

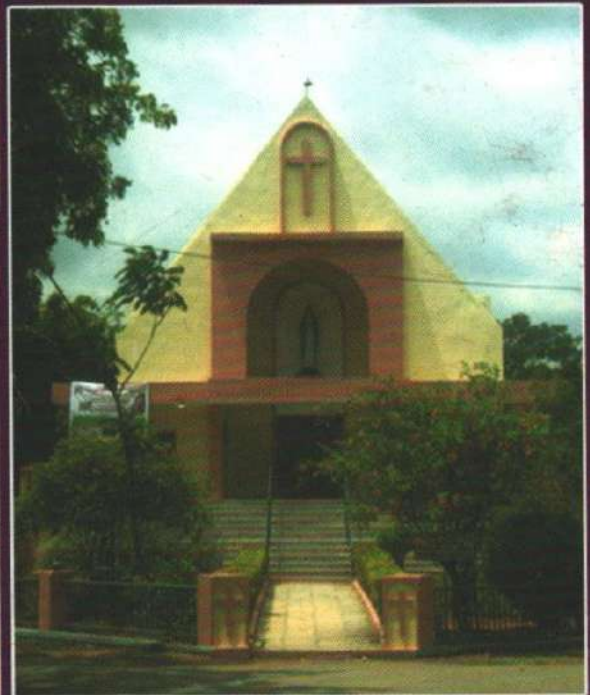
LOYOLA ACADEMY DEGREE & PG COLLEGE

(Autonomous)

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



Aspire Inspire Achieve



CALENDAR AND HANDBOOK

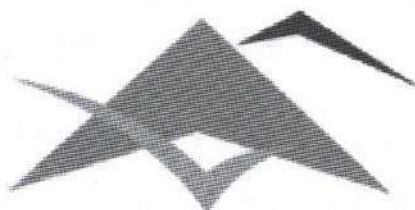
2013 - 2014

LOYOLA ACADEMY DEGREE & PG COLLEGE

(Autonomous)

CALENDAR & HANDBOOK 2013 - 2014

A COLLEGE WITH POTENTIAL FOR EXCELLENCE BY UGC
RE-ACCREDITED WITH 'A' GRADE BY NAAC (3.50/4.00 CGPA)
(AFFILIATED TO OSMANIA UNIVERSITY)



Aspire. Inspire. Achieve.

TELEPHONES

College Hostels

Degree : 040 - 27862363 Boys' Hostel : 040 - 27862883
27860077

Junior : 040 - 27864620 Girls' Hostel : 040 - 27862882

Fax : 040 - 27867939

Jesuit Residence : 040 - 27862044

E-mail : laacademyinformation@yahoo.in

www.loyolaacademyugpg.ac.in

Krishna a2m@gmail.com

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)

★

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.

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 ।

THE MORNING SONG OF INDIA

Thou art the ruler of the minds of all people, dispenser of India's destiny. Thy name rouses the hearts of the Punjab, Sindh, Gujarat, and Maratha of the Dravid and Orissa and Bengal; it echoes in the hills of the Vindhyas and Himalayas, mingles in the music of the Ganges and Jamuna, and is chanted by the waves of the Indian Sea. They pray for Thy blessings and sing Thy praise. The welfare of all people rests in Thy hand, Thou dispenser of India's destiny.

HOMAGE TO TELUGU THALLI

మా తెలుగు తల్లికి మల్లెపూదండ !

మా తెలుగు తల్లికి మల్లెపూదండ!
మా కన్న తల్లికి మంగళారతులు

కడుపులో బంగారు
కనుచూపులో కరుణ
చిరునవ్వులో సిరులు
దొరలించు మాతల్లి //మా తెలుగు//

గలగలా గోదారి కదలిపోతుంటేను
బిరబిరా కృష్ణమ్మ పరుగులిడుతుంటేను
బంగారు పంటలే పండుతాయి
మురిపాల ముత్యాలు దొరలుతాయి //మా తెలుగు//

అమరావతి గుహల అపురూప శిల్పాలు
త్యాగయ్య గొంతులో తారాడు నాదాలు
తిక్కయ్య కలములో తీయందనాలు
నిత్యమై, నిఖిలమై నిలిచియుండేదాక
రుద్రమ్మ భుజశక్తి, మల్లమ్మ పతిభక్తి,
తిమ్మరుసు ధీయుక్తి, కృష్ణరాయని కీర్తి
మా చెవుల రింగుమని మారుమ్రోగేదాక
నీ పాటలే పాడుతాం, నీ ఆటలే ఆడుతాం
జై తెలుగు తల్లీ!
జై తెలుగు తల్లీ!

DETAILS OF THE STUDENT

01. Name of the Student : _____
02. Admission No. _____ Class Roll No. _____
Hall Ticket No. _____
03. Date of Birth : _____ Blood Group : _____
04. Religion : Catholic / Christian / Hindu / Muslim / Sikh /
Others: specify _____
- 05.

	Father / Guardian	Mother
Name		
Mobile No.		
Occupation		
Office Address with Tel Nos.:		
Residential Address with Tel Nos.:		

06. *Please mention if the student has any chronic ailment, for timely medical care:* _____

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

Signature of the Parent
/ Guardian :

Date :

Signature of the
Student:

Place :

DETAILS OF THE STUDENT

01. Name of the Student : _____

02. Admission No. _____ Class Roll No. _____

Hall Ticket No. _____

03. Date of Birth : _____ Blood Group : _____

04. Religion : Catholic / Christian / Hindu / Muslim / Sikh /

Others: specify _____

05.

	Father / Guardian	Mother
Name		
Mobile No.		
Occupation		
Office Address with Tel Nos.:		
Residential Address with Tel Nos.:		

06. *Please mention if the student has any chronic ailment,
for timely medical care:*

ORIGIN AND HISTORY OF LOYOLA ACADEMY

Loyola Academy (LA) is managed and administered by the Jesuits of Andhra Pradesh Jesuit Province, belonging to the Society of Jesus, an international Catholic Religious Order. Loyola Academy, Degree and Post Graduate College as well as Loyola Academy Junior College were founded by Rev.Fr.T.Baliah SJ in 1976 in Old Alwal, Secunderabad, Andhra Pradesh, India.

LA is blessed with a sprawling campus, which consists of about 135 acres of land, with playfields and farm. It is affiliated to the prestigious Osmania University. LA Degree College was granted autonomous status in 1992 by 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 been awarded a rare status known as **“College with Potential for Excellence”** to this College and has also extended CPE phase II projects. In addition to this, National Accreditation and Assessment Council reaccruited this college in 2011 and awarded, ‘A’ grade (3.50 out of 4 CGPA) for the second time, in recognition of its excellent contribution to the cause of higher education. We are also proud to state that ‘India Today’ has been rating our college in the second position for the past five consecutive years among the city colleges of Hyderabad for Arts, Science and Commerce.

Sl. No.	Name of the Course	Year of Commencement
Under Graduate Courses		
1.	B.Sc. Chemical Technology	1978
2.	B.Sc. (Hons) Agricultural Science and Rural Development (4 years)	1983
3.	B.Sc. Computer Science and Engineering	1988
4.	B.Com. Honours	1991
5.	B.Sc. Electronics Technology	1991
6.	B.Sc. Computer Maintenance	1994
7.	B.Com. Advertising & Sales Promotion	1994
8.	B.Sc. Biotechnology, Genetics & Chemistry	2001
9.	B.Com. Regular	2003
10.	B.A. Mass Communication	2004
11.	B.Sc. Food Technology and Management	2004
12.	B.A. Psychology, English & Journalism	2006
13.	B.Sc. Maths, Statistics & Computer Science	2007
14.	B.Sc. Animation Design	2008
15.	B.Com Computers	2010
16.	B.B.A Bachelor of Business Administration	2011
Post Graduate Courses		
1.	M.C.A. Master of Computer Applications	1993
2.	M.B.A. Master of Business Administration	2001
3.	M.Sc. Organic Chemistry	2003
4.	M.Sc. Biotechnology	2006
5.	M.Sc. Analytical Chemistry	2010
6.	M.Sc. Food Technology & Management	2013

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 -	1991	Rev. Fr. Uppuluri S. Paul SJ
1991 -	1994	Rev. Fr. J. Thainese SJ
1994 -	2000	Rev. Fr. M. Louis Philip SJ
2000 -	2002	Rev. Fr. J. Thainese SJ
2002 -	2006	Rev. Fr. M. V. Amalanathan SJ
2006 -	2009	Rev. Fr. K. S. Casimir SJ
2009 -	2012	Rev. Fr. Gujjula A. P. Kishore SJ
2012 -		Rev. Fr. Koppala A. Stanislaus SJ

CORRESPONDENTS OF LOYOLA ACADEMY

1997 -	1999	Rev. Fr. Tharigopula Inniah SJ
1999 -	2000	Rev. Fr. M. Louis Philip SJ
2000 -	2001	Rev. Fr. Uppuluri S. Paul SJ
2001 -	2006	Rev. Fr. M. V. Amalanathan SJ
2006 -	2009	Rev. Fr. K. S. Casimir SJ
2009 -	2012	Rev. Fr. Cheruparambil J John SJ
2012 -	2013	Rev. Fr. Dr. Dasari Showraiah SJ
2013 -		Rev. Fr. Dr. A. Francis Xavier 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 -		Rev. Fr. Dr. S. Emmanuel SJ

ST. IGNATIUS OF LOYOLA

Founder of the Society of Jesus

1491-1556

Student & Teacher

Soldier & Saint

Wounded In Battle

It was in early June 1521, when he was thirty, that soldiers carried the wounded Iñigo de Loyola (Ignatius of Loyola) to his ancestral home to recuperate from wounds received in battle. When the French stormed the fortress at Pamplona on May 20, 1521, a stray cannon shot wounded one of his legs and broke the other. For days Iñigo remained in bed.

