



**LOYOLA ACADEMY**  
**DEGREE & PG COLLEGE**  
**OLD ALWAL, SECUNDERABAD 500 010 TS**  
(Autonomous and Affiliated to Osmania University)  
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  
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**Jesuit Residence : 040 - 27862044**

**URL: [www.loyolaacademyugpg.ac.in](http://www.loyolaacademyugpg.ac.in)**

**E-mail : [lacademyinformation@yahoo.in](mailto: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 (2019-2020)

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 \_\_\_\_\_

6.

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 P. Gnanadevan Swaminathan 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. Arul Jothi SJ             | Principal<br>LA Junior College                   |
| 7 Rev Fr T. Lourdhur Reddy SJ         | Treasurer  |
| 8 Rev Fr Ch. Anand Kumar SJ           | Director, Boys Hostel &<br>Asst. Contrl of Exams |
| 9 Rev Sr Nympha DSS                   | 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 - 2019	Rev Fr J. Thainese SJ
2019 -	Rev Fr P. Gnanadevan Swaminathan 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.

The Philosophy of the Vision of Loyola Academy:

1. Loyola Academy evolves a process of learning based on the exercises that begins with freeing of persons from bias and guides one to make life's choices through discernment.
2. Excellence in education is not just accumulation of knowledge by memory but deeper understanding that makes a student more wise than knowledgeable.
3. Students are called to do their very best and to always strive for personal excellence in all aspects of life – intellectual, emotional, moral and physical. This personal excellence leads to concern for others. It is a love in service to the people on the periphery.
4. The Ignatian tradition guides a formative process in and through teaching, learning and governance that emphasizes the awareness of God's active presence in human life in positive and life affirming ways.
5. Self, God/Nature and others altogether form a triadic locus in which the learner forms his/her personality that influences social change.
6. The Leader in Ignatius tradition offers a paradigm for making choices through discernment in a spiritual context, between several possibilities all of which are potentially good.

## 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.

## **Philosophy of Mission:**

The education of men and women of competence, conscience, commitment, compassion and imbued with the desire to seek all things for the greater glory of God, representing the enduring aspiration of Loyola Academy.

The 4 "C"s of the Mission Statement are :

1. COMPETENCE
2. CONSCIENCE
3. COMMITMENT
4. COMPASSION

## **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.

## **5 Elements of Ignatian Pedagogy**

### **Context**

Since human experience, always the starting point in a Jesuit education, never occur in a vacuum, educators must know as much as possible about the actual context within teaching and learning take place. Teachers

need to understand the world of the learner, including the ways in which family, friends, peers and the larger society impact that world and effect the learner for better or worse.

### **Experience**

Teachers must create the conditions whereby learners gather and recollect the material of their own experience in order to distil what they understand already in terms of facts, feelings, values, insights and intuitions they bring to the subject matter at hand. Teachers later guide the learners in assimilating new information and further experience so that their knowledge will grow in completeness and truth.

### **Reflection**

Teachers lay the foundations of learning how to learn by engaging students in skills and techniques of reflection. Here memory, understanding, imagination and feelings are used to grasp the essential meaning and value of what is being studied, to discover its relationship to other facts of human knowledge and activity and to appreciate its implications in the continuing search for truth.

### **Action**

Teachers provide opportunities that will challenge the imagination and exercise the will of the learners to choose the best possible course of action from what they have learned. What they do as result under the teachers direction, while it may not immediately transform the world into global community of justice, peace and love, should at least be an educational step towards that goal even if it merely leads to new experiences, further reflections and consequent actions within the subject area under consideration.

### **Evaluation**

Daily quizzes, weekly or monthly tests and semester examinations are familiar instruments to assess the degree of mastery of knowledge and skills achieved. Ignatian pedagogy, however aims at evaluation which includes but goes beyond academic mastery to the learners well- rounded growth as persons for others. Observant teachers will perceive indications of growth or lack of growth in class discussions and students generosity in response to common needs much more frequently.

## 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 reaccredited 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.

S.No.	Name of the Course	Year of Commencement
<b>UNDER - GRADUATE COURSES</b>		
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 / Electronics & Communications Technology)	1991
06.	B.Sc. (Computer Systems & Engineering)	1994
07.	B.Com. (Advt., Sales Promotion & Sales Mgmt.) / Marketing	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 & Data 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
<b>POST - GRADUATE COURSES</b>		
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
<b>MCA / MBA</b>		
a) <b>Category A Seats (ICET seats):</b> Candidates must qualify in I-CET (Integrated Common Entrance Test conducted by the University) and admissions are made by the I-CET Convenor.		
b) <b>Category B seats (Management seats):</b> Admissions made by the Management (ICET not mandatory).		
<b>M.Sc. (Biotechnology) and M.Sc. (Organic Chemistry)</b>		
a) <b>Category A seats:</b> 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) <b>Category B seats (Management seats):</b> Admission made by the Management (PG-CET not mandatory)		
<b>NB:</b> Those who apply for M.Sc. Biotechnology should have studied Chemistry in all three years of their degree course.		
<b>M.Sc. (Food Technology &amp; Management)</b>		
Admissions are made by the College.		

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

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

**WHAT IS THE WORLD VISION OF THE JESUITS?**

**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 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.



# 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  
OFCOURSE!

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.

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University Nominee	Osmania University

University Nominee	Osmania University
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Lecturer in Chemistry  
Associate Professor of MCA  
HOD Physical Education  
Lecturer in Chemistry  
NSS Programme Officer  
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Lecturer in Computer Science  
Co-ordinator  
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Mrs. T. Ramya	Lecturer in Computer Systems & Engg.
Mr. Emmanuel	Fine Arts Secretary, Student Council
Ms. Tiara	Fine Arts Secretary, Student Council

### **ANTI-RAGGING COMMITTEE**

Fr Dr P. Anthony SJ	Principal
Fr Dr L. Joji Reddy SJ	Vice-Principal (PG)
Fr D. V. Balaswamy SJ	Vice-Principal (UG)
Dr. N. Maria Das	Lecturer in Economics
Mrs. B. Lalitha Kumari	HOD, B.Sc. Chemical Technology
Mrs. M. Sailaja	Lecturer in Statistics
Mr. Dheeraj Kumar Sahu	Lecturer in Chemistry
Ms. Masrath Butool	Lecturer in Food Technology
Station House Officer	Alwal Police Station
	Parent Representative

All Block in charges, NCC/ NSS	Coordinators
Student Representatives	Head Boy & Head Girl (UG & PG)

### **ALUMNI ASSOCIATION**

Fr Dr P. Anthony SJ	Principal
Fr S. Raju SJ	Rector
Fr P. Gnanadevan Swaminathan SJ	Correspondent & Director
Fr Dr L. Joji Reddy SJ	Vice-Principal (PG)
Fr D. V. Balaswamy SJ	Vice-Principal (UG)
Mr. K. Lucas Reddy	Lecturer in Electronics
Mr. P.V.R. Sai Prasad	Dean of Developmental Affairs
Dr K. Shanthi	Lecturer in Agriculture
Ms. Vaishnavi Ashok	Placement Co-ordinator, Student Council
Mr. Biben Babu	Placement Co-ordinator, Student Council

### **HOSTEL COMMITTEE**

Fr S. Raju SJ	Rector & Girls' Hostel Director
Fr Dr P. Anthony SJ	Principal, Degree & PG College
Fr M. Arul Jothi SJ	Principal, L A Junior College
Fr Ch. Anand Kumar SJ	Boys' Hostel Director
Sr Nympha DSS	Incharge, Girls' Hostel

### **SWATCH BHARATH MISSION / HYGIENE & CLEANLINESS COMMITTEE**

Fr Dr P. Anthony SJ	Principal
Fr D. V. Balaswamy SJ	Vice-Principal (UG)
Dr. Sheshabala	Co-ordinator



Mr. G. Sreeramulu	NSS Co-Ordinator
Mr. S. Uma Maheshwar Rao	Associate NCC Officer
Mr. T. Venkatesh	Lecturer in Electronics
Mr. Ch. Sandeep Reddy	HOD Physical Education
Mrs. M. Archana	Lecturer in Biotechnology
Mr. Arya	Cultural Secretary, Student Council
Mr. Susheel	Cultural Secretary, Student Council

### **MINORITIES WELFARE COMMITTEE**

Fr Dr P. Anthony SJ	Principal
Fr D. V. Balaswamy SJ	Vice-Principal (UG)
Dr. Shakira Sultana	Co-ordinator
Ms Elsit. D.	Lecturer in Journalism
Mr.N. Anil kumar	HOD, B.Com IAF
Mr. G. Sreeramulu	NSS Programme Officer
Ms. Rachel	Fine Arts Scretary, Student Council
Mr. Akshay	Fine Arts Scretary, Student Council

### **CALENDAR & HANDBOOK COMMITTEE**

Fr Dr P. Anthony SJ	Principal
Fr D. V. Balaswamy SJ	Vice-Principal (UG)
Mr. V. Jagadhish	Controller of Examinations
Mrs. K. Rama	Dean of Academics
Mr. B. Bhaskara Rao, MFA	Lecturer in Animation
Mr. G.B. Santhosh Kumar	Senior Assistant
Mr. Benjamin	Literary Secretary, Student Council
Ms. Shreya	Literary Secretary, Student Council

### **COLLEGE MAGAZINE COMMITTEE**

Fr Dr P. Anthony SJ	Principal
Fr Dr L. Joji Reddy SJ	Vice-Principal (PG)
Fr D. V. Balaswamy SJ	Vice-Principal (UG)
Mrs. K. Rama	Dean of Academics
Dr. Swaralipi Nandi	HOD, Dept of Psychology
Mr S. Uma Maheswar Rao	Lecturer in Animation Design
Mr. P. Vikram Kumar	Lecturer in Video Production
Mrs. P.M. Mamatha Rani	Dean of Student Affairs
Student Representatives	Head Boy & Head Girl (UG & PG)

### **WEBSITE UPDATION COMMITTEE**

Fr Dr P. Anthony SJ	Principal
Rev Fr Dr L. Joji Reddy SJ	Vice Principal (PG)

Fr D. V. Balaswamy SJ	Vice-Principal (UG)
Mrs. V.J. Bharathi	HOD, Dept of Mass Communication
Mr P. Vikram Kumar	Lecturer in Video Production
Mr Harry Joseph. M.	Lab Technician
Ms. Amyna	Creative Head, Student Council
Ms. Nisha	Creative Head, Student Council

### **DIGITAL BOARDS / T.V. / HOARDINGS COMMITTEE**

Fr Dr P. Anthony SJ	Principal
Fr S Raju SJ	Rector
Fr Dr L. Joji Reddy SJ	Vice Principal (PG)
Fr D. V. Balaswamy SJ	Vice-Principal (UG)
Mr. T. Venkatesh	Lecturer in Electronics
Mr P. Vikram Kumar	Lecturer in Video Production
Mrs. V.J. Bharathi	HOD, Dept of Mass Communication
Mr. Krishna	Documentation Head, Student Council
Mr. Sai Tharun	Documentation Head, Student Council

### **PHOTOGRAPHY AND VIDEOGRAPHY COMMITTEE**

Fr Dr P. Anthony SJ	Principal
Fr Dr L. Joji Reddy SJ	Vice Principal (PG)
Fr D. V. Balaswamy SJ	Vice-Principal (UG)
Mr P. Vikram Kumar	Lecturer in Video Production
Mr. Aaron	Photographers, Student Council
Mr. Ravi Teja	Photographers, Student Council

