



HOLY CROSS COLLEGE

(AUTONOMOUS)

Nationally Re-Accredited with A⁺ Grade by NAAC [CGPA 3.35]

Nagercoil - 629 004

HANDBOOK & ACADEMIC CALENDAR 2020 - 2021





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MOTTO

IN CRUCE ET MARIA SPES NOSTRA
"In the Cross and Mary is our hope".

VISION

Imbibing the Spirit of the Holy Cross, the institution envisions a harmonious society by empowering young women for global competency and ecological sustainability through a holistic approach with innovative skills.

Academic Calendar - 2020-2021

Contact

Secretary	: 04652-261473 (O)
Principal	: 04652-261473 (O)
Controller of Examinations	: 04652-264340 (O)
College Hostel	: 04652-260897
Sister's Residence	: 04652-260709
Fax	: 04652-260704
E-mail	: holycrossngc@yahoo.com
College Website	: www.holycrossngl.edu.in

CORE VALUES

Spiritual values

The college strives for an all-round formation in the light of Christian principles inculcating love, truth, justice and broadmindedness to face the challenges of life with courage and confidence.

Integrity and honesty

The college upholds ethical values and professional commitment to academic freedom, honesty, personal accountability and transparency.

Academic excellence

The college strives for academic excellence in teaching, learning and research in various disciplines.

Research and knowledge enrichment

The college encourages scholarly activities in the pursuit of critical thinking and analysis. The college also designs courses which cater towards global competency.

Innovation and Critical thinking

The college creates opportunities for everyone to develop their potential in creative thinking and innovation across various curricular and extra-curricular activities.

Social responsibility

The college initiates social consciousness to promote environmental sustainability and contribution to the society, especially the needy and the downtrodden.

Aesthetic skills

The college has an ambience to engage mind, body and emotions for transformation through diverse involvement in mental, physical and emotional programmes.

Equity and Equality

The college promotes a safe environment of trust and mutual respect ensuring the strategic plans fair and inclusive.

Participatory leadership

The college nurtures participatory leadership in students through self-management, team work and shared decision - making to serve society with freedom and responsibility.

Ecological citizenship and sustainability

Conservation and preservation ethics promote ecological citizenship. Eco-spiritual awareness helps to see the interconnectedness and understand the intrinsic worth of the human and the non-human world.

MISSION

To provide quality education and to promote scholarly activities catering to global competencies.

To nurture participatory leadership to enhance social consciousness and social responsibility.

To uphold ethical values of love, truth and justice, personal accountability and transparency through professional commitment.

To create global professionals and entrepreneurs with innovative spirit and zeal.

To create empowered women of competence, commitment and compassion.

To instill in students the awareness of interconnectedness between human and nature

Mother Claudine Echernier

Foundress of the Congregation of the Sisters of the Cross of Chavanod, France.



Rev. Mother Marie Cecile Vionnet

Foundress of the College



PERSONAL MEMORANDA

Name

Degree

Department

Year of study

Register Number

Date of Birth

Blood Group

Name of the Parent/Guardian

.....

Contact Number

.....

Residential Address

.....

.....

.....

Phone Number

.....

Address of Hostel / Guardian

.....

.....

.....

.....

E-mail id

.....

Aadhar Number

.....

Bank Account Number

.....

Vehicle Number

.....

Signature

NATIONAL PLEDGE

India is my country and 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.

NATIONAL ANTHEM

Janagana-mana-adhi-nayaka-Jayahe
Bharata - bhagya - vidhatha
Punjaba-Sindu-Gujarata-Maratha
Dravida - Utkala - Banga
Vindhya - Himachala Yamuna - Ganga
Uchchala - Jaladhi - taranga
Tava suba name Jage
Tava subha asisa mage
Gahe tava jaya gatha
Jana-gana mangala dayaka Jayahe
Bharata - bhagya - vidhata
Jayahe, Jayahe, Jayahe
Jaya, Jaya, Jaya, Jaya he

- Rabindranath Tagore

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COLLEGE ANTHEM

In the Cross and Mary is Our Hope

Life flows in the Crossian campus
Fluting a song in questing souls
Our waking dreams bring the promise
of petals in the spring.

Our spirits get ignited
We stay connected and united
We are flames of Crossian lamps
Lighting knolls, valleys and swamps.

Reaching out to the unreached lot
We sing our way to infinite heart
With knowledge, truth, love and care
We serve and save humans far and near.

Love, light, bliss and peace
Drizzle upon us their eternal grace
Intuitive wisdom lights our way
Our souls go aflame everyday...

As we the Crossians know
The daughter of Chavanod is the seed
Of this great green institution
And in her footprints let us lead.

In the Cross and Mary is our hope!
In our path to self-discovery
Research, Arts, Science and Poetry,
Holy Cross holds the key to Victory!

PRAYER BEFORE CLASS

O God, source of all wisdom, I thank you, I offer you my
studies and all that I do. Enlighten my mind and strengthen
my will. Help me to live in your presence.

- Amen

Success is the result of the
put in

8

quality of time we



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HOLY CROSS COLLEGE CREST



The Radiant Cross symbolizes charity and devotedness and recalls to us very vividly, the Love of Our Lord Jesus Christ. The Cross is a symbol of hope and empowerment. It is endowed with rays to signify our continued participation in the death and resurrection of Christ in the events of our everyday life. A Cross made to be planted on a mountain invites us to climb with love and justice, to go up never to go down.

The letter M may be understood as the first letter of the name Mary, Mother of God, Our Blessed Mother and our Protectress.

To signify more forcefully the Blessed Virgin, the letter M is topped with a star, which reminds us of the guidance of Our Lady in our lives.

The Anchor symbolises our hope in the Radiant Cross and in the Virgin Mary.

Our College Motto is, "IN CRUCE ET MARIA SPES NOSTRA" which means *"In the Cross and Mary is our hope"*.

The Crest is not only a souvenir of the past but a real and most significant programme of life, an ideal to pursue whole heartedly.

HISTORY OF THE COLLEGE

Holy Cross College (Autonomous), Nagercoil is a Catholic College established and administered by the Congregation of the Sisters of the Cross of Chavanod. The college is under the religious jurisdiction of the Catholic Bishop of Kottar.

Holy Cross College, the first Women's College in Kanyakumari District was inaugurated on 2nd August, 1965. The college campus has an area of about 20 acres with large playgrounds and buildings.

Most Rev. Dr. Roch Agniswamy identified the urgent need to have an exclusive women's college in Kanyakumari District and in response to the proposal the then Superior General Rev. Mother Yvonne Lavorel (France) responded positively and Rev. Mother Marie Cecile Vionnet, the then Provincial of Trichy along with her dedicated band of sisters, established this great institution despite severe financial constraints and other heavy odds.

The College was first affiliated to Madras University and it started with the Pre University Course (PUC) which offered the following subjects.

Part I - English

Part II - Tamil, Malayalam and French

Part III - Mathematics, Physics, Chemistry.

Physics, Chemistry, Biology.

History, Economics, Advanced Languages.

The College was raised to a first grade college in 1966 and was affiliated to the Madurai Kamaraj University, offering undergraduate courses in Mathematics, Physics, Chemistry, Botany, Zoology, History, Economics, Commerce and English Literature and Post graduate (PG) courses in Mathematics, Physics, Zoology and English Literature. Since 1990, the college is affiliated to Manonmaniam Sundaranar University, Tirunelveli.

The College was conferred Autonomous status in 2007 and Extension of Autonomy was granted in November 2016. The college has undergone four cycles of accreditation by National Assessment and Accreditation Council. In the fourth cycle the college is awarded 'A+' grade with CGPA 3.35.

Name of the Educational Agency

Congregation of the Sisters of the Cross of Chavanod (France)
- Province of Madurai.

- **Name of the Trustees** : Nil.

Name of the Secretary : Dr. Sr. Gerardin Jayam

Address : Holy Cross Convent
Nagercoil - 4
Telephone No. : 04652-260709

Name of the Principal : Dr. Sr. S. Anne Perpet Sophy
Telephone No.:04652-260709

Year of establishment : 1965

G.O. No. permitting the opening of the college :
A-3179, Registrar of University of Madras.

**Copy of G.O. / Govt. letter permitting change in name and /
or change of site / G.O. permitting to continue at temporary
site:** Not applicable.

NAAC Accreditation

I Cycle of Accreditation: Accredited at the 4 Star level on
01.02.1999.

- ❖ **II Cycle of Accreditation:** Accredited at the 'B⁺⁺' level on
20.05.2005.

III Cycle of Accreditation: Accredited with 'A' Grade
(CGPA 3.34) on 05.01.2013.

IV Cycle of Accreditation: Accredited with 'A⁺' Grade
(CGPA 3.35) on 09.08.2019.

AICTE letter of validity for M.B.A., / M.C.A.: Not applicable

CHRONOLOGY OF EVENTS

Year	Events
2020	Installation of ERP Software
2019	Re-Accredited with A ⁺ Grade by NAAC (IV Cycle)
2019	Golden Jubilee Hall, Ph.D. Mathematics
2018	Patio Library
2017	Ph.D. Commerce, Chemistry, Economics, History and Biodiversity garden.
2016	M.Sc. Mathematics (S.F.) and Autonomy Extension
2014	M.A. English (S.F.)
2013	Re-accredited with 'A' Grade (CGPA 3.34) by NAAC, DST-FIST Laboratory
2012	M.Sc. Chemistry (S.F.), M.A. History (S.F.) and M.Phil. Commerce (S.F.), Computer Centre, St. Joseph's Hall
2011	B.A. Tamil Literature (S.F.), Oxidation Pond
2010	Ph.D. Physics, B.Sc. Maths (S.F.), B.A. English Literature (S.F.) and B.Com. (S.F.)
2009	M.Phil. - Physics (S.F.), M.Phil. Zoology (S.F.), Ph.D. English and Botany, Central Bank of India, Roch Nager Branch, Nagercoil.
2008	B.Sc. Computer Science (S.F.) and M.Phil. English Literature (S.F.), Language Laboratory
2007	Conferred Autonomous Status, M.Com. (S.F.) and M.S.W., (S.F) II Floor of Claudine Block
2006	M.Sc. Bio Medical Science (UGC funded) and B.Com. with C.A. (S.F.) Mini Gymnasium, Extension of Claudine Block
2005	Reaccredited at the 'B ⁺⁺ ' level by NAAC, Construction of Cecile Hall
2004	Functioning of the copy & Hello point

2003	M.Sc. (Industrial) Biotechnology (S.F.) and M.A. Business Economics (S.F.) (Nomenclature changed from 2016-2017 as M.Sc. Botany and M.A. Economics)
2002	Installation of Computer Laboratory, Off – Campus Study Programme under Bharathiar University, Coimbatore
2000	Ph.D. Zoology
1999	Accredited at the Four Star level by NAAC, Multipurpose Hall, Introduction of Vocational Sericulture Course in B.Sc. Zoology
1998	Introduction of Teacher based Education system - (Semi Autonomous status for M.Sc. Zoology)
1995	Construction of Claudine Block and Vehicle shed
1990	Affiliated to Manomaniam Sundaranar University, Tirunelveli, (Member of Association of Indian Universities)
1984	M.Sc. Physics
1980	B.Com.
1979	M.Sc. Zoology
1978	M.Sc. Maths
1977	Inauguration of extension of State Bank of India, workshop and Non Residential Student Centre
1973	College Chapel
1972	M.A. English Literature and College Library
1970	Opening of the Madonna Block
1967	Opening of the second Block of the Cecilia Hostel
1966	Degree status for Arts and Sciences (Affiliated to Madurai Kamaraj University), Botanical Garden, Raised to First Grade College
1965	Founded by Rev. Mother Maire Cecile. Started with PUC (Affiliated to Madras University)



ATTRIBUTES OF THE GRADUATES

Graduates of our College develop the following attributes during the course of their studies.