Readings Change Him

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". Iñigo set about reading them, and as it happened, this was the most important reading he would ever do. As he continued to read these books, he continued to reflect. He asked himself "Why can I not walk these same glorious paths as did the saints?" 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.

Becomes a Pilgrim

By March 1522, Iñigo's right leg was sufficiently healed for him to put his plan into action. On 24th March he gave the fine clothes he was wearing to a beggar and clothed himself in his sackcloth-tunic. That night he went to Mother Mary's

altar, and, following the rites of chivalry, spent the evening in a vigil of arms, kneeling and standing the whole night through. At dawn he offered his sword and dagger to Our Lady, hanging them on the chapel wall. A romantic knight now became a passionate Pilgrim of God.

God's Student

Iñigo became God's student. On his way to Barcelona he stopped at Manresa, a town on the banks of the river Cardener, where he spent ten months in total communion with God. He spent seven hours a day in prayer in a cave he had discovered and several hours a day helping 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 one 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.

Visits The Holy Land

Iñigo visited the Holy Places in the ancient city of Jerusalem, 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 determined to study for the priesthood. At the age of 34 he began to study Latin grammar, sitting in class with young boys.

Studies in Famous Universities

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 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.

His 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.

Inigo-Ignatius- The Teacher

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 God, religion and meditation and cared for the sick in hospitals.

Charity and Education

Iñigo was also attuned to the needs of the people around. He established the House of St. Martha for women

unfortunately pushed into prostitution and a home for young girls who were especially in danger of being exploited. He founded an orphanage and had a house built 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.

St. Ignatius of Loyola

Ignatius died on 31st 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.

(Courtesy: Fr. Joseph N. Tylanda SJ)

THE SOCIETY OF JESUS

The Society of Jesus is a world-wide Organization of Religious Men founded by St. Ignatius of Loyola in 1540. These religious men, popularly known as *Jesuits* are about 20,000, spread all over the world; of this, over 4000 are working in the 20 Provinces of India. In Andhra Pradesh alone, there are about 200 Jesuits working in schools and colleges, in youth services and social work centres, and in parishes and missions of the Catholic Church.

JESUIT EDUCATION

**STUDENTS WHO HAVE A JESUIT EDUCATION,
SHOULD BECOME MEN AND WOMEN FOR OTHERS. FOR,**

JESUIT EDUCATION IS FOR THE TRANSFORMATION OF PERSONS & SOCIETY. THIS IS REALIZED THROUGH:

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; are enfolded in God's care and compassion and are offered companionship with God and with one another as brothers and sisters;
- The continued presence of the Spirit of Jesus Christ enhances this human dignity and empowers every believer in Christ to complete the merciful and compassionate mission of Jesus on earth.
- Jesuits believe that their colleagues from other religious and ethical traditions also share this dedication to human dignity and compassion and work for their implementation.

2. Reverence:

- Reverence was pivotal to St. Ignatius of Loyola. Reverence according to him is an inner attitude:
 - of awe of the Majesty of God and
 - of respect and admiration for all that God has created - both as a gift from God and as a way to God's presence.
- The Jesuit ideal of finding God in all things and all things in God, is inspired by this sense of reverence.

3. Ongoing Reflection cum Action on Human Experience:

- A Jesuit College must be a place of intellectual honesty, pluralism, and mutual respect addressing and reflecting on human experience both locally and globally.

- It must
 - promote a rigorous yet sensitive approach to the demands of professions and of technology, keeping in mind the greater good of common humanity; and
 - exult in the world of creative energy in literature and music, in art and theatre, in business and in the sciences.

4. Care and concern for Students:

- Jesuit education is focused on the integral development of the students through the 'Community-Care': the faculty, staff, administration, and the board members have a role to play in this integral development: not only offering their expertise, but, more importantly, placing their life and right values as models for students to emulate.
- They follow them as mentors in their
 - pursuit of wisdom and competence;
 - quest for psychological maturity and spiritual depth;
 - desire for ethical grounding; and
 - in the challenges of global awareness and social solidarity.
- 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,
 - service-learning projects,
 - immersion experiences, and
 - faculty-student research projects.

5. Creative Collaboration and Companionship with Colleagues within and outside the college:

- The contemporary Jesuit College's commitment to create *Men and Women for Others* is possible only through a mutual willingness among faculty, staff, and administration to enhance the entire environment of learning and service within the college-community and between it and the world-community outside.
- For, the World-Affirming Outlook of Jesuit Education is based on 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
 - a commitment to change the economic, political, and social structures that enslave, dehumanize, and destroy human life and dignity;
 - extending of care to those close at hand who have been ignored or abandoned within our society;
 - working together as a human family to meet effectively the challenges of world-wide hunger, ignorance, disease, and violence; and, ultimately,
 - making the dream of God, of a New Heaven and a New Earth, come true.

LOYOLA ACADEMY DEGREE & PG COLLEGE (AUTONOMOUS)

**A COLLEGE WITH POTENTIAL FOR EXCELLENCE BY UGC
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(AFFILIATED TO OSMANIA UNIVERSITY)**

VISION:

The vision of Jesuit education is to form

- Leaders in Service following the example of Jesus Christ,
- Men and Women of Competence, Conscience and Compassionate Commitment,
 - Who will love tenderly, act justly and walk humbly before God and
 - Who will become men and women for others to love and serve God, Country and Humankind.

MISSION:

The above-mentioned vision is realized by Loyola Academy

- a) by inculcating in every student
 - The Sense of the Divine
 - Reverence of the Sacred
 - Respect for Human Life
 - Care for Mother Earth
 - Compassion for the Poor and
 - Concern for Justice
- b) and by providing a holistic and harmonious milieu to all deserving students, particularly the socially and economically marginalized, irrespective of caste and creed, language and region; and by giving special attention to those belonging to the Catholic Christian Community.

OBJECTIVES:

We fulfil 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 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.

STATUTORY AND NON-STATUTORY COMMITTEES

GOVERNING BODY OF DEGREE & PG COLLEGE

Fr. Anthony Pothireddy SJ	Chairperson
Fr. K. A. Stanislaus SJ	Vice-Chairperson
Fr. Dr. A. Francis Xavier SJ	Correspondent
Fr. Dr. S. Emmanuel SJ	Principal (on lien)
Fr. Dr. K.S. Casimir SJ	Secretary
Fr. Dr. L. Joji Reddy SJ	Member
Fr. M. Kishore Kumar SJ	Member
Fr. K. Madhava Rao SJ	Member
Fr. D. Karunaidass SJ	Finance Controller
Fr. T. Lourdhu Reddy SJ	Assistant Finance Controller
Fr. Dr. T. Amala Arockia Raj SJ	Educationist
Fr. Dr. G.A.P. Kishore SJ	Educationist
Sr. Dr. V. Alphonsa, SCCG	Educationist
Govt. Nominee - Joint Director-II	Collegiate Education
Prof. Yadagiri Swami	University Nominee
Prof. Nilesh Mohile	UGC Nominee
Mrs. Lalitha Nelson	Staff Representative
Ms. Jacintha Vincent	Staff Representative
Mr. K.C. Reddy	Educationist

ACADEMIC COUNCIL

Fr. Dr. K.S. Casimir SJ	Principal (FAC) – Chairperson
Dr. K. Aditya Kumar	Secretary, Academic Affairs
Fr. Dr. A. Francis Xavier SJ	Correspondent

Fr. Dr. L. Joji Reddy SJ	Vice-Principal (UG)
Fr. K. Madhava Rao SJ	Vice-Principal (PG)
University Nominee	Dean, Faculty of Science, OU
University Nominee	Dean, Faculty of Commerce, OU
University Nominee	Dean, Faculty of Engineering, OU
University Nominee	Dean, Faculty of Social Sciences, OU
University Nominee	Dean, Faculty of Arts, OU
Government Nominee	Principal, Govt. College for Women
Fr. M. Kishore Kumar SJ	Controller of Examinations
Dr. A. Raja Reddy	Dean of Science
Dr. N. Maria Das	Dean of Commerce
Mrs. Grace Sarojini Israel	Dean of Students affairs
Mr. P.V.R. Sai Prasad	HOD Chemical Technology
Dr. K. Krishna Mohan	HOD Agri. Sci. & RD
Mrs. Theresa Vinayaseela	HOD Comp. Sci.& Engg
Mr. K. Lucas Reddy	HOD Computer Maintenance
Mrs. T. Suchitra Naidu	HOD Biotech., Genetics & Chemistry
Mrs. B. Rama	HOD Electronics Technology
Mrs. N. Indira Prasad	HOD B.Com (Hons)
Mrs. Suja Mathew	HOD B.Com (General)
Mr. G. Srivatsa	HOD.B.Com(Advt.&Sales Promotion)
Ms. Jacintha Vincent	HOD, B.Com (Computers) & BBA
Mr. A. Ravinder	HOD Food Tech. & Mgmt
Mr. Vijay Kumar	HOD Mass Communication
Mr. M.V. Raja Gopal	HOD Maths, Stati.& Comp.Sci.
Mr. B. Bhaskar	HOD Animation Design