### **ADMISSIONS COMMITTEE**

Fr Dr P. Anthony SJ	Principal
Fr Dr L. Joji Reddy SJ	Vice Principal (PG)
Fr D. V. Balaswamy SJ	Vice-Principal (UG)
Mr. V. Jagadhis	Controller of Examinations
Mr. M.V. Rajagopal	Examination Cell Member

### **DOCUMENTATION COMMITTEE**

Fr Dr P. Anthony SJ	Principal
Fr Dr L. Joji Reddy SJ	Vice Principal (PG)
Fr D. V. Balaswamy SJ	Vice-Principal (UG)
Mr. P.V.R. Sai Prasad	IQAC Co-ordinator
Mrs. K. Rama	Dean of Academics
Mr. D. Anil Kumar	Administrative Officer
Ms. Angel	Documentation Head, Student Council
Ms. Hiteesha	Documentation Head, Student Council

### **MENTORING COMMITTEE**

Fr Dr P. Anthony SJ	Principal
Fr Dr L. Joji Reddy SJ	Vice Principal (PG)
Fr D. V. Balaswamy SJ	Vice-Principal (UG)
All the HODs	

### **MEDIA & PRESS COMMITTEE**

Fr Dr P. Anthony SJ	Principal
Fr Dr L. Joji Reddy SJ	Vice Principal (PG)
Fr D. V. Balaswamy SJ	Vice-Principal (UG)
Mr. B. Bhaskar Rao	Co-ordinator
Dr. Swaralipi Nandi	HOD, B.A. Psychology
Ms. A.S.V.N.S. Hima Bindu	Lecturer in Mass Communication

### **FACULTY DEVELOPMENT CELL**

Fr Dr P. Anthony SJ	Principal
Fr Dr L. Joji Reddy SJ	Vice Principal (PG)
Fr D. V. Balaswamy SJ	Vice-Principal (UG)
Mr. P.V.R. Sai Prasad	IQAC Co-ordinator
Mrs. V. Theresa Vinayasheela	HOD, B.Sc. Data Science & DAE
Mrs. P.V. Naga Lakshmi	HOD, MCA
Dr. S.P. Mydhili	Lecturer in Chemistry
Dr. Jacqueline Williams	Dean of Commerce & BBA
Dr. K. Krishna Mohan	Dean of Science

### **BRIDGE COURSES CELL**

Fr Dr P. Anthony SJ	Principal
Fr S Raju SJ	Rector
Fr Dr L. Joji Reddy SJ	Vice Principal (PG)
Fr D. V. Balaswamy SJ	Vice-Principal (UG)
Mrs. D. Elsit	Lecturer in Journalism
Ms. Maurina	Lecturer in English

### **COMPETITIVE EXAMINATION CELL**

Fr Dr P. Anthony SJ	Principal
Fr S Raju SJ	Rector
Fr Dr L. Joji Reddy SJ	Vice Principal (PG)
Fr D. V. Balaswamy SJ	Vice-Principal (UG)
Dr G. Ratnavani	Dean of Arts
Mr. Srujan Kumar G	Co-ordinator & Lecturer in Indian Culture
Dr. Shakira Sultana	Lecturer in Mathematics

# LOYOLA ACADEMY

## MEMBERS OF THE STAFF FOR THE YEAR 2019-20

Sl.No.	Name of the Employee	Designation
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### U.G. COURSES

#### FACULTY OF SCIENCES

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

#### I DEPARTMENT OF B.Sc. (CHEMICAL TECHNOLOGY)

- |   |   |  |
|---|---|--|
| 1 | Mrs. B. Lalitha Kumari, M.Tech, PGDIPM.         | Lecturer in Chemical Technology & <b>HOD</b>   |
| 2 | Mr. P.V.R. Sai Prasad, B.E.                     | Lecturer in Chemical Engineering,<br><b>Dean of Developmental Affairs &amp; IQAC Coordinator</b> |
| 3 | Mr. Nityananda Ghosh, B.Sc.(Hons) M.Sc., M.Phil | Lecturer in Physics  |
| 4 | Mr. P. Sudhakar Reddy, M.Sc.                    | Lecturer in Chemistry  |
| 5 | Mr. Zakir Hussain, M.Tech.                      | Lecturer in Chem Engineering   |
| 6 | Dr. S. Prithvika, M.A, Ph.D.                    | Lecturer in English  |
| 7 | Mrs. N. Roopa Rani, M.Sc., B.Ed.                | Lecturer in Mathematics  |
| 8 | Dr P. Amaladass, M.Sc., Ph.D.                   | Lecturer in Chemistry  |

#### 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. Shanthy, M.Sc.(Ag), Ph.D., NET               | Lecturer in Agriculture  |
| 3   | Dr. K. Krishna Mohan, M.Sc.(Ag), Ph.D., NET         | Reader in Agriculture,<br><b>Dean of Science &amp; AAC Coordinator</b> |
| 4   | Dr. N. Maria Das, M.A., Ph.D, SLET                  | Lecturer in Economics &<br><b>Dean of Administration</b>               |
| 5   | Mrs. D. Saritha, M.Sc. (Horti), NET                 | Lecturer in Horticulture   |
| 6   | Mrs. K. Sudha Sundari, M.Sc. (Ag.)                  | Lecturer in Agriculture & <b>HOD</b>                                   |
| 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), PGDAMM      | Lecturer in Agriculture  |
| 9   | Mrs. Bhargavi M, M.Sc., (Ag), NET                   | Lecturer in Agriculture  |
| 10  | Ms. N. Anthony Kiranmai M.Sc. (Ag), NET             | Lecturer in Agriculture  |
| 11  | Dr. A. Sai Harini, M.Sc., (Ag.) Ph.D                | Lecturer in Agriculture  |
| 12. | Mr. D. Vinay, M.Sc., B.Tech. (Ag.Engg.)             | Lecturer in Agriculture  |
| 13. | Mr. N.H. Shankar Reddy, M.Sc., (Ag), NET            | Lecturer in Agriculture  |

#### III DEPARTMENT OF B.Sc. (COMPUTER SCIENCE & ENGINEERING)

- |   |   |   |
|---|---|---|
| 1 | Mrs. K. Anitha, MCA, M.Tech (CSE)           | Lecturer in Computer Science & <b>HOD</b>             |
| 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 | Mr. J. Jesu Padam, B.E., (Mech.), DBIM      | Lecturer in Engg. Drawing                             |
| 5 | Mrs. P.M. Mamatha Rani, M.A., B.Ed., PGCTE  | Lecturer in English & <b>Dean of Students Affairs</b> |
| 6 | Ms. C.M. Preethi, M.Tech.                   | Lecturer in Computer Science                          |

**IV DEPARTMENT OF B.Sc. (COMPUTER SYSTEMS & ENGINEERING)**

1	Mr. K. Lucas Reddy, M.Tech.	Lecturer in Electronics
2	Mr. M.V. Raja Gopal, M.Sc.	Lecturer in Mathematics
3	Dr. V. Harsha Shastri, M.Sc., M.Phil, M.Tech, Ph.D., SET, NET	Lecturer in Computer Science & <b>HOD</b>
4	Mrs. T. Ramya, B.Tech, M.Tech	Lecturer in Computer Systems & Engg.
5	Mr. T. Vishwanath, M.Sc.	Lecturer in Computer Systems & Engg.
6	Mrs. N. Nageswari, M.Sc.	Lecturer in Computer Science
7	Mrs Rajee Koshy, B.E.	Lecturer in Computer Science
8	Rev. Fr. S. Raju SJ, M.A., M.Phil.	Lecturer in English

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

1	Mrs V. Theresa Vinayasheela, M.C.A., M.Tech., SET	Lecturer in Computer Science & <b>HOD</b>
2	Mr. K. Siva Ramakrishna, M.Sc. M.Tech	Lecturer in Computer Science
3	Mr. R. Srinivasa Rao, M.Sc.	Lecturer in Statistics
4	Mr. Ch. Sandeep Kumar, M.Sc.	Lecturer in Computer Science
5	Mrs. V. Shirisha, M.Sc.	Lecturer in Computer Science
6	Mrs. D. Supriya, M.Tech.	Lecturer in Computer Science

**VI DEPARTMENT OF B.Sc. (ELECTRONICS & COMMUNICATIONS TECHNOLOGY)**

1	Mrs. B. Rama, M.Sc., M.Phil, (Ph.D)	Lecturer in Electronics & <b>Dean of Academics</b>
2	Mr. T. Venkatesh, M.Sc.	Lecturer in Electronics
3	Mrs. Y. Lakshmi Parimala, M.Sc., PGDCA, MSCIT	Lecturer in Electronics & <b>HOD</b>
4	Mr. B. Samaresh, M.Sc., PGDTC, SET	Lecturer in Physics
5	Dr. Shakira Sultana, M.Sc., Ph.D	Lecturer in Mathematics
6	Ms. P. Deepthi, M.Tech.	Lecturer in Electrical and Electronics

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

1	Dr. K. Vijayalakshmi, M.Sc., Ph.D	Lecturer in Mathematics & <b>HOD</b>
2	Mr. V. Jagadhish, M.Sc., M.Phil	Lecturer in Mathematics & <b>COE</b>
3	Mrs. M. Sailaja, M.Sc., (Ph.D)	Lecturer in Statistics
5	Mrs. T. Suneetha, M.C.A., M.Tech.	Lecturer in Computer Science
5	Mrs. P. Naga Durga, M.Sc.	Lecturer in Statistics
6	Dr. P. Sessa 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 & <b>HOD</b>
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
5	Ms. Rashmi Singh, M.Sc.	Lecturer in Food Technology

**IX DEPARTMENT OF B.Sc. (FOOD SCIENCE, NUTRITION & DIETETICS)**

1	Dr. Mrs. T. Sravanthi, M.Sc., PGD, Ph.D.	Lecturer in Food Technology & <b>HOD</b>
2.	Ms. Glory Joanna Manne, M.Sc.	Lecturer in Food Science
3.	Ms. P. Revathi, M.Sc.	Lecturer in Food Science
4.	Ms. Shirley Lillian, M.Sc.	Lecturer in Food Science
5.	Ms. Ayeesha Farhan, M.Sc.	Lecturer in Food Science
6.	Ms. G. Bhargavi Reddy, M.Sc.	Lecturer in Food Technology

**X DEPARTMENT OF B.Sc. (MULTIMEDIA & ANIMATION)**

1	Mr. B. Bhaskara Rao, MFA, NET	Lecturer in Animation
2	Mr. A. Ramesh, MFA, NET	Lecturer in Animation
3	Mr. K.B. Sharath Chandra Raju, M.Sc., VFX	Lecturer in Animation & <b>HOD</b>
4	Mr. S. Umamaheswara Rao, M.A., MFA	Lecturer in Animation & <b>Associate NCC Officer</b>
5	Mr. P. Janardhan Naidu, MFA., M.A.	Lecturer in Animation Design
6	Mr. Srujan Kumar. G, 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 & <b>NCCC Coordinator</b>
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 & <b>HOD</b>
6	Mr. V. Nishanth, M.A., M.Phil.	Lecturer in English