Creative thinking: Equipping students with hands-on-training through skill based courses and projects.

Personality development: Coping with increasing pace and change of modern life through value education, awareness on human rights, gender issues and giving counselling for the needful.

Environmental consciousness and social understanding: Reflecting upon green initiatives and understanding the responsibility to contribute to the society; promoting social and cultural diversity through student training and service learning programmes.

Communicative competence: Offering effective communication skills in both professional and social contexts through bridge courses and activities of clubs and committees.

Aesthetic skills: Engaging mind, body and emotions for transformation through finearts, meditation and exercise; enriching skills through certificate courses offered by Holy Cross Academy.

Research and knowledge enrichment: Getting in-depth knowledge in the specific area of study through relevant core papers; ability to create new understanding through the process of critical analysis and problem solving.

Professional ethics: Valuing honesty, fairness, respect, compassion and professional ethics among students. The students of social work adhere to the *National Association of Social Workers Code of Ethics*.

Student Engagement in the learning process: Obtaining extensive and varied opportunities to utilize and build upon the theoretical and empirical knowledge gained through workshops, seminars, conferences, industrial visits, summer internship programs and

research projects. *Collaboration, monitoring and evaluation of practice* - The interaction of social work students with client and professionals induce changes in their behaviour pattern to work in collaboration with professional bodies.

Employability and Adaptability: Enhancing students in their professional life through Crossian Centre for Entrepreneurship and Career guidance.

Women empowerment and leadership: Developing the capacity of self-management, teamwork, leadership and decision making through gender sensitization programmes.

CODE OF CONDUCT FOR STUDENTS

The reputation of the college is in the hands of the staff and students, whether they are on or off the premises. The institution has utmost faith in its staff and students and in their desire to uphold its standard.

The academic year is divided into two semesters. If a student leaves the college during the first semester before 31st August, she shall have no right to claim a remission of any portion of the fee except the tuition fee.

The semester fee should be paid by the students within ten working days from the date of re-opening.

Wearing the ID is mandatory for all the students.

Loss of Identity card should be reported immediately and duplicate will be issued by the college on requisition letter to the principal and on payment of the prescribed amount.

The students are expected to assemble in the classroom immediately after the first bell.

The students are not permitted to leave the college during the working hours, in case of emergency they have to get permission and a gate pass from the Principal/Head of the Department.

The day is given a start with a devotional song played through the public address system, followed by a short prayer. All the staff and students are expected to keep standing during this time, whether they are inside or outside the classroom.

The students are not permitted to give interviews in radio/ TV without prior permission from the principal.

The students are expected to move quickly and quietly while moving from one class to another. They are not permitted to visit the canteen during class hours. While walking they must keep to the right along the corridors, in the staircases and on the road.

The students are expected to read the information on the college notice board and the department notice board regularly. Ignorance of any such information will not be accepted as an excuse for failing to comply with it.

The Students have to enter and leave the Multipurpose Hall through the side doors only. During college meetings, the students have to show respect to the dignitaries on the stage by standing until they take their place on the dais. No one should leave the hall during the meetings or show noisy approval or disapproval. They should avoid carrying books or eatables to the hall.

The students should accord respect and greet the staff whenever they happen to meet them.

The students must be always courteous in their words and deeds. If any article is lost or found in the college campus, they shall report the matter to the college office.

The students should consider college property as their own and cause no wilful damage. They should not pluck fruits from trees, as they are leased out. They should not write or make any mark on the walls, desks or in any part of the college premises or litter the campus with papers, sweet wrappers, plastic bags waste materials. They must take pride in keeping the campus clean.

Disobedience, irregular attendance, malpractices in examinations, habitual carelessness, bad conduct and manners and non-observance of the rules of the college shall lead to strong disciplinary action which may entail dismissal from the college.

Regularity and punctuality for classes and tests are very essential. Absentees for Continuous Internal Assessment (CIA) test will be penalized.

The students should dress neatly and decently. Modesty in dressing is highly emphasized in the college. Students should wear uniform on all working days. On permitted days, students can wear only sarees / chudithar.

T-shirts/ jeans pant and sleeveless attire are not permitted.

The staff and the students should not collect money without prior permission from the Principal and the Head of the Department concerned.

The students should remember that wherever they are, they represent the college and honour it by their behaviour.

The students are not permitted to post negative statements about the college / staff / students on social media website.

Ragging is totally banned in the institution. Any act of ragging is liable for appropriate punishment.

The students are permitted to bring laptop to the college. Laptops can be used during class hours only for academic purposes (seminar, assignment, blended classroom learning and for project work).

The students misusing the laptops in the campus are liable to strong disciplinary action.

ATTENDANCE

The students should attend the classes regularly. Attendance will be marked at the beginning of each period. If a student is absent for any one period, that half day will be marked as absent. Daily attendance is sent to parents through SMS.

A student will be permitted to write the semester examinations, only if she has an attendance of atleast 75%. If the attendance is 62% to 74% she has to pay a condonation fee of Rs. 1,000/- and she will be permitted to write the semester examinations. (If the attendance is less than 62% the student will not be permitted to write the semester examination.)

LEAVE OR ABSENCE

A student should not absent herself from the class except for valid reasons. She shall apply for leave in advance to the Principal in the prescribed leave form, which may be obtained from the college office. If this is not possible as in the case of sudden illness, leave letter shall be produced on the day, the student returns to the college. The leave form should be counter signed by the parent / guardian and the respective class teachers.

If a student absents herself without prior information, her absence will be immediately reported to her parents or to the hostel warden and disciplinary action such as levying fine, suspension etc. will be taken.

The students who come late will be permitted to the class only with the permission of the HOD.

All the scholarship / fee concession holders should earn an attendance of 90% failing which the entire scholarship / fee concession amount has to be refunded to the Government as per G.O.M.S. No. 1537 Social Welfare Dept., Dt. 20.04.1983.

The students who represent the college in sports and games, or in competitions, such as fine arts, quiz, elocution etc. or NSS camps are given credit of attendance for the period. It is called leave on Other Duty (OD). They shall fill proper forms meant for OD and get them countersigned by the HOD and submit it to the Principal and Controller of Examinations before they leave the campus. Those who fail to do so will be considered absent.

CERTIFICATES

Any student, past or present, wishing to obtain a Transfer Certificate (TC) or Conduct Certificate (CC), must apply to the college office in the prescribed form. Certificates will be issued with 48 hours notice. No certificate will be posted unless a stamped self-addressed envelope is submitted together with the application. Those who want the TC should bring one of their parents/guardian.

PETITIONS AND COMPLAINTS

Requests, petitions, appeals and complaints of any kind must be made either to the Principal directly or through the suggestion box, which is kept outside the Principal's office. Students are not allowed to make a complaint as a group or to address any authority in a collective petition. Such combined action is subversive of good order.

Under the Government's Educational rules, the Principal has full power to inflict punishments such as fine for inadequate attendance and irregularity in the Continuous Internal Assessments (CIA), suspension and expulsion in matters of grave concern.

HOSTEL

The students who are not residing with the parents or relations are expected to live in the college hostel. Hostel students will be under the care of the warden and they must abide by the hostel rules.

Day scholars should not visit the hostel.

LIBRARY

It is obligatory for all students of the college to be members of the Library and Reader's Forum.

The library will remain open from 8.45 a.m. to 4.15 p.m. on all working days.

The students must bring their ID card and Library card while entering the Library. They should not enter with bags, but leave them on the shelf near the circulation desk.

The library card is not transferable.

The students should maintain strict silence in the Reading Room and other areas of the library.

After taking a book from the Reading Room shelf, they should get it issued at the circulation desk by submitting the Reading Pass. Before leaving the library the books should be left at the counter.

Students will be allowed to take a maximum of 5 books at a time to read in the Reading Room.

Newspapers should be handled with care and all the pages should be intact after reading them.

Do not misplace the books while looking for the books on the shelves. After selecting the needed books do not shuffle, but keep in proper places.

The students have the privilege of direct access to the shelves in the stack room and the reading room. They are requested to respect the freedom and not misuse it.

The students should not crowd in front of any counter, but should be in a queue.

The students will be given two/five borrower's tickets. When a book is borrowed, a borrower's ticket is to be given at the counter. The ticket will be returned to the borrower when the book is returned. Not more than two books will be issued for the UG students and 5 books for the PG students at a time.

Check the condition of the book at the time of borrowing. In case of any mutilation or loss of pages, report instantly to the concerned library staff. Otherwise the borrower will be responsible for the damage.

A student can keep a book only for a week. The book borrowed should be returned on or before the stipulated date mentioned on the date-slip. When the prescribed time has elapsed, the book must be returned to the librarian by the student herself.

A student failing to return a book within the prescribed time shall pay an overdue charge of one rupee per book per day and she will not be allowed to use the library till the due is paid.

Absence from the college shall not be an excuse for any delay in returning the books. Books due on a holiday shall be returned on the next working day and no fine will be levied.

The books may be returned on all working days.

All books must be returned before the end of each semester.

No one is allowed to pass on any book to another or lend them to any one inside or outside the college.

The librarian will examine all the books returned and if any book is found damaged, the matter will be reported to the Principal at once. If a book is damaged, lost or soiled, the person responsible shall replace it with a new copy of the book.

Books should be handled with care. Marking on books is most objectionable. The students are strictly forbidden to tear, cut out or scribble on pages of magazines, periodicals and books. Any student found doing so will be punished severely.

Library is a mobile free zone.

CODE OF CONDUCT FOR FACULTY

To ensure optimal functioning of any institution an efficient teamwork structured around operational guidelines is mandatory.

Code of conduct for faculty is listed below:

Faculty should adhere to responsible conduct and behaviour.

Faculty must not violate the laws of the Government/College/ local bodies etc.

Members of faculty are expected to contribute professionally in curricular, co-curricular and extra-curricular activities of the college.

Faculty must rise beyond all forms of discriminations based on ethnicity, age, religion, caste, creed, colour, nationality, linguistics and disability differences.

Faculty must be punctual to all the classes, official meetings and learn to meet deadlines with resilience.

Faculty should be impartial in teaching and evaluation and should ensure outcome- based learning.

Every teacher should be considerate and dignified while interacting with the students, colleagues, support staff and management.

Faculty should update their knowledge and skills and continue their professional growth.

Teachers should engagingly design and implement courses that are sensitive to the varying learning needs of the diverse student community.

Faculty must inculcate respect for the biodiversity and instill ethical values and a sense of self-worth in the students.

Faculty should extend support, appreciation and constructive criticism to colleagues and avoid unprofessional talk about individuals.