Mr. W. Phani Raj	HOD Psychology & Journalism
Mrs. M. Geetha	HOD MCA
Mr. T. Hanok	HOD MBA
Dr. M. Sunita	HOD M.Sc. Organic Chemistry
Dr. Rosetta Merline	HOD M.Sc. Biotechnology
Mrs. T. Gayathri	HOD M.Sc. Analytical Chemistry
Sr. Dr. V. Alphonsa	Principal, St. Francis College for Women
Fr. Vincent Arokiadas	Principal, St. Joseph's College
Mrs. T. Lalitha	Senior Lecturer
Mr. L. Ravi Chander	Legal Expert
Dr. E.P. Chandrakala Reddy, M.D.	Doctor
Mr. Clinton Rajiv D'Souza (DCH-48)	Student Representative
Ms. Y.S. Sneha Reddy (DBA-24)	Student Representative
Ms. Taherun (NMAC-16)	Student Representative

STAFF COUNCIL

Fr. Dr. S. Emmanuel SJ	Principal (on lien)
Fr. Dr. K.S. Casimir SJ	Principal (FAC)
Fr. K.A. Stanislaus SJ	Rector
Fr. Dr. A. Francis Xavier SJ	Correspondent
Fr. Dr. L. Joji Reddy SJ	Vice-Principal (UG)
Fr. K. Madhava Rao SJ	Vice-Principal (PG)
Dr. K. Aditya Kumar	IQAC Coordinator
Dr. A. Raja Reddy	Dean of Science
Dr. N. Maria Das	Dean of Commerce

Mrs. Grace Sarojini Israel	Dean of Students affairs
Fr. M. Kishore,S.J.	Controller of Examinations
Mr. K. Kiran Kumar	Lecturer in Mathematics
Mrs. T. Lalitha	Lecturer Dept. of Chemical Technology
Mrs. E. Praveena	Lecturer Dept. of Commerce
Dr. Ch. Sirisha	Assot. Prof. Dept. of M.Sc. Biotech.
Mr. Chandrasekharan	Lecturer Dept. of Physical Education
Dr. K. Vijayalakshmi	Lecturer Dept. of Maths, Stats&Comp.Sci.
Mr. Nityanand Ghosh	Lecturer in Physics
Mr. V. Jagadish	Lecturer in Mathematics
Dr. K. Shanti	Lecturer Dept. of Agri. Sci. & RD

All the Heads of the Departments UG & PG

INTERNAL QUALITY ASSURANCE CELL

Fr. Dr. K.S. Casimir SJ	Chairperson
Dr. K. Aditya Kumar	Co-ordinator
Fr. K. A. Stanislaus SJ	Rector
Fr. Dr. A. Francis Xavier SJ	Correspondent
Fr. Dr. L. Joji Reddy SJ	Vice-Principal (UG)
Fr. K. Madhava Rao SJ	Vice-Principal (PG)
Dr. A. Raja Reddy	Dean of Science
Dr. N. Maria Das	Dean of Commerce
Mrs. Grace Sarojini Israel	Dean of Students affairs
Fr. M. Kishore Kumar SJ	Controller of Examinations
Ms. Jacintha Vincent	HOD B.Com (Computers) & BBA
Mr. M.V. Rajagopal	HOD Maths, Stat. & Comp. Sci.
Mr. Vijay Kumar	HOD Dept. of Mass Comm.

Dr. C. Shobha Devi	Lecturer Dept. of M.Sc. Org. Chemistry
Dr. Rosetta Merline	HOD M.Sc. Biotechnology
Mrs. Lalitha Nelson	Lecturer Dept. of Chemical Technology
Dr. M. Jayaramudu	Lecturer Dept. of Chemical Technology
Mr. V. Jagadish	Lecturer in Mathematics
Mr. Donald D'Cruz V (DCP-31)	Cultural Secretary
Ms. Saida Sabeha (DAD-08)	Cultural Secretary
Mr. Raygalla Kalyan Srinivas (DMC-21)	Literary Secretary
Ms. Swathi Soren (DEL-09)	Literary Secretary

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Fr. D. Karunaidass SJ	Finance Controller
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Fr. K. Madhava Rao SJ	Vice-Principal (PG)
Fr. T. Lourdhu Reddy SJ	Assistant Finance Controller
Ms. Jacintha Vincent	HOD B.Com (Computers) & BBA
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Mr. K. Lucas Reddy	Senior Lecturer

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Fr. K. Madhava Rao SJ	Vice-Principal (PG)
Dr. A. Raja Reddy	Dean of Science
Mr. P.V.R. Sai Prasad	HOD Chemical Technology

Mr. S. Babu Rao	Farm Superintendent
Mr. V.V.S. Chalapathi Rao	Lecturer Dept. of M.Sc. Biotechnology
Mrs. B. Lalitha Kumari	Lecturer Dept. of Chemical Technology
Mrs. M. Sunitha	HOD M.Sc. Organic Chemistry
Mr. K. Rama	HOD Electronics Technology
Mrs. N. Indira Prasad	HOD B.Com (Hons)
Mrs. P.M. Mamatha Rani	Lecturer Dept. of English

SEXUAL HARASSMENT PREVENTION CELL

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Fr. Dr. L. Joji Reddy SJ	Vice-Principal (UG)
Fr. K. Madhava Rao SJ	Vice-Principal (PG)
Mrs. M. Geetha	HOD MCA
Dr. Rosetta Merline	HOD M.Sc. Biotechnology
Dr. A.Raja Reddy	Reader Dept. of Agri. Sci. & RD
Dr. K. Shanthi	Lecturer Dept. of Agri. Sci. & RD
Mrs. E. Praveena	Lecturer Dept. of Commerce
Mrs. Grace Sarojini Israel	Dean of Student Affairs
Mrs. P.M. Mamatha Rani	Lecturer Dept. of English
Fr. A.X.J. Bosco SJ	Social Worker

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Fr. K. Madhava Rao SJ	Vice-Principal (PG)
Fr. M. Kishore Kumar SJ	Controller of Examinations (UG)
Mr. T. Hanok	Controller of Examinations (PG)
Dr. N. Maria Das	Dean of Commerce

Mr. M.V. Rajagopal
Mr. V. Jagadish
Dr. K. Adithya Kumar

HOD Maths, Stats & Comp.Sci.
Dept. of Electronics Technology
Reader Dept. of Agri. Sci. & RD

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Principal, Controller of Examination, Vice Principals, IQAC
Co-ordinator, Deans and the Heads of the Departments.

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Fr. Dr. L. Joji Reddy SJ	Vice-Principal (UG)
Fr. K. Madhava Rao SJ	Vice-Principal (PG)
Fr. M. Kishore Kumar SJ	Controller of Examinations (UG)
Ms. Jacintha Vincent	Block in-charge (CS)
Mr. K. Kiran Kumar	Block in-charge (AD)
Dr. N. Maria Das	Block in-charge (Inigo)
Dr. K. Aditya Kumar	IQAC Co-ordinator
Dr. A. Raja Reddy	Dean of Science
Mrs. Grace Sarojini Israel	Dean of Students affairs
Mr. Vijay Kumar	HOD Mass Communication
Mr. A. Ravinder	HOD Food Technology & Mgmt
Mr. T. Hanok	Controller of Examinations (PG)
Dr. M. Jayaramudu	Lecturer Dept. of Chemical Technology
Mr. V. Jagadish	Lecturer in Mathematics
Mrs. G. Anitha Mary	Lecturer Dept. of MCA
Mrs. Rachel Shalini	Lecturer Dept. of MBA

STUDENTS WELFARE & EXTRA CURRICULAR ACTIVITIES COMMITTEE

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Fr. K. Madhava Rao SJ	Vice-Principal (PG)
Mr. S. Chandrasekharan	Physical Director
Mrs. Grace Sarojini Israel	Dean of Students affairs
Mrs. M. Geetha	HOD Computer Science
Mrs. M. Sunitha	HOD M.Sc. Chemistry
Dr. Rosetta Merline	HOD M.Sc. Biotechnology
Mr. B. Bhaskar	HOD Animation Design
Mr. Vijay Kumar	HOD Mass Communication
Mr. V. Jagadish	Lecturer in Mathematics
Mr. K. Ramakrishna	Lecturer Dept. of Agri. Sci. & RD
Mr. Samson Jacob	Placement Cell in-charge
Mrs. P. Sudha Rani	Lecturer Dept. of Commerce

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Fr. K. Madhava Rao SJ	Vice-Principal (PG)
Mr. D. Vittal Rao	Librarian
Mrs. T. Sharada	Assistant Librarian
Mr. K. Lucas Reddy	HOD Comp. Maintenance
Dr. K. Krishna Mohan	HOD Agri. Sci. & RD
Dr. K. Vijayalakshmi	Lecturer Dept. of Maths, Stat & Comp.Sci.
Mrs. Shobha Rani	Lecturer Dept. of Comp. Sci. & Engg.
Mrs. N. Indira Prasad	HOD B.Com (Hons)

Mrs. K. Bharathi

Associate Professor Dept. of MCA

Mrs. R. Sindhu

Lecturer Dept. of MBA

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Rector

Fr. Dr. A. Francis Xavier SJ

Correspondent

Fr. Dr. K.S. Casimir SJ

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Fr. Dr. L. Joji Reddy SJ

Vice-Principal (UG)

Fr. K. Madhava Rao SJ

Vice-Principal (PG)

Ms. Jacintha Vincent

Block in-charge (CS)

Dr. N. Maria Das

Block in-charge (Inigo)

Dr. K. Adithya Kumar

Reader Dept. of Agri. Sci. & RD

Mrs. B. Lalitha Kumari

Lecturer Dept. of Chemical Technology

Mr. S. Babu Rao

Farm Supt. Dept. of Agri. Sci. & RD

Mr. P.V.R. Sai Prasad

HOD Chemical Technology

Mrs. P.S.R. Malathi

Lecturer Dept. Comp. Sci. & Engg.