**FACULTY OF ARTS & HUMANITIES**

1	Dr. G. Ratnavani, M.A., M.Phil., PGDBM, Ph.D.	<b>Dean of Arts</b>
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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 & <b>HOD</b>
2	Mr. P. Vikram Kumar, M.Sc., Dip in Video Production	Lecturer in Video Production
3	Mrs. N. Rajeshwari, M.Sc., TSSET, NET	Lecturer in Mass Communication
4	Ms. Achanta S.V.N.S. Hima Bindu, M.A.	Lecturer in Mass Communication
5	Mr. Anees. M., M.A., NET.	Lecturer in Mass Communication
6.	Ms. M. Sushma, M.A.	Lecturer in Mass Communication

**XIII DEPARTMENT OF B.A. (PSYCHOLOGY, ENGLISH & JOURNALISM)**

1	Dr. Swaralipi Nandi, MA, M.Phil., Ph.D., NET	Lecturer in English & <b>HOD</b>
2	Mrs. Sritama Maitra, M.A., NET (Ph.D.)	Lecturer in English
3	Mrs. D Elsita, M.C.J	Lecturer in Journalism
4.	Ms. Swetha Nelson, M.A.	Lecturer in Psychology
5	Ms. Maurina Franswah, MA	Lecturer in English
6	Mr. Ch. Sudeep Chandra, M.A.	Lecturer in Psychology
7	Ms. Shriya Tripathi, M.A.	Lecturer in English

**FACULTY OF COMMERCE AND BUSINESS ADMINISTRATION**

1	Dr. Jacqueline Williams, M.Com,MBA, B.Ed.,M.Phil,Ph.D.	Lecturer in Commerce <b>Dean of Commerce &amp; BBA</b>
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**XIV DEPARTMENT OF B.Com (Hons)**

1	Dr. Jacqueline Williams, M.Com,MBA, B.Ed.,M.Phil,Ph.D.	Lecturer in Commerce <b>Dean of Commerce &amp; BBA</b>
2	Mr. K. Kiran Kumar, M.Sc., M.Phil	Lecturer in Mathematics
3	Mrs. K. Saras Chandra, M.Com	Lecturer in Commerce & <b>HOD</b>
4	Mr. P. Sai Karthikeya, M.Com, SET, NET	Lecturer in Commerce
5.	Ms. Manisha Amuda, M.Com, NET	Lecturer in Commerce

**XV DEPARTMENT OF B.Com (Hons) (Strategic Finance)**

- |    |                                      |                            |
|----|--------------------------------------|----------------------------|
| 1. | Mrs. M.V.B. Sailaja, M.Com, DCA, SET | Lecturer in Commerce & HOD |
| 2. | Ms. Swetha Deshpande, M.Com, B.Ed.   | 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. S. Shobha Rani, M.Sc.DISM,PGCCA(C.Sc.)           | Lecturer in Computer Science      |
| 3   | Mrs. Sunindita Pan, M.A. (Eco), M.A. (PS), DAPR       | Lecturer in Economics             |
| 4   | Mrs. G. Shiva Ranjani Yadav, M.Com, M.Phil            | Lecturer in Commerce              |
| 5   | Ms. Binnuri Sahithya, M.Com.                          | Lecturer in Commerce              |
| 6   | Mr. P. Rajkumar Reddy, M.Com., TSSET, NET             | Lecturer in Commerce              |
| 7   | Mr. S. Balachandar, M.Sc., M.Tech., (Ph.D.), NET, SET | Lecturer in Environmental Science |
| 8   | Ms. Maurina Franswah, MA, B.Ed.                       | Lecturer in English               |
| 9   | Mrs. K. Ketana, M.Sc.                                 | Lecturer in Statistics            |
| 10. | Ms. Thakur Sathya Priya, M.Com.                       | Lecturer in Commerce              |
| 11  | Ms. J. Sangavi Preeti, M.Com., M.Phil.                | Lecturer in Commerce              |

**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. Alekhya. B, M.Com                            | Lecturer in Commerce       |
| 4 | Dr. Ratnavani Gadde, M.A., M.Phil, PGDBM, Ph.D    | Lecturer in Public Admn.   |
| 5 | Mr. M. Ramu, M.Com                                | Lecturer in Commerce       |

**XVIII. DEPARTMENT OF B.Com (BUSINESS PROCESS MANAGEMENT)**

- |    |   |                            |
|----|---|----------------------------|
| 1  | Dr M. Veeraswamy, M.Com, M.B.A, Ph.D, LLM | Lecturer in Commerce & HOD |
| 2. | Mrs. T. Swarna, MBA, NET                  | Lecturer in Commerce       |

**XIX DEPARTMENT OF B.Com (ADVERTISING & SALES PROMOTION/MARKETING)**

- |   |  |                               |
|---|--|-------------------------------|
| 1 | Mrs. Y. Anjani Kumari, M.Com, PGDBM, MBA | Lecturer in Commerce & HOD    |
| 2 | Mr. G. Srivatsa, M.C.J                   | Lecturer in Communication     |
| 3 | Rev. Fr K. Madhava Rao, SJ, MA           | Lecturer in English (on lien) |
| 4 | Ms. Hilda Margreat, 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     |
| 4 | Mr. V. Kalyan Goud, M.Com, B.Ed., SET             | Lecturer in Commerce       |

**XXI DEPARTMENT OF BBA**

- |   |  |  |
|---|--|--|
| 1 | Mrs. Phebi Priya Darshini P, MBA, M.Com, SET | 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 Admn.& Vice Principal |
| 5 | Mr. Jaya Sreekar, MBA                        | Lecturer in Business Administration        |

## P.G. COURSES

### I DEPARTMENT OF MASTER OF COMPUTER APPLICATIONS

1	Mrs. K. Bharathi, MCA, M.Tech., (Ph.D), SET	Associate Professor
2		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, SET, NET	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
8.	Mrs. V. Theresa Vinayasheela, MCA, M.Tech.	Lecturer in Computer Science
9.	Ms. P. Vandana, 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. Lourdhu Reddy SJ, MBA	Lecturer in Business Administration
6.	Ms. Anjali Pandey, 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	Dr. S P Mydhili, M.Sc., M.Phil, (Ph.D)	Lecturer in Chemistry
3	Mrs. Shalini Mamata Jyothi Rekala, M.Sc.,B.Ed.,SET	Lecturer in Chemistry
4	Dr. Sonika Sharma, M.Sc, B.Ed., Ph.D	Lecturer in Chemistry & Dean of Academics, PG
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 (M.Sc.)
2	Mrs. Jemmy Evangeline S, B.Tech, M.Sc.	Lecturer in Food Technology
3	Ms. K. Gyaneshwar Navya, M.Sc.	Lecturer in Food Technology
4	Ms. G. Bhargavi Reddy, M.Sc.	Lecturer in Food Technology



## U.G. & 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, M.A., M.Li.Sc, M.Phil	Lecturer in Library Science
3	Mrs. T. 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. Jagadhis, 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

## SUBJECT-WISE TEACHING STAFF

### VALUE EDUCATION & GENDER SENSITIZATION

1	Rev. Fr. P. Gnanadevan Swaminathan SJ	Correspondent
2	Rev. Fr Dr P. Anthony, SJ	Principal
3	Rev. Fr Dr L. Joji Reddy SJ, M.Sc, M.Phil, Ph.D	Associate Professor
4	Rev. Fr. Ch. Anand Kumar SJ, M.Sc.	Lecturer in Biotechnology
5	Rev. Fr D V Balaswamy, SJ	Lecturer in Business Administration
6	Dr. N. Maria Das, M.A., Ph.D	Lecturer in Economics
7	Mrs. P.M. Mamatha Rani, M.A., B.Ed., PGCTE	Lecturer in English
8	Mr. Srujan Kumar. G, M A, NET	Lecturer in Indian Culture
9	Dr. Ratnavani Gadde, M.A., M.Phil, PGDBM, Ph.D	Lecturer in Public Administration

### ENGLISH

1	Rev. Fr S. Raju,SJ, M.A., M.Phil.	Lecturer in English
2	Mrs. P.M. Mamatha Rani, M.A., B.Ed.	Lecturer in English & HOD
3	Mrs. Sritama Maitra, M.A., NET	Lecturer in English
4	Dr. Swaripi Nandi, MA, Ph.D	Lecturer in English
5	Dr. S. Prithvika, M.A, Ph.D.	Lecturer in English
6	Ms. Maurina Franswah, MA	Lecturer in English
7	Mr. Nishanth V., M.A.	Lecturer in English
8	Ms. Shriya Tripathi, M.A.	Lecturer in English

## **MATHEMATICS**

1	Mr. M.V. Rajagopal, M.Sc.	Lecturer in Mathematics
2	Dr. K. Vijayalakshmi, M.Sc., Ph.D	Lecturer in Mathematics & <b>HOD</b>
3	Mr. K. Kiran Kumar, M.Sc. M.Phil	Lecturer in Mathematics
4	Mr. V. Jagadhish, M.Sc., M.Phil	Lecturer in Mathematics & <b>COE (UG)</b>
5	Dr. Shakira Sultana, M.Sc., Ph.D	Lecturer in Mathematics
6	Mrs. N. Roopa Rani, M.Sc.	Lecturer in Mathematics

## **STATISTICS**

1	Mrs. M. Sailaja, M.Sc., (Ph.D)	Lecturer in Statistics
2	Mr. R. Srinivasa Rao, M.Sc.	Lecturer in Statistics
3	Mrs. K. Ketana, M.Sc.	Lecturer in Statistics
4	Mrs. P. Naga Durga, M.Sc.	Lecturer in Statistics
5	Mr. K. Rajesh	Lecturer in Statistics

## **INDIAN HERITAGE & CULTURE**

1	Dr. Ratnavani Gadde, M.A., M.Phil, PGDBM, Ph.D	Lecturer in Public Admn. & <b>HOD</b>
2	Mr. Srujan Kumar. G, MA, LLB, NET (Ph.D.)	Lecturer in Indian Culture

## **COMPUTER SCIENCE**

1	Mrs. K. Bharathi, MCA, M.Tech., (Ph.D)	Associate Professor
2	Mrs. P.S.R. Malathi, M.Tech. (S.E.)	Lecturer in Computer Science
3	Rev. Fr A. Stanislaus SJ, MCA, EXEC-PGDGM.	Associate Professor (on lien)
4	Mrs. V. Theresa Vinayasheela, MCA, M.Tech	Lecturer in Computer Science & <b>HOD (CDS)</b>
5	Mrs. P.V. Nagalakshmi, MCA, M.Tech	Lecturer in Comp. Science & <b>HOD (MCA)</b>
6	Mrs. G. Anitha Mary, MCA (Ph.D)	Lecturer in Computer Science
7	Mrs. G. Sirisha, MCA, M.Tech	Lecturer in Computer Science
8	Mrs. S. Shobha Rani, M.Sc.DISM,PGCCA(C.Sc.)	Lecturer in Computer Science
9	Mrs. K. Anitha, MCA, M.Tech	Lecturer in Computer Science & <b>HOD (CS)</b>
10	Ms. T. Kavitha, MCA, M.Tech (CS)	Lecturer in Computer Science
11	Mrs. Arpitha Rani, M.Tech.	Lecturer in Computer Science
12	Dr. V. Harsha Sastry, M.Sc., M.Phil, M.Tech, Ph.D.	Lecturer in Computer Science & <b>HOD (CE)</b>
13	Mrs. T. Ramya, M.Tech	Lecturer in Computer Systems & Engg.
14	Ms. T. Suneetha, MCA, M.Tech (CS)	Lecturer in Computer Science
15	Mr. T. Vishwanath, M.Sc.	Lecturer in Computer Systems & Engg.
16	Mr. K. Siva Ramakrishna, M.Sc. M.Tech	Lecturer in Computer Science
17	Mr. Ch. Sandeep Kumar, M.Sc.	Lecturer in Computer Science
18	Mrs. V. Shirisha, M.Sc.	Lecturer in Computer Science
19	Mrs. Rajee Koshy, B.E.	Lecturer in Computer Science
20	Ms. P. Vandana, M.Tech	Lecturer in Computer Science
21	Ms. D. Supriya, M.Tech	Lecturer in Computer Science