Faculty should not involve in any act which will undermine the integrity and reputation of the institution; they are expected to set aside clear boundaries with the students and their parents; and adhere to the highest standard during online and offline communication.

Faculty should be ready to take additional responsibilities assigned by the HOD / Principal in academic, co-curricular or extra-curricular activities.

Faculty should avoid any activity that would involve stakeholders in any practice that is not in compliance with the Code of Conduct of the Institute.

INFRASTRUCTURAL FACILITIES

3 Storeyed Main Block
3 Storeyed Claudine Block
3 Storeyed St. Joseph's Block
3 Storeyed Mermier Block
Multipurpose Hall
St. Joseph's Hall (Air conditioned)
Cecile Hall
Office
Office of the Controller of Examinations
Administrative Block
Office - Stock Room
Library (2 Storeyed)
Computer Laboratories with Internet facility
Wi-Fi Facility
DST-FIST Laboratory
Tissue Culture Laboratory
8 Research Laboratories
Madonna Block
Stationary
Copier Room
NSS Room
Indoor Stadium
Play Grounds
Chapel
Rock Garden

Computers in all Departments with Internet facility
Laboratory facilities in all Science Departments
Smart Classroom facility
Bank Branch-Central Bank of India
Vehicle Parking- Staff and Students
Canteen
Pump Room
Hello Point
Workshop
Generator Room (Uninterrupted Power Supply)
Wash Rooms
Oxidation Pond
Sericulture Room
Rainwater Harvesting
Bio- Fertilizer Cell
Purified Drinking Water
Waiting Shed
Childline Office
Integrated Farm House
Herbal Garden
Day Care Centre
College Buses (9 Nos.)
Hostels
CCTV Cameras
Golden Jubilee Hall
Biodiversity Garden
Patio Library
Star Garden
Media Room

Common Room
Environment Study Center
Women's Study Center
Counselling Room
UBA Room
Career Guidance and Placement Cell
Crossian Center for Research and Development
ERP Office
Spacious Generator Room
Tailoring Centre

SUCCESSION LIST OF SECRETARIES

1.	Sr. Emilie	1965 - 1969
2.	Sr. Casilda	1969 - 1971
3.	Sr. Eusebuis	1971 - 1977
4.	Sr. Collete	1977 - 1980
5.	Sr. Casilda	1980 - 1982
6.	Sr. Edith	1982 - 1984
7.	Sr. Mesmin	1984 - 1989
8.	Sr. Casilda	1989 - 1990
9.	Sr. Mercy	1990 - 1991
10.	Sr. Rosalie	1991 - 1997
11.	Sr. Anne Francis	1997 - 2000
12.	Sr. Mesmin	2000 - 2004
13.	Sr. Gerardin Jayam	2004 - 2007
14.	Sr. Phylis	2007 - 2008
15.	Sr. Basil Rose	2008 - 2015
16.	Sr. Anne Perpet Sophy	2015 - 2016
17.	Sr. Gerardin Jayam	2016 - Till date

SUCCESSION LIST OF PRINCIPALS

1.	Sr. Emilie	1965 - 1969
2.	Sr. Casilda	1969 - 1972
3.	Sr. Regina	1972 - 1976
4.	Sr. Scholastica	1976 - 1986
5.	Sr. Felicia	1986 - 1990
6.	Sr. Rosamma	1990 - 1997
7.	Sr. Mercy	1997 - 2000
8.	Sr. Rosalie	2000 - 2004
9.	Sr. Elsy George	2004 - 2007
10.	Sr. Rosalie	2007 - 2010
11.	Sr. Gerardin Jayam	2010 - 2015
12.	Sr. M. R. Basil Rose	2015 - 2019
13.	Sr. S. Anne Perpet Sophy	2019 - Till date

CONTACT PERSONNEL & AUTHORITY

Student Affairs	Contact Personnel
Staff and student matters, reporting special achievements and award, representing special requests, needs or problems, if any	Principal
Self-learning Non Major Elective and Skill Enhancement Courses. Registration / Change	Deans/Members of Curriculum Steering Committee
Registration for repeating Continuous Internal Assessment (CIA)	Head of the Department
(a) Semester Examination. Registration for regular/ arrears	Controller of Examinations
(b) Distribution of cumulative marksheets	Controller of Examinations
(c) Applying for provisional certificate and degree certificate	College Office
Attestation of certificate	Principal / HOD of Aided Dept.
Student Bonafide Certificate / Transfer Certificate / Conduct Certificate	Principal (After verifying with the office assistant at the certificate counter in college office)
General Scholarships	Principal (After contacting the office assistant at the scholarship counter in the college office)

Student Affairs	Contact Personnel
Endowment Scholarships	HOD
Leave Application (a) Day Scholars (b) Hostellers	HOD and Class in-charge Warden and Class in-charge
Fees Payment (a) College Fee (b) Exam Fee (c) All other cash payments	Central Bank of India, Roch Nagar, Nagercoil Bursar in the college office

DOCUMENTS REQUIRED FOR RECEIVING CERTIFICATE

Duplicate marks card

Covering letter addressed to the Principal

Original acknowledgement from the police station for the complaint registered regarding missing document.

Affidavit from a notary

Fee paid receipt

Consolidated mark card (Transcript)

Covering letter addressed to the Principal

Photocopy of all mark statements

Fee paid receipt

Migration Certificate

Covering letter addressed to the Principal

Photocopy of all mark statements

Copy of TC

Fee paid receipt

Transfer Certificate & Provisional degree Certificate

Covering letter addressed to the Principal

Photocopy of all mark statements

Eligibility from the COE office

Fee paid receipt



Conduct Certificate, Duplicate ID and Duplicate Hall ticket

Covering letter addressed to the Principal

Fee paid receipt

Any other certificate letter specifying the nature of the certificate addressed to the Principal

SCHOLARSHIPS

Various State and Central Government Scholarships are available. Contact the class teacher/ HOD / Office for detailed information.

Government of India Merit Scholarship
Backward Class Scholarship
Most Backward Class Scholarship
SC/ST Scholarship
University Merit Scholarship
Tamil Nadu Educational Trust Scholarship
Uzhavar Scholarship
Differently abled Scholarship
EVR Nagammaiyar Scholarship
Single Girl Child Scholarship
AMM Foundation Scholarship
BC Merit Scholarship

For Self Finance Students

Minority Scholarship
Uzhavar Scholarship
SC/ST Scholarship
Differently abled Scholarship
Tamilnadu Congress Committee Charitable Trust Scholarship
Sigaram Jindal Foundation Scholarship

From the Management

Crossian Merit Scholarship (CMS)
Institutional Scholarship for Poor Meritorius student
Scholarships for Meritorious S.F. Students
Freeships for Sports Students

Always make a total effort, even when the odds are against you



PROGRAMMES OFFERED

Aided Programmes	
UG	PG
Mathematics	Mathematics
Physics	Physics
Chemistry	Zoology
Botany	English
Zoology	
History	
Economics	
English	
Commerce	
Self Funded Programmes	
UG	PG
Mathematics	Chemistry
Computer Science	History
English	Botany
Tamil	Economics
Commerce (2 sections)	English
	Commerce
	Social Work
	Mathematics
M.Phil. Programmes	
English	
Physics	
Ph.D. Programmes	
Zoology	
English	
Botany	
Physics	
Chemistry	
Commerce	
Economics	
History	
Mathematics	

PROGRAMMES - A PROFILE

Degree	Programmes	Year of Affiliation	Sanctioned Strength
B.A.	History	1966-1967	64
	Economics	1966-1967	64
	English	1966-1967	64
	English(S.F)	2010-2011	64
	Tamil (S.F)	2011-2012	64
B.Sc.	Mathematics	1966-1967	48
	Physics	1966-1967	48
	Chemistry	1966-1967	48
	Botany	1966-1967	48
	Zoology	1966-1967	48
	Computer Science (S.F)	2008-2009	48
	Mathematics (S.F)	2010-2011	48
B.Com.	Commerce	1980- 1981	64
	Commerce (S.F-I)	2010-2011	64
	Commerce (S.F-II)	2017-2018	64
M.A.	English	1971-1972	30
	Economics (S.F)	2003-2004	30
	History (S.F)	2012-2013	30
	English (S.F)	2014-2015	30
M.Sc.	Mathematics	1978-1979	25
	Zoology	1979-1980	25
	Physics	1984-1985	25
	Botany (S.F)	2003-2004	25
	Chemistry (S.F)	2012-2013	25
	Mathematics (S.F)	2016 - 2017	25
M.Com	M.Com Commerce (S.F)	2007-2008	30
M.S.W.	M.S.W. (S.F)	2007-2008	20

No one ever drowned in sweat

M.Phil.	English (S.F)	2008-2009	15
	Physics (S.F)	2009-2010	10
Ph.D.	Zoology	2000-2001	
	Botany	2009-2010	
	English	2009-2010	
	Physics	2010-2011	
	Chemistry	2017-2018	
	Commerce	2017-2018	
	Economics	2017-2018	
	History	2017-2018	
	Mathematics	2018-2019	

FEE STRUCTURE FOR AIDED PROGRAMMES

Programmes	Tuition Fee	Special Fee	Main & Allied		
			I Year	II Year	III Year
M.A.					
English	250	225			
M.Sc.					
Mathematics	375	225			
Physics	375	225	250	250	
Zoology	375	225	300	300	
B.Sc.					
Mathematics		225	40		
Physics		225	80	130	80
Chemistry		225	Maths 100		
Botany		225	Botany 150	140	100
Zoology		225	125	125	75
			150	140	100
B.A.					
History		225			
Economics		225			
English		225			
B.Com.		225			



COURSES OFFERED (2020 - 2021)

UNDER GRADUATE COURSES B.A./ B.Sc./ B.Com. Part I - Tamil / French Part II - English		POST GRADUATE COURSES M.A./ M.Sc./ M.Com./ M.S.W.	
Main	Allied R I	Allied R II	PG
Part III R B.A.			
History (Tamil Medium)	History of Kanniyakumari District	Fundamentals of Tourism	M.A. History (S.F)
Economics	Economic Statistics	Mathematical Economics	M.A. Economics (S.F)
English (Aided) English (S.F)	Social History of England	Literary Forms and Terms	M.A. English (Aided) M.A. English (S.F)
Tamil (S.F)	Ikkaala Ilakkiyangal	Sitilakiangal	
Part III R B.Sc.			
Mathematics (Aided) Mathematics (S.F)	Physics	Statistics	M.Sc. Mathematics (Aided) M.Sc. Mathematics (S.F)
Physics	Mathematics	Chemistry	M.Sc. Physics
Chemistry	Mathematics / Botany	Physics	M.Sc. Chemistry (S.F)
Botany	Chemistry	Zoology	M.Sc. Botany (S.F)
Zoology	Chemistry	Botany	M.Sc. Zoology
Computer Science (S.F)	Principles and Applications	Discrete Mathematics	
Part III R B.Com.			
Commerce (Aided) Commerce (S.F)	Business Economics	Principles of Marketing	M.Com. (S.F)
			M.S.W (Master of Social Work) (S.F)
Pre Doctoral Courses M.Phil. R English and Physics,		Doctoral Courses Ph.D. – English, Physics, Botany, Zoology, Chemistry, Commerce, Economics, History & Mathematics	

ACADEMIC GUIDELINES

Holy Cross College was conferred autonomous status in the academic year 2007-2008. Choice based credit system was implemented then onwards for all the programmes.