Mrs. Suja John

HOD B.Com (General)

Mrs. P.V. Nagalakshmi

Lecturer Dept. of MCA

Mrs. B.N.V.S. Srilakshmi

Lecturer Dept. of MBA

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Principal (FAC)

Fr. Dr. L. Joji Reddy SJ

Director

Fr. K. Madhava Rao SJ

Vice-Principal (PG)

Fr. M. Kishore Kumar SJ

Controller of Examinations

Mr. S. Chandrasekaran

Lecturer in Physical Education

Mr. Ch. Sandeep Reddy

Lecturer in Physical Education

Dr. N. Maria Das

Dean of Commerce

Mr. Srivatsa
 Dr. M. Jayaramudu
 Mrs. E. Praveena
 Mr. Vijay Kumar
 Mr. R. Ravinder Singh
 Mr. Uma Maheswar Rao
 Mrs. B. Jaya Parimala

HOD Dept. of B.Com (Prof.)
 Lecturer Dept. of Chemical Technology
 Lecturer Dept. of Commerce
 HOD Mass Communication
 Lab Technician Dept. of AD
 Lecturer Dept. of Animation Design
 Lecturer Dept. of M.Sc. Biotech.

WOMEN'S CELL

Mrs. P.M. Mamatha Rani
 Mrs. Grace Sarojini Israel
 Dr. M. Jayaramudu
 Mrs. B. Lalitha Nelson
 Mrs. B. Rama
 Mrs. A. Anjani Kumari
 Mrs. P.S.R. Malathi
 Mrs. M. Geetha
 Ms. N.C. Swathi Sirisha
 Mr. Vijay Kumar
 Mr. V. Jagadish
 Mr. S. Chandrasekaran
 Mr. B. Bhaskar Rao
 Mrs. G. Ratnavani
 Dr. E.P. Chandrakala Reddy, M.D.

Co-ordinator
 Dean of Student Affairs
 Lecturer Dept. of Chemical Technology
 Lecturer Dept. Chemical Technology
 HOD Electronics Technology
 Lecturer Dept. of Commerce
 Lecturer Dept. of Comp. Sci. & Engg.
 HOD Dept. of MCA
 Lecturer Dept. of Food Techn. & Mgmt.
 HOD Dept. of Mass Com.
 Lecturer in Mathematics
 Lecturer in Physical Education
 HOD Animation Design
 Lecturer Dept. of Public Administration
 Doctor

AICUF (All India Catholic University Federation)

Fr. K. Madhava Rao SJ
 Mr. K. Kiran Kumar

Unit adviser
 Staff adviser

NSS PROGRAMME

Fr. Dr. L. Joji Reddy SJ
 Fr. K. Madhava Rao SJ

Vice-Principal (UG)
 Vice-Principal (PG)

Dr. A. Raja Reddy
Mr. K. Ramakrishna
Mr. S. Chandrasekharan
Mr. Stephen Ashirvadam

Coordinator
Lecturer Dept. of Agri. Sci. & RD
Lecturer in Physical Education
Extension Officer

PLANET (OUTREACH PROGRAMME) COMMITTEE

Fr. Dr. K.S. Casimir SJ
Fr. Dr. L. Joji Reddy SJ
Fr. K. Madhava Rao SJ
Mr. Stephen Ashirvadam
Mr. S. Babu Rao
Mrs. S.P. Mydhili
Mr. K. Ramakrishna
Mr. Vijay Kumar
Mrs. B. Lalitha Kumari

Co-ordinator
Vice-Principal (UG)
Vice-Principal (PG)
Extension Officer
Farm Supt. Dept. Agri. Sci. & RD.
Lecturer Dept. of M.Sc.Org. Chem.
Lecturer Dept. Agri. Sci. & RD.
HOD Mass Communication
Lecturer Dept of Chemical Technology

PLACEMENT CELL

(13-14)

Fr. Dr. K.S. Casimir SJ
Mr. Samson Jacob
Mrs. N. Indira Prasad
Mrs. Theresa Vinayasheela

Principal (FAC)
Placement Cell in-charge
HOD B.Com (Hons)
HOD Computer Sci. & Engg.

MEDICAL CELL

Fr. Dr. L. Joji Reddy SJ
Dr. E.P. Chandrakala Reddy, M.D
Dr. K. Aditya Kumar
Mrs. Grace Israel Sarojini
Mr. V. Jagadish
Mrs. R. Sindhu
Mr. S.Chandrashekar

Vice-Principal (UG)
Doctor
Reader Dept. of Agri. Sci. & RD
Dean of Students Affairs
Lecturer in Mathematics
Lecturer Dept. of MBA.
Lecturer in Physical Education

All Blocks in-charge

COUNSELLING CELL

Fr. J. Packiaraj SJ
Dr. K. Aditya Kumar
Mrs. Sunandita
Mr. T. Hanok
Mrs. Grace Israel Sarojini
Mr. V. Jagadish
Mrs. Mamatha Rani
Mr. W. Phani Raj

Campus Minister
Reader Dept. of Agri. Sci. & RD
Lecturer Dept. of Commerce
HOD Business Administration
Dean of Students Affairs
Lecturer in Mathematics
Lecturer Dept of English
HOD Psychology & Journalism

RESEARCH COMMITTEE

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Fr. Dr. K.S. Casimir SJ
Fr. Dr. L. Joji Reddy SJ
Dr. N. Maria Das
Dr. A. Raja Reddy
Dr. Rosetta Merline
Dr. M. Sunita

Correspondent
Principal (FAC)
Assot Prof. Dept. of M.Sc. Biotech.
Dean of Commerce
Dean of Science
HOD M.Sc. Biotechnology
HOD M.Sc. Organic Chemistry

NATIONAL GREEN CORPS - ECO CLUB

Fr. Dr. K.S. Casimir SJ
Fr. Dr. L. Joji Reddy SJ
Fr. K. Madhava Rao SJ
Mr. S. Babu Rao
Mr. Vijay Kumar
Mrs. A. Jayamadhurilatha
Mr. V. Kiran Kumar
Dr. N. Deepa
Dr. A. Raja Reddy
Mrs. T. Gayathri
Mr. Stephen Ashirvadam

Principal (FAC)
Vice-Principal (UG)
Vice-Principal (PG)
Farm Supt Dept. of Agri. Sci. & RD
HOD Mass Communication
Lecturer Dept. of Biotech., Gen. & Chem.
Lecturer Dept. of Environmental Science
Lecturer Dept. of Commerce
Dean of Science
HOD M.Sc. Analytical Chemistry
Extension Officer

INTER-FAITH FORUM

Fr. J. Packiaraj SJ	Coordinator
Ms. Jacintha Vincent	HOD, B.Com (Computers)
Mr. K. Kiran Kumar	Lecturer Dept. of Mathematic
Mr. V. Harsha	Lecturer Dept. of Comp. Sci. & Engg
Mrs. P.M. Mamatha Rani	Lecturer Dept. of English
Mrs. Zehra Samana	Lecturer Dept. of Biotechnology
Dr. K. Vijayalakshmi	Lect. Dept. of Maths, Stats & Comp.
Ms. Mumtaz Zaha Khatoon	Lecturer Dept. of M.Sc. Anal. Chem

CAMPUS MINISTRY

Fr. J. Packiaraj SJ	Campus Minister
Fr. Dr. L. Joji Reddy SJ	Vice-Principal (UG)
Fr. K. Madhava Rao SJ	Vice-Principal (PG)
Fr. M. Kishore, S.J.	Controller of Exams
Mr. K. Lucas Reddy	HOD Computer Maintenance
Ms. Jacintha Vincent	HOD B.Com (Computers)
Dr. N. Maria Das	Dean of Commerce
Mr. K. Kiran Kumar	Lecturer Dept of Mathematics
Mr. T. Hanok	HOD Business Administration
Mrs. Grace Sarojini Israel	Dean of Student Affairs
Mrs. P.M. Mamatha Rani	Lecturer Dept. of English
Mrs. Shobha Rani	Lecturer Dept. of Comp. Sci. & Engg.
Mrs. A. Lourdu Rajini Kumari	Lecturer Dept. of Comp. Maintenance

