to fulfill your dreams. Clarify your doubts that very day from your lecturers/friends before you leave the campus.
- ✓ Maintain an absolute, attentive silence in the classroom/lab during class hours, except when you ask some intelligent questions!
- ✓ Form like minded groups among yourselves to discuss, read or clarify doubts during your spare time.
- ✓ Take care of your own belongings. Hand over lost articles to the Principal/Vice principal.
- ✓ Park your vehicles only in the place allotted for the purpose.
- ✓ Save water and electricity. Close taps after using them. When you leave the classrooms or labs, switch off lights and fans.
- ✓ Keep the classroom and the college campus clean.
- ✓ Make Loyola Academy Campus an Eco-friendly one.
- ✓ Be noble in your dealings and help others in their need.
- ✓ Maintain punctuality and regularity.
- ✓ Use the garbage disposal bins for papers or plastic containers.

STUDENT COUNCIL AND CLASS LEADERS

- ✓ Student Council members and class leaders are appointed by the College Authorities based on their loyalty, regularity, dedication, academic performance, eloquence, presence of mind and willingness to serve and participate in College activities.
Student Council Members must be diligent and exhibit utmost responsibility in discharging their valuable services for all the College programmes conducted throughout the academic year. No electoral process is involved in selection of the student council members.
- ✓ They shouldn't indulge in any power or politics while serving the College.
- ✓ They should have the attitude of Servant Leadership qualities.
- ✓ They shall use their creative knowledge in visualizing

and adopting new trends, for the better growth of the College.

- ✓ They shall foresee, plan and organize the events with the best of their capabilities. In organizing any event or programme they should seek the support and guidance of their staff members, appointed for that particular event.

Class Leaders are the immediate representatives of all the concerned of the class lecturers.

- § They should take the responsibility of maintaining discipline in the class during the absence of the class lecturer.
- § They should notify to the class in-charge those students who are regularly irregular to the class.
- § They should bring to the notice of the class in-charge any kind of misbehavior/ disobedience/willful negligence of duties of any student in the class.
- § They represent the class for major activities that take place in the college.
- § They should take care of the furniture of the class and if there is any damage or repair it should be brought to the notice of the class in-charge / principal/ vice principal.
- § They should spot out any delinquent/erring student in the class and bring to the notice of the authorities.

- § Any act subversive of discipline or good behaviour on the premises or outside the premises, if it affects the discipline or administration of the College/Hostel or has a bearing on their smooth and efficient working, or their reputation.

- § Organizing, holding, attending or taking part in any meeting, exhibition, sticking or distributing any handbills, notices, leaflets, booklets, pamphlets or posters on the premises without prior written permission of the management.

**MAJOR
MIS-
CONDUCT**

- § Holding a meeting without permission, staging or participating in demonstration, shouting, coercing others to join in group action within the premises or its immediate vicinity.
- § Participating in any illegal strike or stay-in-strike or abetting, inciting, instigating or acting in furtherance of a strike or stay-in-strike on the campus or / and within the radius of 100 mts of the premises of the Institution.
- § Squatting or remaining within the premises with a view to intimidate or coerce or threaten the management or its officials or staff.
- § Engaging in any act or conduct within the premises which is likely to endanger the life or safety of any management, superior, co-staff, students, visitors or others.

DRESS CODE

- § Students should wear formal dress to attend classes in the college.
- § Wearing of casual dresses like collarless T-Shirts, collared T-Shirts with images or words on them, sleeveless tops, short skirts and tight pants must be avoided.
- § For boys, wearing ear rings/chin/nose studs/ hand bracelets / long hair are strictly prohibited.
- § Any kind of sleeveless top/shirt is not allowed.
- § For girls, wearing skirts should be well below the knee length.
- § Loud hair colours and extreme hair styles for boys and girls are strictly prohibited.
- § any alphabets/letters/captions written either on the dress/sweaters or on college bags should be avoided.
- § Students should wear their identity cards while they are on the campus. It is used to identify the student to borrow books from the library, attending college functions, writing examinations, collecting certificates etc.

STUDENT IDENTITY CARDS

- § The ID card must not be passed on to any person for their use.
- § If the ID card is lost, the Vice Principal should be informed immediately and a new ID card is issued on prescribed payment in the bank.

LEAVE OF ABSENCE

- § Those who abstain from class/es for some genuine reason should submit a LEAVE LETTER duly signed by their parent/warden, preferably before they avail their leave or as soon as they return to attend classes. Due permission must be obtained from either Class Teacher / Fr. Vice-Principal / Fr. Principal before they attend class. (between 9.00 a.m. to 9.25 a.m.)
- § In case of a medical problem, a medical certificate signed by a registered medical practitioner with the **registration number** has to be submitted immediately after the student recovers and returns to the college.

PARENT- TEACHER INTERACTION

- § Parents are encouraged to interact with the faculty regularly regarding their ward's attendance, performance or any other related issue.