CHOICE BASED CREDIT SYSTEM (CBCS)

The main feature of the CBCS is to make undergraduate education student centric rather than system centric or teacher centric. CBCS allows students to choose inter-disciplinary, intra-disciplinary courses, skill oriented papers (even from other disciplines according to their learning needs, interests and aptitude) and more flexibility for students. CBCS makes education broad-based and at par with global standards.

In keeping with the spirit of CBCS based on the norms of UGC, the curriculum has been restructured every three year for all UG programme since the college was conferred with the autonomous status in 2007-2008. These courses aim to provide a paradigm shift in the national education policy seeking to bridge an increasing gap between an undergraduate degree and employability.

Allotment of Credits

Credit is a measure of the quantum of work a student is required to put in for a particular course. It is based on the level of the course, course content and duration of the course. Successful completion of a course earns the student the full credit for that course. A student must earn a minimum of 143 credits to get her UG degree. She may choose self-learning courses offered to augment her credits. A student may also earn more credits by choosing certificate/diploma courses/sports.



CBCS FOR UG PROGRAMME			
Study of Component	No. of Courses	Credit per Course	Total Credits
Part I Tamil / French	2+2=4	3	12
Part II English	2+2=4	3	12
Part III Core and Discipline specific Elective course Generic Elective Courses	17- 22 4	4 – 5 4	80 16
PART IV I. Non Major Elective Course (NMEC)	2	2	4
II. Ability Enhancement Compulsory Course (AECC) 1. English Communication 2. Environmental Studies (EVS)	2	2	4
III. Skill Enhancement Course (SEC)	4	2	8
IV. Foundation Course Value Education - Values for Life I (I & II Sem.) Value Education II Personality Development (III & IV Sem.) Human Right Education (HRE) – V Sem. Women Studies (WS) – VI Semester	4	1	4
Part V Skill Development Programme (SDP) - Certificate Courses	1	1	1
Students Training Programme (STP) – Clubs, Committees & NSS	1	1	1
Service Learning Programme (SLP)- RUN	1	1	1
TOTAL			143

140 credits are allotted for Part-I, Part-II, Part-III and Part-IV courses. 3 credits are for Part V courses SDP, STP and SLP Programmes.

Part I R Tamil

Tamil will be taught in the first 4 semesters for B.A. / B.Sc. students and in the first 2 semesters for the B.Com. and B.Sc. Computer Science students. Special emphasis is given on developing the language skills, training for competitive examinations and developing awareness about Tamil culture and tradition.

Part I R French

French is also taught for B.A. / B.Sc. students in the first 4 semesters and in the first 2 semesters for the students of B.Com. and B.Sc. Computer Science. Special emphasis is given on developing language skills to promote job opportunities within and outside India.

Part II R English

To make the freshers feel confident about the medium of instruction (English), an intensive teaching of English is envisaged in the restructured system. The students of B.A. and B.Sc. courses learn English in the first 4 semesters and the students of B.Com. and B.Sc. Computer Science in the first 2 semesters.

Part III - Core Courses

The core courses consist of 17- 22 courses for the six semesters. The students gain an in-depth knowledge on the subjects related to their respective discipline.

Elective Courses

UG departments offer 2-4 elective courses in the III, IV, V, VI semesters pertaining to their discipline which are named as Discipline Specific Electives. It is mandatory for all the UG students to opt for 4-5 Generic elective courses including practicals (Inter disciplinary) except for Arts and commerce students.

Part III - Project

To be conducted during the V Semester

It is a group project with 5 members in each group.

There is external evaluation for all the courses (theory papers) under Part I, II and III.

Part-IV Courses

I. Non Major Elective Course (NMEC)

Ability Enhancement Compulsory Course (AECC)

III. Skill Enhancement Courses

IV. Foundation Course

Part IV

I. NMEC - Interdisciplinary Course: I & II Semesters

Basic Tamil

Those who have not studied Tamil upto XII Std, but have taken French under Part I shall take Basic Tamil comprising of two courses.

Advanced Tamil

Those who have studied Tamil upto XII std, but have taken French under Part I shall take Advanced Tamil comprising of two courses.

Others

Those who do not come under i) & ii) categories can choose any NMEC offered by other departments.

II. AECC

The ability enhancement courses are based on the content that leads to knowledge enhancement.

Environmental studies

English Communication

The relevant study materials are provided by the institution.

These are mandatory for all disciplines.

Internal components include Creative Writing, Viva-voce and Language Laboratory

Viva-voce examination will be based on speaking and reading skills. For speaking - Questions from Unit II & V.

Students will have 4 hours of Language Laboratory on rotational basis.

30 minutes practical test at the end of the semester.

For external, 3 questions out of 5 from four unit must be answered. Each question carries 5 marks.

Unit V is only for Viva voce examination.

Environmental Studies (II Semester)

Internal components

Album

Based on Environmental issues - group of 8 students.

Album can contain poems, pictures, collage, paper cuttings, paintings, drawings etc.

Marks must be given for content and not for decorations.

Field visit, Fieldwork Report & Viva

- Field visit - outside working hours.
- Field Report - 10 - 15 pages typed, with 1 or 2 photos.
- Viva voce - based on field work report.

III - Skill Enhancement Course (SEC)

Students will be divided into 2 categories

Category A: Computer Science (S.F.), English (Aided & S.F.), Zoology, History, Chemistry, Tamil (S.F.)

Category B: Commerce (Aided & S.F.), Maths (Aided & S.F.), Botany, Physics and Economics

Category	Semester III	Semester IV
	Meditation and Exercise	Computer Literacy
B	Computer Literacy	Meditation and Exercise

External: Two hours of practical exam

IV - Foundation Course

These courses are conducted during the value education hour.

The internal test and external exam can be written in English / Tamil.

The duration for external exam is 1½ hours.

For Value Education I & II, external examination will be conducted at the end of II & IV semesters respectively. For HRE, external examination will be conducted at the end of V Semester for 1½ hours.

For Women Studies, external examination will be conducted at the end of VI Semester for 1½ hours.

(i) Value Education I (I Year)

Internal Components include

Song, Mime and Skit - 7 members in each group. Maximum no. of groups: 6 to 9

Written test - 4 out of 6 questions. Each question carries 5 marks.

A Kind Action - Student's life experience/life experience of family member / a friend.

Value Education II (II Year) Group Album

7 members in each group.; maximum no. of groups: 6 to 9;
page limit: 10; lot method to select the title; mode of presentation may include poems, pictures, drawings, printouts, paper cuttings, photographs, quotes, collage etc.

iii) Human Rights Education (HRE) - (V Semester)

Title for Album will be chosen from the prescribed text.

Maximum of 7 members in each group: 6-9 groups

iv) Women Studies (WS) - (VI Semester)

For album, title should be related to women's issues discussed in the text book.

Maximum of 7 members in each group: 6-9 groups

PART: V

i) Skill Development Programme (SDP) - Certificate Courses

Clinical Chemistry - Dept. of Chemistry

Folklore (Kalari) - Dept. of Tamil (S.F.)

The courses such as Artificial Jewel Making, Artificial Bouquet Making, Bridal Makeup & Hair dressing, Catering, Computer Accounting, Computer Hardware, Clay Design, Handicrafts, Hand Embroidery, Hindi, Glass Painting, Saree Painting, Poster Painting, Tailoring and Music are offered by Holy Cross Academy

Compulsory for all I year students.

60 hours programme with one credit- included in the curriculum.

Courses and final examinations will be conducted by external experts.

Certificates will be issued to those who pass in the examinations.

If a student fails, she is not eligible to get the degree.

Student's Training Programme (STP)

Compulsory for all I & II year students.

Clubs and Committees - Eco Club, YRC, Rotaract Club, NSS/RRC, AICUF, Consumer Club, Legal Literacy and Women's Cell.

Each student can opt for one of the clubs/committees.

Service Learning Programme: Reaching the unreached Neighbourhood (RUN)

60 hours programme - Reaching the Unreached Neighbourhood (RUN) programme with one credit - included in the curriculum.

If a student fails, she is not eligible to get the degree.

Value Added Courses

In order to make the students excel in knowledge and entrepreneur skills, value added courses are introduced for all UG students. The courses are organized by the departments in collaboration with other institution. Each course is of 30 hours duration and are conducted during semester holiday. Certificates will be issued after the completion of the course.

Self Learning Course (SLC)

Self Learning Courses are specially designed courses, which enable students with potential to earn extra credits by registering for a course offered by any department and completing the course by self study. This option is available for UG students from third semester onwards, subject to a maximum of 3 courses. The students without any arrear are eligible to do the Self Learning Courses.

Extra Credits for UG Programme

Certificate Courses (Organized by the dept.) - 1 Credit per Course
Self Learning/Online Course (Maximum 2 courses) - 2 Credits per Course

Sports: Representation	- Maximum 5 credits
International level	- 5 Credits
National level	- 4 Credits
State level	- 3 Credits
University level	- 2 Credits
District / College level	- 1 Credit
Paper Presentation / Publication in Proceedings (National / State)	



Upto 3 papers	- 1 Credit
More than 3 papers	- 2 Credits
International level (upto 3 papers)	- 2 Credits
International level (more than 3 papers)	- 3 Credits
Publication of articles in Journals / Books	- 2 Credits

Note: Students can earn two credits by completing online courses offered by MOOC Swayam/NPTEL.

UG Programme

After the successful completion of all the prescribed courses of a UG programme, the marks along with the respective credits for the course will be converted to Grade Point Average (GPA). Based on the percentage of marks, the classes will be awarded for Part I, II, III and IV separately.

UG: Conversion of marks to Grade Points and Letter Grade

Range of Marks	Grade Points	Letter Grade	Description
90-100	9.0- 10.0	O	Outstanding
80-89	8.0- 8.9	D+	Excellent
75-79	7.5- 7.9	D	Distinction
70-74	7.0- 7.4	A+	Very Good
60-69	6.0- 6.9	A	Good
50-59	5.0- 5.9	B	Average
40-49	4.0- 4.9	C	Satisfactory
00-39	0.0	U	Reappearance
ABSENT	0.0	AA	Absent

OVERALL PERFORMANCE

CGPA	Grade	Classification of Final Result
9.5 – 10.0	O+	First Class-Exemplary**
9.0 and above but below 9.5	O	
8.5 and above but below 9.0	D++	First Class with Distinction **
8.0 and above but below 8.5	D+	
7.5 and above but below 8.0	D	
7.0 and above but below 7.5	A++	First Class
6.5 and above but below 7.0	A+	
6.0 and above but below 6.5	A	
5.5 and above but below 6.0	B+	Second Class
5.0 and above but below 5.5	B	
4.0 and above but below 5.0	C	Third class
0.0 and above but below 4.0	U	Re-appear

Only the candidates who have passed in the first appearance and within the prescribed semester of the UG Programme are eligible.