## **ENVIRONMENTAL SCIENCE**

1.	Dr. P. Shesabala	Lecturer in Environmental Science
2.	Mr. S. Bala Chander, M.Sc. M.Tech. (Ph.D.), NET, SET.	Lecturer in Environmental Science

## NON-TEACHING

### AIDED STAFF

1	Mr. C.P. Srinivas Reddy	Junior Assistant
2	Mr. M.V. Krishnaiah Naidu	Typist
3	Mrs. M.T.Jayalakshmi	Store Keeper
4	Mr. D. Vinod Kumar	Record Assistant
5	Mr. K. Yesudas	Museum Keeper
6	Mr. Remin Juise A	Attender
7	Mr. B. Ambrose	Watchman
8	Mrs. K. Amuliya	Gardener Cum Waterwoman

### UN-AIDED STAFF

#### College Office / Admin Staff (UG & PG)

1	Mrs. Kochuthrisa Sebastian	Senior Assistant
2	Mrs. N. Marthenamma	Junior Assistant
3	Mr. Kiran Kumar	Junior Assistant
4	Mrs. G. Pushpa Latha	Junior Assistant
5	Mrs. Godfie Fernandes	Junior Assistant
6	Mr. Stephen Asirvadarn	Junior Assistant (In-Charge Extension Programme)
7	Mrs. B N Usha Rani	Junior Assistant
8	Mr. D. Anil Kumar	Administrative Officer
9.	Mr. S. Prakash Chary	Jr. Assistant
10	Mr. S. Maria Das	Record Assistant

#### COE Office Staff (UG & PG)

11	Mr. G.B. Santosh Kumar	Senior Assistant
12	Mrs. D. Sapna	Junior Assistant
13	Mr. M. Srinivasa Rao	Junior Assistant
14	Mrs. Veena G Gowlikar	Junior Assistant
15	Mr. C. Arul Dass	Record Assistant

16	Mr. E. Harry Dominic	Record Assistant
17	Mr. M. Sudhakar	Attender
18	Mr. P. Kotiveeraiah	Attender

### **Library Staff**

19	Mrs. Y. Sushila	Junior Assistant
20	Mrs. P. Subhaashini	Junior Assistant
21	Mr. P.A. Naveen	Attender
22	Mr. D. Indra Babu	Attender
23	Mr. H. Vishal	Attender
24	Mr. B. Narasing Rao	Attender

### **Campus Maintenance Staff**

25	Mr. Y.M. Alexis	Estate Officer
26	Mr. T. Jayaraman	Attender
27	Mr. K. Nagaraju	Electrician
28	Mr. Chinna Musalaiah	Plumber

### **Ministerial / Supporting Staff**

29	Mrs. Regina Jane	Programmer Cum Data Entry Operator
30	Mr. K. Praveen Kumar	Programmer
31	Mrs. T. Shailaja	Programmer
32	Mrs. V. Sujatha	Programmer
33	Mrs. S. Aruna Prabha	Store Keeper
34	Mr. Harry Joseph M	Lab Technician
35	Mr. V. Gangaraju	Lab Technician
36	Mr. V. Chandraiah	Record Assistant
37.	Ms. B. Mamatha	Lab Instructor
38	Mr. R. Anthony Raj	Attender
39	Mr. M. Shobhana Babu	Attender
40	Mr. M. Rajesh Reddy	Attender
41	Mr. T. Venkateswarlu	Attender
42	Mr. V. Nageswara Rao	Attender

43	Mr. Ch. Koteswara Rao	Attender
44	Mr. U. Jayaraju	Attender
45	Mr. M. Ashok Kumar	Attender
46	Mr. J. Jojappa	Attender
47	Mr. U. Solmon	Attender
48	Mr. J. Aruldas	Attender
49	Mr. B. Raju	Attender
50	Mr. N. Chinnaiah	Attender
51	Mr. L. Kiran Kumar	Attender
52	Mr. Ch. Prakash	Attender
53	Mr. G. Sridhar	Attender
54	Mr. P.A.V. Prasada Rao	Attender
55	Mr. B. Koteswara Rao	Attender
56	Mr. V. Stephen	Attender
57	Mr. A. William Staline	Attender
58	Mr. R. Daniel	Attender
59	Mr. S. Hanumanth Rao	Attender
60.	Mr. G. Gopi	Agriculture Field Assistant
61	Mr. Raju	Jr. Assistant

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

## COLLEGE CLUBS 2019-2020

Sl. No.	Club	Incharge	Club Secretary	Discipline Coordinators
1	DANCE & DRAMATICS	Mrs Saraschandra	Akanksha Rai- DCG	Anthony–DET Kaushik-DCH
2	GK CLUB	Dr.Shakira	Akhilandeswari- DCS	Vaishnavi Goud-DBT Gehna-DCH
3	LITERARY & BOOK CLUB	Dr. P.Venkateshwarulu Mrs K. Ketana	Akhilandeswari- DCS	Sai Priya- DMSCS Asmita –DCC-A
4	MAGIC YOUTH CLUB	Mr M.Karthik	C.Sanjai - DBT	Ismail-DEL Jackson-DBT
5	DRAWING & PAINTING (ART CLUB)	Mr B.Bhaskara Rao Mr P.Janardhan Naidu	Sharon Srujana-DFT	Sai Kiran-DCC-A Steffina Louis-DCG
6	ENTREPRENEURS' CLUB	Ms Ancy John Ms Mary Patricia	Akanksha Rai- DCG	Sai Kumar –DCG Jayanth –DAG-A
7	DEBATE & ELOCUTION CLUB	Mrs S.PMydhylli Mrs A.Jaya Madhurilatha Mrs G.L.Aparna	C.Sanjai -DBT	Sai Kiran-DCS Sai Shubika-DCT
8	CONSUMER AWARENESS CLUB	Dr Ratna Vani Mr M.P. Raj Kumar Reddy	Akhilandeswari- DCS	Vineeth –DCC-A Sanjana-DCDS
9	MUSIC CLUB	Mrs Sritama Maitra	Sharon Srujana- DFT	Ashisha John –DFT Joy Christo-DIAF
10	PHOTOGRAPHY CLUB	Mr Vikram Kumar	Akanksha Rai- DCG	Manikanta- DAG Shankar Jana- DET

## COLLEGE STUDENT COUNCIL (U.G.) 2019-20

S.NO.	NAME - CLASS	POSITION	UID No.
1	Hemanth – DEL	Head Boy	111717022039
2	Iynisha – DIAF	Head Girl	111717030008
3	Benjamin – DMSCS	Literary Secretary	111717024033
4	Shreya - DMC	Literary Secretary	111717020019
5	Arya – DET	Cultural Secretary	111717015010
6	Shivani Sunil – DIAF	Cultural Secretary	111717030023
7	Emil – DMA	Cultural Secretary	111717027030
8	Susheel – DCP	Cultural Secretary	111717017020
9	Akshay – DEL	Fine Arts Secretary	111717022035
10	Emmanuel – DMC	Fine Arts Secretary	111717020036
11	Rachel – DCC-B	Fine Arts Secretary	111717028056
12	Tiara - DEL	Fine Arts Secretary	111717022029
13	Vidya – DCH	Hospitality Head	111717014020
14	Prerana – DBBA	Hospitality Head	111717029019
15	Keerthi – DCC-B	Hospitality Head	111717028108
16	Smrithy – DFT	Hospitality Head	111717021022
17	Angel- DMC	Documentation Head	111717020002
18	Hiteesha – DAG	Documentation Head	111717012010
19	Krishna - DEL	Documentation Head	111717022046
20	Sai Tharun – DIAF	Documentation Head	111717030044
21	Anusha – DMC	Media Relations	111717020022
22	Trisha – DMC	Media Relations	111717020023
23	Aaron – DEL	Photographer	111717022034
24	Ravi Teja – DBT	Photographer	111717018041
25	Akansha Rai – DCG	Club Secretary	111717019058
26	Sanjai - DBT	Club Secretary	111717018044
27	Akhilandeswari – DCS	Club Secretary	111717013023
28	Sharon - DFT	Club Secretary	111717021049
29	Paul Raju – DCC-B	Event Coordinator	111717028083
30	Sushmitha-DBBA	Event Coordinator	111717029010
31	Nirali – DFT	Event Coordinator	111717021007
32	Ibrahim – DEL	Event Coordinator	111717022043

<b>S.NO.</b>	<b>NAME - CLASS</b>	<b>POSITION</b>	<b>UID No.</b>
33	Sandeep Reddy – DBBA	Sports Secretary	111717029054
34	Manasa – DBBA	Sports Secretary	111717029029
35	Amyna – DMA	Creative Head	111717027006
36	Nisha – DMA	Creative Head	111717027003
37	Vaishnavi Ashok – DCG	Placement Coordinator	111717019009
38	K. Biben Babu – DCH	Placement Coordinator	111717014033
39	Harshavardhan – DIAF	Discipline Head	111717030035
40	Sini Sam – DBBA	Discipline Head	111717029026
41	Sai Kiran - DCCA	Anti - Narcotics Head	111717028028
42	Mangal Singh – DCP	Anti - Narcotics Head	111717017028
43	Kaushik – DCH	Discipline Coordinator	111717014051
44	Venkat Sai - DCG	Discipline Coordinator	111717019048
45	Steffina Louis – DCG	Discipline Coordinator	111717019013
46	Sai Kumar – DCG	Discipline Coordinator	111717019016
47	Vaishnavi Goud – DBT	Discipline Coordinator	111717018016
48	Ismail – DEL	Discipline Coordinator	111717022042
49	Sai Shubika – DCT	Discipline Coordinator	111717011010
50	Anthony – DET	Discipline Coordinator	111717015015
51	Manikanta – DAG	Discipline Coordinator	111717012048
52	Vineeth – DCC-A	Discipline Coordinator	111717028035
53	Jackson – DBT	Discipline Coordinator	111717018040
54	Vishal – DFT	Discipline Coordinator	111717021046
55	Sanjana – DCDS	Discipline Coordinator	111717031017
56	Sai Kiran – DCS	Discipline Coordinator	111717013059
57	Joy – DIAF	Discipline Coordinator	111717030035
58	T. S. Sirisha - DCE	Discipline Coordinator	111717016012
59	Ch.Sai Priya Reddy-DMSCS	Discipline Coordinator	111717024006
60	Jayanth – DAG-A	Discipline Coordinator	111717012057
61	Asmita DarnaI– DCC-A	Discipline Coordinator	111717028006
62	Gehna – DCH	Discipline Coordinator	111717014008
63	M. G. Jaisal – DCE	Discipline Coordinator	111717016032
64	Shankar Jana – DET	Discipline Coordinator	111717015035
65	Ashisha – DFT	Discipline Coordinator	111717021002



## ACADEMIC INFORMATION

The academic year consists of two semesters. At the under graduate level, the curriculum is spread over three years, except B.Sc. (Hons.) Agricultural Science and Rural Development, which lasts for four years. The duration of a semester is approximately 16-18 weeks, each consisting of six working days with a day order schedule having six hours per day.