MENTORING

- § The Mentors are the role models to all the students whom they mentor spiritually, mentally and academically.
- § They shall know about their mentee intrinsically and extrinsically
- § They shall play a role next to the parents of the candidate and they shall be trusted by the student.
- § At least once in a month the mentor shall meet the concerned student and the details of the performance shall be maintained.
- § In a gentle way they shall bring to the notice of the student about the importance of attendance, performance in academics and extracurricular activities.

§ Students can drop their suggestions / complaints about any aspect of the college, in the complaint box placed next to the Principal's office with their name and roll number. Strict confidentiality will be maintained and their identity will not be disclosed.

SUGGESTIONS
/ COMPLAINTS

§ An on-campus internet café is open for all students and staff to access the internet.

CYBER
WORLD

ACADEMIC PARTNERSHIP & COLLABORATION

ACADEMIC
PARTNER-
SHIP &
COLLABO-
RATION

MOUs with Colleges in India

- § Loyola College, Chennai
- § St. Xavier's College, Kolkatta
- § St. Xavier Institute of Communication, Mumbai
- § St. Joseph's College of Commerce & St. Joseph's College of Arts & Science, Bangalore.

MOUs with Foreign Universities

- § California Baptist University, Riverside, Los Angeles, USA
- § Xavier University, Ateneo De Cagayan, Cagayan De Oro City, Philippines.

MOUs with Other Institutions

- § National Institute of Rural Development (NIRD)
- § National Small Industrial Corporation (NSIC)
- § Association of Chartered Certified Accountants (ACCA)
- § Tata Consultancy Services (TCS)

GENERAL RULES OF THE LIBRARY

01. Strict silence must be observed in the Library and the Reading Room.
02. To borrow books from the Library, an application must be made prior to borrowing books from the issue counters.
03. Books will be issued only on presentation of the identity card of the student on which his/her photograph and signature has been attested.
04. Borrowing on other's identity cards is not allowed and their library membership will be cancelled if found guilty of the same.
05. No one is allowed to sub-lend the library books which he/she has borrowed.
06. For I & II year students, a maximum of three books and for the final year students, a maximum of four books at a time will be allowed.
07. The borrower will be held responsible for loss, exchange or damage done to the books which he/she borrows and in case of loss of the book, he/she has to replace the new and latest book of that title, after reporting to the Librarian.
08. The borrower should not mark with pencil or pen on the pages of the book. Before leaving the library-counter, the student must carefully check the books issued to him/her. If any damage is noticed, it must be reported to the Librarian at once, lest the student be held responsible for it later.
09. The loss of a library book should be immediately reported to the Librarian.
10. Books must be returned to the library on or before the due date stamped on them. If not, an over-due charge of 2 Rs. per day will be collected from the defaulter.
11. No books will be issued to those who have not cleared their over-due charges in full.
12. The library hours are 9 a.m. to 5 p.m.

MAY / JUNE 2018

SUN 27	
MON 28	
TUE 29	
WED 30	
THU 31	
FRI 1	
SAT 2	TELANGANA STATE FORMATION DAY

SUN 3	
MON 4	
TUE 5	
WED 6	
THU 7	Staff Orientation Day
FRI 8	Staff Orientation Day
SAT 9	Second Saturday

JUNE 2018

SUN 10	
MON 11 D - I / 1	
TUE 12 D - II	
WED 13 D - III	
THU 14 D - IV	HOD's Meeting with Fr Principal & Fr. Vice-Principal
FRI 15 D - V	
SAT 16	RAMZAN (Holiday)

SUN 17	Following day of Ramzan
MON 18 D - VI	
TUE 19 D - I	
WED 20 D - II	HOD's Meeting with Fr Principal & Fr. Vice-Principal
THU 21 D - III	INTERNATIONAL YOGA DAY
FRI 22 D - IV	
SAT 23 D - V	

JUNE / JULY 2018

SUN 24	
MON 25 D - VI	
TUE 26 D - I	HOD's Meeting with Fr Principal & Fr. Vice-Principal
WED 27 D - II	Commencement of Classes M.Sc. (NMCH, NMBT & NMFT)
THU 28 D - III	
FRI 29 D - IV	
SAT 30 D - V	

SUN 1	
MON 2 D - VI	Commencement of Classes (NMCA, DMCA & NMBA)
TUE 3 D - I	
WED 4 D - II	HOD's Meeting with Fr Principal & Fr. Vice-Principal
THU 5 D - III	
FRI 6 D - IV	Clean & Green Programme (MBA & MCA)
SAT 7 D - V	

JULY 2018

SUN 8	
MON 9 D - VI	
TUE 10 D - I	HOD's Meeting with Fr Principal & Fr. Vice-Principal
WED 11 D - II	
THU 12 D - III	
FRI 13 D - IV	Clean & Green Programme (MSc's)
SAT 14	Second Saturday

SUN 15	
MON 16 D - V	
TUE 17 D - VI	
WED 18 D - I	
THU 19 D - II	Campus Recruitment Training Begins - DMCA
FRI 20 D - III	
SAT 21 D - IV	Iniquizitive - PG Quiz Competition - I