Calculation of Grade Point Average for Semester Examination:

$$\text{GPA} = \frac{\text{Sum of the multiplication of grade points by the credits of the courses}}{\text{Sum of the credits of the courses passed in a semester}}$$

For the entire programme

$$\text{Cumulative Grade point Average [CGPA]} = \frac{\sum_n \sum_i C_{ni} G_{ni}}{\sum_n \sum_i C_{ni}}$$

$$\text{GPA} = \frac{\text{Sum of the multiplication of grade points by the credits of the entire programme}}{\text{Sum of the credits of the courses of the entire programme}}$$

Where

C - Credits earned for course i in any semester. iG - Grade point obtained for course i in any semester. n - semester in which such courses were credited.

Highlights of the innovative features common to all UG students introduced in the Restructuring and Revamping of the Curriculum from 2017-2018

Ability Enhancement Compulsory Courses (i). Environmental Studies and (ii). English Communication are introduced during the I year.

☐To develop the Entrepreneur skills , the certificate courses offered under Holy Cross Academy are made mandatory for all I UG students that will earn them 1 credit.

☐To develop social awareness and commitment among the students, Student Training Programmes such as YRC, NSS, RRC, AICUF, Eco club, Women cell, Legal Literacy, Rotaract and Consumer club are offered to I and II UG students that will earn them 1 credit.

☐To instill in the UG students the social consciousness and compassion for the humanity, the extension activity Reaching the Unreached Neighbourhood (RUN) has been made compulsory for all II UG students.

☐In addition each student can earn additional credits through the Self learning courses and Sports/Games Representation at the District level, University level, State level and International level.

ALLOCATION OF MARKS FOR UG PROGRAMME

Study Components	Allocation of Marks	
	Internal	External
Part - I Tamil / Other languages	25	75
Part - II English	25	75
Part - III Theory Papers (Core, Discipline Specific Elective and Generic Elective)	25	75
Practical Papers (Major & Generic Electives)	40	60
Project (V Semester)	40	60
Part - IV 1. NMEC	40	60
2. AECC	40	60
3. Skill Enhancement Courses	40	60
4. Foundation Course	60	40

INTERNAL COMPONENTS

For Part I, Part II & Part III Theory Papers

Test	= 15 marks
Quiz	= 5 marks
Assignment	= 5 marks
Total	= 25 marks

Part IV

Non major Elective Courses (NMEC)

Test	= 20 marks
Quiz	= 10 marks
Assignment	= 10 marks
Total	= 40 marks

ii) Ability Enhancement Compulsory Course (AECC)

1) English Communication - I Semester

Creative Writing	= 10 marks
Viva (Speaking & Reading)	= 20 marks
Language Lab	= 10 marks
Total	= 40 marks

2) Environmental Studies - II Semester

Album	=	10 marks
Field Visit	=	10 marks
Fieldwork Report	=	10 marks
Viva voce	=	10 marks
Total	-	40 marks

iii) Skill Enhancement Course (SEC)

1) Computer Literacy (III / IV Semester)

Objective type questions (30 X 1)	=	30 marks
Exercise (Book) (1 X 10)	=	10 marks (Compulsory)
Total	=	40 marks

Yoga (III / IV Semester)

Objective type questions (20 X 1)	=	20 marks
Exercise (2 X 10)	=	20 marks
Total	=	40 marks

iv) Foundation Course

1) Value Education I (I Year)

Songs, Mime, Skit	=	20 marks
Written Test (4 x 5)	=	20 marks
A Kind Action	=	20 marks
Total	=	60 marks

2) Value Education II (II Year)

Exercise from book	=	20 marks
Written test (4 x 5)	=	20 marks
(4 out of 6 questions)		
Group Album	=	20 marks
Total	=	60 marks

3) Human Rights Education (HRE) and Women Studies (WS) - III Year

Album	=	20 marks
Group Song, Mime, Skit	=	20 marks
Written test (4 x 5)	=	20 marks
(4 out of 6 questions)		
Total	-	60 marks

PG PROGRAMME

Highlights of the innovative features common to all PG students

A PG student may take up an Internship/Summer training Programme relevant to her subject in any of the reputed institution for a month. The students were also given opportunity by the respected departments to undergo training programmes for 10-15 days to develop their knowledge and skills for their future career. This programme was included within the curriculum with one credit under curriculum restructuring from 2011-'12.

In order to inculcate the psycho-social skills to face life's challenges with courage and confidence and to grow in the art of interpersonal relationships and self awareness, two courses were offered to all PG students on "Life Skills", one at each year with one credit from 2017-'18.

CBCS for PG Programme

Study	No. of Courses Components	Credit per Course	Total Courses
Core Courses	13-18	4 - 5	67
Elective Courses	4	5	20
Internship / Summer Training Programme	1	1	1
Value Education			
Life Skill Training I & II	2	1	2
Total			90

Project

2 students in each group and if needed 3.
Project is conducted during III Semester.

Summer Training Programme for I PG

60 hours Programme with one credit (included in the curriculum).

Mandatory for all I PG students during II semester.

Life Skill Training

To transform the PG graduates as good human beings and responsible citizens, Life skill training is introduced in 2017-2018.

External Examination will be conducted at the end of II & IV Semesters for 1½ hours.

ALLOTMENT OF MARKS FOR PG PROGRAMME

Study Components	Allotment of Marks	
	Internal	External
Core & Elective Courses		
Theory Papers	30	70
Practicals	40	60
Project	40	60
Value Education - Life Skill Training (I & II)	60	40

Each paper carries an internal component.

There is a passing minimum for external component.

Internal Component

Core and Elective Courses

For Theory Papers

Test	= 20 marks
Quiz	= 2.5 marks
Online Assignment	= 2.5 marks
Seminar	= 5 marks
Total	= 30 marks

PG - Value Education

I Year - Life Skill Training - I

Album (20 pages)	= 40 marks
Group Song, Mime, Skit (Group of 5 students)	= 20 marks
Total	= 60 marks

II Year - Life Skill Training - II

Case Study (30 page)	= 60 marks
Total	= 60 marks

EXTRA CREDITS FOR PG PROGRAMME

Self Learning/Online Course (MOOC, SWAYAM, NPTEL)

(Maximum 2 Courses) - 2 Credits per Course

Presentation / Publication in Proceedings

(Maximum of 2 Credits)

Upto 3 papers - 1 Credit

More than 3 papers - 2 Credits

Publication

International Journal with Impact Factor
(Science Direct / Scopus) - 4 Credits

National / International
(Asian Impact Factor) - 3 Credits

○ Journal (International / National) - 2 Credits
without Impact Factor with ISSN (Upto 2 papers)

○ Journal (State / District/ College) - 1 Credit
without Impact Factor with ISSN (Upto 2 papers)

Tutoring / conducting Spoken
English Classes for Juniors (30 hours) - 1 Credit

Attendance should be recorded and monitored by the respective departments

Industrial Visit - 2 visits (one visit per year)
with group report - 1 Credit.

Sports representation - Maximum of 5 Credits

- International level - 5 Credits
- National level - 4 Credits
- State level - 3 Credits
- University level - 2 Credits
- District / College level - 1 Credit

CBCS for the Pre Doctoral Programme (M.Phil)

SEMESTER I			SEMESTER II		
Course	Title	Credit	Course	Title	Credit
C1	Professional Skills for teaching - Learning	4	C5	Dissertation (Topic selected should be relevant to the topic of the Indepth paper)	12
C2	Research methodology	4			
C3	Core Course	5			
C4	Indepth paper	5			
Total		18	Total		12

ALLOCATION OF MARKS

Study Components	Allocation of Marks	
	Internal	External
Theory	40	60
Dissertation of viva voce	125	175

Internal components of marks for the courses C₂, C₃ and C₄

CIA	Marks
Mid Semester Test (CIA Test I) & End Semester Test (CIA Test II)	35+35
Seminar	15
Assignment	15
TOTAL	100

Total 100 will be converted to 40 marks.

Internal : External = 40 : 60

Course detail for C1

C1 - Professional skills for Teaching - Learning

I to III units are common for all M.Phil. scholars

I Unit - Soft Skills

II Unit - Bloom's Taxonomy on Teaching, Learning and evaluation

III Unit - Guidance and Counselling

IV & V Units - Department specific to make use of Skills and Techniques to teach the core course

The C1 Course is designed to exploit the various Teaching - Learning. Research Skills to be imbibed / cultivated to make the research scholars to be fit for the profession they are likely to acquire in the Education Industry.

EVALUATION FOR C1 - Professional Skills for Teaching - Learning

I to III units common for all departments

Internal Test: 1 hour 15 minutes

No Seminar or Assignment for the first three units

Only two Internal Tests and Micro teaching

C1 Internal Component	Marks	Converted
Mid Semester Test (CIA I) (Part A : 7 x 2 = 14; Part B : 3 x 7 = 21)	35	20
End Semester Test (CIA II) (Part A ; 7 x 2 = 14; Part B : 3 x 7 = 21)	35	
Micro Teaching - Unit IV	5	5
Micro Teaching (subject related)	10	15
Teaching 2 hours & Practical demonstration 2 sessions (for UG / PG depends on the guide - Science) Teaching 5 hours (Arts & Commerce) (Class room Environment : Observed by the respective guide)	10	
Submission of observation record (10 observations) based on unit I, II and III	10	
Total		40

C1-External Component - 2 Hours test	Marks
End Semester Examination (Part A : 3 x 2 = 6; Part B : 4 x 5 = 20; Part C : 3 x 8 = 24)	50
Assignment based on Bloom's Taxonom (Learning outcomes, Course outcomes and Summative assessment)	10
TOTAL	60

Extra Credits (Maximum of 6 Credits)

Presentation of papers (Maximum 2 credits)

- In National seminars - 1 credit
- In International seminars - 2 credits
- Online Course (MOOC/SWAYAM/NPTEL) - 2 credits

Publications in Journals (Maximum 4 credits)

International Journal with Impact Factor
(Science Direct / Scopus / Thomson Reuters) - 4 Credits

National / International
(Asian Impact Factor) - 3 Credits

Journals (International / National)
without Impact Factor with ISSN - 2 Credits (Upto 2 papers)

Journals (State / District/ College)
without Impact Factor with ISSN - 1 Credit (Upto 2 papers)

Tutoring - 1 Credit

Tutoring / conducting Spoken English Classes for Juniors (30 hours)

Attendance should be recorded and monitored by the respective departments

Guideline

Publication of one paper is mandatory.

Grades and Grade Points

Letter grade	Grade Points
O (Outstanding)	9.0 - 10.0
A+ (Excellent)	8.0 - 8.9
A (Very Good)	7.5 - 7.9
B+ (Good)	7.0 - 7.4
B (Above average)	6.0 - 6.9
C (Average)	5.0 - 5.9
RP (Reappear)	4.0 - 4.9
AA (Absent)	0

External Examination and Valuation

Students can apply through online for semester examination.

Hall tickets can be downloaded from College website prior to the examination.

Semester examination will be for 3 hours, conducted at the end of the semester, by the Controller of Examination. Double valuation system is followed for PG courses.

If the difference between the two valuations exceeds 15 marks, the Controller of Examinations may recommend for a third valuation by another external examiner.

The Controller of Examination will issue the notification announcing the commencement of examination, submission of filled in application form and the examination fee to be paid.

The time table for semester examination will be published by the Controller of Examination two weeks prior to the date of commencement of examinations.

