

# St. Joseph's College for Women

Accredited by NAAC  
Granted 2(f) and 12 (B) by UGC

A Catholic Christian Minority Institution  
Managed by Catholic Diocese Education Society, Gorakhpur



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*Hand Book  
&  
Academic Calendar - 2023 - 2024*

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## PERSONAL DETAILS

Name : \_\_\_\_\_

Roll No. : \_\_\_\_\_

Course : \_\_\_\_\_

Class : \_\_\_\_\_

Address for Correspondence : \_\_\_\_\_  
\_\_\_\_\_

Student's Contact No. : \_\_\_\_\_

Email ID : \_\_\_\_\_

Blood Group : \_\_\_\_\_

Vehicle No. : \_\_\_\_\_

Parent/Guardian Name : \_\_\_\_\_

Permanent Address : \_\_\_\_\_  
\_\_\_\_\_

Contact Details : \_\_\_\_\_

Res. No. : \_\_\_\_\_

Mobile No. : \_\_\_\_\_

Email ID : \_\_\_\_\_

Parent / Guardian Signature

## INSTITUTIONAL PROFILE

**CHAIRMAN** : Most Rev. Thomas Thuruthimattom  
Bishop of Gorakhpur

**PRINCIPAL** : Rev. Fr. (Dr) Roger Augustine

### CORRESPONDENCE AND TELEPHONE NUMBERS

**Campus** : Civil Lines, University (P.O)  
Gorakhpur, Uttar Pradesh

**Ph.** : 9598888944

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**Email** : sjcwgkp@gmail.com

|                   |  |
|-------------------|--|
| Registered Name   | St. Joseph's College For Women   |
| Established       | 2005   |
| Motto             | 'Aano Bhadrha Kratavo Yantu Vishwataha'  |
| Type of Institute | A Catholic Christian Minority Institution For Women, Self Financed under CDGES |
| Affiliation       | Affiliated to DDU Gorakhpur University   |
| UGC               | Sanctioned sec 2(f) and 12(B) status by University Grants Commission (UGC)     |
| Accreditation     | Graded "B" by National Assessment and Accreditation Council (NAAC) in 2015     |
| Student Brand     | Josephites   |
| Student Strength  | 1400   |

## CONTENTS

|   |       |
|---|-------|
| 1. Assembly Prayers .....                                 | 5-15  |
| 2. About the College.....                                 | 16    |
| 3. Our Vision, Our Mission, Our Objectives .....          | 17    |
| 4. College Crest & Moto .....                             | 18-19 |
| 5. Core Values.....                                       | 20    |
| 6. Landmarks.....   | 20    |
| 7. Academic Excellence.....                               | 21    |
| 8. Distinctive Features .....                             | 21    |
| 9. Faculty Details.....                                   | 22-24 |
| 10. Class In-charges.....                                 | 25    |
| 11. Internal Quality Assurance Cell.....                  | 26    |
| 12. Academic Programs and Courses Offered .....           | 26    |
| 13. Examination System.....                               | 27    |
| 14. Campus Culture.....                                   | 28-31 |
| 15. Teaching - Learning Practices.....                    | 32    |
| 16. Student Support Services.....                         | 33-36 |
| 17. Infrastructural Facilities .....                      | 37    |
| 18. Extension Service & Extra Curricular Activities ..... | 39    |
| 19. Role of Parents.....                                  | 40    |
| 20. Alumnae .....   | 41    |
| 22. Undertaking During Admission .....                    | 42    |
| 23. Academic Calendar .....                               | 43-54 |
| 24. Important Dates .....                                 | 55-57 |

## PERSONAL PRAYER

O God, / Source of all Wisdom and Knowledge/ the Fount of understanding and Counsel, / bless us and our studies. / Enlighten our minds,/ strengthen our memories / and direct our will / towards the light of Your Truth./ Help us to seek / Truth, Wisdom , Knowledge and Understanding / Love and Harmony/ that we may do good / to everyone we meet / on the path of life / today and every day./Amen.

## LORD'S PRAYER

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.

## NATIONAL ANTHEM

Jana ganamanaadhinayaka, jaya hey,  
Bharatha Bhagya Vidhatha.  
Punjaba-Sindhu-Gujaratha-Maratha,  
Dravida-Utkala-Vanga,  
Vindhya Himachala-Yamuna Ganga  
Uchchala Jaladhitaranga.  
Tavashubha name jage,  
Tavashubhaashisha mage,  
Gahetavajayagatha,  
Jana-gana- mangala- dayakajaya hey  
Bharatha-bhagya-vidhata.  
Jaya hey, jaya hey, jaya hey, Jaya jayajaya, jaya hey

## COLLEGE ANTHEM

आनो भद्राः क्रतवो।

यन्तु विश्वतः, यन्तु विश्वतः।

ये.....पावन ध्येय है न्यारा। - 2

सेन्ट.....जोसफ्स कालेज हमारा॥ - 2

1. एक ही ईश्वर नाम हजारों, तू ही सब का सृजनहार।  
तेरी छाया में बने इन्सान, तेरे जैसे पूर्ण बने ॥  
ये पावन..... सेन्ट जोसफ्स.....
2. हिन्दू, मुस्लिम, सिक्ख, ईसाई हम, एक ही ईश्वर की संतान।  
भेद-भाव और हीन मनो से, दूर रहें, इन्सान बने ॥  
ये पावन..... सेन्ट जोसफ्स.....
3. बाइबिल, वेद, कुरान हमेशा, सत्यमार्ग दिखलाते हमें।  
सत्य, प्रेम, अहिंसा से हम, जीवन लक्ष्य प्राप्त करें ॥  
ये पावन..... सेन्ट जोसफ्स.....
4. उपवन में हो फूल सरस सा, सूर्य चन्द्रमा, तारों का यश ।  
बने अमृत ये सेन्ट जोसफ्स कालेज, पाके तेरा रस पावन ॥  
ये पावन..... सेन्ट जोसफ्स.....
5. अपनी आशिष कृपा दया का, पात्र बना दे हम सब को।  
सदा करें गुणगान तेरा हम, गूँजे अवनी - अम्बर तक ॥  
ये पावन..... सेन्ट जोसफ्स.....

## THERE SHALL BE

There shall be showers of blessings  
This is the premise of love  
There shall be season refreshing  
Sent from the savior above.  
Ch... Showers of blessings showers of blessing we need  
Mercy –drops round us are falling  
But for the showers we plead  
2: There shall be showers of blessings  
Precious reviving again  
Over the hills and the valleys  
Sound of abundance of rain  
Ch..... Showers of blessings showers of blessing we need.

## WE ARE GATHERING

We are gathering together unto him (2)  
Unto him shall the gathering of the people we  
We are gathering together unto him  
1... We are précising  
2.... We are praying  
3.... We are thanking

## LIKE A SUNFLOWER

Like a sunflower that follows  
Every movement of the sun.  
So I turn towards you, to follow you my God.  
1.... In simplicity, charity I follow (2)  
2.... In simplicity, honestly I follow (2)  
3 .... In simplicity, fidelity I follow (2)

## JUST LIKE A CHILD

1. Just like a child who trusts his father dear  
And who delights to feel his presence near  
Just like a child whose mind has not a doubt  
And whose heart is never preevel.  
Here I come, O Lord  
Here I come just like a child  
Here I come O Lord  
Here I come just like a child
2. Just like a child so weak he cannot stand  
But who holds firm and tight his mother's hand  
Just like a child who sings in bright day light  
Fearing not the long dark night  
Here I come, O Lord  
Here I come just like a child  
Here I come O Lord



## तू मेरी ज्योति

तू मेरी ज्योति, तू मेरा घर  
तू मेरी राह, है तू हमसफर  
तू जो मेरे साथ तो काहे को डरे  
तू जो मेरे पास तो काहे घबराऊं  
तेरी कृपा मेरा मन मिलकर गाए गीत  
मैं हूँ तेरी प्रीत प्रभु तू है मेरा गीत  
मेरा तू सवेरा प्रभु तू ही मेरी शाम  
तू प्रभु जग की मधुर मुस्कान  
मैं हूँ बंसी तू रागिनी हो जाए संगीत  
तेरे वीणा गाये मुझमें गाये नवगीत  
तू मेरी .....

## भगवन् तू है मेरा

भगवन् तू है मेरा जीवन सहारा तेरे बिना मैं कुछ भी नहीं  
तेरे सहारे में भवसागर में तैरता ।  
तेरे बिना मैं कुछ नहीं कर सकता ॥ भगवन्.....

तेरे सहारे में मुक्ति को पाता  
तेरे बिना मैं नहीं कुछ कर सकता ॥ भगवन्.....  
तेरे सहारे में शांति को पाता  
तेरे बिना मैं नहीं कुछ कर सकता ॥ भगवन्.....

## तेरी आराधना करूँ

तेरी आराधना करूँ  
तेरी आराधना करूँ  
पाप क्षमा कर, जीवन दे दे

दया की याचना करूँ  
तू ही महान, सर्वशक्तिमान  
तू ही हैं मेरे जीवन का संगीत  
हृदय के तार, छोड़े झनकार-2  
तेरी आराधना है मधुर गीत-2,  
जीवन से मेरे तू महिमा पाये  
एक ही कामना करूँ  
पाप क्षमा कर...  
सृष्टि के हर एक कण कण में  
छाया है तेरी ही महिमा का राज,  
पंक्षी भी करते हैं तेरी प्रशंसा -2  
हर पल सुनाते हैं आनंद का राग-2  
मेरी भी भक्ति तुझे ग्रहण हो,  
हृदय से प्रार्थना करूँ,  
पाप क्षमा कर...