JULY / AUGUST 2018

SUN 22	
MON 23 D - V	Commencement of Classes (AMCA, AMBA)
TUE 24 D - VI	
WED 25 D - I	
THU 26 D - II	HOD's Meeting with Fr Principal & Fr. Vice-Principal
FRI 27 D - III	
SAT 28 D - IV	A Talk on Life of St. Ignatius of Loyola

SUN 29	
MON 30 D - V	
TUE 31	Feast of St. Ignatius of Loyola the Patron Saint of Loyola Academy
WED 1 D - VI	Commencement of Classes M.Sc. (AMCH, AMBT & AMFT)
THU 2 D - I	
FRI 3 D - II	
SAT 4 D - III	Flash Mob (NMBA)

AUGUST 2018

SUN 5	
MON 6	BONALU (Holiday)
TUE 7 D - IV	
WED 8 D - V	PG Orientation Programme
THU 9 D - VI	
FRI 10 D - I	Flash Mob (DMCA)
SAT 11	Second Saturday

SUN 12	
MON 13 D - II	
TUE 14 D - III	
WED 15	INDEPENDENCE DAY (Holiday)
THU 16 D - IV	W.T. - I (MBA)
FRI 17 D - V	
SAT 18 D - VI	Flash Mob (NMCA) Acclamatization through Mind sharing (MBA)

AUGUST / SEPTEMBER 2018

SUN 19	
MON 20 D - I	
TUE 21 D - II	HOD's Meeting with Fr Principal & Fr. Vice-Principal
WED 22	BAKRID (Holiday)
THU 23 D - III	
FRI 24 D - IV	W.T. - II (MBA)
SAT 25 D - V	Acclimatization through Mind Sharing (MCA) Flash Mob - (NMCH)

SUN 26	RAKSHA BANDHAN
MON 27 D - VI	
TUE 28 D - I	Guest Lecture (NMBT) Guest Lecture (NMFT)
WED 29 D - II	
THU 30 D - III	
FRI 31 D - IV	W.T. - III (MBA) / W.T.-I (Other PGs)
SAT 1 D - V	Flash Mob (NMBT)

SEPTEMBER 2018

SUN 2	
MON 3	SRI KRISHNA ASHTAMI (Holiday)
TUE 4 D - VI	
WED 5 D - I	TEACHERS DAY
THU 6 D - II	
FRI 7 D - III	Flash Mob (NMFT)
SAT 8	SECOND SATURDAY / FEAST OF OUR LADY OF HEALTH (Holiday)

SUN 9	
MON 10 D - IV	W.T. - IV (MBA) / W.T.-II (Other PGs)
TUE 11 D - V	
WED 12 D - VI	
THU 13	VINAYAKA CHAVITHI (Holiday)
FRI 14 D - I	Staff Meeting
SAT 15 D - II	LAMUN by MBA HR Club Guest Lecture (NMCA, AMBA)

SEPTEMBER 2018

SUN 16	
MON 17 D - III	
TUE 18 D - IV	W.T. - V (MBA) / W.T.-III (M.Sc.-FT & MCA)
WED 19 D - V	
THU 20 D - VI	
FRI 21	MOHARRAM (Holiday)
SAT 22 D - I	Bio-Fection-MSc (BT) Guest Lecture - DMCA, NMBA Flash Mob (AMCA)

SUN 23	
MON 24 D - II	
TUE 25 D - III	
WED 26 D - IV	HOD's Meeting with Fr Principal & Fr Vice-Principal
THU 27 D - V	
FRI 28 D - VI	Mid - Examinations
SAT 29 D - I	Mid - Examinations

SEPTEMBER / OCTOBER 2018

SUN 30	
MON 1 D - II	Mid - Examinations
TUE 2	MAHATMA GANDHI JAYANTHI (Holiday)
WED 3 D - III	Mid - Examinations
THU 4 D - IV	
FRI 5 D - V	Seminar (MCA & MBA)
SAT 6 D - VI	Seminar (MCA & MBA) Silver Jubilee Celebrations (MCA)

SUN 7	
MON 8 D - I	HOD's Meeting with Fr Principal & Fr Vice-Principal
TUE 9	BATHUKAMMA STARTING DAY (Holiday)
WED 10 D - II	PG Educational Tour
THU 11 D - III	PG Educational Tour
FRI 12 D - IV	PG Educational Tour
SAT 13	Second Saturday / Dussehra Vacation begins PG Educational Tour

OCTOBER 2018

SUN 14	PG Educational Tour
MON 15	
TUE 16	
WED 17	DURGASHTAMI / MAHARNAVAMI
THU 18	VIJAYA DASAMI
FRI 19	
SAT 20	

SUN 21	Dussehra Vacation Ends
MON 22 D - V	
TUE 23 D - VI	
WED 24 D - I	
THU 25 D - II	Flash Mob (AMBA)
FRI 26 D - III	PG Resonance
SAT 27 D - IV	PG Resonance