HOSTEL COMMITTEE

Fr. K.A. Stanislaus SJ	Rector
Fr. Dr. A. Francis Xavier SJ	Correspondent
Fr. Dr. K.S. Casimir SJ	Principal (FAC)
Fr. M.A. Alex SJ	Principal, Loyola Academy Jr College
Fr. M. Kishore Kumar SJ	Boys' Hostel Director
Sr. Y.A. Mary, S.S.A.	Girls' Hostel Director

REMEDIAL PROGRAMME COMMITTEE

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Mr. T. Hanok	HOD MBA
Dr. A. Raja Reddy	Dean of Science
Mrs. B. Rama	HOD Electronics Technology
Dr. M. Jayaramudu	Lecturer Dept. of Chemical Technology
Mrs. Grace Sarojini Israel	Dean of Students Affairs
Mr. V. Jagadish	Lecturer in Mathematics
Mrs. P.M. Mamatha Rani	Lecturer Dept. of English
Mrs. B. Lalitha Nelson	Lecturer Dept. of Chemical Technology
Mrs. S.P. Mydhili	Lecturer Dept. of M.Sc. Org. Chemistry
Mrs. M. Geetha	HOD MCA

ALUMNI ASSOCIATION

Fr. Dr. K.S. Casimir SJ	Director
Fr. K. A. Stanislaus SJ	Rector
Fr. Dr. A. Francis Xavier SJ	Correspondent
Fr. Dr. L. Joji Reddy SJ	Vice-Principal (UG)
Fr. K. Madhava Rao SJ	Vice-Principal (PG)
Mr. Samson Jacob	Placement Cell in-charge
Dr. K. Aditya Kumar	Reader Dept. Agri. Sci. & RD
Mr. P.V.R. Sai Prasad	HOD Chemical Technology
Mr. K. Lucas Reddy	HOD Computer Maintenance
Dr. A. Raja Reddy	Dean of Science
Mrs. N. Indira Prasad	HOD B.Com (Hons)

AUTONOMY RENEWAL COMMITTEE

Fr. Dr. K.S. Casimir SJ	Chairperson
Fr. Dr. L. Joji Reddy SJ	Vice-Principal (UG)
Fr. K. Madhava Rao SJ	Vice-Principal (PG)
Dr. K. Aditya Kumar	IQAC Coordinator
Mrs. Grace Sarojini Israel	Dean of Students Affairs

Mr. V. Jagadish
Dr. A. Raja Reddy
Dr. N. Maria Das
Ms. Jacintha Vincent
Mr. T. Hanok
Mrs. N. Indira Prasad
Mrs. M. Geetha

Lecturer in Mathematics
Dean of Science
Dean of Commerce
HOD B.Com (Computers) &BBA
HOD MBA
HOD B.Com (Hons)
HOD MCA

CALENDAR COMMITTEE

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Fr. Dr. L. Joji Reddy SJ	Vice-Principal (UG)
Fr. K. Madhava Rao SJ	Vice-Principal (PG)
Fr. M. Kishore Kumar SJ	Controller of Examination
Dr. N. Maria Das	Dean of Commerce
Mrs. Grace Sarojini Israel	Dean of Students Affairs
Ms. Jacintha Vincent	Block in-charge (CS)
Mrs. Theresa Vinayasheela	HOD Comp. Sci. & Engg.
Mr. S. Chandrasekharan	Lecturer Dept. of Physical Education

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Fr. Dr. L. Joji Reddy SJ	Vice-Principal (UG)
Fr. K. Madhava Rao SJ	Vice-Principal (PG)
Mrs. Grace Sarojini Israel	Dean of Students Affairs
Mr. V. Jagadish	Lecturer in Mathematics
Dr. M. Jayaramudu	Lecturer Dept. of Chemical Technology
Ms. Jacintha Vincent	HOD B.Com (Computers)
Mrs. P.M. Mamatha Rani	Lecturer Dept. of English
Mr. Vijay Kumar	HOD Mass Communication
Mrs. N. Indira Prasad	HOD B.Com (Hons)
Mrs. Zehara Samana	Lecturer Dept. of Biotechnology
Mrs. G. Ratnavani	Lecturer Dept. Public Administration

Mr. G. Srivatsa
Mrs. Suja Mathew
Ms. Reena Pandey
Ms. R. Beulah Rani
Mrs. T. Jaya Parimala

HOD B.Com (Advt.& Sales Promotion)
HOD B.Com (Gen)
Lecturer Dept. of English
Lecturer Dept. of English
Lecturer Dept. of M.Sc. Biotechnology

DISCIPLINE & ATTENDANCE COMMITTEE

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Fr. Dr. L. Joji Reddy SJ
Fr. K. Madhava Rao SJ

Principal (FAC)
Vice-Principal (UG)
Vice-Principal (PG)

All blocks in-charge

Dr. M. Jayaramudu
Mr. G. Srivatsa
Mrs. B. Lalitha Nelson
Mrs. N. Indira Prasad
Mr. M.V. Rajagopal
Mr. Vijay Kumar
Mrs. B. Rama
Dr. Rosetta Merline
Mrs. K. Bharathi
Dr. C. Shobha Devi
Mr. K. Lucas Reddy
Dr. K. Shanti
Dr. A. Raja Reddy
Mr. S. Babu Rao
Mr. S. Chandrasekaran
Mr. Ch. Sandeep Reddy

Lecturer Dept. of Chemical Technology
HOD B.Com (Advt & Sales Promotion)
Lecturer Dept. of Chemical Technology
HOD B.Com (Hons)
HOD Maths, Stats & Comp.Sci.
HOD Mass Communication
HOD Electronics Technology
HOD M.Sc. Biotechnology
Associate Professor Dept. of MCA
Lecturer Dept. of M.Sc. Org. Chem.
HOD Computer Maintenance
Lecturer Dept. of Agri. Sci. & RD
Dean of Science
Farm Supt Dept. of Agri. Sci. & RD
Lecturer in Physical Education
Lecturer in Physical Education

PUBLIC INFORMATION OFFICER

Fr. K. Madhava Rao SJ

Vice-Principal (PG)

Semester-End Examinations (SEE):

- 1) Passing the first year subjects (I Year – Semester - I & II: Theory and Practical) is mandatory to be promoted to the Third year. If there is any backlog, NO INSTANT EXAM is conducted.
- 2) The number of backlogs, if any, in any year shall not exceed 50% of the papers prescribed for that year.

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 - Semester II
	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	Pass in I Year-Semesters I & II (both Theory and Practical)
	b	Regular Course of Study of II Year - Semester II
	c	The number of backlogs, if any, of II Year - Semester - I & II shall not exceed 50% of the papers prescribed for II Year - Semester I & II
III Year II Semester	a	Regular Course of Study of III Year - Semester I

- 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).
- NB - 2:** NO INSTANT EXAM FOR OUTGOING STUDENTS.
- NB - 3:** THERE IS NO INSTANT EXAM IN THE EXAMINATION SYSTEM OF LOYOLA ACADEMY.
- NB - 4:** It is made clear that those, who have not completed the course of study within the double duration of the course, are not eligible to appear for any examination to clear the failed papers. They will forfeit their admission. (e.g. if one has joined for a 3-year degree in the academic year 2011-12, one should complete one's degree by 2016-17).

GRADING

Grading is done in three categories: I DIVISION, II DIVISION AND PASSED. If a student fails in any of the papers in the main exam and clears the dues later in a supplementary exam, the grading is termed "PASSED". The grading is as follows:

- 60% and above : I DIVISION
- 50% to 59.99% : II DIVISION
- 40% to 49.99% : PASSED

GENERAL INFORMATION

COLLEGE FEE

- The admission of the first year student is complete only on 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 on reopening day of the semester and register themselves for admission in that semester, failing which their names will be off the rolls.
- Any student discontinuing the course and seeking the T.C. will have to pay the fees of the rest of the semesters.

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.

B.Sc. (Hons) Agri. Sci. & RD

- The students of B.Sc. (Hons) Agricultural Science & Rural Development (IV/I semester) will follow the rules regarding **Industry Internship** and **RAWEP** (Rural Agricultural Work Experience Programme) as articulated in the manual on Industry Internship and RAWEP in the syllabus copy.

- B.Sc. (Hons) Agricultural Science & Rural Development course is recognized by Osmania University under UGC, New Delhi, but not equivalent to B.Sc. Agriculture of ANGRAU, Hyderabad / State Agricultural Universities, as the admissions are not done through EAMCET. This course does not come under Indian Council of Agricultural Research (ICAR), New Delhi.

ATTENDANCE

- Although the University prescribes a minimum of 75% of attendance, this college insists on regular attendance in all classes. Hence, no one should be absent from class except for genuine reasons and with prior leave.
- Students should check their attendance which will be displayed at the beginning of each month in the information kiosk.

NOTICES & CIRCULARS

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

CERTIFICATES

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 ahead of time.
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.

GENERAL NORMS

DISCIPLINE

PUNCTUALITY

- Students are expected to be 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 without obtaining a LATE SLIP duly signed either by Fr.Principal / Fr.Vice-Principal / Block-in-charge.
- If a student reaches after the class begins he/she should stay out for the rest of the period and attend the next class.
- All lecturers are expected to strictly enforce this rule.

CLASSROOM CONDUCT

- Do not loiter anywhere on the College Campus during class hours.
- Do not transact any work in the College Office during class hours.

- Do not go to the canteen during class hours or hang around the canteen unnecessarily after 4.30 p.m.
- Do observe strict silence in the class after the second bell.