## ऐ मालिक तेरे बंदे हम

ऐ मालिक तेरे बंदे हम, ऐसे हो हमारे करम  
नेकी पर चले, और बदी से टले, ताकी हसते हुये निकले दम  
ये अंधेरा घना छा रहा, तेरा इन्सान घबरा रहा  
हो रहा बेखबर, कुछ ना आता नज़र, सुख का सूरज छुपा जा रहा  
हैं तेरी रोशनी में जो दम, तो अमावस को कर दे पूनम  
बड़ा कमजोर हैं आदमी, अभी लाखों हैं इस में कमी  
पर तू जो खड़ा, हैं दयालू बड़ा, तेरी कृपा से धरती थमी  
दिया तूने हमें जब जनम, तू ही झेलेगा हम सब के गम  
जब जुल्मों का हो सामना, तब तू ही हमें थामना  
वो बुराई करे, हम भलाई भरे, नहीं बदले की हो कामना  
बढ़ उठे प्यार का हर कदम और मीटे बैर का ये भरम

## इतनी शक्ति हमें देना दाता

इतनी शक्ति हमें देना दाता  
मन का विश्वास कमजोर हो ना  
हम चलें नेक रस्ते पे  
हमसे भूलकर भी कोई भूल हो ना  
इतनी शक्ति हमें देना दाता  
मन का विश्वास कमजोर हो ना  
दूर अज्ञान के हो अँधेरे  
तू हमें ज्ञान की रौशनी दे  
हम बुराई से बचके रहें हम  
जितनी भी दे भली ज़िन्दगी दे  
बैर हो ना किसी का किसी से  
भावना मन में बदले की हो ना  
इतनी शक्ति हमें देना दाता  
मन का विश्वास कमजोर हो ना  
इतनी शक्ति हमें देना दाता  
मन का विश्वास कमजोर हो ना  
हम चलें नेक रस्ते पे  
हमसे भूलकर भी कोई भूल हो ना

## तेरे गीत गाऊं

तेरे गीत गाऊं , तेरे संग रहूँ मैं पाऊँ मैं  
जीवन का आनन्द तुझमें प्रभु  
तू ही मेरी मंजिल प्रभु ,  
तू है मेरा मार्ग तू है मेरा मार्ग...2  
तेरे गीत गाऊं , तेरे संग रहूँ मैं  
पाऊँ मैं जीवन का आनन्द तुझमें प्रभु

तू ही मेरी ज्योति प्रभु  
तू है मेरा मसीह तू है मेरा मसीह...2  
तेरे गीत गाऊं , तेरे संग रहूँ मैं  
पाऊँ मैं जीवन का आनन्द तुझमें प्रभु  
तू ही मेरा जीवन प्रभु,  
तू ही मेरा स्वर्ग तू ही मेरा स्वर्ग...2  
तेरे गीत गाऊं , तेरे संग रहूँ मैं  
पाऊँ मैं जीवन का आनन्द तुझमें प्रभु....

## हमको मन की शक्ति देना

हमको मन की शक्ति देना मन विजय करें  
दूसरों की जय से पहले खुद को जय करें  
हमको मन की शक्ति देना मन विजय करें  
दूसरों की जय से पहले खुद को जय करें  
हमको मन की शक्ति देना  
भेदभाव अपने दिल से साफ़ कर सकें  
( भेदभाव अपने दिल से साफ़ कर सकें )  
दोस्तों से भूल हो तो माफ़ कर सकें  
( दोस्तों से भूल हो तो माफ़ कर सकें )  
झूठ से बचे रहें सच का दम भरें  
( झूठ से बचे रहें सच का दम भरें )  
दूसरों की जय से पहले खुद को जय करें  
हमको मन की शक्ति देना मन विजय करें  
दूसरों की जय से पहले खुद को जय करें  
हमको मन की शक्ति देना  
मुश्किलें पड़ें तो हम पे इतना कर्म कर  
( मुश्किलें पड़ें तो हम पे इतना कर्म कर )

साथ दें तो धर्म का चलें तो धर्म पर  
( साथ दें तो धर्म का चलें तो धर्म पर )  
खुद पे हौसला रहे बदी से ना डरें  
( खुद पे हौसला रहे बदी से ना डरें )  
दूसरों की जय से पहले खुद को जय करें  
हमको मन की शक्ति देना मन विजय करें  
दूसरों की जय से पहले खुद को जय करें  
हमको मन की शक्ति देना

### प्यासा हिरन

प्यासा हिरन जैसे, ढूँढे है जल को ऐसे प्रभु मैं तुझे खोज रहा  
ऐसे प्रभु मैं तुझे खोज रहा  
प्यासा हिरन जैसे, ढूँढे है जल को ऐसे प्रभु मैं तुझे खोज रहा  
ऐसे प्रभु मैं तुझे खोज रहा  
तू ही मेरे मन की अभिलाषा, तू ही मेरे मन की अभिलाषा  
तेरी पूजा निस दिन करता रहूँ मैं तेरी पूजा निस दिन करता रहूँ मैं  
प्यासा हिरन जैसे, ढूँढे है जल को ऐसे प्रभु मैं तुझे खोज रहा  
ऐसे प्रभु मैं तुझे खोज रहा  
प्यासा हिरन जैसे, ढूँढे है जल को ऐसे प्रभु मैं तुझे खोज रहा  
ऐसे प्रभु मैं तुझे खोज रहा  
सोना चाँदी मैं तो ना मांगू सोना चाँदी मैं तो ना मांगू  
मन तेरे प्रेम से भरता रहूँ मैं मन तेरे प्रेम से भरता रहूँ मैं  
प्यासा हिरन जैसे, ढूँढे है जल को ऐसे प्रभु मैं तुझे खोज रहा  
ऐसे प्रभु मैं तुझे खोज रहा  
प्यासा हिरन जैसे, ढूँढे है जल को ऐसे प्रभु मैं तुझे खोज रहा  
ऐसे प्रभु मैं तुझे खोज रहा  
तू जो बन जाए श्रद्धा सुमन, तू जो बन जाए श्रद्धा सुमन

पुष्प पराग सा झरता रहूँ मैं पुष्प पराग सा झरता रहूँ मैं  
प्यासा हिरन जैसे, ढूँढे है जल को ऐसे प्रभु मैं तुझे खोज रहा  
ऐसे प्रभु मैं तुझे खोज रहा  
प्यासा हिरन जैसे, ढूँढे है जल को ऐसे प्रभु मैं तुझे खोज रहा ऐसे प्रभु  
मैं तुझे खोज रहा

### प्रभुवर मेरा

प्रभुवर मेरा मैं हूँ दासी तेरा  
मार्ग तू ही है सत्य तू ही है  
जीवन तू ही है मैं हूँ दासी तेरा  
जीवन-रोटी, जीवन जल तू  
जीवन दान तू मैं हूँ दास तेरा  
देव तू ही नाथ तू ही है  
सब तू ही है मैं हूँ दासी तेरा  
प्रभुवर मेरा मैं हूँ.....

### तुम्ही हो माता

तुम्ही हो माता, पिता तुम्ही हो ।  
तुम्ही हो बंधु, सखा तुम्ही हो ॥  
तुम्ही हो माता, पिता तुम्ही हो ।  
तुम्ही हो बंधु, सखा तुम्ही हो ॥  
तुम ही हो साथी, तुम ही सहारे ।  
कोई ना अपना सिवा तुम्हारे ॥  
तुम ही हो साथी, तुम ही सहारे ।  
कोई ना अपना सिवा तुम्हारे ॥  
तुम ही हो नईया, तुम ही खिचईया ।  
तुम ही हो बंधु, सखा तुम ही हो ॥

तुम ही हो माता, पिता तुम्ही हो ।  
तुम ही हो बंधु, सखा तुम्ही हो ॥  
जो खिल सके ना वो फूल हम हैं ।  
तुम्हारे चरणों की धूल हम हैं ॥  
जो खिल सके ना वो फूल हम हैं ।  
तुम्हारे चरणों की धूल हम हैं ॥  
दया की दृष्टि, सदा ही रखना ।  
तुम ही हो बंधु सखा तुम्ही हो ॥  
तुम्ही हो माता, पिता तुम्ही हो ।  
तुम्ही हो बंधु, सखा तुम्ही हो ॥  
तुम्ही हो माता, पिता तुम्ही हो ।  
तुम्ही हो बंधु, सखा तुम्ही हो ॥

### शरण में देव शरण

शरण में देव शरण -4

माता तुम्ही हो पिता भी तुम ही हो  
बंधु तुम ही हो सखा तुम ही हो  
महिमा तुम्हारी हम गाते रहेंगे  
कृपा हम तुम्हारी पाते रहेंगे  
प्रीत तुम ही हो गीत तुम ही हो  
राह तुम ही हो साथी तुम ही हो  
प्रेम की सरगम हमको सिखा दो  
जीवन की राह हमको दिखा दो  
शरण में देवम शरणम में



### ABOUT THE COLLEGE

St. Joseph's College for Women is a dream realization of the long-cherished desire of thousands of people in and around Gorakhpur city, U.P. It is located in the heart of the city close to the Railway station and near to the Deen Dayal Upadhyay Gorakhpur University, Gorakhpur. The Catholic Diocese of Gorakhpur is known for its excellent services to the Nation in the field of education especially in the Eastern part of U.P. known as Purvanchal. The Education Society has a number of secondary schools, High schools and higher secondary schools and inter colleges to train and educate its boys and girls as ideal citizens of our country and true children of God, but it had no college for Higher studies till 2005. Realizing this urgent need of the time, Rt. Rev. Dr. Dominic Kokkat CST, the then Bishop of the Catholic Diocese of Gorakhpur has decided to establish women's college in his own campus for the Emancipation and Empowerment of women in the area. Their Integrated Development is the objective of this Education project. The traditions of the catholic educational institution such as discipline, hard work, character formation and value-oriented training are well known and highly appreciated by all. St. Joseph's College for Women also meticulously upholds and promotes such values. The present chairman and patron of the college is his Excellency Rt. Rev. Dr. Thomas Thuruthimattam CST, the second bishop of the Catholic Diocese of Gorakhpur. Every student can confidently enter to SJCW to be trained and formed as an outstanding person with the hard work and whole-hearted co-operation.