Results, Revaluation, Reappearance and Supplementary Examinations-Minimum Pass Percentage

For UG students, a minimum of 40% in the external examination and an aggregate of 40% is required. For PG students and M.Phil Scholars a minimum of 50% in the external examination and aggregate of 50% is required. There is no minimum pass percentage for the CIA.

Results

After the valuation of papers, the results will be scrutinized by the Award Committee and then published.

Students will receive the results on their mobile through SMS. They can also view them online - www.holycrosscoe.in . Students will be given a mark sheet for every semester examination. At the end of the course, a consolidated mark sheet of the final results based on Grade Point Average is awarded to each student.

Revaluation

Revaluation is permitted only for regular examinations for the UG courses and not for arrears and Part IV Courses and this is done only after payment of the prescribed fee at the stipulated time. Fee prescribed according to the rules currently in force in the college will have to be paid. Concerning the results of the revaluation, if the revalued mark is higher than the original mark, then the former will be recorded as the final mark. If not the original mark will be retained. Xerox copies of the exam papers can be obtained from COE and verified.

Reappearance for Arrear Course

Students can take up arrear examinations along with the subsequent regular end semester examinations. The candidates with arrears will be permitted to appear for the arrear examinations in the same syllabus for a period of 3 years from the year of normal completion of the same course (for UG 3+3 years and for PG 2+3 years) failing which they have to appear for the courses in the latest syllabus prescribed for the course. If no course is available in the same title, then the candidates shall appear for the arrear courses that are prescribed to be equivalent by the



Chairperson/ Board of Studies/ Controller of Examination and HOD concerned.

Reappearance for Theory Papers

Students are permitted to write their arrear papers in all the subsequent semesters.

Supplementary Examination for Final Semester

For the outgoing students a supplementary examination will be conducted within ten days after the semester examination results, to help them to get their degrees without delay. UG students who have no arrears upto fifth semester and II PG students who have no arrears upto third semester are allowed to write the supplementary examination. UG and PG students can appear for only two arrears in the supplementary examination. The question paper pattern for supplementary examination will be the same as the regular examination for each subject. Candidates, who are writing the supplementary examination are required to submit the filled in application form and pay the examination fee as specified.

Grievance Appeal Committee

In case of grievance of any nature, including those concerning the CIA, students can appeal to the Grievance Appeal Committee. The appeal should be addressed to the Principal who is the Chairperson of the committee.

A student, if dissatisfied with her marks, has the right to appeal for a review of her marks in the CIA test (formative assessment) as per the procedure detailed below:

Such appeals should be made to the course teacher(s) immediately after receiving the valued scripts.

If additional clarification is necessary, the student should approach the Head of the Department concerned. The HOD

will try to sort out the problem and initiate all efforts to settle the matter amicably.

If not satisfied with (a) and (b) the student shall, within 3 days, make a written appeal to the Principal through the HOD/ Controller of Examination who will forward the same to the Grievance Appeal Committee for further review. The decision of the Grievance Appeal Committee shall be the final.

Semester Examination Question Papers

Any complaint with respect to the semester examination question paper must be brought to the notice of the Controller of Examinations on the day of examination within an hour after the commencement of the examination by the staff in-charge of that paper or by the HOD concerned. In the absence of HOD, the next senior teacher would take up this responsibility.

Condonation

A candidate must earn 75% of attendance per semester to take the semester examination. Candidates who have less than 75% of attendance but above 62% shall make a written request for condonation of attendance to the Principal one week prior to the last working day of the semester. Request for condonation of attendance will be considered by the Principal in consultation with the Head of the Department. In case of prolonged illness, request for condonation of attendance should be supported by a valid medical report from a Registered Medical Practitioner. If granted condonation, the students have to remit a condonation fee to take the semester examinations. Students having attendance of less than 62% should repeat the missed semester and then continue the remaining semesters.

No Dues

Clearance of fee dues is a pre-requisite for
Issue of Hall ticket for the semester examination.
Getting Transfer Certificate from the college.

CHOICE BASED CREDIT SYSTEM (CBCS)

Regulations for UG Programme

(For the candidates admitted from the academic year 2020-2021 onwards)

Eligibility: 10 + 2 pattern

For Admission: A pass in the Higher Secondary Examination (10+2) (Academic / Vocational Stream) conducted by the Government of Tamil Nadu or an examination accepted as equivalent there to by the syndicate of Manonmaniam Sundaranar University, Tirunelveli, is eligible for admission.

ARTS

Sl. No.	Name of the Programme	Eligibility	Medium of Instruction
	B.A. English (Aided & Self-Financed)	A pass in 10 + 2	English
2.	B.A. History	A pass in 10 + 2	Tamil
3.	B.A. Economics	A pass in 10 + 2	English
4.	B.Com. (Aided & Self-Financed)	A pass in 10 + 2 with Commerce as one of the core subjects	English
5.	B.A. Tamil (Self-Financed)	A pass in 10 + 2 with Tamil as a Language Paper	Tamil

SCIENCE

Sl. No.	Name of the Programme	Eligibility	Medium of Instruction
1.	B. Sc. Mathematics (Aided & Self-Financed)	A pass in 10 + 2 with Mathematics as one of the core subjects	English
2.	B. Sc. Physics	A pass in 10 + 2 with Physics and Mathematics as Core Subjects	English
3.	B. Sc. Chemistry	A pass in 10 + 2 with Chemistry as one of the core subjects	English

4.	B. Sc. Botany	A pass in 10 + 2 with Botany or Biology as one of the core subjects	English
5.	B. Sc. Zoology	A pass in 10 + 2 with Zoology or Biology as one of the core subjects	English
6.	B. Sc. Computer Science (Self-Financed)	A pass in 10 + 2 with Computer Science or Mathematics as one of the core subjects	English

Degree:

The candidates shall have subsequently undergone the prescribed course of study in Holy Cross College affiliated to the Manonmaniam Sundaranar University for a period of not less than three academic years (six semesters), passed the examinations prescribed and fulfilled such conditions as have been prescribed thereof.

Duration

The duration of the UG Programme is for a period of three years. Each academic year shall comprise two Semesters viz. Odd and Even semesters. Odd Semester shall be from June to October / November and Even Semester shall be from November / December to April. There shall be not less than 90 working days which shall comprise 450 teaching clock hours for each Semester (excluding the days for the conduct of end-semester examinations).

Semesters

In each semester, Courses are offered in 15 teaching weeks and the remaining 5 weeks are to be utilized for the conduct of examinations and evaluation purposes. Each week shall have 30 working hours spread over 5 / 6 days a week.

CBCS System

The main feature of the CBCS is to make under graduate education student centric allowing students to choose inter-disciplinary, intra-disciplinary and skill oriented courses (even

from other disciplines according to their learning needs, interests and attitude) with optimal flexibility for students on par with global standards.

In keeping with the spirit of CBCS based on the norms of UGC, the curriculum has been restructured once in every three years since the college was conferred with the autonomous status in 2007- 2008.

As per the guidelines from UGC, compulsory Community Engagement Course will be offered with 2 credits for 30 hours with at least 50% field experience.

Courses

Part I - Language Courses – Tamil and French

Part II - General English Courses – Streamlining with Stream A & Stream B

Part III - Major Core Courses, Major Core Practicals, Elective Courses, Allied Courses, Allied Practicals and Major Project / Major Based Elective Courses.

Part IV - Non Major Elective Courses: Interdisciplinary Course in semester - I & II

i) **Basic Tamil** : Those who have not studied Tamil upto XII Std, but have taken French under Part I shall take Basic Tamil comprising of two courses.

Advanced Tamil : Those who have studied Tamil upto XII Std but have taken French under Part I shall take Advanced Tamil comprising of two courses.

Others : Those who do not come under categories i) & ii) can choose any non – major elective comprising of two courses.

Part IV - Skill Enhancement Course (SEC): Meditation and Exercise / Computer Literacy: Students will be divided into two categories wherein Category A have Meditation and Exercise and Category B have



Computer Literacy in semester I and vice-versa in semester II (2+2 hours - 2+2 credits).

Category A : Computer Science, English (Aided & SF), Zoology, History, Chemistry, Tamil (SF).

Category B : Commerce (Aided & SF), Mathematics (Aided & SF), Botany, Physics and Economics.

Part IV - Skill Enhancement Courses (SEC): Major based course in semester V & VI (2 hours - 2 credits).

Part IV - Ability Enhancement Compulsory Course (AECC): English Communication is offered in the semester III for all UG students (2 hours - 2 credits).

Part IV - Ability Enhancement Compulsory Course (AECC): Environmental Studies is offered in the semester IV for all UG students (2 hours - 2 credits).

Part IV - Foundation Course I: Values for Life is offered in semester I & II for all UG students.

Part IV - Foundation Course II: Personality Development is offered in semester III & IV for all UG students.

Part IV - Foundation Course III: Human Rights Education (HRE) is offered in semester V for all UG students.

Part IV - Foundation Course IV: Gender Equity Studies (GES) is offered in semester VI for all UG students.

Part V - Skill Development Programme (SDP): Skill Development Programme is offered in the first year for all the students as **Certificate Course** (60 hours – 1 credit).

Part V - Service Learning Programme (SLP): Community Engagement Course with two credits for 30 hours with at least 50% in the field, compulsory for all UG students (2 credits).

Part V - Service Learning Programme (SLP): Reaching the Unreached Neighbourhood (RUN) programme with one credit is included in the curriculum (1 credit).

Part V - Student Training Programme (STP): Activities of **Clubs & Committees** – Eco Club, YRC, Rotaract Club, NSS/RRC, AICUF, Consumer Club, Legal Literacy and Women's Cell are carried out for the I and II UG students apart from the regular class hours (1 credit).

6. Course Structure

Distribution of Hours and Credits

Course	Sem. I	Sem. II	Sem. III	Sem. IV	Sem. V	Sem. VI	Total	
							Hours	Credits
Language	6 (4)	6 (4)	6 (4)	6 (4)	-	-	24	16
English	6 (4)	6 (4)	6 (4)	6 (4)	-	-	24	16
Major Core - Theory	6 (4)	6 (4)	6 (4)	6 (4)	6(5)+ 6(5)+ 6 (5)+ 6 (5)	6(5) + 6(5) + 6(5) + 6(5)	72	56
Elective	-	-	4 (4)	4 (4)	-	4 (4)	12	9
Project	-	-	-	-	4 (4)	-	4	4
Allied – Theory	6 (4)	6 (4)	6 (4)	6 (4)	-	-	24	20
AECC			2 (2)	2 (2)	-	-	4	4
SEC	2 (2)	2 (2)			2 (2)	2 (2)	8	8
NMEC	4 (2)	4 (2)	-	-	-	-	8	4
*FC-I (Values for Life)	-	(1)	-	-	-	-	-	1
FC-II (Personality Development)	-	-	-	(1)	-	-	-	1
*FC-III (HRE)					(1)			1
*FC-IV (GES)						(1)		1
*SDP	-	(1)	-	-	-	-		1
SLP-CEC		(1)	(1)					2
*SLP-Extension Activity (RUN)	-	-	(1)	-	-	-		1

Course	Sem. I	Sem. II	Sem. III	Sem. IV	Sem. V	Sem. VI	Total	
							Hours	Credits
*STP– Clubs & Commit tees/NSS	-	-	-	(1)	-	-		1
Total	30 (20)	30 (23)	30 (24)	30 (24)	30 (27)	30 (27)	180	14 5

Total Number of Hours = 180

Total Number of Compulsory Credits to earn Degree - 145

Total Number of Credits for CGPA calculation - 140

Courses / Programmes conducted outside the regular working hours on holidays and Saturdays. The duration of these programmes is 60 hours and these are monitored by the faculty-in-charge.