CODE OF BEHAVIOUR AND CAMPUS CULTURE

- 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 (of ragging or any type of intimidation) with severe sanctions attached. Instant dismissal is the usual punishment for any offenders in this regard.
- Smoking, drinking or taking drugs on our College campus is 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 is found drunk inside the campus at any time of the day or night will be dismissed from the college.
- No one should spoil the names of the staff or the officials or the institution or fellow student in the social network websites such as FACEBOOK, ORKUT etc. If any one does, legal action will be taken against the culprits based on cyber laws.
- Students should not get actively 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 in the campus. No student is permitted to use any electronic gadgets like MP3, IPOD, etc in the campus.
- All vehicles (Scooters, Motorbikes, Mopeds, Cycles, etc.,) should be parked only in the parking lot near the main gate. Pleasure riding in the campus is strictly forbidden.

MAJOR MISCONDUCT

- 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, exhibiting, sticking or distributing any handbills, notices, leaflets, booklets, pamphlets or posters on the premises without prior written permission of the management.
- 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 say-in-strike or abetting, inciting, instigating or acting in furtherance of a strike or saty-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.

LEAVE OF ABSENCE

- Those who abstain from class for some genuine reason should submit a LEAVE LETTER duly signed by his/her parent/warden, preferably before he/she avails him/herself of leave or as soon as he/she returns to attend classes. Due permission must be obtained from either Fr.Principal/Fr. Vice-Principal/Block-in-charge before he/she attends class.
- In case of medical problem, medical certificate 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.

INFORMATION KIOSK

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

CYBER WORLD

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

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 have been attested.
04. Borrowing on other identity card is not allowed and their library membership will be cancelled.
05. No one is allowed to sub-lend the library books, he/she has borrowed.
06. For 1st and 2nd year students a maximum of three books and for final year students 4 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, over-due charge of 1 Re. 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 timings are 9 a.m. to 5 p.m.

LOYOLA ACADEMY

ADMINISTRATION

- | | | |
|----|-----------------------------------|--|
| 1 | Rev. Fr. A. Stanislaus SJ | Rector |
| 2 | Rev. Fr. Dr. A. Francis Xavier SJ | Correspondent |
| 3 | Rev. Fr. Dr. S. Emmanuel SJ | Principal (on lien) |
| 4 | Rev. Fr. Dr. K.S. Casimir SJ | Principal (FAC) |
| 5 | Rev. Fr. Dr. L. Joji Reddy SJ | Vice Principal (UG) |
| 6 | Rev. Fr. K. Madhava Rao SJ | Vice Principal (PG) |
| 7 | Rev. Fr. M.A. Alex SJ | Principal,
Loyola Academy Jr. College |
| 8 | Rev. Fr. D. Karunaidass SJ | Treasurer / Finance
Controller |
| 9 | Rev. Fr. M. Kishore Kumar SJ | Controller of Exam and
Hostel Director
(Boys Hostel) |
| 10 | Rev. Fr. J. Packiaraj SJ | Campus Minister |
| 11 | Rev. Fr. T. Lourdhu Reddy SJ | Assistant Finance
Controller |
| 12 | Rev. Sr. Y.A. Mary | Hostel Director
(Girls Hostel) |

LOYOLA ACADEMY MEMBERS OF THE STAFF FOR THE YEAR 2013-14

Sl. No.	Name of the Employee	Designation
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I B.Sc. CHEMICAL TECHNOLOGY

1	Rev. Fr. Dr. K.S. Casimir SJ, M.A., PGCTE, Ph.D.	Lecturer in English & Principal (FAC)
2	Mr. P.V.R.S. Prasad, B.E.	Lecturer in Chemical Engg., HOD
3	Mrs. T. Lalitha, M.Tech.	Lecturer in Chemical Technology
4	Mrs. B. Lalitha Kumari, M.Tech, PGDIPM.	Lecturer in Chemical Technology
5	Dr. M. Jayaramudu, M.Sc., M.Phil, Ph.D.	Lecturer in Chemistry
6	Mr. B. Samaresh, M.Sc., PGDTC	Lecturer in Physics
7	Mr. B. Udaykumar, M.Sc.	Lecturer in Chemistry

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

1	Rev. Fr.Dr.S.Emmanuel SJ, M.Sc.,Ph.D.	Principal (on lien)
2	Dr. K. Krishna Mohan, M.Sc.(Ag), Ph.D	Reader in Agriculture, HOD
3	Dr. K. Aditya Kumar, M.Sc., Ph.D.	Reader in Zoology, IQAC Coordinator
4	Dr.S.K.Balachander,M.Sc.,PGD Env.Mng M.Phil,Ph.D	Reader in Botany
5	Dr. A. Raja Reddy, M.Sc. (Ag), Ph.D.	Reader in Agriculture, Dean of Science
6	Dr. C.V.R. Krishna Kumar, M.V.Sc., Ph.D.	Reader in Vet. Science
7	Dr. K. Shanthi, M.Sc.(Ag), Ph.D.	Lecturer in Agriculture
8	Mr. S. Babu Rao, M.Sc.	Farm Superintendent
9	Mr. K. Rama Krishna, M.Sc.(Ag.),MBA,PGPAWASCM	Lec. in Agri. Extension
10	Mrs. D. Saritha, M.Sc. (Horti)	Lecturer in Horticulture

III B.Sc. COMPUTER SCIENCE & ENGINEERING 5

- 1 Mrs. Theresa Vinayasheela, MCA Lecturer in Computer Science, **HOD**
- 2 Mrs. P.S.R. Malathi, B.E. Lecturer in Computer Science
- 3 Mrs. Shobha Rani, M.Sc. DISM, PGCCA (C.Sc.) Lecturer in Comp. Sci.
- 4 Mrs. Rajee Koshy, B.E. Lecturer in Computer Science
- 5 Ms. B. Shara Sudha, MCA, M.Tech. Lecturer in Computer Science

IV B.Sc. COMPUTER MAINTENANCE 5

- 1 Mr. K. Lucas Reddy, M.Tech. Lecturer in Electronics, **HOD**
- 2 Mrs. A. Lourdurajini Kumari, MCA Lecturer in Computer Science
- 3 Mr. V. Harsha, M.Sc., M.Phil, M.Tech, M.Sc. Lecturer in Computer Science
- 4 Ms. P. Ramya, B.Tech Lecturer in Computer Maintenance
- 5 Mr. J. Jesu Padam, B.E., (Mech.), DBIM Lecturer in Engg. Drawing

V B.Sc. BIO-TECHNOLOGY 5

- 1 Mrs. T. Suchitra Naidu, M.Sc., (Ph.D) Lecturer in Bio-Chemistry, **HOD**
- 2 Mrs. A. Jaya Madhuri Latha, M.Sc., (Ph.D) Lecturer in Biotechnology
- 3 Mrs. Zehra Samana, M.Sc., B.Ed Lecturer in Genetics
- 4 Mrs. N. Kavitha, M.Sc. Lecturer in Chemistry
- 5 Mrs. M. Archana, M.Sc. Lecturer in Biotechnology

VI B.Sc. ELECTRONICS TECHNOLOGY 7

- 1 Mrs. B. Rama, M.Sc., M.Phil. Lecturer in Electronics, **HOD**
- 2 Mr. Nityananda Ghosh, B.Sc.(Hons) M.Sc., M.Phil. Lecturer in Physics
- 3 Mr. T. Venkatesh, M.Sc. Lecturer in Electronics
- 4 Mr. V. Jagadish, M.Sc., M.Phil. Lecturer in Maths

- | | | |
|---|--------------------------------|-------------------------|
| 5 | Mr. E. Ravindra Varma, M.Sc. | Lecturer in Electronics |
| 6 | Ms. S. Saritha Sawalkar, M.Sc. | Lecturer in Electronics |
| 7 | Mr. I. Balaji, B.Tech (PGDENM) | Lecturer in Electronics |

VII B.Com.(Hons), (Advertising & Sales Promotion), (General) & (Computers) & BBA 22

- | | | |
|----|--|---|
| 1 | Mrs. N. Indira Prasad, M.Com, MBA, (Ph.D) | Lecturer in Commerce, HOD(Hons) |
| 2 | Ms. Jacintha Vincent, M.Com, PGDCA, DCST (C.Sc.) | Lect. in Computers, HOD(Compu & BBA) |
| 3 | Mrs. Suja Mathew, M.Com, B.Ed. | Lecturer in Commerce, HOD(Gen) |
| 4 | Mr. G. Srivatsa, M.C.J | Lecturer in Commn., HOD(Adv.&SP) |
| 5 | Dr. N. Maria Das, M.A., Ph.D. | Lecturer in Economics, Dean of Commerce |
| 6 | Mrs. P. Sudha Rani, M.Com. | Lecturer in Commerce |
| 7 | Mrs. E. Praveena, M.Com. | Lecturer in Commerce |
| 8 | Mr. K. Kiran Kumar, M.Sc. M.Phil. | Lecturer in Mathematics |
| 9 | Mrs. A. Anjani Kumari, M.Com, PGDBM, MBA | Lecturer in Commerce |
| 10 | Mrs. Sunandita, M.A. | Lecturer in Economics |
| 11 | Dr. Neeli Deepa, M.A., Ph.D. | Lecturer in Economics |
| 12 | Ms. Phebi Priya Darshini P, MBA | Lecturer in Business Administration |
| 13 | Ms. Dolly Isaac, M.Com, B.Ed., PGDM, (M.Phil) | Lecturer in Commerce |
| 14 | Mrs. K. Saras Chandra, M.Com. | Lecturer in Commerce |
| 15 | Mrs. M.V.B. Sailaja, M.Com, DCA | Lecturer in Commerce |
| 16 | Mr. A. Pradeep Kumar, MBA | Lecturer in Business Administration |
| 17 | Mrs. V. Lakshmi Nerusha, MBA | Lecturer in Business Administration |
| 18 | Ms. Chalcedony Kaitha, MBA | Lecturer in Business Administration |