St. Joseph's College, Gorakhpur is under the management of the Catholic Diocese of Gorakhpur Education society (Reg. No 1401/84-85) a Christian minority society availing the minority rights guaranteed by the Indian constitution. the college is affiliated to Deen Dayal Upadhyay Gorakhpur University, Gorakhpur. The college makes enviable strides under the inspiring and able leadership of most Rev. Dr. Thomas Thuruthimattam CST, Bishop,



Catholic Diocese of Gorakhpur. For the governance of the college, it has a managing committee of which the Bishop being the chairman and Principal, the secretary of this committee. Besides the managing committee, the college has an Advisory Board, and an academic council to plan and evaluate its activities.

### OUR VISION

Formation of Emancipated and Empowered Women to be Societal Transformers through Holistic Educational Leadership.

### OUR MISSION

To Create a Healthy and Civilized Society by Forming Trained, Educated, Humane Women Leaders in order to Nurture Ideal Families and to Contribute to the Well-being of the Nation at Large.

### OUR OBJECTIVES

1. To give **Proper Formation** in Character Building.
2. To impart **Right Information** in Personality Development.
3. To lead the students in the right direction for **Social Transformation**.
4. To inculcate in them **Responsible Citizenship** with proper awareness of duties and rights and other values.
5. To make them feel that we are **Children of God** and hence brothers and sisters.
6. To live a Selfless Life for the welfare of all.
7. To mould a **Fully developed and an integrated Person** with body, mind and spirit according to the teaching of **Jesus Christ the Prince of Peace**.

### OUR COLLEGE CREST AND MOTTO

The **College Crest** is an oval shaped shield with an inspiring Motto inscribed on it in Sanskrit, '**Aano Bhadra ha Kratavo Yantu Vishwataha**, 'a famous verse taken from the Rig Veda 1:89:1 which means : 'Let noble thoughts come to us from every side; signifying the influence, and relevance of the Seers of ancient times who reign over hearts and minds even today with their erudition, wisdom and knowledge . So the motto clearly exhibits the earnest desire of the College to form every woman to be a liberated emancipated and empowered personality who is capable of contributing to the transformation of the society and the world.

**Bright SUN** in the College Crest symbolizes God, who is the True Light, Supreme Wisdom and Perfect Knowledge, who illumines our heart and mind, and enables us to see everything in the right perspective. As the darkness in the Universe is dispelled by the light of the Sun, the ignorance in the world will be wiped away by the Wisdom of God.

**THE RAYS EMANATING FROM THE BRIGHT SUN** are the Graces and Blessings of God embracing the whole creation irrespective of caste, creed and race.

**THE OPEN BOOK** The book in the Emblem represents the Holy Scriptures of all religions in the world which contain the inspirations from God - the revelation of God's Wisdom and Knowledge. The open book is to mean that the Word of God is easily accessible to all sincere seekers of Supreme Wisdom and Perfect Knowledge.

**THE LETTERS- ALPHA AND OMEGA-** The first and the last letter in Greek, signifies that God, the Immortal Being is the Beginning and the End of all that is created in the Universe. He is the Alpha and Omega of the Universe.

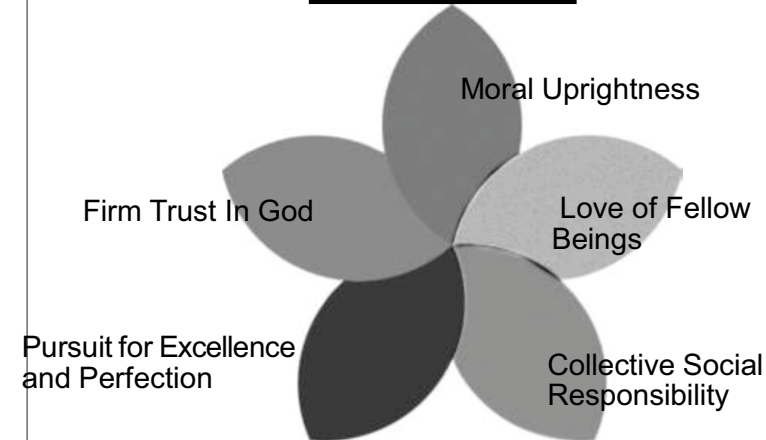
**THE STARS** represent Education. As the Stars play a significant role in making the universe bright at night, Education plays a significant role to make us enlightened persons (Buddha) by removing the darkness of mind which is ignorance.

**THE 'DIYA'** signifies the human response to God's creative plan. For God's creative and redemptive works need human-beings' participation. We have to fight against the social evils (darkness) prevailing in the society as a result of ignorance. The Educational institutions in this sense become an expression of human response to God's call to transform the world. SJC makes a response to God's call to eliminate the darkness by receiving the True Light, Knowledge and Wisdom from God and sharing them with our fellowmen.

**A BOOK AT THE BASE OF THE EMBLEM** signifies that SJCW believes that its solid foundation is on the Supreme Wisdom and Perfect Knowledge of God revealed in the Holy Scriptures of all the religions in the world. Rig Veda 1:89:1 which means: 'Let the Truth and Knowledge come from all parts of the world' signifying the influence and relevance of the Seers of the antique who reign even today with their erudition, wisdom and knowledge. They reign and rule our hearts and minds and thus the world. The motto clearly exhibits the earnest desire of the College to form every woman to be a liberated, emancipated and empowered personality who is capable of contributing to transform the society and the world.



## CORE VALUES



## LANDMARKS ACHIEVED BY THE COLLEGE

- 2005 - Degree College established with B.A., B.Sc. and B.Ed Faculties.
- 2006 - Gold Medal in the First Batch of B.Ed.
- 2006 - Permanent Affiliation for B.Ed
- 2007 - IGNOU special Study Center opened for Distance Learning
- 2008 - First Batch of B.A. and B.Sc. passed out
- 2008 - Gold Medal for B.Ed
- 2009 - Study Center for SHIATS for Degree and Certificate programs
- 2011 - Permanent Affiliation for B.A and B.Sc. from DDU Gorakhpur University
- 2011 - 2(f) and 12(B) was issued by UGC dated 21 July
- 2012 - Introduction of B.T.C. course
- 2014 - Study Centre for NIELIT for Certificate programs
- 2014 - Gold Medal from the University in B.A
- 2015 - Decennial Celebration of the College
- 2015 - Accredited by NAAC with B Grade
- 2017 - Gold Medal from the University for B.Ed.
- 2018 - Starting M.A. in English
- 2019 - Gold medal for B.A.
- 2020 - Gold Medal From the University for B.Ed.

### ACADEMIC EXCELLENCE

|                                      |        |        |      |           |
|--------------------------------------|--------|--------|------|-----------|
| Rajal Pandey (B.Ed.)                 | -      | 80%    | -    | 2006      |
| (Gold Medal from DDU Gorakhpur)      |        |        |      |           |
| Bandana Singh (B.Ed.)                | -      | 76%    | -    | 2008      |
| (Gold Medal from DDU Gorakhpur)      |        |        |      |           |
| Nishtha Pandey (B.A)                 | -      | 76%    | -    | 2014      |
| (Gold Medal from DDU Gorakhpur)      |        |        |      |           |
| Sony Kumari B.Ed.                    | -      | 72.57% | -    | 2015-2017 |
| (Gold Medal from DDU Gorakhpur)      |        |        |      |           |
| Akansha -B.A. Gold Medal,DDU -       | 73.80% | -      | 2019 |           |
| Shikha Dubey - B.Ed Gold Medal,DDU - | 83.3%  |        | 2020 |           |

### DISTINCTIVE FEATURES

1. Regular Induction/orientation programs for students/faculty.
2. Periodic Counseling, remedial classes, tutorial, mentoring & career guidance.
3. Innovative certificate/skill-based courses
4. Conduct of Seminars
5. Regular publication of Quarterly news letter "Dastak" and Annual Magazine.
6. Regular conduct of Entrepreneurial Awareness programs
7. Organizing experiential learning activities - educational tours/ exposure visits/field trips.
8. Encouragement to merit students in the form of cash awards & scholarships for minorities, social groups and Economically Backward Students.
9. Regular conduct of community service programs, National Service Scheme, Women Empowerment Cell and Red Cross Society.
10. Regular organizing of staff picnic
11. Uniform and Christmas gifts for non-teaching staff
12. Conducting of Unit Tests and Pre-University Exams
13. Organizing of Parents Teachers Meet
14. Different Clubs Active and Competitions
15. Conducting of Annual Literary, Cultural, Sports and Games Competitions and Youth Festival along with the celebration of National and Major Religious festivals.