OCTOBER / NOVEMBER 2018

SUN 28	
MON 29 D - V	
TUE 30 D - VI	
WED 31 D - I	
THU 1 D - II	
FRI 2 D - III	All Souls day
SAT 3 D - IV	W.T. VI (MBA) / W.T. - III (M.Sc.- OC, BT), W.T.-IV (M.Sc. FT) & (MCA) Flash Mob - AMCH, Guest Lecture - AMCA

SUN 4	
MON 5 D - V	
TUE 6 D - VI	
WED 7	DEEPAVALI (Holiday)
THU 8 D - I	
FRI 9 D - II	Flash Mob (AMBT)
SAT 10	SECOND SATURDAY

NOVEMBER 2018

SUN 11	
MON 12 D - III	
TUE 13 D - IV	W.T. VII (MBA) / W.T. - IV (M.Sc. OC, BT) W.T. - V M.Sc. (FT) & (MCA)
WED 14 D - V	
THU 15 D - VI	
FRI 16 D - I	
SAT 17 D - II	Campus Recruitment Training Ends - DMCA Flash Mob (AMFT)

SUN 18	
MON 19 D - III	HOD's Meeting with Fr Principal & Fr. Vice-Principal
TUE 20 D - IV	Pre-final Exams Begin
WED 21	MILAD-UN-NABI (Holiday)
THU 22 D - V	
FRI 23	GURUNANAK JAYANTHI / KARTHIKA POURNAMI (Holiday)
SAT 24 D - VI	

NOVEMBER / DECEMBER 2018

SUN 25	
MON 26 D - I	
TUE 27 D - II	
WED 28 D - III	
THU 29 D - IV	
FRI 30 D - V	Pre-Final Exams - End
SAT 1 D - VI	Last Working Day / CIA / PG Parent Teacher Meeting

SUN 2	Preparatory Holiday
MON 3 D - I	Preparatory Holiday
TUE 4 D - II	Preparation Holiday
WED 5 D - III	Semester End Exams - Begin
THU 6 D - IV	
FRI 7 D - V	
SAT 8	SECOND SATURDAY

DECEMBER 2018

SUN 9	
MON 10 D - VI	HOD's Meeting with Fr Principal & Fr. Vice Principal
TUE 11 D - I	
WED 12 D - II	
THU 13 D - III	
FRI 14 D - IV	
SAT 15 D - V	GRADUATION DAY

SUN 16	
MON 17 D - VI	
TUE 18 D - I	
WED 19 D - II	
THU 20 D - III	
FRI 21 D - IV	
SAT 22 D - V	End of Semester End Exams (AMCA, NMCA, AMBA, NMBA, AMCH, AMBT, AMFT) / College Christmas Celebrations Commencement of Project (DMCA, NMCH, NMBT & NMFT)

DECEMBER 2018 / JANUARY 2019

SUN 23	Christmas Vacation Starts
MON 24	
TUE 25	Christmas
WED 26	Boxing day
THU 27	
FRI 28	
SAT 29	

SUN 30	
MON 31	
TUE 1	NEW YEAR
WED 2 D - VI	College Re-opens Commencement of Classes for all I years, NMCA & NMBA
THU 3 D - I	STAFF MEETING
FRI 4 D - II	
SAT 5 D - III	

JANUARY 2019

SUN 6	
MON 7 D - IV	HOD's Meeting with Fr Principal & Fr. Vice Principal
TUE 8 D - V	
WED 9 D - VI	
THU 10 D - I	PG Quiz Competition - II
FRI 11 D - II	PLANET - AMBA
SAT 12	SECOND SATURDAY

SUN 13	BHOGI
MON 14	SANKRANTHI (HOLIDAY)
TUE 15	KANUMA (HOLIDAY)
WED 16 D - III	
THU 17 D - IV	W.T.-I (AMBA, NMBA)
FRI 18 D - V	PLANET - AMCA
SAT 19 D - VI	W.T. - II (NMBA)

JANUARY / FEBRUARY 2019

SUN 20	
MON 21 D - I	W.T. - III (NMBA)
TUE 22 D - II	
WED 23 D - III	
THU 24 D - IV	W.T. - II (AMBA), W.T.-IV (NMBA) Project Internal Evaluation-I (DMCA) Begins
FRI 25 D - V	
SAT 26	REPUBLIC DAY (Holiday)

SUN 27	
MON 28 D - VI	
TUE 29 D - I	
WED 30 D - II	
THU 31 D - III	
FRI 1 D - IV	W.T. - III (AMBA) / W.T.-I (AMCH, AMBT, AMFT, AMCA, NMCA) / W.T. - V (NMBA)
SAT 2 D - V	PLANET - AMCH

FEBRUARY 2019

SUN 3	
MON 4 D - VI	Mid-Examinations (NMBA) Fr. Balaiah Memorial Tournament
TUE 5 D - I	Mid-Examinations (NMBA) Fr. Balaiah Memorial Tournament
WED 6 D - II	Mid-Examinations (NMBA) Fr. Balaiah Memorial Tournament
THU 7 D - III	Project (NMBA) Begins
FRI 8 D - IV	W.T. - IV (AMBA) / W.T. - II (AMCH, AMBT, AMFT, AMCA, NMCA)
SAT 9	SECOND SATURDAY