In the academic year 2016-17, the college introduced the Choice-Based Credit System (CBCS). All degree students are expected to earn a minimum of 135 Credits for the completion of the Under graduate Degree Course. Besides these credits, they should also put in 30 hours of social service under PLANET Programme. Students are also encouraged to get certificates by involving themselves in NSS/NCC/SPORTS & GAMES/ AICUF/ Women's Cell etc.

The third semester students, besides undergoing the regular curriculum, also choose one Generic Elective across all the streams. These courses are career-oriented and which will make them more employable after completing their respective Degree Course.

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. All these components of the Degree Curriculum under the CBCS have to be completed before one gets one's Under graduate Degree.

### NON CGPA CERTIFICATE COURSES

- § As per the requirements of CBCS, every student has to complete 2 Non CGPA Certificate Courses (NCCC). These courses are offered in addition to the regular courses of the college and are not part of the regular course syllabus.
- § Besides the college fee, students will be charged a fee for each skill enhancement certificate course depending on the nature of the course and the resource person (trainer / expert / specialist) needed.
- § A minimum of 75% of attendance is mandatory to appear for the final NCCC Exam
- § A student possessing 65% attendance with medical certificate or without medical certificate is not eligible for appearing NCCC final exam.
- § If a student was with held due to shortage of attendance he or she has to enroll in the certificate course of their choice, not necessarily the previous certificate course, by paying the requisite fee again and attend the classes regularly before he or she completes the degree.

## EXAMINATIONS AND EVALUATION

The College has adopted the system of valuation based both on Continuous Internal Assessment (C.I.A.) and Semester-End Examination (S.E.E) with a ratio of 40:60.

C.I.A. consists of Weekly Tests, Assignments, Seminar/Viva Voce, Mid Semester and Pre-Final Examinations as part of Theory. C.I.A. consists of Practical (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 Examination also.

The question papers for these examinations will be set by experts chosen from outside the College and answer scripts will be valued by external examiners.

### DIVISION OF MARKS

CATEGORY	MARKS
INTERNAL EXAMINATIONS (CIA)	040
EXTERNALS (SEMESTER END EXAMINATION)	SEE 060
TOTAL	100

#### Continuous Internal Assessment (CIA):

CIA aims at motivating students to attend the classes regularly so that academic performance may be improved .

### COMPONENTS OF CIA (THEORY )

Component	Weightage for 100	CIA Weightage for 40
Weekly Test	15 marks	06 marks
Mid Sem	25 marks	10 marks
Assignment	05 marks	02 marks
Viva-Voce	05 marks	02 marks
Pre-Final	40 marks	16 marks
Attendance	10 marks	04 marks

i) **Weekly Test (WT):** As per the almanac, weekly test is conducted in the first hour on the day-IV of Day order. Weekly test time-table is displayed in advance, for every semester on notice board. Normally, the portion for weekly test is a unit and duration of exam is 50 minutes.

ii) **Mid-Semester Exam (MSE):** As per the almanac, the time-table is displayed well ahead of time. It is sent to all the departments. The HODs need to show it to both staff and students and bring to the notice of COE if there are any discrepancies.

Normally, the portion for MSE is 2½ units. Accordingly students need to be prepared and duration of exam is 2 hours.

iii) **Assignment:** Assignments will be given a month after the commencement of the semester, on a topic related to the syllabus, well in advance and a date of submission has to be fixed by the subject lecturer keeping in mind the last date that is given in the almanac for the submission of assignment marks in the COE office.

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.

A varied list of relevant topics has to be given to students so that they can choose one out of the given topics.

iv) **Viva-Voce / 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.

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.

In all the subjects Viva-Voce has to be conducted between MSE and PFE. It is a one-on-one oral exam on the assignment submitted by the students, lasting around 5 minutes.

v) **Pre-Final Examination (PFE):** It is 5-unit model of the Semester-End Exam question paper covering the entire syllabus for the subject, consisting of 2-sections A (very short Answer questions) and Section-B (descriptive type). The duration of the examination is 3 Hours

vi) **Regularity/ Attendance:** A student becomes eligible to appear for the Semester-End Examinations only if he/she secures a Minimum

of 75% Attendance. 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.

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. However, medical certificate for minor ailments like cold, cough and fever will not be accepted.

\* Medical certificates that are submitted later or just before the Semester End Exams will not be accepted.

### CIA - PRACTICAL COMPONENTS

S.NO.	COMPONENT	MARKS
1	Regularity (Attendance)	05
2	Observation Book	05
3	Practical Skills acquired	10
4	Pre-final Practical	20
	Total	40

### ATTENDANCE MARKS - CIA

Attendance Percentage	Marks Allotted	Attendance 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

**N.B:** The attendance will be updated in the ERP on day-to-day basis. 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. If there is any discrepancy in this regard, student must meet Vice Principal for further details.

The attendance report will be submitted by the Fr.Vice-Principal's Office to the COE office through ERP at the end of every semester before the CIA meeting is conducted as per almanac.

## **Re-Examination Norms for absentees (CIA):**

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 analyse 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 Examinations, coordinates the conduct of such re-examinations before the start of Pre-final Examinations.

## **Publication of Continuous Internal Assessment (CIA) Results**

The following things are mandatory to qualify in the CIA.

- I. **Attendance:** A Minimum aggregate of 75% Attendance is mandatory under normal circumstances.
- II. **Internal Marks :** With all the internal components of CIA, an aggregate of 40% total marks is required.
- III. **Registration and Payment of Fees** for Semester End Examinations
  - A) Student who wishes to appear for the Semester End (Theory/ Practical) Regular/Supplementary Examinations must register themselves and pay the prescribed fees online through ERP login on time and keep a copy for future reference.
  - B) Registration and requisite Payment of Fees must be done online or through Challan, in a single transaction through ERP login, for the

papers/courses, to which the student wishes to appear for, and keep a copy of it for future reference. In case of discrepancy, student must meet the COE Office immediately.

- C) Nominal rolls: All the students who have registered and paid the fees must check their respective papers in the nominal rolls and sign in the list. In case of discrepancy, student must meet the COE Office immediately.

**Note.** If a student is detained due to shortage of attendance/internal marks /any other reasons, the registration charges are not refunded.

**\*\***Any one of the above conditions fail makes a student, *ineligible* to appear for the SEE and he/she has to repeat the same semester in next academic year.

\*No Improvement Examination will be conducted for CIA

**Eligibility for Appearing Semester End Examination:** All the three conditions mentioned above for CIA.

**TIME TABLE for CIA (Internal Examinations):** A detailed Time table for CIA (internal Examinations) will be displayed well ahead of time on the Information Kiosk/Notice boards/ College Website.

**TIME TABLE for SEE (External Examinations) :** A detailed Time table for Regular/Supplementary Examinations, SEE (Theory / Practicals) will be displayed well ahead of the scheduled examination on the Information Kiosk/Notice boards/ College Website.

The hall tickets with all the details of seating arrangement/date/session/ subjects etc. for SEE will be issued to all the eligible students. It is the responsibility of the student to check, if there is any discrepancy from the time table displayed on the notice board.

**Issue of Hall Tickets for SEE:** As per the Examination Almanac in Hand book, the Hall tickets are issued by respective heads- of the departments to the eligible students.

\*Photo is must on the hall ticket.

\*Collection of Hall ticket in time is the Primary responsibility of the student.

\*To obtain the Hall ticket, Students may have to clear college fees dues

\*In case of discrepancy of eligibility, the issued hall ticket may be cancelled / dishonoured.

**SEMESTER-END EXAMINATIONS (SEE):** The Semester-End Examinations will be held in the month/s of OCTOBER/NOVEMBER for ODD semesters and in the month/s of MARCH/APRIL for Even

semesters every year under normal circumstances.

**SEE Theory:** Theory Examination conducted for - \*60 MARKS\*  
Minimum Mark - \*24/60 (40%)

A Minimum of 40 % marks in the SEE and CIA + SEE (Put together)  
40 % is mandatory for a student to get a pass grade E or above.

**SEE Practical: Practical Examination conducted for- \*60 MARKS**  
**Minimum Mark - 30/60 (50%)**

A Minimum of 50 % marks in the SEE and CIA + SEE (Put together)  
40 % is mandatory for a student to get a pass grade E or above.

## **RULES OF PROMOTION TO VARIOUS SEMESTERS**

<b>I Semester</b>	a Admission
<b>II Semester</b>	a Regular course of study of Semester I b Registration and Payment of Fee for SEE
<b>III Semester</b>	a Regular Course of Study of Semester II b The number of backlogs, if any, of Semesters I & II shall not exceed 50% of the papers prescribed for Semesters I & II. c Registration and Payment of Fee for SEE
<b>IV Semester</b>	a Regular Course of Study of Semester III b Registration and Payment of Fee for SEE
<b>V Semester</b>	a Pass in Semesters I & II both Theory and Practical b Regular Course of Study of Semester IV c The number of backlogs, if any, of Semesters - III & IV shall not exceed 50% of the papers prescribed for Semester III & IV. d Registration and Payment of Fee for SEE
<b>VI Semester</b>	a Regular Course of Study of Semester V b Registration and Payment of Fee for SEE
<b>VII Semester</b>	a Pass in Semesters III & IV (both Theory & Practical) b Regular Course of Study of Semester VI c The number of backlogs, if any, of Semesters – V & VI shall not exceed 50% of the papers prescribed for Semesters V & VI. d Registration and Payment of Fee for SEE
<b>VIII Semester</b>	a Regular Course of Study of Semester VII, i.e. Students have to complete both Industry Internship and RAWEP. b Registration and Payment of Fee for SEE

## SUPPLEMENTARY EXAMINATIONS

Students who have failed in any paper in the semester examination will have to write the supplementary examination for that paper. Students can appear supplementary examinations for both Odd & Even Semesters, having registered and paid for the exam.

**(I) At the End of ODD Semester:** (a) Regular ODD Semester (Supplementary-ODD Semester, if any) and (b) Supplementary Exams for EVEN Semester to clear backlogs.

**(II) At the End of EVEN Semester:** (a) Regular EVEN Semester (Supplementary- EVEN Semester, if any) and (b) Supplementary Exams for I Semester to clear backlogs.

**Revaluation :** Students who wish to apply for revaluation of the answer scripts, can do it so, within a week of publication of results online at one go, will be accepted for revaluation only by registering the subjects and by remitting the prescribed fee.

There will be no re-evaluation of the practical examinations, Internship/ Projects/Seminars

Students who doesnot have the access of ERP login can register and pay the prescribed fees at college office Counter within the due date.

During the process, student must apply for subsequent exams (if any) as the procedure may take some time and attend classes till the re-valuation result.

If the student fails to fulfil the promotion rules, they have to repeat the same semester in the next academic year

**Transparency:** There is a provision for obtaining transparency (photocopy) of the answer scripts by remitting a fee of Rs. 1000/- per Theory subject.

**Non CGPA Certificate Courses:** The student can enroll in Certificate Courses offered by the various departments of the College. The classes for these Certificate Courses are held before or after the regular college hours. A special fee for these courses will be prescribed by the College. Student will be registered only when the requisite fees is paid. Two certificates courses are mandatory, in order to obtain degree.