### FACULTY DETAILS

Principal - Rev. Fr. (Dr) Roger Augustine  
M.A., M.Phil., Ph.D.

#### DEPARTMENT OF ENGLISH

Rev. Fr. (Dr.) Roger Augustine M.A., M.Phil., Ph.D.

Dr. Tulika Tripathi M.A. Ph.D.

Ms. Nishtha Pandey M.A., (Ph.D. Pursuing)

Ms. Bincy M.A., (Ph.D. Pursuing) NET, B.Ed.

Ms. Nidhi Dubey M.A., B.Ed.

#### DEPARTMENT OF ECONOMICS

Ms. Sweta Gupta M.A., NET, B.Ed.

#### DEPARTMENT OF EDUCATION

Dr. Meena Pandey M.A., Ph.D.

#### DEPARTMENT OF HINDI

Dr. Richa Pandey M.A., NET., Ph.D.

#### DEPARTMENT OF HOME SCIENCE

Dr. Kanak Lata M.Sc., Ph.D.

Dr. Amrita M.Sc., Ph.D.

#### DEPARTMENT OF POLITICAL SCIENCE

Dr. Aruna Tiwari M.A., Ph.D.

#### DEPARTMENT OF PSYCHOLOGY

Dr. Nisha Singh M.A., Ph.D.

Ms. Akancha Pandey M.A., NET, JRF, GATE

**BACHELOR OF SCIENCE (B.Sc.)****DEPARTMENT OF BOTONY**

Dr. Vanadana Tripathi M.Sc., Ph.D.

Dr. Pratima M.Sc., Ph.D.

**DEPARTMENT OF CHEMISTRY**

Dr. K.K. Singh M.Sc., Ph.D.

Ms. Kopal Kashaudhan M.Sc., B.Ed, (Ph.D. Pursuing)

**DEPARTMENT OF MATHMATICS**

Mrs Kiruba S. Anatham M.Sc., M.Phil. (Ph.D. Pursuing)

Ms. Manya Mani Tripathi M.Sc.

**DEPARTMENT OF PHYSICS**

Dr. Maheshwar Dubey M.Sc., Ph.D.

Ms. Shivani Negi M.Sc., (Ph.D. Pursuing)

**DEPARTMENT OF ZOOLOGY**

Dr. Ruhi Agarwal M.Sc., Ph.D.

Dr. Agnes Flora M.Sc., M.Ed, M.Phil. Ph.D.

**BACHELOR OF EDUCATION (B.Ed.)**

Dr. Preety Dubey M.A., M.Ed., Ph.D.

Rev. Fr. (Dr) Benny Koikakudy M.A., M.Ed., Ph.D.

Dr. Rajeev Mishra M.A., M.Ed., Ph.D.

Dr. Mahima Tripathi M.A., M.Ed., Ph.D.

Dr. Pawan Kumar Mishra M.Sc., M.Phil., M.Ed., NET, Ph.D.

Mr. Amar Singh M.P. Ed., M.Phil. (Ph. D. Pursuing)

Ms. Moon Srivastav M.A. Fine Arts

**Diploma in Elementary Education (D.El.Ed.)**

Mr. Amresh Mishra M.A. M.Ed.

Dr. Pawan Kumar Mishra M.Sc., M.Phil., M.Ed., NET

Ms. Namita Srivastava M.A., M.Ed.

Mr. Amar Singh M.P. Ed., M.Phil., Ph.D. (Pursuing)

Ms. Pratibha, M.Sc., M.Ed.

Ms. Shalini Srivastava M.Sc., B.Ed. (Ph.D. Pursuing)

Ms. Moon Srivastav M.A. (Fine Arts)

**NCC ANO**

Swati Mishra, Lieutenant

**LIBRARY**

Mrs. Amrita Srivastava M.Lib., M.Phil.

Mrs. Firoza Begum

Mr. Ignatius Shami

**ADMINISTRATIVE OFFICE**

Mr Robin Simon Office Superintendent

Mr Vineet Fernandez Office Assistant

Mr Vishesh Tobit Office Assistant

Mr. Ajeet Kumar Gupta ICT

**LAB STAFF**

Mr. Gopal Das Chemistry

Mr. Leo Emmanuel Botony

Mr. Amos Physics

**SUPPORTIVE STAFF**

Mr. Vinod Kumar Ms. Kanchan

Mr. Nadeem Ms. Shanti

Ms. Ruth Yakub Ms. Reena

Ms. Savita

### CLASS IN-CHARGES

| Sr. No. | Class               |                            | Class In-charge                     |
|---------|---------------------|----------------------------|-------------------------------------|
| 1       | B.A I               | Home Science<br>Psychology | Dr. Amrita<br>Ms. Akancha Pandey    |
| 2       | B.A. II             | Home Science<br>Psychology | Dr. Amrita Shahi<br>Dr. Nisha Singh |
| 3       | B.A. III            | Home Science<br>Psychology | Dr. Kanaklata<br>Ms. Shweta         |
| 4       | B.Sc. I             | Math's<br>Biology          | Ms. Manya<br>Ms. Kopal              |
| 5       | B.Sc. II            | Math's<br>Biology          | Ms. Shivani<br>Dr. Ruhi             |
| 6       | B.Sc. III           | Math's<br>Biology          | Ms. Kirupa<br>Dr. Vandana           |
| 7       | B.T.C. I & II       |                            | Ms. Namita                          |
| 8       | B.Ed. I & II        |                            | Dr. Preety                          |
| 9       | M.A - I<br>M.A - II |                            | Ms. Bincy<br>Dr. Tulika Tripathi    |

### INTERNAL QUALITY ASSURANCE CELL (IQAC)

The Internal Quality Assurance Cell (IQAC) was constituted in September, 2012 as per the norms prescribed by National Assessment and Accreditation Council (NAAC) for monitoring and enhancing the quality parameters in the college. Every year the college submits an Annual Quality Assurance Report to NAAC.

#### Objective of IQAC:

- ❖ To develop a system for conscious, consistent and catalytic action to improve the academic and administrative performance of the institution.
- ❖ To promote measures for institutional functioning towards quality enhancement through internalization of quality culture and institutionalization of best practices.

### ACADEMIC PROGRAMS AND COURSES OFFERED

#### Masters

M.A. Masters in English Literature (04 Semesters)

#### Under Graduate Courses (06 Semesters)

B.A. (English Literature/Hindi Literature, Home Science/  
Psychology, Political Science/Education, Economics)

B.Sc. (Maths, Physics, Chemistry)

B.Sc. (Zoology, Botany, Chemistry)

#### Teacher Training Programs (02 Semesters)

Bachelor of Education (B.Ed.)

Diploma in Elementary Education (D.El.Ed.)

## EXAMINATION SYSTEM

Academic year is divided into Two Semesters. The first Semester is from July to November and the Second Semester is from December to May. Each Semester has Theory and Practical exams and a Mid Term exam too.

Note: It is mandatory to attend the semester exams and Mid Term Exams. No Re-Examination will be conducted if the student is absent for theory or practical exams.

The students who are in the earlier system of annual Exams in the University also will follow the same patterns in the college for the sake of continuous evaluation and assessment.

### A. Rules of attendance/semester examination eligibility

❖ On medical grounds a student is permitted a condonation of 10 % attendance on payment of condonation fee, provided the student submits the medical certificate immediately after the period of illness. Students having less than 65 % of attendance in a subject will not be allowed to write the examination for the subject.

Students attending state/national camps/workshops have to produce the attendance certificate duly signed by the principal immediately after the camps. A student who is not allowed to write Semester Exam due to shortage of attendance has to repeat the year.

❖ On medical grounds a student is permitted a condonation of 10 % attendance on payment of condonation fee, provided the student submits the medical certificate immediately after the period of illness.

Students having less than 65 % of attendance in a subject will not be allowed to write the examination for the subject.

Students attending state/national camps/workshops have to produce the attendance certificate duly signed by the principal immediately after the camps.

A student who is not allowed to write Semester Exam or Pre University examination due to shortage of attendance has to repeat the year.

### C. Results Declaration & Award Of Degree

- ❖ Semester Examination Results are declared by DDU Gorakhpur University
- ❖ The Final Degree is awarded by the parent University (DDU Gorakhpur University)
- ❖ The name of the college is mentioned in the Degree certificate along with DDU Gorakhpur University.

## CAMPUS CULTURE

**Regularity and Punctuality are closely monitored.  
All Students are expected to be in the campus by 8.45 a.m.**

### General Instructions

- ❖ While imbibing knowledge, the students should acquire the right values and attitudes to evolve into complete and balanced individuals possessing the requisite life skills, ready to accept the challenges of life ahead. The students are also expected to be goal-focused and career - oriented to emerge as team builders in society. Responsible behavior, courteous speech and healthy relationship among the students are good manifestations of Josephites.
- ❖ The college instruction timings are from 8:50 a.m. to 2:45 p.m. The students coming late will not be allowed inside the college premises.



- ❖ The college insists on students wearing their ID cards in the college campus. It is mandatory that the ID card be produced in all their college transactions.
- ❖ It is imperative that students maintain a cordial classroom atmosphere in terms of discipline and silence when the lecture is in progress. The disciplinary committee will deal seriously with any misbehavior that disrupts the teaching - learning. Any indiscipline in the classroom would entail disciplinary action, leading to grave consequences.
- ❖ Students should be polite and amicable in their dealings and transactions at the College Office and the College gate. Students are requested to co-operate for the smooth functioning of college.
- ❖ The students are discouraged from citing excuses to leave the college before the completion of all the classes. Permission may be granted in case of emergencies only.