Credits

Credit refers to the weightage given to a course, usually in relation to the instructional hours assigned to it and the quantum of work a student is required to put in for a particular course. The credits of a Course should be less than the hours allotted to it. The total minimum credits, required for awarding UG Degree is **145 credits**.

Extra credits

There is definite scope for earning extra credits by taking up the following initiatives:

Certificate Courses (Organized by the dept.) - 1 Credit per Course

Self Learning/Online Course (Maximum 2 courses) - 2 Credits per Course

Sports:

Representation - Maximum 5 credits

International level - 5 Credits

National level - 4 Credits

State level - 3 Credits

University level - 2 Credits

District / College level - 1 Credit

Paper Presentation / Publication in Proceedings (National / State)- Upto 3 papers - 1 Credit

Value Added Courses - All UG students have to complete the courses which are offered by the departments in collaboration / Linkage with other institutions. Courses are conducted for 30 hours outside the working hours. Certificate's are issued with the completion of each course.

CBCS for UG Programme

Study Components	No. of Courses	Credit / Course	Total Credits
Part I Tamil /French	4	4	16
Part II English	4	4	16
Part III Major Core Theory, Major Practicals & Specific Elective Course Generic Elective Course (Allied)	16- 22 4	3-54-5	88
Part IV I. Non Major Elective Course(NMEC)	2	2	4
II. Skill Enhancement Course (SEC)	4	2	8
III. Ability Enhancement Compulsory Course (AECC)			
1. English for Communication 2. Environmental Studies (EVS)	2	2	4
IV Foundation Course			
Value Education I	4	1	4
Value Education II			
Human Rights Education (HRE)\			
Gender Equity Studies (GES)			
Part V I. Skill Development Programme(SDP) – Certificate Course	1	1	1
Service Learning Programme (SLP) 1. Community Engagement Course 2. Reaching the Unreached Neighbourhood	1	21	21

III. Student Training Programme (STP) Clubs , Committees & NSS	1	1	1
	Total		145

Pedagogy

Each Course is designed with Lectures / Tutorials / Laboratory or Field Work / Seminar / Practical Training / Assignments or Report Writing/ Book review / Group Discussion/ Flipped / Blended/ Open Book test etc. to meet effective teaching, learning and evaluation requirements.

Examination Pattern

i) Major / Allied / Elective

Internal : External – 30 : 70

Allotment of Marks for UG Programme

Study Components	Allotment of Marks	
	Internal	External
Core & Elective Courses Theory Papers	30	70
Practicals	40	60
Project	40	60

- Each paper carries an internal component.
- There is a passing minimum for external component.

Internal Component

Continuous Internal Assessment (CIA)	Marks
Internal Test	15
Class Test (3)	6
Quiz (2 quizzes)	4
Class assignment/ Home assignment/ Field assignment/ Article review/ Group discussion/ Problem solving	5
Total	30

External Component

Summative Examinations	Marks
Part A: 10 x 1 (Two objective type questions from each unit without any choice).	10
Part B: 5 x 4 (One question from each unit with internal choice. Among the five questions one question should be of application type and another will be of analysis type).	20
Part C: 5 x 8 (One question from each unit with internal choice. Question should cover all cognitive levels as per the Course Outcomes).	40
Total	70

ii) Non Major Elective Course (NMEC)**Internal: External – 50 : 50****Internal Component**

Continuous Internal Assessment (CIA)	Marks
Unit Test	20
Quiz	15
Assignment	15
Total	50

External Component

Summative Examinations	Marks
Part A : 5 x 1 (One objective type question from each unit without any choice).	5
Part B : 5 x 3 (One question from each unit with internal choice. Among the five questions one application question should be of type and another will be of analysis type).	15

Part C:5 x 6 (One question from each unit with internal choice. Question should cover all cognitive levels as per the Course Outcomes)	30
Total	50

iii) Skill Enhancement Course (SEC)

a) Computer Literacy (I / II Semester)

Internal Component

Component	Marks
Objective type questions (30x1)	30
Exercise (Book) (Compulsory)(2x10)	20
Total	50

External Component

Course	Summative Examinations	Marks
SEC	i. Exercise I	20
Computer	ii. Exercise II	10
Literacy	iii. Procedure for both exercises	20
	Total	50

b) Meditation and Exercise (I/ II Semester)

Internal Component

Component	Marks
Objective type questions (20x1)	20
Exercise (2 x 10)	20
Assignment	10
Total	50

External Component

Course	Summative Examinations	Marks
SEC-	i. Oral Assessment	20
Meditation and Exercise	ii. Written Assessment (Questions are of open choice. Students must answer 10 out of 15 questions. Each question carries 3 marks)	30
	Total	50

Ability Enhancement Compulsory Course (AECC)

a) English for Communication (III Semester) Internal Component

Component	Marks
Creative Writing	10
Viva (Speaking & Reading)	20
Language laboratory	20
Total	50

External Component

Course	Summative Examinations	Marks
English for Communication	Written assessment: (5 x 10) (5 questions out of 8 from each unit must be answered. Unit V only for Internal)	50
	Total	50

Environmental Studies (IV Semester)

Internal Component

Component	Marks
Project Report	30
Viva Voce	20
Total	50

External Component

Course	Summative Examinations	Marks
Environmental Studies	i. Oral Assessment	20
	ii. Written assessment (Questions are of open choice. Students must answer 10 out of 15 questions. Each question carries 3 marks)	30
	Total	50

Foundation Course**Value Education I (I Year)****Internal Component**

Component	Marks
Songs, Mime, Skit	20
Book activities	20
A Kind Action	10
Total	50

External Component

Course	Summative Examinations	Marks
Value Education I	i. Oral Assessment	20
	ii. Written exam Part A 5x2 = 10 marks Part B 5x4 = 20 marks	30
	Total	50

b) Value Education II (II Year)**Internal Component**

Component	Marks
Exercise from book	20
Skit	10
Group Album	20
Total	50

External Component

Course	Summative Examinations	Marks
Value	iii. Oral Assessment	20
Education II	iv. Written exam	
	Part A 5x2 = 10 marks	30
	Part B 5x4 = 20 marks	
	Total	50

Human Rights Education (HRE) and Gender Equity Studies – III Year

Internal Component

Component	Marks
Album on current issues	20
Group Song, Mime, Skit	10
Open Book test	20
Total	50

External Component

Course	Summative Examinations	Marks
HRE &	i. Oral Assessment	20
Gender Equity studies	ii. Written assessment (Questions are of open choice. Students must answer 10 out of 15 questions. Each question carries 3 marks)	30
	Total	50

10. Evaluation

The performance of a student in each Course is evaluated in terms of percentage of marks with a provision for conversion to grade points.

Evaluation for each Course shall be done by a Continuous Internal Assessment (CIA) by the Course teacher as well as by an end semester examination and will be consolidated at the end of the semester.

There shall be examinations at the end of each semester, for odd semesters in October /November; for even semesters in April / May.

A candidate who does not pass the examination in any course(s) shall be permitted to re-appear in such failed course(s) in the subsequent examinations to be held in October / November or April / May. However, candidates who have arrears in Practical Examination shall be permitted to re-appear for their arrears only along with Regular Practical Examinations in the respective semester.

Viva-voce: Each project group shall be required to appear for Viva-voce Examination in defense of the Project.

The results of all the examinations will be published in the College website.

11. Conferment of the Bachelor's Degree

A candidate shall be eligible for the conferment of the Degree of Bachelor of Arts / Science / Commerce only if the minimum required credits for the programme thereof (145 credits) is earned.

12. Grading System

For the semester examination:

Calculation of Grade Point Average for End Semester Examination:

$$\text{GPA} = \frac{\text{Sum of the multiplication of grade points by the credits of the course}}{\text{Sum of the credits of the courses (passed) in a semester}}$$

For the entire programme:

Cumulative Grade Point Average (CGPA) $\frac{\sum_n \sum_i C_{ni} G_{ni}}{\sum_n \sum_i C_{ni}}$

$$\text{CGPA} = \frac{\text{Sum of the multiplication of grade points by the credits of the entire programme}}{\text{Sum of the credits of the courses of the entire programme}}$$

Where

C_i - Credits earned for course i in any semester

G_i - Grade point obtained for course i in any semester

n - Semester in which such courses were credited

13. Final Result

Conversion of Marks to Grade Points and Letter Grade

Range of Marks	Grade Points	Letter Grade	Description
90-100	9.0-10.0	O	Outstanding
80-89	8.0-8.9	D+	Excellent
75-79	7.5-7.9	D	Distinction
70-74	7.0-7.4	A+	Very Good
60-69	6.0-6.9	A	Good
50-59	5.0-5.9	B	Average
40-49	4.0-4.9	C	Satisfactory
00-39	0.0	U	Re-appear
ABSENT	0.0	AA	ABSENT

Overall Performance

CGPA	Grade	Classification of Final Result
9.5-10.0	O+	First Class – Exemplary*
9.0 and above but below 9.5	O	
8.5 and above but below 9.0	D++	First Class with Distinction*
8.0 and above but below 8.5	D+	
7.5 and above but below 8.0	D	

7.0 and above but below 7.5	A++	First Class
6.5 and above but below 7.0	A+	
6.0 and above but below 6.5	A	
5.5 and above but below 6.0	B+	Second Class
5.0 and above but below 5.5	B	
4.0 and above but below 5.0	C	Third Class
0.0 and above but below 4.0	U	Re-appear

*The candidates who have passed in the first appearance and within the prescribed semester are eligible.

CHOICE BASED CREDIT SYSTEM (CBCS)

Regulations for the PG Programme

(For the candidates admitted from the academic year 2020-2021 onwards)

Eligibility

For Admission: A candidate who is a graduate of this college or any other recognized University in the main subject / subjects as given below against each or who has passed an examination accepted as equivalent thereto by the Syndicate of Manonmaniam Sundaranar University, Tirunelveli, is eligible for admission.

ARTS

Sl. No.	Name of the Programme	Eligibility	Medium of Instruction
1.	M. A. English (Aided & Self Financed)	A pass in B. A. English Literature	English
2.	M. A. History (Self Financed)	A pass in B. A. History	English
3.	M. A. Economics (Self Financed)	A pass in B. A. Economics	English
4.	M. Com. (Self Financed)	A pass in B. Com./ Bank Management / Computer Appli cations /Financial Management/B. Com. (Applied)/C-Operation /B.B.A. and other related Programmes equivalent to B. Com.	English
5.	Master of Social Work (MSW) (Self Financed)	A pass in any degree	English

SCIENCE

Sl. No.	Name of the Programme	Eligibility	Medium of Instruction
1.	M. Sc. Mathematics (Aided & Self Financed)	A pass in B.Sc. Mathematics	English
2.	M. Sc. Physics	A pass in B. Sc Physics / B. Sc. Electronics / Applied Physics / Four year Physics (Honours)	English
3.	M. Sc. Zoology	A pass in B.Sc. Zoology	English
4.	M. Sc. Chemistry (Self Financed)	A pass in B.Sc. Chemistry	English
5.	M. Sc. Botany (Self Financed)	A pass in B.Sc. Botany	English

Degree

The candidates shall have subsequently undergone the prescribed Programme of study in Holy Cross College affiliated to the Manonmaniam Sundaranar University for a period of not less than two academic years comprising four semesters, passed the examinations prescribed and fulfilled such conditions as have been prescribed thereof.