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|----|-------------------------------|----------------------|
| 19 | Mrs. G. Vijaya, M.Com. | Lecturer in Commerce |
| 20 | Ms. B. Vasantha Kumari, MBA | Lecturer in Commerce |
| 21 | Mr. K. Suresh Chandra, M.Com. | Lecturer in Commerce |
| 22 | Mrs. V. Latha, M.Com. | Lecturer in Commerce |

VIII B.Sc. FOOD TECHNOLOGY & MANAGEMENT

- | | | |
|---|---------------------------------------|---|
| 1 | Mr. A. Ravinder, M.Tech. | Lecturer in Food Technology, HOD |
| 2 | Mrs. A. Esther Sandhya, B.Tech. | Lecturer in Food Technology |
| 3 | Mrs. T. Sravanthi, M.Sc., PGD (Ph.D.) | Lecturer in Food Technology |
| 4 | Ms. N.C. Swathi Sirisha, M.Sc. | Lecturer in Food Technology |
| 5 | Mr. L. Rajesh Reddy, M.Sc. | Lecturer in Food Technology |

IX B.A. MASS COMMUNICATION

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|---|---|---------------------------------------|
| 1 | Mr. Vijay Kumar, MCJ | Lecturer in Communication, HOD |
| 2 | Mrs. V.J. Bharathi, M.Com, ADCA, MCJ, PG Dip. in Multimedia | Lecturer in Multimedia |
| 3 | Mr. A. Joseph Ranjith Kumar, M.Sc. (Vis. Comm) | Lecturer in Mass Com. |
| 4 | Mr. Sk. Yaseen Anwar Basha, M.A., (Ph.D.) | Lecturer in Mass Com. |
| 5 | Mr. Suresh Kumar Golle, M.A., B.Ed., (M.Phil.) | Lecturer in Mass Com. |
| 6 | Ms. S. Aneetha, M.A. | Lecturer in Mass Communication |
| 7 | Mr. P. Vikram Kumar, M.Sc. (CS), Diploma in Video | Lab Instructor |
| 8 | Mr. Moses Abhishek, B.Tech | Sound Engineer |

X B.A. PSYCHOLOGY, ENGLISH LITERATURE & JOURNALISM

- | | | |
|---|-------------------------|------------------------------------|
| 1 | Mr. W. Phani Raj, M.A. | Lecturer in Psychology, HOD |
| 2 | Mrs. B. Sumana, M.A. | Lecturer in Psychology |
| 3 | Ms. M. Anuradha, M.C.J. | Lecturer in, Communication |

XI ENGLISH 5

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|---|---|---------------------------------|
| 1 | Mrs. Grace Sarojini Israel, M.A., M.Phil, M.A. (CS) | Lecturer in English, HOD |
| 2 | Rev. Fr. K. Madhava Rao SJ, M.A., M.Phil. | Lecturer in English |
| 3 | Mrs. P.M. Mamatha Rani, M.A., B.Ed. | Lecturer in English |
| 4 | Mrs. Reena Pandey, M.A., B.Ed., L.LB. | Lecturer in English |
| 5 | Mrs. R. Beulah Rani, M.A., B.Ed., (PGCTE) | Lecturer in English |

XII B.Sc. MATHS, STATISTICS & COMPUTER SCIENCE 6

- | | | |
|---|--|-------------------------------|
| 1 | Mr. M.V. Rajagopal, M.Sc. | Lecturer in Maths, HOD |
| 2 | Dr. K. Vijayalakshmi, M.Sc., Ph.D. | Lecturer in Maths |
| 3 | Mr. N.V.S. Maruthiram, M.Sc. | Lecturer in Statistics |
| 4 | Mrs. M. Shailaja, M.Sc. | Lecturer in Statistics |
| 5 | Mrs. K. Navatha, M.Sc., B.Ed., (M.Phil.) | Lecturer in Statistics |
| 6 | Mr. S.V. Subrahmanyam, M.Sc. | Lecturer in Statistics |

XIII B.Sc. ANIMATION DESIGN 5

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|---|--|-----------------------------------|
| 1 | Mr. B. Bhaskara Rao, MFA | Lecturer in Animation, HOD |
| 2 | Mr. A. Ramesh, MFA | Lecturer in Animation |
| 3 | Mr. K.B. Sharath Chandra Raju, M.Sc.-3D | Lecturer in Animation |
| 4 | Mr. S. Umamaheswara Rao, M.A. | Lecturer in Animation |
| 5 | Mr. R. Ravinder Singh, B.Sc. (CS), (MFA) | Lab Technician |

XIV INDIAN CULTURE 1

- | | | |
|---|---|---------------------------|
| 1 | Mrs. Ratnavani Gadde, M.A., M.Phil, PGDBM, (Ph.D) | Lecturer in Public Admin. |
|---|---|---------------------------|

19	HARRY JOSEPH M	Lab Technician
20	V. GANGARAJU	Lab Technician
21	S. MARIA DAS	Record Assistant
22	V. CHANDRAIAH	Record Assistant
23	C. ARUL DASS	Record Assistant
24	E. HARRY DOMINIC	Record Assistant
25	M. SUDHAKAR	Attender
26	R. ANTHONY RAJ	Attender
27	P. KOTIVEERAIAH	Attender
28	M. SHOBHANA BABU	Attender
29	M. RAJESH REDDY	Attender
30	T. VENKATESWARLU	Attender
31	V. NAGESWARA RAO	Attender
32	CH. KOTESWARA RAO	Attender
33	U. JAYARAJU	Attender
34	P. VENKATAIAH	Attender
35	M. ASHOK KUMAR	Attender
36	J. JOJAPPA	Attender
37	U. SOLMON	Attender
38	J. ARULDAS	Attender
39	T. JAYARAMAN	Attender
40	I. CHRISTU RAJU	Attender
41	B. RAJU	Attender
42	P.A. NAVEEN	Attender

43	N. CHINNAIAH	Attender
44	L. KIRAN KUMAR	Attender
45	H. VISHAL	Attender
46	M. BALASHOW REDDY	Attender
47	CH. PRAKASH	Attender
48	G. SRIDHAR	Attender
49	P.A.V. PRASADA RAO	Attender
50	B. KOTESWARA RAO	Attender
51	V. STEPHEN	Attender
52	D. INDRA BABU	Attender
53	B. NARASING RAO	Attender
54	R. DANIEL	Attender
55	A. WILLIAM STALINE	Attender

MAY / JUNE 2013

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

JUNE 2013

SUN 2	
MON 3	
TUE 4	
WED 5	
THU 6	
FRI 7	
SAT 8	Second Saturday

JUNE 2013

SUN 9	
MON 10	Staff Orientation
TUE 11	Staff Orientation
WED 12	College re-opens for 2nd, 3rd & 4th year degree students
THU 13	
FRI 14	
SAT 15	

JUNE 2013

SUN 16	
MON 17	
TUE 18	
WED 19	
THU 20	
FRI 21	
SAT 22	

JUNE 2013

SUN 23	
MON 24	College re-opens for 1st year degree students
TUE 25	
WED 26	
THU 27	
FRI 28	
SAT 29	

JUNE / JULY 2013

SUN 30	
MON 1	
TUE 2	Holy Spirit Mass
WED 3	
THU 4	
FRI 5	
SAT 6	

JULY 2013

SUN 7	
MON 8	
TUE 9	
WED 10	
THU 11	Weekly Test-I
FRI 12	
SAT 13	Second Saturday

JULY 2013

SUN 14	
MON 15	
TUE 16	
WED 17	
THU 18	Weekly Test-II
FRI 19	
SAT 20	

JULY 2013

SUN 21	
MON 22	
TUE 23	
WED 24	
THU 25	Weekly Test-III
FRI 26	Last date for submission of Mid-Semester Q.P.
SAT 27	

JULY / AUGUST 2013

SUN 28	
MON 29	
TUE 30	
WED 31	Feast of St. Ignatius of Loyola
THU 1	Weekly Test-IV
FRI 2	
SAT 3	

AUGUST 2013

SUN 4	
MON 5	
TUE 6	
WED 7	
THU 8	
FRI 9	<i>RAMZAN</i>
SAT 10	Second Saturday

AUGUST 2013

SUN 11	
MON 12	Mid-Semester Exam
TUE 13	Mid-Semester Exam
WED 14	Mid-Semester Exam
THU 15	<i>INDEPENDENCE DAY</i>
FRI 16	Mid-Semester Exam
SAT 17	