### A. Attendance

- ◆ Students who put in 100% attendance are appreciated and honoured with a college Memento at the end of the year. It is mandatory for every student to put in 75% attendance in order to appear for the end- semester/DDU University examinations.
- ◆ Examination forms shall not be issued to students with less than 65% attendance.
- ◆ Leave letters should be duly signed by parents and submitted to the lecturer /class-in-charge. If the student is absent for more than three days, the leave letter should be duly signed by the Principal.
- ◆ All genuine leave applications should be submitted to the Principal/Vice Principal for approval.
- ◆ Only in genuine cases, a maximum of 10% condonation that too on medical grounds, on payment of prescribed condonation fee is permitted.

### B. Dress Code

As a sign of decorum proper Dress Code should be strictly followed. You are expected to abide by the rules.

- ◆ Shalwar Kameez with Dupatta.
  - ◆ Sleeveless dresses will not be entertained.
  - ◆ Hair should not be left loose; it should be properly combed and pinned.
- BT.C and B.Ed. students should wear saree every day..

### C. Mobile Phones

The College does not allow the use of cell phones in the campus and hence the students are warned not to use them either in the class or in the corridors. If found being used, the cell phones will be confiscated.

### D. Misconduct

Students enrolled in the College may well appreciate their responsibilities towards the institution, the faculty and towards other students.

Students' misconduct includes and is not limited to the following alone:

- ◆ Disruption of classroom activities or hindering the learning of other students anywhere in the college.
- ◆ Cheating during Internals/examinations and in any other transaction in the college.
- ◆ Behavior, which interferes significantly with college operation, disrupts education and endangers the health and safety of staff/ student or damages college property.
- ◆ The falsification of documents or the supplying of false information in order to obtain admission.
- ◆ Damaging the library books/identity cards etc.

**Note:** College property is common property. If any fixture or equipment is damaged, the entire cost will be deducted from caution deposit of the students of the respective class/section.

- ◆ Inviting/meeting strangers in the college without prior written permission from the Principal.
  - ◆ Failure to return borrowed material or settle debts with the college.
  - ◆ Any form of misbehavior will be firmly dealt with as per institution /University/Govt. rules.
- e) Disciplinary Measures: Non-compliance and violation of rules of discipline may attract disciplinary action.
- ◆ A reprimand / warning.
  - ◆ Withdrawal from a particular class or course.
  - ◆ Suspension/Expulsion from the college.
  - ◆ Withholding of official transcripts.
  - ◆ Suspension of College privileges.
  - ◆ Other disciplinary action, which the college authorities deem appropriate under the circumstances.

### E. Transfer and Bonafide Certificates

- ◆ Those applying for T.C should submit a written requisition along with the attestation of parents' approval. No due certificates from the Library, Lab and from the respective departments concerned should be handed over along with a requisition letter at the office.
- ◆ Bonafide Certificate will be issued on submitting the requisition and producing the College I.D. Card. Misuse of Bonafide Certificate is an offence and will be strictly dealt with.

### F. Fee Clearance

Payment of College Fees

- ★ Fees once paid will not be refunded
- ★ Part payment of fee is not accepted.
- ★ The names of the students, who are either absent or who have not paid the fee will be struck off from the rolls and they have to seek re-admission.

## TEACHING - LEARNING PRACTICES

- \* Entry Level Test: At the entry level the departments conduct proficiency tests to assess the standards of the students and plan bridge courses to suitably fill the gaps.
- \* Bridge Courses: Bridge courses are planned to fill the gaps in their existing knowledge and pave way for conceptual learning. The course is well structured and planned depending on the subjects. Those who hail from vernacular medium and those who come from rural background are given training. Thorough and diligent efforts are made to homogenize the group.
- \* Certificate Courses: Certificate courses conducted in collaboration with industry experts supplement the curriculum and enhance the employability of students.
- \* Guest Lecturers / Extension Lectures/Seminars/ Workshops: To supplement and extend learning beyond class room teaching, experts and eminent personalities from the industry and academics are regularly invited to interact with the students and share their expertise and experience in specific areas.
- \* Multi dimensional learning experiences: Presentations, group discussion, role plays, book review, part of our co-curricular activities, as these enhance their inter-personal communication skills and help to develop their overall personality

### A. Value addition and Personality Development Programmes:

Our College stands for value-based education and strives for the overall development of the students. In pursuit of the motto "Knowledge, Love and Service" and in line with the college vision, the Counseling cell, faculty members and resource persons conduct value addition and Personality Development Programmes.



- \* Tutorial Classes: Classes are held after the college working hours to help out those students who require further assistance and guidance in their learning process.
- \* Remedial classes: Extra classes are conducted for academically weak students after college hours.

### B. Curriculum based other programs:

- \* Project Presentation & Counseling: Counseling sessions are held to help students prepare for live market and Industry relevant projects.

### C. English Proficiency Course:

- \* English proficiency course sessions help the students identify their problem areas with respect to communication in English, and also aid in refining their speaking and writing skills.

## STUDENT SUPPORT SERVICES

The College gives individual attention to students in order to equip them with the required skills and to bridge the gap between the traditional curriculum and the changing employment needs.

- \* **Orientation /Induction Program:** An orientation program for freshers is organised to orient them into the campus and academic culture of the college giving them information about the clubs, community service, course outline, examination system etc. A conducive environment for effective learning is set with motivational talks on goal setting, time management etc.
- \* **Experiential Learning:** To promote experiential learning the college organizes various outbound programs, industrial visits/field visits etc as these increase Institution-Industry interaction and create among the students an awareness and understanding of the practical aspects of the industry.

- \* **Soft Skills:** Soft Skills development being a major area in promoting global competencies, the college conducts Workshops/seminars/guest lectures on interpersonal skills, goal setting, team work, presentation skills, corporate skills, decision making, etc. Eminent resource persons are invited for motivational talks on personality development, communication skills and soft skills.

- \* **Women Empowerment Cell:** The Women Empowerment Cell in conjunction with eminent women welfare organizations empower the girl students through conducting various awareness programmes on health, legal, social and career prospects. The Cell also addresses day to day issues/challenges faced by the

Girls both on and off the campus. Apart from formal counseling the girl students are given freedom to approach experienced and friendly lady faculty anytime to seek their help.

- \* **In-house Publications:** The Editorial Board of the college, along with student representatives with a flair for writing, publish the college Quarterly News Letter and Annual Magazine.

- \* **Counseling & Value Education Cell:** Counseling and Value Education Cell offers guidance and help to students in personal, social and vocational spheres. Regular value education sessions are conducted in the college. Life skills are taught as a means to empower young people to face challenging situations. This enables learners to acquire knowledge and to develop right attitudes and life skills which lead to a healthy behavior.

- \* **Student Facilitator / Class In-Charge:** A lecturer is designated to function as a focal point for solving students' problems related to academics and discipline. Students can approach the facilitator on a one-to- one basis to enhance

their academic performance and offer consultation on any student-related activities/issues.

Audio Visual Class Rooms. Audio Visual rooms offer multimedia learning experience for the students making for infotainment. A good Public Address system is available on the campus for seminars and presentations.

- ✿ **Career Guidance:** Talks and lectures by Guest Faculty drawn from various disciplines and industry experts give in-depth information about career choices available for the students so that they make informed choices.
- ✿ **Grievance Cell:** The Cell caters to the complaints and suggestions of the students, be it academic or non-academic. The students are encouraged to approach any one of the grievance committee members or drop in their suggestions / complaints in the suggestion boxes kept near the library. Twice a week, the boxes are opened and the grievance committee proactively deals with them.
- ✿ **Techno friendly Campus:** The administration has deployed software for maintaining the office administration, admission, attendance and examination process, to facilitate students and staff. The library also is automated. The campus is with Wi-Fi.
- ✿ **Students Feedback System:** Students can administer Academic Feedback on Teaching Faculty for effective Teaching - Learning Practice and Teaching-Learning evaluation.
- ✿ **Student Quality Assurance Cell (SQAC):** The Student Quality Cell (SQAC) mainly acts as an interface between the student community and the management. The Management, staff and the elected representatives from each class meet consistently once a month to deliberate on issues regarding students' welfare & enhance the quality

of the institution. This is an extremely important body as it redresses grievances and steps up the quality parameters of the college. The proactive involvement of the students in effective governance also nurtures their leadership skills.

- ✿ **Exhibitions:** College strives to instill and nurture creativity and scientific temper among the learners through providing opportunities for organizing exhibitions.
- ✿ **Academic Clubs:** Various club/cell activities on the campus aim at fostering team building and leadership skills.
- ✿ **ELS and HLS:** English Literary Society and Hindi Literary Society offer a creative platform to hone the literary, acting, creative, social and managerial skills of the students. The students conduct various literary competitions like debates, speeches, essay, short story and poem every month. All the students of English are the members of it and students from other stream too are welcomed.
- ✿ **Computer Lab with Internet Facility:** It enhances and hones the technical/ social skills of the students, and provides the platform for the students to share, enrich and involve in the new technologies.
- ✿ **Science Club:** The Science Club was introduced to foster scientific temperament among students and initiate the students to engineering practices and scientific methodology and to develop a strong interest for science and technology. The Science club adopts novel ways of exploring Science through a maze of crossword puzzles, quiz, Poster presentations, etc.
- ✿ **Maths Club:** The Maths Club, a Department of Mathematics initiative, features a comprehensive set of interactive arithmetic, logic & brain twisting problems that help the students in taking various standardized tests.