SUN 10	
MON 11 D - V	
TUE 12 D - VI	HOD's Meeting with Fr Principal & Fr Vice Principal
WED 13 D - I	
THU 14 D - II	
FRI 15 D - III	PLANET - AMBT
SAT 16 D - IV	Awards Day / College Day

FEBRUARY / MARCH 2019

SUN 17	
MON 18 D - V	Staff Meeting
TUE 19 D - VI	Industrial Visit (AMBT)
WED 20 D - I	
THU 21 D - II	
FRI 22 D - III	Project Internal Evaluation-II (DMCA) Begins
SAT 23 D - IV	Guest Lecture AMCH / NMCH

SUN 24	
MON 25 D - V	Mid - Examinations - Begin (For All I Years, NMCA)
TUE 26 D - VI	
WED 27 D - I	
THU 28 D - II	Mid - Examinations - End (For All I Years, NMCA)
FRI 1 D - III	
SAT 2 D - IV	PLANET - AMFT

MARCH 2019

SUN 3	
MON 4	MAHA SHIVARATHRI (Holiday)
TUE 5 D - V	
WED 6 D - VI	HOD's Meeting with Fr Principal & Fr. Vice Principal
THU 7 D - I	
FRI 8 D - II	
SAT 9	SECOND SATURDAY

SUN 10	
MON 11 D - III	
TUE 12 D - IV	
WED 13 D - V	
THU 14 D - VI	
FRI 15 D - I	M.Sc's - Seminar
SAT 16 D - II	M.Sc's - Seminar Guest Lecture - NMCA

MARCH 2019

SUN 17	
MON 18 D - III	
TUE 19 D - IV	W.T. - V (AMBA) / W.T.-III (AMCH, AMBT, AMFT, AMCA, NMCA)
WED 20 D - V	Reporting day of Project Work & Commencement of Classes (NMCH, NMBT, NMFT)
THU 21	HOLI (Holiday)
FRI 22 D - VI	
SAT 23 D - I	Guest Lecture - AMCA

SUN 24	
MON 25 D - II	
TUE 26 D - III	
WED 27 D - IV	W.T. - VI (AMBA) / W.T.-IV (AMCH, AMBT, AMFT, AMCA, NMCA)
THU 28 D - V	Guest Lecture - AMFT
FRI 29 D - VI	Bid Adieu - MCA
SAT 30 D - I	Genuflection Day - MBA

MARCH / APRIL 2019

SUN 31	
MON 1 D - II	
TUE 2 D - III	
WED 3 D - IV	W.T.-VII (AMBA) / W.T.-V (AMFT, AMCA, NMCA), W.T.-I (NMBT & NMFT), Project Internal Evaluation-III (DMCA)
THU 4 D - V	Biotech Adievs
FRI 5	BABU JAGJIVAN RAM BIRTHDAY (Holiday)
SAT 6	UGADI (Holiday)

SUN 7	
MON 8 D - VI	Project (NMBA) - Ends HOD's Meeting with Fr Principal & Fr. Vice Principal
TUE 9 D - I	Project Viva (NMBA)
WED 10 D - II	Pre-final Exams - Begins (All I Year & NMCA)
THU 11 D - III	
FRI 12 D - IV	Pre-final Exams (NMBA) - Begin W.T.-II (NMBT & NMFT) / W.T.-I (NMCH)
SAT 13	SECOND SATURDAY

APRIL 2019

SUN 14	Dr. B.R. AMBEDKAR JAYANTHI / SREE RAMA NAVAMI
MON 15 D - V	Mid - Examinations (NMCH, NMBT & NMFT)
TUE 16 D - VI	Mid - Examinations (NMCH, NMBT & NMFT)
WED 17 D - I	
THU 18 D - II	Pre-final Exams - End (All I year, NMCA & NMBA)
FRI 19	GOOD FRIDAY
SAT 20 D - III	Last working day (All I year, NMCA & NMBA)

SUN 21	EASTER Preparatory holiday (All I years) NMCA & NMBA
MON 22 D - IV	Weekly Test-III (NMBT, NMFT)/W.T.-II (NMCH) Preparatory Holiday (All I years) NMCA & NMBA
TUE 23 D - V	W.T. - IV (NMBT) Preparatory Holiday (All I years) Begin NMCA & NMBA
WED 24 D - VI	Semester End Exams (All I Year, NMCA & NMBA) begin Final Project Viva (NMBT, NMFT), Last working day (DMCA)
THU 25 D - I	Pre-final Exams (NMCH, NMBT & NMFT) - Begins
FRI 26 D - II	
SAT 27 D - III	Final Comprehensive Viva (DMCA)

APRIL / MAY 2019

SUN 28	
MON 29 D - IV	Final Project - Viva (DMCA) Pre-final Exams (NMCH, NMBT & NMFT) - End
TUE 30 D - V	Last working day (NMCH, NMBT, NMFT)
WED 1	Preparatory holiday (NMCH, NMBT & NMFT) MAY DAY (Holiday)
THU 2 D - VI	Preparatory holiday (NMCH, NMBT & NMFT)
FRI 3 D - I	Preparatory holiday (NMCH, NMBT & NMFT)
SAT 4 D - II	Semester End Exams (NMCH, NMBT, NMFT) - Begin Final Project Viva (NMCH)