**COURSE COMPLETION:** In the normal course of time a candidate is



expected to complete 3- year Degree course within three years and 4-year B.Sc (Hons.) Agricultural Science &R.D course in 4-years from the date of admission.

Maximum duration for completing the course is  $N + 2$ , where N is the normal duration of the course.

Maximum duration for completing the course is 3 (+2) for a 3 year degree course and 4 (+2) (for a 4-year B.Sc. Agricultural Science course (under CBCS).

**Medium of Instruction and Examination:** Medium of Instruction and Examination is English. If for their own reasons, students write the examination in another medium, those scripts will not be valued.

**SEMESTER GRADE REPORT:** Semester wise Grade Reports will be issued to the registered students at the end of each Semester.

**CUMULATIVE GRADE REPORT:** Cumulative Grade Report will be issued to all the successful students at the end of the course.

**PROVISIONAL CERTIFICATE:** After successful completion of the course, a provision certificate issued by the college with the University Controller's approval and signature.

**FINAL DEGREE (CONVOCATION DEGREE) :** The final degree will be awarded by the Osmania University. The name of the College will also be mentioned in the Degree Certificate.

**DUPLICATE GRADE REPORTS :** A duplicate grade report is issued by producing police untraceable certificate along with a challan of 100 rupees for one report after obtaining a formal letter approved by Fr. Principal.

**TRANSFER CERTIFICATE (T.C):** Transfer Certificate (T.C) can be collected from the College Office Counter by submission no dues signatures in a form which is available at the Office Counter.

**BONAFIDE CERTIFICATE:** The students, who wish to obtain a bonafide certificate must register and pay the requisite fee.

**MIGRATION CERTIFICATE** will be issued by the parent University for the those students who got admission in the Universities other than Osmania University.

**ISSUE OF TRANSCRIPTS:** The examination branch issues the transcripts for the students who wish to apply for foreign & other universities for higher studies. The student has to pay Rs.50/- per copy.

**SEE - Extension of time for Physically Handicapped :** Physically handicapped candidates can avail themselves of time extension for various External Examinations.

Apply to the Principal in a plain paper along with medical certificates and a photo showing disability duly attested by the medical officer well in time before the Commencement of Examinations.

**ADMISSION OF FOREIGN STUDENTS:** Admission of foreign students into 1st year of the 3(4)-year Degree course of Loyola Academy shall be followed as per guidelines of 'the Director, University Foreign Relations Office, Osmania University'.

**Graduation Day:** Graduation Day, awarding Original degrees ceremony will be conducted in the College Auditorium at the end of successful completion of the course for the students, who enrol themselves for the same through a notification with the approval of Parent University i.e., Osmania University by paying prescribed fee.

**Rank:** At the end of the course, a rank certificate can be issued, if needed, by the College for which the student must satisfy the following:

1. Student must complete the course within the duration of the course
2. A student is considered for the rank, if he/she completes the course without writing any arrear examinations.
3. Among all the graduated students, who tops the course with highest CGPA will be considered for awarding the rank.

**Fee payment:** All the fees paid by the students, will be updated in the ERP within 3 working days. If it is not done so, students must immediately approach Fee counter, for further clarifications. Confirmation of Fee payments is the responsibility of the students.

#### **IMPORTANT INSTRUCTIONS:**

- 1) **For a 3 Year degree course:** Passing the first year subjects (I Year – Semester- I & II: Theory and Practical) is mandatory to be promoted to the Third year.

- 2) **For a 4 Year degree course: B.Sc (Honours)[Agriculture Science & Rural Development]:** Passing the first year subjects (I Year – Semester- I & II: Theory and Practical) is mandatory to be promoted to the Third year and Pass in Second year [Semesters III & IV] (both Theory & Practical) is mandatory to be promoted to the Fourth Year.
- 3) The number of backlogs, if any, in any year shall not exceed 50% of the papers prescribed for that year.
- 4) No re- examinations will be conducted if a student misses any External Examinations under any circumstances.
- 5) No Instant Exam will be conducted

**Re-Admission/Re-joining :** The Students of the following cases are eligible to re-join:

- (1) A student who did not put in the required attendance in a semester/ year of a course and thus detained.
- (2) A student who did not pass in the required number of papers and thus detained;
- (3) A student after completing a semester did not continue their studies in the next immediate semester on personal /health grounds but desired to continue his/her studies after a short break;
- (4) A student who has not registered for the examination can take re-admission in the same semester in the next academic year [without appearing for the entrance examination (applicable to students of Semester -1 only).]
- (5) For re-joining, a student must apply in a plain paper addressed to principal and attested by the COE. After obtaining permission to re-join one has to pay the requisite fee.

Students are eligible to rejoin the course within 4 weeks from the date of commencement of the classes of that semester.

No readmission shall be made after the 4th week in a 15 week semester under any circumstances.

In this regard, no information will be sent. Students who wish to rejoin must follow the almanac of the college and re-join. It is the responsibility of the student to re-join by paying the fees as prescribed by the College.

**CHANGE OF SYLLABUS:** Whenever the syllabus is revised, the candidate reappearing shall be allowed for Degree examinations according to the old syllabus up to 3 attempts from the time of his/her admission.

**CHOICE BASED CREDIT SYSTEM (CBCS):** These Regulations shall come into force from the Academic Year 2016-2017.

**Award of Grades, SGPA, CGPA:**

**Credit** means the 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.

Grade Letter is an index to indicate the performance of a student in a particular course (Paper). It is the transformation of actual marks secured by a student in a paper. It is indicated by a Grade letter O, A, B, C, D, E and F. There is a range of marks for each Grade Letter.

Grade Point is weightage allotted to each grade letter depending on the marks awarded in a paper.

Credit Points refer to the product of No. of credits multiplied by the Grade Point for a given paper.

Semester Grade Point Average (SGPA) refers to the performance of the student in a given semester.

SGPA is based on the total credit points earned by the student in all the courses and the total number of credits assigned to the papers in a Semester.

Cumulative Grade Point Average (CGPA) refers to the Cumulative Grade Point Average weighted across all the semesters (6 semesters/ 8 semesters).

**SGPA & CGPA : Grading System**

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.

## 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.	Credit Points = No. of Credits Secured X 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.	$\text{CGPA} = \frac{\text{Sum of Credit Points obtained in all Semesters}}{\text{Total number of Credits in all the Semesters}}$

**Note:**

1. SGPA is computed only if the candidate passes in all the theory/practical papers with a minimum of 'E' Grade
2. If a candidate secures 'F' Grade in a theory/practical paper, he/she is considered to have failed in that paper.
3. \*Not considered for computing SGPA. Any problem pertaining to mistakes in the declaration of results, entries in the Marks Cards or revaluation shall be referred to the Controller of Examinations in writing within 3 days of declaration of results/issuing of the Grade sheet.

## 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 refunded at any cost.

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 (Programme 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. It is compulsory programme to be eligible to get degree.

### 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.

## **Placement Rules & Guidelines**

Campus placement in Loyola Academy is a facility provided for interested final year students

- To groom students with competencies and employability skills to become part of top-notch companies.
- To assist the student to become self-reliant
- To enrich and enhance the knowledge, competencies and attitudes of the students
- To improve their soft skills.
- To build life skills and self-confidence through value-based education.

**NOTE: Registration is not compulsory. Students who want to pursue higher studies and not interested in seeking an employment are advised not to register for placements.**

### **A. ELIGIBILITY & PLACEMENT REGISTRATION:**

1. Placement Registration is for **ONE ACADEMIC YEAR ONLY 2019-20.**
2. All students who register for placements if necessary, should also register for soft skills program/ or any other program organized by the institute.
- 3 All Students should compulsorily attend all the Classes conducted by Placement cell failing which will lead to cancellation of placement registration.
4. Students having backlogs are not permitted to register. Such students are advised to clear the backlogs and then register after the examinations.

**NOTE: \*The registration fee once paid will not be refunded under any circumstances.**

## **B. RESUME – STUDENT PLACEMENT REGISTRATION:**

1. Any information and updates of the company visits messages will be forwarded to the what's up class groups and notice boards. Students are advised to follow and check timely announcements.
2. Students are expected to follow standard resume template advised by the Placement Cell for preparing their resumes.
3. The details of the resume must be genuine, and any student found violating this, will not be permitted to apply for placements for the rest of the academic year.
4. Depending on the profile/requirements laid by the respective company, a detailed and tailored resume should be submitted within the timeline.

## **C. PRE-PLACEMENT TALKS (PPT):**

1. Notices of the PPT's will be shared on the WhatsAppGroups and circulars will be displayed on Notice Boards well in advance.
2. The PPT attendance is compulsory. Students who register for the drive and do not attend will be strictly not allowed to sit for further drives conducted by the placement cell.
3. Students should occupy the venue 15-minutes before the PPT.
4. Students always must carry one folder with them containing Hard Board, Attested Mark sheets, Certificates, Passport Size Photos, Resume copies (minimum 2) & Stationery items.
5. Students are advised to go through the company websites to get more insight about the company and judge their suitability to the job before enrolling their name.
6. Any queries regarding salary break-up, job profile, place of work, bond details etc. must be clarified with the company officials during the Pre-Placement Talk (PPT) only. The interaction with the representatives of the companies should be in a very professional way.
7. Students who registered before PPT but found the job not suitable to their profile, they can voluntarily drop from that company's selection process after the PPT but not during the subsequent phases of their selection.



8. A student who applies and gets shortlisted is bound to go through the entire selection process unless rejected midway by the company. Any student who withdraws deliberately in the middle of a selection process will be disallowed from placement for the rest of the academic year and it could lead to strict disciplinary action by the Institute.
9. Students must be formally dressed whenever they participate in any interaction with company representatives. The Placement Officer has the right to refuse permission to a student to attend the selection process / PPT, if they are not formally dressed.
10. Wearing Students identity cards is mandatory during placement process.
11. Students are not allowed to contact Company / HR Delegates directly for any reason. If they have anything, they must first contact the Placement Officer.

#### **D. PLACEMENT PROCESS:**

1. Late comers for the PPT's / Aptitude Test / Group Discussion / Interview will not be allowed to appear for the selection process.
2. Students should maintain discipline and show ethical behavior in every action they take during the placement process. Any student found violating will be disallowed from the placements for the rest of the academic year.
3. Mobile phones are strictly not allowed inside halls during the online/ written test.
4. Students found cheating or misbehaving in the selection process (PPT / Test / GD / Interview) will be disallowed from the placements for the rest of the academic year.

#### **E. JOB OFFERS:**

**NOTE: Each student is eligible for only one job offer.**

1. Every student who is selected by a company is out of placement thereafter and will not allowed for subsequent drives.
2. The students should inform the acceptance of offer within 48 hours (on the day following of the release of offer).
3. In case of students who go for higher studies and hence decide not to

join the company, should send an apology mail to the company at the earliest with the copy to Placement Office.

4. If any student directly gets offer letter from the company representative a copy of the same need to be submitted to the placement cell.
5. Students after joining organization, wants to leave the company for any compelling reasons, the same must be intimated to the company HR/ Reporting Manager and fulfil the required exit formalities and then get relieved with dignity.

Student violating any of the above-mentioned rules and regulations or found indulging in any act of indiscipline/mis behavior is liable for strict disciplinary action, as per the rules and regulations of the Institution.

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

§ The students of B.Sc. (Hons) Agricultural Science & Rural Development (VII 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 PJTSAU, Hyderabad /ANGRAU, Guntur / any 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.