## INFRASTRUCTURAL FACILITIES

### A. Learning Zones

- ★ Library as a learning resource centre:

The college has a Library with a vast collection of texts and general books, International and National journals, online databases to cater to the needs of UG students. Separate sections for General, Reference books, journals and periodicals are provided along with free net browsing facility to access the online databases and academic information.

Open from 8.30 AM - 3.00 PM

The fully automated library.

Library cards are issued to each individual student

### B. Labs

- ❖ **Computer Lab:** The College has one full- fledged Lab with the latest state-of-the-art Hardware and Software to facilitate the students in learning the nuances of Operating Systems, Programming, Networking, Web-Enabled Operations and Multimedia..
- ❖ **Science Labs:** A large Chemistry lab with 160 seats for the students  
Fully Equipped Physics Lab with a Dark Room  
Botany and Zoology Labs  
Home Science and Psychology Labs  
The college updates every year the labs with most modern equipment needed for conducting practicals.

### C. Other Resources and Facilities:

- ★ **Well- equipped class rooms:** Spacious, well furnished and ventilated classrooms, some equipped with LCD and OHP, in addition to Chalk and Board offer conducive learning environment. Different abled Audio, Video, Theatre, Conference Room, Incubation Cell, Infilibnet.
- ★ **Seminar Halls:** The College provides spacious seminar halls with a captivating ambience, different from the usual classroom atmosphere for presentations, guest lectures and seminars.

- ★ **Activity Hall:** A well equipped hall with seating capacity of 400 facilitates various programmes like Annual day, Alumni meet, Parent Teacher meet, Exhibitions etc.
- ★ **Internet Facilities:** To promote E-Learning the College is made Wi-Fi enabled. Students are encouraged to access the internet to update their knowledge.
- ★ **Canteen Facility:** The College canteen provides hygienic, nutritious and tasty snacks and meals at an affordable cost. Canteen should be visited strictly only during break time.
- ★ **Purified drinking water:** There are water coolers and Aqua Guards at every floor to offer clean drinking water facilities.
- ★ **Audio Visual Theatre:** There is a full-fledged theatre; air conditioned, High Definition of Sound, Light and Visual Effects, Use of Interactive Panel.
- ★ **Conference Room :** College has fully air-conditioned conference room. it is fitted with audio visual systems, electrical and wi-fi connections. It has modern designs and aesthetically pleasing interiors.
- ★ **Differently - abled Friendly Campus:** College provides user-friendly amenities to students with special needs. The facilities are: ramps and Railings, wheel chair facility, Braille facility as per the affiliating University, disable friendly toilets etc.
- ★ **INFLINET in Library:** College has access to e-resources in library and download articles. Students can read online books and journals more than 5000.
- ★ **Placement Cell:** The Placement Cell functions with a vision to help students with competencies and employability skills.

**NOTE:** Final year Students of UG can register with placement cell. Only registered students will be considered for placement. Selection of students will be entirely at the discretion of the concerned company/ organization. Placement cell does not guarantee any placement of students.

## E. Games & Sports:

The Sports facilities in the campus include a well qualified Physical Director, Basket Ball and Badminton Courts and Indoor games like Carroms, Table Tennis and Chess. As the college has limited ground for outdoor sports, the institution hires Carmel Inter College grounds and Regional stadium for coaching and for holding competitions. A spacious cellar is available for indoor games like Chess, Carroms and Table Tennis.

Pre- Competition coaching is given in two sessions Morning & Evening.

## EXTENSION SERVICES AND EXTRA CURRICULAR ACTIVITIES

Social Consciousness and Commitment are an integral part of the College vision. The college conducts multiple programs in tie-up with Child Line Center in the campus and PGSS an NGO of the Diocese of Gorakhpur. The extension programmes in the institution are organized through some basic units: NSS (National Service Scheme), RC (Red Cross), and Women Empowerment Cell. The faculty and students are sensitized on their social responsibilities, environmental awareness and citizenship roles through participation in Community development programmes, health and hygiene awareness programmes, AIDS awareness programmes, gender sensitizing programmes, medical and blood donation camps, environmental awareness programmes, Visits to Homes for Street children, Rescue Centers, Orphanages, HIV/AIDS centers, Home for the aged and destitute, mentally and physically challenged Children etc. Tree plantations, Medical Camps and surveys are also conducted in the adopted villages. College-community neighborhood networks include our students educating the less privileged neighborhood children. Students are involved in various community development programmes, social and environment awareness campaigns so that they emerge as ethical and socially responsible citizens of India.

## A. Extra Curricular activities

To promote integrated development and holistic learning, students are encouraged to take an active part in extracurricular activities, both conducted by the college and represented by the college. The college provides a platform for students to showcase their innate talents by hosting many celebrations and fest which include National Festivals, College Day, Fresher's Day, Farwell Day, Teacher's Day, Christmas and Cultural Fest etc

The Students are encouraged to play an active role by participating in various cultural activities within and outside the college. The Annual Literary and Cultural Competitions with sports and games is truly a platform for all students to hone themselves.

## B. Mega Annual Events

Josephiesta - Culmination of talents: Every November, the college hosts Josephiesta- an annual Academic and Cultural fest which is the much awaited youth event of the college. As the students take on proactive roles in organizing this event, they get an opportunity to showcase their creative talent and also managerial skills.

## ROLE OF PARENTS

It is befitting that Parents/Guardians co-operate with the college authorities in character formation of their wards. Parent's proactive involvement is also called for in maintaining attendance and ensuring consistent academic progress of their wards.

Parents are advised to check the correspondence/ letters sent by college regarding attendance shortage, academic or behavioral issues of their wards and make it a point to personally meet the class in charge/Vice Principal to be apprised of their performance/regularity and behaviour.

**NOTE:** Parents can meet their respective class In-charges between 1:15- 2:30 pm once in a month either on Thursday or Saturday.

Handbook hopes to serve a larger purpose of enabling the busy parents of today to align with our academic schedules, since we greatly value their guidance and proactive involvement in the development of their wards.



## ALUMNAE ASSOCIATION

The College has an active Alumnae Association which functions with the Motto: "Globally Connect". The office bearers and the members of the association meet every year and plan for programmes to benefit the current students.

Activities/contributions of the alumni

- ❖ Being members of statutory bodies like Board of studies, Academic Council, they give valuable inputs to incorporate into the policies of the college.  
Alumni interact with the current batch of students to offer valuable insights into corporate culture, corporate expectations, organizational functioning and challenges faced in work situations.
- ❖ They visit the college to give guest lectures and career guidance.
- ❖ The Alumni also help in identifying placements and internship opportunities for present students in the organizations where they are working
- ❖ Help in organizing management events, industrial visits
- ❖ They offer valuable feedback to the institution about the relevance of the curriculum and the need for infrastructural development.
- ❖ They also donate books to general library.

### E. National Institute of Electronics and Information Technology (NIELIT)

Facilitation Centre No. 9903087

#### Programmes Offered

1. Course on Computer Concepts (CCC)
2. Basic Computer Course (BCC)

Under the IT Literacy programme, NIELIT has been conducting a Course on Computer Concept (CCC) since the year 1999. As on date more than 5.5 lac students have successfully completed the CCC programme, examinations of which are being conducted online, for the past several years. Many States Governments / Governments Organizations have made CCC certification as a mandatory pre-requisite for recruitments and promotions.

## UNDERTAKING DURING ADMISSION

I, Ms. \_\_\_\_\_ (full name of the student) D/O  
Mr/Mrs.Ms \_\_\_\_\_ (full name of the parents/guardian)  
having been admitted to \_\_\_\_\_ (full name of the  
college) for the Course \_\_\_\_\_ (B.A/B.Sc./B.Ed./D.El.Ed.) in the  
academic batch \_\_\_\_\_, am well aware of the rules of the institute  
of having minimum 75% aggregate attendance both in theory and  
practical classes and the End Semester Exams.

1. I will attend all the classes (from the opening day) of the Institute and I will be regular and punctual to all the classes, i.e (Theory/Practical) and am aware that if I don't secure attendance more than 75% I shall be detained and not allowed to appear for the Annual Examinations.
2. I will follow the dress code and uniform prescribed by the Institute.
3. Absenteeism on medical grounds is to be informed to the Institute authority by the parents/guardians of their ward immediately with a medical and fitness certificate.
4. Any change in address or phone number will be communicated to the Institute authorities immediately.

\_\_\_\_\_  
Signature of Student

### ACKNOWLEDGMENT

I have gone through carefully the terms of the above undertaking and understand that if she fails to comply with the attendance rules she will be detained and will not be allowed to sit for the Annual Examinations. I undertake that she will strictly follow the above terms.