SUN 18	
MON 19	
TUE 20	<i>RAKSHABANDHAN</i>
WED 21	
THU 22	
FRI 23	
SAT 24	

SEPTEMBER / OCTOBER 2013

SUN 29	
MON 30	Pre-final Theory Exams
TUE 1	Pre-final Theory Exams
WED 2	<i>GANDHI JAYANTHI</i>
THU 3	Pre-final Theory Exams
FRI 4	Pre-final Theory Exams
SAT 5	Pre-final Theory Exams

If you want a place in the sun, you've got to put up with a few blisters. - Abigail Van Burner

OCTOBER 2013

SUN 6	
MON 7	
TUE 8	
WED 9	C.I.A.
THU 10	Issue of Hall Tickets
FRI 11	LIC, GSCI, DHE Dussehra Vacation
SAT 12	<i>DURGASTAMI</i> Second Saturday

OCTOBER 2013

SUN 13	<i>Spelling</i>
MON 14	<i>346</i> VIJAYA DASAMI
TUE 15	
WED 16	BAKRID
THU 17	College Re-opens Final Practical Exams
FRI 18	<i>DAB</i>
SAT 19	<i>DAB</i>

A man without courage is like a knife without an edge. -

Anon

OCTOBER 2013

SUN 20	college.
MON 21	DHE-
TUE 22	
WED 23	
THU 24	
FRI 25	DHE
SAT 26	DHE

OCT / NOVEMBER 2013

SUN 27	
MON 28	
TUE 29	Final Theory Exams <i>claimed upto 29-10-2013</i>
WED 30	<i>lab work officers CCO office.</i>
THU 31	
FRI 1	
SAT 2	<i>ALL SOULS DAY / DEPAVALI</i>

NOVEMBER 2013

SUN 3	
MON 4	
TUE 5	
WED 6	
THU 7	
FRI 8	
SAT 9	Second Saturday Alumni/ae Meet

NOVEMBER 2013

SUN 10	
MON 11	Even Semester (II, IV, VI & VIII) Begin
TUE 12	
WED 13	
THU 14	<i>CHILDRENS DAY / MOHARRUM</i>
FRI 15	
SAT 16	

*Cowards die many times before their death - the valiant
never taste death but once. - William Shakespeare*

NOVEMBER 2013

SUN 17	
MON 18	
TUE 19	
WED 20	
THU 21	Resonance
FRI 22	Resonance
SAT 23	Resonance

NOVEMBER 2013

SUN 24	
MON 25	
TUE 26	
WED 27	
THU 28	Weekly Test - I
FRI 29	
SAT 30	

DECEMBER 2013

SUN 1	
MON 2	
TUE 3	
WED 4	
THU 5	Weekly Test - II
FRI 6	
SAT 7	

DECEMBER 2013

SUN 8	
MON 9	
TUE 10	
WED 11	
THU 12	Weekly Test - III
FRI 13	
SAT 14	Second Saturday

*The greatest of courage on the earth is to bear defeat
without losing heart. - Ingersol*

DECEMBER 2013

SUN 15	
MON 16	Last date for submission of Mid Semester Q.P.
TUE 17	
WED 18	
THU 19	Weekly Test - IV
FRI 20	
SAT 21	College Christmas Celebrations

DECEMBER 2013

SUN 22	Christmas Vacation
MON 23	
TUE 24	
WED 25	<i>CHRISTMAS</i>
THU 26	
FRI 27	
SAT 28	

Success is never final and failure never fatal. It is courage that counts. - Anon

DECEMBER / JANUARY 2014

SUN 29	
MON 30	
TUE 31	
WED 1	NEW YEAR
THU 2	College Re-opens
FRI 3	
SAT 4	

JANUARY 2014

SUN 5	
MON 6	
TUE 7	
WED 8	
THU 9	
FRI 10	
SAT 11	Second Saturday

FEBRUARY 2014

SUN 16	
MON 17	
TUE 18	
WED 19	Last date for submission of Exam Application Forms with Penalty
THU 20	Weekly Test - VIII
FRI 21	
SAT 22	

*Great works are performed not by strength but by
perseverance. - Samuel Johnson*

SUN 23	
MON 24	
TUE 25	
WED 26	
THU 27	
FRI 28	<i>MAHASHIVARATRI</i>
SAT 1	

MARCH 2014

SUN 2	
MON 3	Prefinal Theory Exams
TUE 4	
WED 5	
THU 6	
FRI 7	
SAT 8	Second Saturday

MARCH 2014

SUN 9	
MON 10	
TUE 11	
WED 12	
THU 13	
FRI 14	
SAT 15	

MARCH 2014

SUN 16	
MON 17	<i>HOLI</i>
TUE 18	CIA
WED 19	Issue of Hall Tickets
THU 20	Final Practical Exams
FRI 21	
SAT 22	

MARCH 2014

SUN 23	
MON 24	
TUE 25	
WED 26	
THU 27	
FRI 28	
SAT 29	

MARCH / APRIL 2014

SUN 30	
MON 31	<i>UGADI</i>
TUE 1	Final Theory Exams
WED 2	
THU 3	
FRI 4	
SAT 5	<i>BABU JAGJEEVANRAM JAYANTHI</i>

APRIL 2014

SUN 6	
MON 7	
TUE 8	<i>SRI RAMA NAVAMI</i>
WED 9	
THU 10	
FRI 11	
SAT 12	Second Saturday

APRIL 2014

SUN 13	
MON 14	Dr. B.R. Ambedkar Jayanthi
TUE 15	
WED 16	Supplementary Exams
THU 17	
FRI 18	<i>GOOD FRIDAY</i>
SAT 19	

APRIL 2014

SUN 20	<i>EASTER</i>
MON 21	
TUE 22	
WED 23	
THU 24	
FRI 25	
SAT 26	SUMMER VACATION

LOYOLA ACADEMY DEGREE & PG COLLEGE
Alwal, Secunderabad-10

Application for Leave

Class & Roll No. _____ Date: _____

Name of the Student: _____

Day Scholar / Hosteller: _____ Boy / Girl: _____

Reason for applying for leave: _____

Period of absence with dates: _____

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 Examinations.

Signature of Parent/Guardian

Signature of the Student

LEAVE RECORD (1st Semester)

Name: _____

Class & Roll No. _____

Date	No. of Days	Reason for Leave of Absence	Parent's Signature	Sign. of V.P / B.I
3	0	9 28 28		1 27 22
1	0	13 26 26		1 26 45
1	0	18 19 19		1 26 3
4	1	21 10 10		3 1 15
4	1	12 20 20		
1	0	17 20 0		
1	0	18 21 0		
3	0	20 22 21		
3	0	16 24 0		2 2 3
3	0	22 24 0		3 1 2
1	0	16 23 0		
3	0	12 27 0		
3	0	21 24 0		
1	0	15 22 0		4 0 12
1	0	14 31 0		2 2 10
4	0	15 27 0		1 1 12
4	1	12 33 0		2 2 12
2	2	28 30 0		
15	2	27 31 0		2 2 12
1	0	41 41 0		5 1 1
1	0	47 47 0		5 1 1
1	0	12 37 0		5 1 1
5	0	12 44 0		

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

LEAVE RECORD (2nd Semester)

Name: _____ Class & Roll No. _____

Date	No. of Days	Reason for Leave of Absence	Parent's Signature	Sign. of V.P / B.I
	12	SC		
5	57	ORC		
13	2	11		
	0			
13		38		
	2	33		
10	1			
1	0		10	
2	0	16	26	
2	0	10	23	
2	1	10	3	
4	0	24	26	

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

LATE COMER'S RECORD

June	July	August	September	October	November
1	1	1	1	1	1
2	2	2	2	2	2
3	3	3	3	3	3
4	4	4	4	4	4
5	5	5	5	5	5
6	6	6	6	6	6
7	7	7	7	7	7
8	8	8	8	8	8
9	9	9	9	9	9
10	10	10	10	10	10
11	11	11	11	11	11
12	12	12	12	12	12
13	13	13	13	13	13
14	14	14	14	14	14
15	15	15	15	15	15
16	16	16	16	16	16
17	17	17	17	17	17
18	18	18	18	18	18
19	19	19	19	19	19
20	20	20	20	20	20
21	21	21	21	21	21
22	22	22	22	22	22
23	23	23	23	23	23
24	24	24	24	24	24
25	25	25	25	25	25
26	26	26	26	26	26
27	27	27	27	27	27
28	28	28	28	28	28
29	29	29	29	29	29
30	30	30	30	30	29
30	31	31	30	31	30

LATE COMER'S RECORD

Dec.	Jan	Feb	March	April	May
1	1	1	1	1	S U M M E R H O L I D A Y S
2	2	2	2	2	
3	3	3	3	3	
4	4	4	4	4	
5	5	5	5	5	
6	6	6	6	6	
7	7	7	7	7	
8	8	8	8	8	
9	9	9	9	9	
10	10	10	10	10	
11	11	11	11	11	
12	12	12	12	12	
13	13	13	13	13	
14	14	14	14	14	
15	15	15	15	15	
16	16	16	16	16	
17	17	17	17	17	
18	18	18	18	18	
19	19	19	19	19	
20	20	20	20	20	
21	21	21	21	21	
22	22	22	22	22	
23	23	23	23	23	
24	24	24	24	24	
25	25	25	25	25	
26	26	26	26	26	
27	27	27	27	27	
28	28	28	28	28	
29	29	29	29	29	
30	30	30	30	30	
31	31	31	31	30	