§ There will be a major hike in the college fees in the fourth year B.Sc. (Hons) Agri.Science & Rural Development, as the fourth year course is un-aided / self-financed.

§ The fourth year B.Sc. (Hons) Agricultural Science & Rural Development students should have cleared the seventh semester fees in order to be eligible for industry Internship Presentation and RAWEP.

### **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 in ERP on a day-to-day basis.
- § Students can directly check their attendance on the student's portal.

## **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, 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.

## **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 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.

# 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.
- § 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.

#### **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.
- ✓ 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.

### **MALPRACTICE DURING EXAMINATION**

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

### **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.
- ✓ 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.

## **MAJOR MIS-CONDUCT**

- § 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.
- § 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.

## STUDENT IDENTITY CARDS

- § 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.
- § 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 Fr. Principal / Fr. Vice-Principal / Block-in-charge before they attend class.
- § 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.

## SUGGESTIONS / COMPLAINTS

- § 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.

## **CYBER WORLD**

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

## **Wi-Fi**

§ Wi-Fi facility is available on the campus for ICT presentation and other related activities. Students are expected to register themselves with their UID and e-mail ID as in ERP.

## **ACADEMIC PARTNERSHIP & COLLABORATION**

### **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 Foregin 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.

# ACADEMIC CALENDAR 2019 - 2020

## JUNE - 2019

1	Sat		
2	Sun		<b>Telangana State Formation Day</b>
3	Mon		
4	Tue		
5	Wed		<b>Ramzan</b>
6	Thu		Following day of Ramzan
7	Fri		Staff Orientation
8	Sat		Staff Orientation / Second Saturday
9	Sun		
10	Mon	D - I	College Re-opens for III, V & VII Semesters
11	Tue	D - II	Orientation for V Semester Students
12	Wed	D - III	Orientation for III Semester Students
13	Thu	D - IV	
14	Fri	D - V	
15	Sat	D - VI	
16	Sun		
17	Mon	D - I	Classes begin for I semester students/Orientation
18	Tue	D - II	Classes begin for I semester students/Orientation
19	Wed	D - III	
20	Thur	D - IV	
21	Fri	D - V	<b>International Yoga Day</b>
22	Sat	D - VI	
23	Sun		
24	Mon	D - I	
25	Tue	D - II	
26	Wed	D - III	
27	Thu	D - IV	
28	Fri	D - V	
29	Sat	D - VI	
30	Sun		

## JULY - 2019

1	Mon	D - I	NCCC Classes begins
2	Tue	D - II	Registration and Payment of Fee for SEE begins
3	Wed	D - III	
4	Thu	D-IV	Staff Meeting
5	Fri	D-V	PLANET-AAG 'A'
6	Sat	D-VI	Orientation for New Teaching Staff
<b>7</b>	<b>Sun</b>		
8	Mon	D-I	
9	Tue	D-II	
10	Wed	D-III	
11	Thu	D-IV	Weekly Test-I
12	Fri	D-V	Roman Catholic Students Meeting/Weekly Test for Sem-V
13	Sat		Second Saturday
<b>14</b>	<b>Sun</b>		
15	Mon	D-VI	
16	Tue	D-I	Staff Meeting
17	Wed	D-II	
18	Thu	D-III	
19	Fri	D-IV	Weekly Test-II
20	Sat	D-V	PLANET-AAG 'B' / Weekly Test for Sem-V
<b>21</b>	<b>Sun</b>		
22	Mon	D-VI	Investiture Ceremony
23	Tue	D-I	
24	Wed	D-II	NCCC Assignments submission
25	Thu	D-III	Ignatian Talks
26	Fri	D-IV	Weekly Test-III / Ignatian Talks
27	Sat	D-V	PLANET-ACS / Weekly Test for Sem-V / Ignatian Talks
<b>28</b>	<b>Sun</b>		
29	Mon		<b>Bonalu</b>
30	Tue	D-VI	Last date for Registration and Payment of Fee for SEE without Fine
31	Wed		<b>Feast of St. Ignatius of Loyola the Patron Saint of Loyola Academy</b>

## AUGUST - 2019

1	Thu	D-I	Last date for submission of Mid-Semester Question Papers
2	Fri	D-II	Orientation for New Teaching Staff
3	Sat	D-III	Last date for Registration and Payment of Fee for SEE with Fine
<b>4</b>	<b>Sun</b>		
5	Mon	D-IV	Mid-Semester Examinations
6	Tue	D-V	Mid-Semester Examinations
7	Wed	D-VI	Mid-Semester Examinations
8	Thu	D-I	Mid-Semester Examinations
9	Fri	D-II	
10	Sat		Second Saturday
<b>11</b>	<b>Sun</b>		
12	Mon		<b>Bakrid</b>
13	Tue	D-III	
14	Wed	D-IV	PLANET-ACH
15	Thu		Independence Day / Raksha Bandhan
16	Fri	D-V	
17	Sat	D-VI	
<b>18</b>	<b>Sun</b>		
19	Mon	D-I	
20	Tue	D-II	
21	Wed	D-III	Last date for posting of Mid-Semester Marks in ERP
22	Thu	D-IV	Weekly Test
23	Fri	D-V	PLANET-AET
24	Sat		<b>Sri Krishnashtami</b> /Retreat for 3rd year Catholic Students
<b>25</b>	<b>Sun</b>		
26	Mon	D-VI	
27	Tue	D-I	
28	Wed	D-II	
29	Thu	D-III	
30	Fri	D-IV	Weekly Test-IV
31	Sat	D-V	Parent-Teacher Meeting / Weekly Test for Sem-V

## SEPTEMBER - 2019

<b>1 Sun</b>		
2 Mon		<b>Vinayaka Chaturthi</b>
3 Tue	D-VI	
4 Wed	D-I	
5 Thu	D-II	<b>Teachers' Day</b>
6 Fri	D-III	
7 Sat	D-IV	Weekly Test-V / Orientation for New Teaching Staff
<b>8 Sun</b>		<b>Feast of Our Lady of Health</b>
9 Mon	D-V	Staff Meeting/PLANET-ACE / Weekly Test for Sem-V
10 Tue		<b>Moharram</b>
11 Wed	D-VI	Supplementary NCCC Exam
12 Thu	D-I	
13 Fri	D-II	
14 Sat		Second Saturday / Retreat for 2nd year Catholic Students
<b>15 Sun</b>		
16 Mon	D-III	
17 Tue	D-IV	Weekly Test-VI
18 Wed	D-V	PLANET-ACM / Weekly Test for Sem-V
19 Thu	D-VI	NCCC Attendance Display
20 Fri	D-I	
21 Sat	D-II	NCCC Final Exam
<b>22 Sun</b>		
23 Mon	D-III	Last date for submission of Pre-final Question Papers
24 Tue	D-IV	Weekly Test
25 Wed	D-V	Weekly Test for Sem-V
26 Thu	D-VI	PLANET-ABT
27 Fri	D-I	
28 Sat		<b>1<sup>st</sup> Day of Bathukamma</b>
<b>29 Sun</b>		
30 Mon		<b>Dassehra Vacation begin</b>

**OCTOBER - 2019**

1	Tue		
2	Wed		<b>Gandhi Jayanthi</b>
3	Thu		
4	Fri		
5	Sat		
<b>6</b>	<b>Sun</b>		<b>Durgashtami</b>
7	Mon		<b>Maharnavami</b>
8	Tue		<b>Vijayadasami</b>
9	Wed	D-II	Staff Meeting
10	Thu	D-III	
11	Fri	D-IV	
12	Sat		Second Saturday
<b>13</b>	<b>Sun</b>		
14	Mon	D-V	Pre-Final Examinations Begins
15	Tue	D-VI	Pre-Final Examinations
16	Wed	D-I	Pre-Final Examinations
17	Thu	D-II	Pre-Final Examinations
18	Fri	D-III	Pre-Final Examinations
19	Sat	D-IV	Pre-Final Examinations
<b>20</b>	<b>Sun</b>		
21	Mon	D-V	Pre-Final Examinations
22	Tue	D-VI	
23	Wed	D-I	Exchange of Marks
24	Thu	D-II	Final Publication of Attendance
25	Fri	D-III	CIA Meeting
26	Sat	D-IV	Issue of Hall Tickets
<b>27</b>	<b>Sun</b>		<b>Deepavali</b>
28	Mon	D-V	External Practical Examinations
29	Tue	D-VI	External Practical Examinations
30	Wed	D-I	External Practical Examinations
31	Thu	D-II	External Practical Examinations

**NOVEMBER - 2019**

1	Fri	D-III	External Practical Examinations
2	Sat	D-IV	<b>All Souls' Day</b> / External Practical Examinations
<b>3</b>	<b>Sun</b>		
4	Mon	D-V	External Practical Examinations
5	Tue	D-VI	External Practical Examinations
6	Wed	D-I	External Practical Examinations
7	Thu	D-II	External Practical Examinations
8	Fri	D-III	Sem End Theory Examinations begins
9	Sat		Second Saturday
<b>10</b>	<b>Sun</b>		<b>MILAD-UN-NABI</b>
11	Mon	D-IV	Sem End Theory Examinations
12	Tue		Guru Nanak Jayanthi / Karthika Purnami
13	Wed	D-V	Sem End Theory Examinations
14	Thu	D-VI	Sem End Theory Examinations
15	Fri	D-I	Sem End Theory Examinations
16	Sat	D-II	Sem End Theory Examinations
<b>17</b>	<b>Sun</b>		
18	Mon	D-III	Sem End Theory Examinations
19	Tue	D-IV	Sem End Theory Examinations
20	Wed	D-V	Supplementary Exams / Even Sem Classes begins
21	Thu	D-VI	PLANET-ACT
22	Fri	D-I	
23	Sat	D-II	
<b>24</b>	<b>Sun</b>		
25	Mon	D-III	
26	Tue	D-IV	
27	Wed	D-V	
28	Thu	D-VI	Resonance-Cultural Fest
29	Fri	D-I	Resonance-Cultural Fest
30	Sat	D-II	Resonance-Cultural Fest



## DECEMBER - 2019

<b>1</b>	<b>Sun</b>		
2	Mon	D-III	
3	Tue	D-IV	
4	Wed	D-V	PLANET-ACBS
5	Thu	D-VI	
6	Fri	D-I	Staff Meeting
7	Sat	D-II	
<b>8</b>	<b>Sun</b>		
9	Mon	D-III	
10	Tue	D-IV	Weekly Test
11	Wed	D-V	PLANET-AMC
12	Thu	D-VI	
13	Fri	D-I	
14	Sat		Second Saturday/ Retreat for 1st year Catholic Students
<b>15</b>	<b>Sun</b>		
16	Mon	D-II	
17	Tue	D-III	
18	Wed	D-IV	Weekly Test-I
19	Thu	D-V	PLANET-AFT
20	Fri	D-VI	Christmas Celebrations
21	Sat	D-I	Graduation Day
<b>22</b>	<b>Sun</b>		
23	Mon		Christmas Vacations begins
24	Tue		
25	Wed		<b>Christmas</b>
26	Thu		<b>Boxing Day</b>
27	Fri		
28	Sat		
<b>29</b>	<b>Sun</b>		
30	Mon		
31	Tue		