\_\_\_\_\_  
Signature of Parent/Guardian

**ACADEMIC CALENDAR 2023-2024****JULY-2023**

| Date | Day |   |
|------|-----|---|
| 1    | SAT | Reopening/IQAC Meeting I                        |
| 2    | SUN |   |
| 3    | MON |   |
| 4    | TUE |   |
| 5    | WED | Resuming the Classes/Admission begins           |
| 6    | THU |   |
| 7    | FRI | Van Mahotsava                                   |
| 8    | SAT |   |
| 9    | SUN |   |
| 10   | MON | Classes begin for D.El.Ed.                      |
| 11   | TUE |   |
| 12   | WED |   |
| 13   | THU |   |
| 14   | FRI |   |
| 15   | SAT |   |
| 16   | SUN |   |
| 17   | MON |   |
| 18   | TUE |   |
| 19   | WED |   |
| 20   | THU |   |
| 21   | FRI |   |
| 22   | SAT |   |
| 23   | SUN |   |
| 24   | MON | Election for Students Council                   |
| 25   | TUE |   |
| 26   | WED |   |
| 27   | THU | APJ Kalam's Remembrance/Physics Dept. Activity  |
| 28   | FRI | World Nature Conservation Day/Eco Club Activity |
| 29   | SAT | Muharram  |
| 30   | SUN |   |
| 31   | MON |   |

**AUGUST-2023**

| Date | Day |  |
|------|-----|--|
| 1    | TUE | New Batches beginning Classes/ Orientation       |
| 2    | WED |  |
| 3    | THU |  |
| 4    | FRI |  |
| 5    | SAT |  |
| 6    | SUN |  |
| 7    | MON | New Batch of B.Ed beginning Classes/ Orientation |
| 8    | TUE |  |
| 9    | WED |  |
| 10   | THU |  |
| 11   | FRI |  |
| 12   | SAT | Anti Ragging Day Celebration                     |
| 13   | SUN |  |
| 14   | MON | Anti Ragging Week                                |
| 15   | TUE | Independence Day                                 |
| 16   | WED |  |
| 17   | THU |  |
| 18   | FRI |  |
| 19   | SAT |  |
| 20   | SUN |  |
| 21   | MON |  |
| 22   | TUE |  |
| 23   | WED |  |
| 24   | THU |  |
| 25   | FRI |  |
| 26   | SAT | Fresher's Day Celebration                        |
| 27   | SUN |  |
| 28   | MON |  |
| 29   | TUE | National Sport's Day/ Sports Club Activity       |
| 30   | WED | NCC Cadets Selection                             |
| 31   | THU | Raksha Bandhan                                   |

| <b>SEPTEMBER -2023</b> |            |   |
|------------------------|------------|---|
| <b>Date</b>            | <b>Day</b> |   |
| 1                      | FRI        | <b>Nutrition Week</b>                                 |
| 2                      | SAT        |   |
| 3                      | SUN        |   |
| 4                      | MON        |   |
| 5                      | TUE        | <b>Teacher's day Celebration</b>                      |
| 6                      | WED        | <b>Foundation Day(2005/B.Ed./B.Sc.)</b>               |
| 7                      | THU        | <b>Janmashtami</b>                                    |
| 8                      | FRI        |   |
| 9                      | SAT        | <b>NSS Activity</b>                                   |
| 10                     | SUN        |   |
| 11                     | MON        | <b>NCC Physical Training</b>                          |
| 12                     | TUE        |   |
| 13                     | WED        | <b>Inauguration of Literary Competitions</b>          |
| 14                     | THU        | <b>Hindi Diwas/ Hindi Club Activity</b>               |
| 15                     | FRI        |   |
| 16                     | SAT        | <b>World Ozone Day</b>                                |
| 17                     | SUN        |   |
| 18                     | MON        | <b>Mid Term Exams</b>                                 |
| 19                     | TUE        |   |
| 20                     | WED        |   |
| 21                     | THU        |   |
| 22                     | FRI        | <b>Blood Donation Camp</b>                            |
| 23                     | SAT        | <b>Eco Club Activity/Session on Stress Management</b> |
| 24                     | SUN        |   |
| 25                     | MON        |   |
| 26                     | TUE        |   |
| 27                     | WED        |   |
| 28                     | THU        | <b>Eid e Milad</b>                                    |
| 29                     | FRI        |   |
| 30                     | SAT        | <b>Science Club Activity/ IQAC Meeting II</b>         |

| <b>OCTOBER - 2023</b> |            |  |
|-----------------------|------------|--|
| <b>Date</b>           | <b>Day</b> |  |
| 1                     | SUN        |  |
| 2                     | MON        | <b>Gandhi Jayanti</b>                        |
| 3                     | TUE        | <b>Inauguration of Cultural Competitions</b> |
| 4                     | WED        |  |
| 5                     | THU        |  |
| 6                     | FRI        |  |
| 7                     | SAT        |  |
| 8                     | SUN        |  |
| 9                     | MON        |  |
| 10                    | TUE        | <b>World Mental Health Day</b>               |
| 11                    | WED        |  |
| 12                    | THU        |  |
| 13                    | FRI        |  |
| 14                    | SAT        |  |
| 15                    | SUN        |  |
| 16                    | MON        |  |
| 17                    | TUE        |  |
| 18                    | WED        |  |
| 19                    | THU        |  |
| 20                    | FRI        | <b>JOSEPHIESTA/ YOUTH FESTIVAL</b>           |
| 21                    | SAT        |  |
| 22                    | SUN        |  |
| 23                    | MON        | <b>Maha Navami</b>                           |
| 24                    | TUE        | <b>Vijaya Dashami</b>                        |
| 25                    | WED        |  |
| 26                    | THU        |  |
| 27                    | FRI        |  |
| 28                    | SAT        |  |
| 29                    | SUN        |  |
| 30                    | MON        |  |
| 31                    | TUE        | <b>National Unity Day</b>                    |

**NOVEMBER -2023**

| Date | Day |                                    |
|------|-----|------------------------------------|
| 1    | WED |                                    |
| 2    | THU |                                    |
| 3    | FRI |                                    |
| 4    | SAT | <b>IQAC Meeting II</b>             |
| 5    | SUN |                                    |
| 6    | MON |                                    |
| 7    | TUE |                                    |
| 8    | WED |                                    |
| 9    | THU |                                    |
| 10   | FRI |                                    |
| 11   | SAT |                                    |
| 12   | SUN | <b>Diwali</b>                      |
| 13   | MON | <b>Diwali</b>                      |
| 14   | TUE |                                    |
| 15   | WED | <b>Bhai Dooj</b>                   |
| 16   | THU |                                    |
| 17   | FRI |                                    |
| 18   | SAT | <b>Chhath puja</b>                 |
| 19   | SUN |                                    |
| 20   | MON | <b>SEM EXAMS</b>                   |
| 21   | TUE |                                    |
| 22   | WED |                                    |
| 23   | THU |                                    |
| 24   | FRI |                                    |
| 25   | SAT | <b>ALUMNAE MEET (SANGMAM) B.A.</b> |
| 26   | SUN |                                    |
| 27   | MON | <b>Guru Nanak Jayanti</b>          |
| 28   | TUE |                                    |
| 29   | WED |                                    |
| 30   | THU |                                    |

**DECEMBER - 2023**

| Date | Day |  |
|------|-----|--|
| 1    | FRI |  |
| 2    | SAT | <b>World Computer Literacy Day/ Academy of Computer Education Activity</b> |
| 3    | SUN |  |
| 4    | MON |  |
| 5    | TUE | <b>Practical Exams</b>   |
| 6    | WED |  |
| 7    | THU |  |
| 8    | FRI |  |
| 9    | SAT | <b>Inter Collegiate Debate Competition</b>                                 |
| 10   | SUN |  |
| 11   | MON |  |
| 12   | TUE |  |
| 13   | WED |  |
| 14   | THU |  |
| 15   | FRI | <b>End Term Exams</b>  |
| 16   | SAT | <b>Yeatsian English Club Activity</b>                                      |
| 17   | SUN |  |
| 18   | MON |  |
| 19   | TUE |  |
| 20   | WED |  |
| 21   | THU |  |
| 22   | FRI | <b>Christmas Celebrations</b>  |
| 23   | SAT | <b>ALUMNAE MEET (SANGMAM) B.SC.</b>  |
| 24   | SUN |  |
| 25   | MON | <b>Christmas</b>   |
| 26   | TUE | <b>NSS Camp</b>  |
| 27   | WED |  |
| 28   | THU | <b>Classes Resume</b>  |
| 29   | FRI |  |
| 30   | SAT |  |
| 31   | SUN |  |



## JANUARY - 2024

| Date | Day |   |
|------|-----|---|
| 1    | MON | New Year's Day  |
| 2    | TUE |   |
| 3    | WED |   |
| 4    | THU |   |
| 5    | FRI |   |
| 6    | SAT | Community Services By B.Ed.                           |
| 7    | SUN |   |
| 8    | MON |   |
| 9    | TUE |   |
| 10   | WED |   |
| 11   | THU |   |
| 12   | FRI | National youTHU Day/ Yoga Competitions/ Club Activity |
| 13   | SAT | Community Services By D.El.Ed.                        |
| 14   | SUN |   |
| 15   | MON |   |
| 16   | TUE |   |
| 17   | WED |   |
| 18   | THU |   |
| 19   | FRI |   |
| 20   | SAT | Home Sc. Departmental Activity                        |
| 21   | SUN |   |
| 22   | MON |   |
| 23   | TUE |   |
| 24   | WED |   |
| 25   | THU |   |
| 26   | FRI | Republic Day Celebrations                             |
| 27   | SAT | Data Protection Day/Economics Departmental Activity   |
| 28   | SUN |   |
| 29   | MON |   |
| 30   | TUE |   |
| 31   | WED |   |