SUN 5	
MON 6 D - III	Semester End Exam
TUE 7 D - IV	Semester End Exam
WED 8 D - V	Semester End Exam
THU 9 D - VI	Semester End Exam
FRI 10 D - I	End of Semester - End Exams
SAT 11	SECOND SATURDAY Summer Vacation begins

MAY 2019

SUN 12	
MON 13	
TUE 14	
WED 15	
THU 16	
FRI 17	
SAT 18	

SUN 19	
MON 20	
TUE 21	
WED 22	
THU 23	
FRI 24	
SAT 25	

MAY / JUNE 2019

SUN 26	
MON 27	
TUE 28	
WED 29	
THU 30	
FRI 31	
SAT 1	

SUN 2	TELANGANA STATE FORMATION DAY
MON 3	
TUE 4	
WED 5	
THU 6	STAFF ORIENTATION DAY
FRI 7	STAFF ORIENTATION DAY
SAT 8	SECOND SATURDAY

JUNE 2019

SUN 9	
MON 10 D - I	
TUE 11 D - II	
WED 12 D - III	
THU 13 D - IV	
FRI 14 D - V	
SAT 15 D - VI	

SUN 16	
MON 17 D - I	
TUE 18 D - II	
WED 19 D - III	
THU 20 D - IV	
FRI 21 D - V	INTERNATIONAL YOGA DAY
SAT 22 D - VI	

NOTE: Commencement of PG Classes from 15-07-2019

LEAVE RECORD (1 Semester)

Name: _____

Class: _____ UID No.: _____

Date	Day (s) of Leave		No. of Days	Periods / hour	Reason for Leave of Absence	Parent's Sign	V.P / B.I Sign
	From	To					

N.B.: Reason for taking leave must be mentioned and signed by the Parent/Guardian when the student returns to classes.

LEAVE RECORD (II Semester)

Name: _____ Class: _____ UID No.: _____

Date	Day (s) of Leave		No. of Days	Periods / hour	Reason for Leave of Absence	Parent's Sign	V.P / B.I Sign
	From	To					

N.B.: Reason for taking leave must be mentioned and signed by the Parent/Guardian when the student returns to classes.

GATE PASS (1st Semester)

Name: _____ Class : _____ UID No.: _____

Date	Reason	Time Out	Time In	Sign.of V.P / B.I	
				Out	In

N.B.: Reason for taking Gatepass must be mentioned and obtain the signature of V.P/B.I.

GATE PASS (2nd Semester)

Name: _____ Class : _____ UID No.: _____

Date	Reason	Time Out	Time In	Sign.of V.P / B.I	
				Out	in

N.B.: Reason for taking Gatepass must be mentioned and obtain the signature of V.P/B.I.

LOYOLA ACADEMY DEGREE & PG COLLEGE

Application for Leave of Absence

Date: _____

Day Scholar / Hosteller: _____ Boy / Girl: _____

Name of the Student: _____

Dept. _____ Class _____ Roll / UID No.: _____

Reason for applying for leave: _____

Absent on (dates) : _____ Hours : _____

No. of days of absence so far: This week: _____

This month: _____ This semester: _____

In this semester my attendance (percentage) _____ as on (date) _____

Name of the Parent/Guardian: _____

Contact number of the Parent/Guardian: _____

Present Residential address: _____

Permanent Address: _____

I am aware that a minimum of 75% of attendance is required for eligibility to appear for Semester End Examinations (SEE).

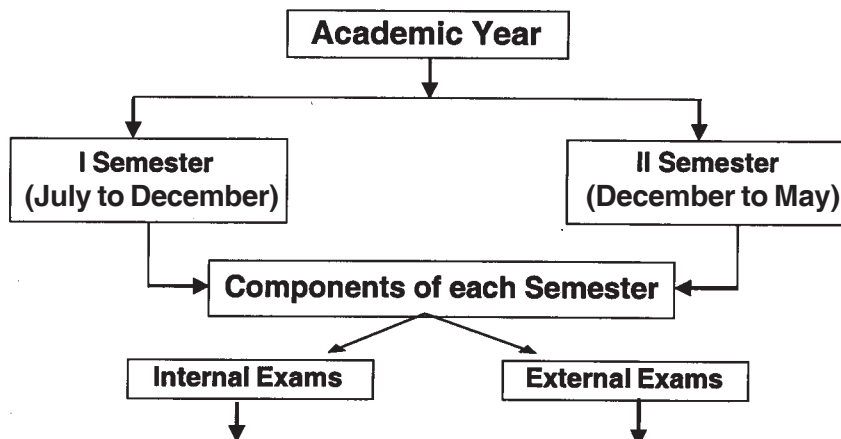
Signature of the Parent/Guardian

Signature of the Student

Note : a) In case of a sick leave for 3 or more days, please attach a copy of the doctor's prescription and a medical certificate duly signed by a registered medical practitioner. No sick leave of more than 3 days would be granted without a medical certificate and a copy of the prescription.

b) A student with attendance of 65% to 74% (due to grave illness/ serious accident) is eligible for condonation by on medical grounds.