**JANUARY - 2020**

1	Wed		<b>New Year Day</b>
2	Thu	D-II	College Re-opens
3	Fri	D-III	
4	Sat	D-IV	Weekly Test-II
<b>5</b>	<b>Sun</b>		
6	Mon	D-V	PLANET-AEL
7	Tue	D-VI	
8	Wed	D-I	Staff Meeting
9	Thu	D-II	
10	Fri	D-III	
11	Sat	D-IV	Weekly Test-III
<b>12</b>	<b>Sun</b>		
13	Mon		Compensatory Holiday for Second Saturday
14	Tue		<b>Bogi</b>
15	Wed		<b>Sankranthi</b>
16	Thu	D-V	PLANET-AMSCS
17	Fri	D-VI	
18	Sat	D-I	
<b>19</b>	<b>Sun</b>		
20	Mon	D-II	Registration and Payment of Fee for SEE begins
21	Tue	D-III	
22	Wed	D-IV	
23	Thu	D-V	PLANET-AMA
24	Fri	D-VI	
25	Sat	D-I	Mid-Semester Examinations
<b>26</b>	<b>Sun</b>		<b>Republic Day</b>
27	Mon	D-II	Mid-Semester Examinations
28	Tue	D-III	Mid-Semester Examinations
29	Wed	D-IV	Mid-Semester Examinations
30	Thu	D-V	PLANET-ACC 'A'
31	Fri	D-VI	

## FEBRUARY - 2020

1	Sat	D-I	
<b>2</b>	<b>Sun</b>		
3	Mon	D-II	PLANET-ACC 'B'
4	Tue	D-III	Fr. Balaiah Memorial Tournament
5	Wed	D-IV	”
6	Thu	D-V	”
7	Fri	D-VI	”
8	Sat		Second Saturday
<b>9</b>	<b>Sun</b>		
10	Mon	D-I	
11	Tue	D-II	
12	Wed	D-III	
13	Thu	D-IV	Weekly Test-IV
14	Fri	D-V	PLANET-ABA
15	Sat	D-VI	College Day / Awards Day
<b>16</b>	<b>Sun</b>		
17	Mon	D-I	
18	Tue	D-II	Last date for Registration and Payment of Fee for SEE without Fine
19	Wed	D-III	
20	Thu	D-IV	Weekly Test-V
21	Fri		<b>Mahashivaratri</b>
22	Sat	D-V	PLANET-AIAF
<b>23</b>	<b>Sun</b>		
24	Mon	D-VI	Last date for Registration and Payment of Fee for SEE with Fine
25	Tue	D-I	
26	Wed	D-II	
27	Thu	D-III	
28	Fri	D-IV	Weekly Test-VI
29	Sat	D-V	PLANET-ACDS

## MARCH - 2020

<b>1 Sun</b>		
2 Mon	D-VI	PLANET-ACSF
3 Tue	D-I	
4 Wed	D-II	
5 Thu	D-III	
6 Fri	D-IV	Weekly Test (AG)
7 Sat	D-V	PLANET-ACBP
<b>8 Sun</b>		
9 Mon		<b>Holi</b>
10 Tue	D-VI	
11 Wed	D-I	
12 Thu	D-II	PLANET-AFSN
13 Fri	D-III	Last date for submission of PLANET Reports
14 Sat		Second Saturday
<b>15 Sun</b>		
16 Mon	D-IV	Staff Meeting
17 Tue	D-V	Pre-final Examinations
18 Wed	D-VI	Pre-final Examinations
19 Thu	D-I	Pre-final Examinations
20 Fri	D-II	Pre-final Examinations
21 Sat	D-III	Pre-final Examinations
<b>22 Sun</b>		
23 Mon	D-IV	Pre-final Examinations
24 Tue	D-V	Pre-final Examinations
25 Wed		<b>Ugadi</b>
26 Thu	D-VI	Pre-final Examinations (AG)
27 Fri	D-I	Exchange of Marks
28 Sat	D-II	Final Publication of Attendance
<b>29 Sun</b>		
30 Mon	D-III	CIA Meeting / Issue of Hall Tickets
31 Tue	D-IV	External Practical Examinations begins

## APRIL - 2020

1	Wed	D-V	External Practical Examinations
2	Thu		<b>Sri Rama Navami</b>
3	Fri	D-VI	External Practical Examinations
4	Sat	D-I	
<b>5</b>	<b>Sun</b>		<b>Babu Jagjeevan Ram Jayanthi</b>
6	Mon	D-II	External Practical Examinations
7	Tue	D-III	External Practical Examinations
8	Wed	D-IV	External Practical Examinations
9	Thu	D-V	External Practical Examinations
10	Fri		<b>Good Friday</b>
11	Sat		Second Saturday
<b>12</b>	<b>Sun</b>		<b>Easter</b>
13	Mon	D-VI	External Practical Examinations / U.G. Admission Notification for 2020-2021
14	Tue		<b>Dr. B.R. Ambedkar Jayanthi</b>
15	Wed	D-I	External Practical Examinations
16	Thu	D-II	External Practical Examinations
17	Fri	D-III	Semester End Examinations - Theory begins
18	Sat	D-IV	”
<b>19</b>	<b>Sun</b>		
20	Mon	D-V	”
21	Tue	D-VI	”
22	Wed	D-I	”
23	Thu	D-II	”
24	Fri	D-III	”
25	Sat	D-IV	”
<b>26</b>	<b>Sun</b>		
27	Mon	D-V	Supplementary Exams for Odd Semesters begin
28	Tue	D-VI	<b>SUMMER VACATION BEGINS</b>
29	Wed	D-I	
30	Thu	D-II	

## MAY - 2020

1	Fri		<b>May Day</b>
2	Sat	D-III	
<b>3</b>	<b>Sun</b>		
4	Mon	D-IV	
5	Tue	D-V	
6	Wed	D-VI	
7	Thu	D-I	
8	Fri	D-II	
9	Sat		Second Saturday
<b>10</b>	<b>Sun</b>		
11	Mon	D-III	
12	Tue	D-IV	
13	Wed	D-V	
14	Thur	D-VI	
15	Fri	D-I	
16	Sat	D-II	
<b>17</b>	<b>Sun</b>		
18	Mon	D-III	
19	Tue	D-IV	
20	Wed	D-V	
21	Thu	D-VI	
22	Fri		Entrance Examination for U.G.
23	Sat		Entrance Examination for U.G.
<b>24</b>	<b>Sun</b>		
25	Mon		
26	Tue		
27	Wed		
28	Thu		
29	Fri		
30	Sat		
<b>31</b>	<b>Sun</b>		

**JUNE - 2020**

1	Mon		
2	Tue		<b>Telangana State Formation Day</b>
3	Wed		<b>Ramzan</b>
4	Thu		<b>Following day of Ramzan</b>
5	Fri		Staff Orientation for New Academic Year
6	Sat		Staff Orientation
<b>7</b>	<b>Sun</b>		
8	Mon		
9	Tue		
10	Wed	D-I	College Re opens for III, V and VII Semesters
11	Thu	D-II	Orientation for V Sem Students
12	Fri	D-III	Orientation for III Sem Students
13	Sat		Second Saturday
<b>14</b>	<b>Sun</b>		
15	Mon	D-IV	
16	Tue	D-V	
17	Wed	D-VI	
18	Thur	D-I	
19	Fri	D-II	
20	Sat	D-III	
<b>21</b>	<b>Sun</b>		<b>International Yoga Day</b>
22	Mon	D-IV	
23	Tue	D-V	
24	Wed	D-VI	
25	Thu	D-I	
26	Fri	D-II	
27	Sat	D-III	
<b>28</b>	<b>Sun</b>		
29	Mon	D-IV	
30	Tue	D-V	











# 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).

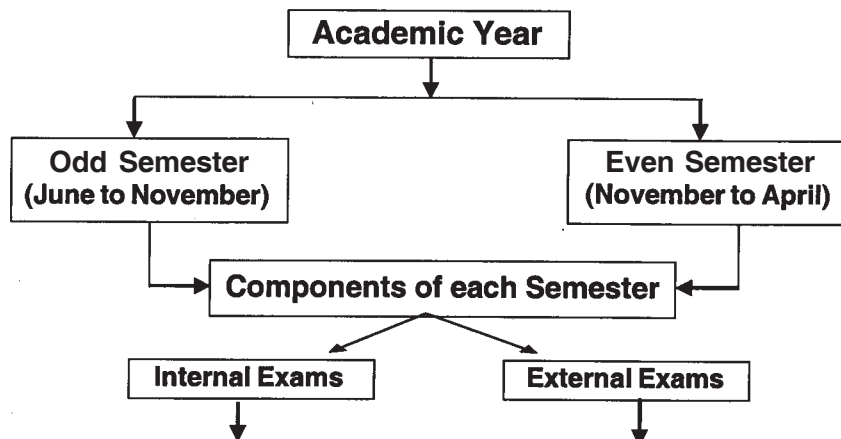
Signature of the Parent/Guardian

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 UG EXAMINATION 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
<b>Total</b>	<b>100</b>	<b>40</b>

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

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

Min. pass % for CIA is 40% (theory + practical)

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:

- Theory (CIA + SEE) : 40%
  - Practical (CIA + SEE) : 40%
- (Minimum of E-Grade)**

(Applicable to the students enrolling from 2016-17)

## ELIGIBILITY FOR CAMPUS PLACEMENT

- Minimum 60% in X Class, Inter & Degree (considered up to II/II, for Agri. students up to III/II)
- Only final year students are eligible
- There should not be any backlogs in I & II year
- In case of Agricultural Students, there should not be any backlogs in I, II & III year

## 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 (Odd Semester)




## NOTES (Odd Semester)


## NOTES (Even Semester)


## I, III, V & VII Semesters Examination Almanac 2019-2020

S.No.	DATE	NAME OF THE EXAM
1.	11-07-19/ 12-07-19	Weekly Test – I
2.	19-07-19/ 20-07-19	Weekly Test – II
3.	26-07-19/ 27-07-19	Weekly Test – III
4.	05-08-19 to 08-08-19	Mid-Semester Exams
5.	22-08-19	Weekly Test
6.	30-08-19/ 31-08-19	Weekly Test – IV
7.	07-09-19/ 09-09-19	Weekly Test – V
8.	17-09-19/ 18-09-19	Weekly Test – VI
9.	24-09-19/ 25-09-19	Weekly Test – VIII
10.	14-10-19 to 21-10-19	Pre-final Theory Exams
11.	28-10-19 to 07-11-19	Final Practical Exams (Regular & Supple.)
12.	08-11-19 to 19-11-19	Final Theory Exams (Regular & Supple.)
13.	From 20-11-19	Supplementary Exams Begins for II, IV, VI & VIII Semesters

## II, IV, VI & VIII Semesters Examination Almanac 2019– 20

S.No.	DATE	NAME OF THE EXAM
1.	10-12-19	Weekly Test
2.	18-12-19	Weekly Test – I
3.	04-01-2020	Weekly Test – II
4.	11-01-2020	Weekly Test - III
5.	25-01-20 to 29-01-20	Mid-Semester Exams
6.	13-02-20	Weekly Test – IV
7.	20-02-20	Weekly Test – V
8.	28-02-20	Weekly Test – VI
9.	06-03-20	Weekly Test
10.	17-03-20 to 26-03-20	Pre-final Theory Exams
11.	31-03-20 to 16-04-20	Final Practical Exams (Regular & Supple.)
12.	17-04-20 to 25-04-20	Final Theory Exams (Regular & Supple.)
13.	From 27-04-20	Supplementary Exams Begins for I, III, V & VII Semesters

## 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)