## FEBRUARY - 2024

| Date | Day |   |
|------|-----|---|
| 1    | THU |   |
| 2    | FRI |   |
| 3    | SAT | Fine Arts Departmental Activity/B.Sc Picnic Day |
| 4    | SUN |   |
| 5    | MON |   |
| 6    | TUE |   |
| 7    | WED |   |
| 8    | THU | TLM Exhibitions B.Ed./D.El.Ed.                  |
| 9    | FRI |   |
| 10   | SAT | B.A. Picnic Day                                 |
| 11   | SUN |   |
| 12   | MON |   |
| 13   | TUE |   |
| 14   | WED |   |
| 15   | THU |   |
| 16   | FRI |   |
| 17   | SAT | D.El.Ed Picnic Day                              |
| 18   | SUN |   |
| 19   | MON | Mid Term II                                     |
| 20   | TUE |   |
| 21   | WED |   |
| 22   | THU |   |
| 23   | FRI |   |
| 24   | SAT | B.Ed Picnic Day                                 |
| 25   | SUN |   |
| 26   | MON |   |
| 27   | TUE |   |
| 28   | WED |   |
| 29   | THU | IQAC MEETING III                                |

**MARCH - 2024**

| Date | Day |   |
|------|-----|---|
| 1    | FRI |   |
| 2    | SAT | M.A Picnic Day                            |
| 3    | SUN |   |
| 4    | MON |   |
| 5    | TUE |   |
| 6    | WED |   |
| 7    | THU |   |
| 8    | FRI | Maha Shivaratri                           |
| 9    | SAT |   |
| 10   | SUN |   |
| 11   | MON |   |
| 12   | TUE |   |
| 13   | WED |   |
| 14   | THU |   |
| 15   | FRI |   |
| 16   | SAT |   |
| 17   | SUN |   |
| 18   | MON |   |
| 19   | TUE | St. Joseph's Day/ College Day             |
| 20   | WED |   |
| 21   | THU |   |
| 22   | FRI | Valedictory Function for B.A. / B.Sc./M.A |
| 23   | SAT |   |
| 24   | SUN | Holika Dahan                              |
| 25   | MON | Holi                                      |
| 26   | TUE |   |
| 27   | WED |   |
| 28   | THU |   |
| 29   | FRI | Good Friday                               |
| 30   | SAT |   |
| 31   | SUN | Easter                                    |

**APRIL -2024**

| Date | Day |                               |
|------|-----|-------------------------------|
| 1    | MON | SEM EXAMS/ANNUAL EXAMS        |
| 2    | TUE |                               |
| 3    | WED |                               |
| 4    | THU |                               |
| 5    | FRI |                               |
| 6    | SAT |                               |
| 7    | SUN |                               |
| 8    | MON | Practical Exam II             |
| 9    | TUE |                               |
| 10   | WED | Idul Fitr                     |
| 11   | THU |                               |
| 12   | FRI |                               |
| 13   | SAT | Alumnae Meet -B.Ed.& D.El.Ed. |
| 14   | SUN | Dr Ambedkar Jayanti           |
| 15   | MON |                               |
| 16   | TUE |                               |
| 17   | WED | Ram Navami                    |
| 18   | THU | End Term Exams II             |
| 19   | FRI |                               |
| 20   | SAT |                               |
| 21   | SUN |                               |
| 22   | MON |                               |
| 23   | TUE |                               |
| 24   | WED |                               |
| 25   | THU |                               |
| 26   | FRI |                               |
| 27   | SAT |                               |
| 28   | SUN |                               |
| 29   | MON |                               |
| 30   | TUE |                               |

**MAY - 2024**

| Date | Day |                                   |
|------|-----|-----------------------------------|
| 1    | WED |                                   |
| 2    | THU |                                   |
| 3    | FRI |                                   |
| 4    | SAT |                                   |
| 5    | SUN |                                   |
| 6    | MON |                                   |
| 7    | TUE |                                   |
| 8    | WED |                                   |
| 9    | THU |                                   |
| 10   | FRI |                                   |
| 11   | SAT |                                   |
| 12   | SUN |                                   |
| 13   | MON |                                   |
| 14   | TUE |                                   |
| 15   | WED |                                   |
| 16   | THU |                                   |
| 17   | FRI |                                   |
| 18   | SAT |                                   |
| 19   | SUN |                                   |
| 20   | MON |                                   |
| 21   | TUE |                                   |
| 22   | WED |                                   |
| 23   | THU | Buddha Purnima                    |
| 24   | FRI |                                   |
| 25   | SAT |                                   |
| 26   | SUN |                                   |
| 27   | MON | IQAC Meeting IV                   |
| 28   | TUE |                                   |
| 29   | WED |                                   |
| 30   | THU |                                   |
| 31   | FRI | Valedictory Function B.Ed/D.El.Ed |

**JUNE -2024**

| Date | Day |                      |
|------|-----|----------------------|
| 1    | SAT |                      |
| 2    | SUN |                      |
| 3    | MON |                      |
| 4    | TUE |                      |
| 5    | WED |                      |
| 6    | THU |                      |
| 7    | FRI |                      |
| 8    | SAT |                      |
| 9    | SUN |                      |
| 10   | MON |                      |
| 11   | TUE |                      |
| 12   | WED |                      |
| 13   | THU |                      |
| 14   | FRI |                      |
| 15   | SAT |                      |
| 16   | SUN |                      |
| 17   | MON | Bakrid / Eid al Adha |
| 18   | TUE |                      |
| 19   | WED |                      |
| 20   | THU |                      |
| 21   | FRI |                      |
| 22   | SAT |                      |
| 23   | SUN |                      |
| 24   | MON | NCC Camp             |
| 25   | TUE |                      |
| 26   | WED |                      |
| 27   | THU |                      |
| 28   | FRI |                      |
| 29   | SAT |                      |
| 30   | SUN |                      |

## Important Dates

### January

- ◆ January 1 – Global Family Day
- ◆ January 12 – National Youth Day
- ◆ January 15 – Army Day
- ◆ January 26 – Republic Day
- ◆ January 26 – International Customs day
- ◆ January 28 – Data Protection Day
- ◆ January 30 – World Leprosy Eradication Day

### February

- ◆ February 4 – World Cancer Day
- ◆ February 12 – Darwin Day ; World Day of the Sick
- ◆ February 13 – National Women's Day
- ◆ February 20 – World Day of Social Justice
- ◆ February 21 – International Mother Language Day
- ◆ February 22 – World Scout Day
- ◆ February 23 – World Peace and Understanding Day

### March

- ◆ March 4 – World Day of the Fight Against Sexual Exploitation
- ◆ March 8 – International Women's Day
- ◆ March 13 – World Kidney Day
- ◆ March 15 – World Consumer Rights Day
- ◆ March 20 – World Day of Theatre for Children and Young People
- ◆ March 21 – World Sleep Day
- ◆ March 21 – World Forestry Day
- ◆ March 21 – International Day for the Elimination of Racial Discrimination.
- ◆ March 22 – World Water Day
- ◆ March 23 – World Meteorological Day
- ◆ March 24 – World TB Day
- ◆ March 27 – World Drama Day

### April

- ◆ April 2 – World Autism Awareness Day
- ◆ April 7 – World Health Day
- ◆ April 17 – World Haemophilia Day
- ◆ April 18 – World heritage Day
- ◆ April 22 – Earth Day
- ◆ April 23 – World Book and Copyright Day
- ◆ April 25 – World Malaria Day
- ◆ April 29 – International Dance Day

### May

- ◆ May 1 – International Labour day
- ◆ May 3 – Press Freedom Day

## Important Dates

- ◆ May 4 – Coal Miners day
- ◆ May 8 – World Red Cross day
- ◆ May 11 – National Technology Day
- ◆ May 12 – International Nurses day
- ◆ May 15 – International Day of the Family
- ◆ May 17 – World Information Society Day
- ◆ May 22 – Global Biodiversity Day
- ◆ May 31 – World No Tobacco Day

### June

- ◆ June 5 – World Environment Day
- ◆ June 7 – International Level Crossing Awareness Day
- ◆ June 8 – World oceans Day
- ◆ June 12 – World Day against Child Labour
- ◆ June 14 – World Blood Donor day
- ◆ June 17 – World Day to Combat Desertification and Drought
- ◆ June 20 – World Refugee Day
- ◆ June 23 – United Nations Public Service Day
- ◆ June 26 – International Day against Drug Abuse and Illicit Trafficking
- ◆ June 27 – International Diabetes Day

### July

- ◆ July 1 – National doctor's Day
- ◆ July 11 – World Population Day
- ◆ July 28 – World Nature Conservation day
- ◆ July 30 – International Day of Friendship

### August

- ◆ August 9 – International day of the World's Indigenous People
- ◆ August 12 – International Youth Day, Anti Ragging Day
- ◆ August 15 – Independence Day
- ◆ August 29 – National Sports Day ( Birthday of Dhyana Chand )

### September

- ◆ September 5 – Teacher's Day
- ◆ September 7 – Forgiveness Day
- ◆ September 8 – International Literacy Day
- ◆ September 14 – Hindi day, World First Aid Day
- ◆ September 16 – World Ozone Day
- ◆ September 21 – International Day of Peace, World Alzheimer's day
- ◆ September 25 – Social Justice Day
- ◆ September 27 – World Tourism Day

### October

- ◆ October 1 – International Day of Older Persons
- ◆ October 2 – International day of Non-Violence
- ◆ October 3 – World Nature Day, World Habitat Day