LOYOLA ACADEMY PG EXMINATION SYSTEM (In Gist)



CIA Components (Theory):		
Components	Marks (100)	Marks (40)
1) Weekly test (50min)	15	06
2) Mid-Semester (2hrs)	25	10
3) Pre-final Exam (3hrs)	40	16
4) Assignment	05	02
5) Viva/Seminar	05	02
6) Attendance	10	04
Total	100	40

100 will be converted into 40 as per CIA Weighting.

Attendance Marks			
Minimum attendance required to be eligible for SEE : 75% (attendance marks are zero).			
Percentage	Marks	Percentage	Marks
75.1 to 77.5	01	87.6 to 90.0	06
77.6 to 80.0	02	90.1 to 92.5	07
80.1 to 82.5	03	92.6 to 95.0	08
82.6 to 85.0	04	95.1 to 97.5	09
85.1 to 87.5	05	97.6 to 100	10

Percentage	Marks	Percentage	Marks
75.1 to 77.5	01	87.6 to 90.0	06
77.6 to 80.0	02	90.1 to 92.5	07
80.1 to 82.5	03	92.6 to 95.0	08
82.6 to 85.0	04	95.1 to 97.5	09
85.1 to 87.5	05	97.6 to 100	10

CIA Components for all PG courses (Practical):	
Component	Marks
1) Attendance	05
2) Observation / record book	05
3) Practical skills acquired	10
4) Pre-final Practical (3 hours)	20
Total Marks for CIA	40

SEE Components	
Component	Max. Marks
1) Theory	60
2) Practical	60
Minimum Pass Marks	
Theory	40% (24/60)
Practical	50% (30/60)

Overall / Aggregate Minimum Pass Marks:

- a) Theory (CIA + SEE) : 40%
- b) Practical (CIA + SEE) : 40%

ELIGIBILITY FOR CAMPUS PLACEMENT

1. Minimum 60% in 10th class, Inter, Degree.
2. Only Final year students are eligible.

DAILY TIME TABLE (ODD SEMESTER)

Hour	1	2	3	LUNCH : 12.15 p.m. to 01.00 p.m.			4	5	6
Time	09.30 a.m. 10.25 a.m.	10.25 a.m. 11.20 a.m.	11.20 a.m. 12.15 p.m.				01.00 p.m. 01.55 p.m.	01.55 p.m. 02.50 p.m.	02.50 p.m. 03.45 p.m.
DAY - I									
DAY - II									
DAY - III									
DAY - IV									
DAY - V									
DAY - VI									

DAILY TIME TABLE (EVEN SEMESTER)

Hour	1	2	3	LUNCH : 12.15 p.m. to 01.00 p.m.			4	5	6
Time	09.30 a.m. 10.25 a.m.	10.25 a.m. 11.20 a.m.	11.20 a.m. 12.15 p.m.				01.00 p.m. 01.55 p.m.	01.55 p.m. 02.50 p.m.	02.50 p.m. 03.45 p.m.
DAY - I									
DAY - II									
DAY - III									
DAY - IV									
DAY - V									
DAY - VI									

NOTES (I Semester)

NOTES (I Semester)

NOTES (II Semester)

NOTES (II Semester)

NOTES (II Semester)

ALMANAC FOR THE ACADEMIC YEAR 2018-2019 SEMESTER I, III (All PGs) & V (only MCA)

S.No	Name of the Exam	Date
1.	W. T-I (MBA)	16-08-2018
2.	W. T-II (MBA)	24-08-2018
3.	W.T-III (MBA)/ W.T-I (Other PGs)	31-8-2018
4.	W.T-IV(MBA)/W.T-II (Other PGs)	10.09.2018
5.	W.T-V(MBA)/ W.T-III (FT & MCA)	18.09.2018
6..	Mid-Examinations	28.09.2018 to 03.10.2018
7.	W.T-VI (MBA)/ W.T-III (OC&BT)/ W.T-IV (FT & MCA)	03.11.2018
8.	W.T-VII (MBA)/ W.T-IV, (OC&BT)/ W.T-V (FT & MCA)	13.11.2018
9.	Pre-Final Exams	20.11.2018 to 30.11.2018
10.	Semester End Exams	05.12.2018 to 22.12.2018

SEMESTER II (All PGs) & IV (Only MCA)

1.	W.T-I (AMBA)	17.01.2019
2.	W.T-II (AMBA)	24.01.2019
3.	W.T-III (AMBA)/ W.T-I (AMCH,AMBT, AMFT, AMCA, NMCA)	01.02.2019
4.	W.T-IV (AMBA)/ WT-II (AMCH, AMBT, AMFT, AMCA, NMCA)	08.02.2019
5.	Mid-Examinations	25.02.2019 to 28.02.2019
6.	W.T-V (AMBA)/ W.T-III (AMCH, AMBT, AMFT, AMCA, NMCA)	19.03.2019
7.	W.T-VI (AMBA)/ WT-IV (AMCH, AMBT, AMFT, AMCA, NMCA)	27.03.2019
8.	W.T-VII (AMBA)/ W.T-V(AMFT, AMCA, NMCA)	03.04.2019
9.	Pre-Final Exams	10.04.2019 to 18.04.2019
10.	Semester End Exams	24.04.2019 to 10.05.2019

SEMESTER-IV MSc's(OC,BT,FT), MBA, and MCA(VI)

1.	W. T-I (NMBA)	17.01.2019
2.	W.T-II (NMBA)	19.01.2019
3.	W.T-III (NMBA)	21.01.2019
4.	W. T-IV (NMBA)	24.01.2019
5.	W T-V (NMBA)	01.02.2019
6.	Mid-Examinations (NMBA)	04.02.2019 to 6.02.2019
7.	W.T-I (NMBT& NMFT)	03.04.2019
8.	Project Viva (NMBA)	09.04.2019
9.	Pre-Final Exams (NMBA)	12.04.2019 to 18.04.2019
10.	W. T-II (NMBT& NMFT)/ W.T-I (NMCH)	12.04.2019
11.	Mid-Examinations(NMCH, NMBT& NMFT)	15.04.2019 to 16.04.2019
12.	W. T-III (NMBT& NMFT)/ W.T-II (NMCH)	22.04.2019
13.	W.T-IV (NMBT)	23.04.2019
14.	Final project viva(NMBT,NMFT)	24-04-2019
15.	Semester End Exams (NMBA)	24.04.2019 to 04.05.2019
16.	Pre-Final Exams(NMCH, NMBT & NMFT)	25.04.2019 to 29.04.2019
17.	Final Project Viva(DMCA)	27.04.2019
18.	Final Comprehensive Viva(DMCA)	29.04.2019
19.	Semester End Exams (NMCH, NMBT & NMFT)	04.05.2019 to 10.05.2019

COMMENCEMENT OF PG CLASSES FROM 15 JULY 2019

FEW JESUIT HIGHER EDUCATION INSTITUTIONS IN INDIA

1. Andhra Loyola College, Vijayawada, Andhra Pradesh (Estd. 1954)
2. Loyola College, Chennai, Tamil Nadu (Estd. 1925)
3. St. Aloysius College, Mangalore, Karnataka (Estd. 1880)
4. St. Joseph's College, Thirucharapalli, Tamil Nadu (Estd. 1844)
5. St. Joseph's College (Arts, Commerce & Science), Bangalore, Karnataka (Estd. 1882)
6. St. Xavier's College, Ahmedabad, Gujarat (Estd. 1955)
7. St. Xavier's College, Mumbai (Estd. 1869)
8. St. Xavier's College, Kolkata (Estd. 1860)
9. Xavier University, Bhubaneswar, Orissa (Estd. 2013)
10. Xavier Labour Relations Institute (XLRI), Jamshedpur, Jharkhand (Estd. 1949)

FEW JESUIT ALUMNI IN INDIA

1. Dr. Abdul Kalam, Former President of India (St. Joseph's College, Tamil Nadu)
2. Mr. Viswanathan Anand, Indian Chess Grand Master (Loyola College, Chennai)
3. Mr. Jyoti Basu, Former CM, West Bengal (St. Xavier's Collegiate School)
4. Dr. Rabindranath Tagore, Poet, Philosopher, and Scholar (St. Xavier's College, Calcutta).
5. Mr. Sabeer Bhatia, Founder of Hotmail (St. Joseph's College, Bangalore, India)
6. Mr. Rahul Dravid, Former Indian Cricketer (St. Joseph's College of Commerce, Bangalore)
7. Mr. Sourav Ganguly, Former Indian Cricket Captain (St. Xavier's, Kolkata)
8. Dr. Zakir Hussain, Indian Musician (St. Xavier's College, Mumbai)
9. Mr. Lakshmi Mittal, Businessman and Industrialist (St. Xavier's College, Calcutta)
10. Mr. Narasimhan Ram, Editor in Chief of The Hindu (Loyola College, Chennai)
11. Dr. R. Venkataraman, Former President of India (Loyola College, Chennai)
12. Mr. Joseph Vijay, Tamil Actor (Loyola College, Chennai)
13. Mr. Surya, Tamil Actor (Loyola College, Chennai)
14. Mr. P. Chidambaram, Former Union Finance Minister (Loyola College, Chennai)
15. Mr. C. Ranga Rajan, Former Governor of Andhra Pradesh (Loyola College, Chennai)
16. Dr. Y.S. Rajasekhara Reddy, Former CM of AP (Andhra Loyola College, Vijayawada)
17. Mr. G. Mahesh Babu, Telugu Actor (Loyola College, Chennai)
18. Mr. D. Venkatesh, Telugu Actor (Loyola College, Chennai)
19. Sir. Jagadish chandra Bose, Scientist (St. Xavier's Collge, Kolkatta)