Duration

The duration of PG Programme is for a period of two years. Each academic year shall comprise of two semesters, viz. Odd and Even semesters. Odd semester shall be from June to October / November and Even Semester shall be from November / December to April. There shall be not less than 90 working days which shall comprise 450 teaching clock hours for each Semester (excluding the days for the conduct of end-semester examinations).

Semesters

In each semester, Courses are offered in 15 teaching weeks and the remaining 5 weeks are to be utilized for the conduct

of examinations and evaluation purposes. Each week shall have 30 working hours spread over 5 / 6 days a week.

CBCS System

The main feature of the CBCS is to make postgraduate education student centric allowing students to choose inter-disciplinary, intra – disciplinary courses, skill oriented courses (even from other disciplines according to their learning needs, interests and attitude) with optimal flexibility for students on par with global standards.

In keeping with the spirit of CBCS based on the norms of UGC, the curriculum has been restructured once in every three years since the college was conferred with the autonomous status in 2007- 2008.

A PG student may take up an Internship/ Summer Training Programme relevant to her subject in any reputed institution for a month in order to develop knowledge and skills and equip for career. This programme was included within the curriculum with one credit under curriculum restructuring from 2011-12.

As per the guidelines from UGC, compulsory Community Engagement Course will be offered to all the I PG students with 2 credits for 30 hours with at least 50% field experience.

Courses

The following are the various categories of the courses suggested for the PG programmes:

Arts and Commerce - Major Core Courses (MCC) - 15, Elective Courses (EC) - 4, Project - 1

Science - Major Core Courses (MCC) - 11, Major Core Practical (MCP) - 4, Elective Courses (EC) - 4, Project – 1.

Selection of students to the Elective Course (EC): The colleges provides all information relating to the Elective Courses to all the students so as to enable them to choose their Elective Courses.

Project - Each candidate shall be required to take up an individual or group project (2 members) and submit it at the

end of the third semester. The Head of the Department shall assign the Guide who, in turn, will suggest the Project Work to the student in the beginning of the final year. A copy of the project report will be submitted to the Department before the date fixed by the Institution. The Project will be evaluated by an internal and an external examiner nominated by the Controller of Examinations. The candidate concerned will have to defend her Project through a Viva-voce.

Life Skill Training I & II - To transform the PG graduates as good human beings and responsible citizens. External Examination will be conducted at the end of II & IV Semesters for 1½ hours with one credit each.

Service Learning Programme (SLP)- Community Engagement Course with two credits for 30 hours with at least 50% in the field, compulsory for all PG students (2 credits).

Summer Training Programme - 60 hours Programme with one credit which is mandatory for all I PG students to undertake at the end of semester II.

Course Structure

Distribution of Hours and Credits

Course	Sem. I	Sem. II	Summer Vacation	Sem. III	Sem. IV	Total	
						Hours	Credits
Major Core – Theory	6(4) + 6(4) + 6(4) + 6 (4)	6(5) + 6(5) + 6(5) + 6(5)	-	6(4) + 6(4) + 6(5)	6 (5) + 6(5) + 6(5) + 6(5)	90	69
Elective	6 (4)	6 (4)	-	6 (4)	6 (4)	24	16
Project *Life Skill	-	-	-	6 (5)	-	6	5
Training – I Service	-	(1)	-	-	-	-	1
Learning Programme (SLP)-							

Course	Sem. I	Sem. II	Summer Vacation	Sem. III	Sem. IV	Total	
						Hours	Credits
Community Engagement Course	(1)	(1)					2
*Life Skill Training - II	-	-	-	-	(1)	-	1
*Summer Training Programme	-	-	(1)		-	-	1
TOTAL	30(21)	30(25)	(1)	30(20)	30(25)	120	90+2

Total Number of Hours = 120

Total Number of Credits for CGPA calculation = 90

***Courses / Programmes conducted outside the regular working hours on holidays and Saturdays.**

Credits

Credit refers to the weightage given to a course, usually in relation to the instructional hours assigned to it and a quantum of work a student is required to put in for a particular course. The credits of a Course should be less than the hours allotted to it. The total minimum credits, required for awarding PG Degree is 92. There is definite scope for earning extra credits by taking up the following initiatives:

Self Learning/Online Course (MOOC, SWAYAM, NPTEL) -
(Maximum 2 Courses) - 2 Credits per Course

Presentation / Publication in Proceedings (Maximum of 2
Credits) Upto 3 papers - 1 Credit

More than 3 papers - 2 Credits

Publication

International Journal with Impact Factor (Science Direct / Scopus) -
4 Credits National / International (Asian Impact Factor) - 3 Credits

Journal (International / National) - 2 Credits without Impact Factor with ISSN (Upto 2 papers)

Journal (State / District/ College) - 1 Credit without Impact Factor with ISSN (Upto 2 papers)

Industrial Visit - 2 visits (one visit per year) with group report - 1 Credit.

Sports representation - Maximum of 5 Credits

International level - 5 Credits

National level - 4 Credits

State level - 3 Credits

University level - 2 Credits

District / College level - 1 Credit

CBCS for PG Programme

Study Components	No. of Courses	Credit/ Course	Total
Core Courses / Projects	13- 18	4-5	74
Elective	4	5	16
Life Skill Training	2	1	2
Summer Training Programme(STP)	1	1	1
Service Learning Programme(SLP) – Community Engagement Course	1	2	2
	Total		95

Pedagogy

Each Course is designed with Lectures / Tutorials / Laboratory or Field Work / Seminar / Practical Training / Assignments or Report Writing/ Book review / Group Discussion/ Flipped / Blended/ Open Book test etc. to meet effective teaching, learning and evaluation requirements.

Examination Pattern

Major / Elective

Internal : External – 40:60

Allotment of Marks for PG Programme

Study Components	Allotment of Marks	
	Internal	External
Core & Elective Courses Theory Papers	40	60
Practicals	40	60
Project	40	60
Life Skill Training (I & II)	60	40

Each paper carries an internal component.

There is a passing minimum for external component.

Internal Component

Continuous Internal Assessment (CIA)	Marks
Internal Test	20
Seminar	4
Class test (2)	4
Quiz (2)	4
GD/Open Book test/Article/ Review/ Book Review	4
Online Home Assignment	4
Total	40

External Component

Summative Examinations	Marks
Part A: 10 x 1 (Two objective type questions from each unit without any choice).	10

Part B: 5 x 3 (One question from each unit with internal choice. Among the five questions one question should be of application type and another will be of analysis type).	15
Part C: 5 x 7 (One question from each unit with internal choice. Question should cover all cognitive levels as per the Course Outcomes).	35
Total	60

Life Skill Training

Internal Components		Marks
Life Skill Training- I	Album (20 pages)	40
	Group Song, Mime, Skit(Group of 5 students)	20
	Total	60
Life Skill Training- II	Case Study (30 pages)	60
	Total	60

10. Evaluation

The performance of a student in each Course is evaluated in terms of percentage of marks with a provision for conversion to grade points.

Evaluation for each Course shall be done by a Continuous Internal Assessment (CIA) by the Course teacher as well as by an end semester examination and will be consolidated at the end of the semester.

There shall be examinations at the end of each semester, for odd semesters in October /November; for even semesters in April / May.

A candidate who does not pass the examination in any course(s) shall be permitted to re-appear in such failed course(s) in the subsequent examinations to be held in October / November or April / May. However, candidates who have arrears in Practical Examination(s) shall be permitted to re-appear for their arrears only along with Regular Practical examinations in the respective semester.

Viva-voce: Each candidate shall be required to appear for Viva-voce Examination in defense of the Project.

The results of all the examinations will be published in the College website.

11. Conferment of the Master's Degree

A candidate shall be eligible for the conferment of the Degree of Master of Arts / Science / Commerce only if the minimum required credits for the programme thereof (95 credits) is earned.

Grading System

For a semester examination:

Calculation of Grade Point Average for End Semester Examination:

$$\text{GPA} = \frac{\text{Sum of the multiplication of grade points by the credits of the course}}{\text{Sum of the credits of the courses (passed) in a semester}}$$

For the entire programme:

Cumulative Grade Point Average (CGPA) $\frac{\sum_n \sum_i C_{ni} G_{ni}}{\sum_{ni} \sum_i C_{ni}}$

$$\text{CGPA} = \frac{\text{Sum of the multiplication of grade points by the credits of the entire programme}}{\text{Sum of the credits of the courses of the entire programme}}$$

The ones who say you can't are too afraid you will

Where

C_i - Credits earned for course i in any semester

G_i - Grade point obtained for course i in any semester

n - semester in which such courses were credited

13. Final Result

Conversion of Marks to Grade Points and Letter Grade

Range of Marks	Grade Points	Letter Grade	Description
90-100	9.0-10.0	O	Outstanding
80-89	8.0-8.9	D+	Excellent
75-79	7.5-7.9	D	Distinction
70-74	7.0-7.4	A+	Very Good
60-69	6.0-6.9	A	Good
50-59	5.0-5.9	B	Average
00-49	0.0	U	Re-Appear
ABSENT	0.0	AA	ABSENT

Overall Performance		
CGPA	Grade	Classification of Final Results
9.5-10.0	O+	First Class – Exemplary*
9.0 and above but below 9.5	O	
8.5 and above but below 9.0	D++	First Class with Distinction*
8.0 and above but below 8.5	D+	
7.5 and above but below 8.0	D	
7.0 and above but below 7.5	A++	First Class
6.5 and above but below 7.0	A+	
6.0 and above but below 6.5	A	
5.5 and above but below 6.0	B+	Second Class
5.0 and above but below 5.5	B	
0.0 and above but below 5.0	U	Re-appear

*The candidates who have passed in the first appearance and within the prescribed semester are eligible.

CO-CURRICULAR, EXTRA-CURRICULAR ACTIVITIES AND FACILITIES

Learning Enhancement Measures

I UG students are initially given Bridge course in English, named as **Take off with spoken English**. It is designed and conducted by the department of English along with volunteers from each department.

Communicative English classes are conducted by the respective subject teachers for all the UG students two hours per week. The course includes Reading, Writing, Listening and Speaking skills along with interview techniques.

Remedial programme is offered to the low achievers twice a week. Peer teaching, tutorials, group work and demonstration of practical are some of the means of conducting the remedial programme.

Mentor-ward system

To be of support to the students towards their academic excellence, social responsibility, to guide them to achieve their goal and to help them choose a relevant subject for their project and future career, the mentor-ward system has been implemented in the institution.

Internet E-mail services

Holy Cross College has an official website www.holycrossngl.edu.in. The research centres and Library are provided with internet. A computer centre, with 50 computers and internet facilities, serves staff and students. Intranet is also available for providing easy access between the departments and the Principal and Secretary.

Language Laboratory

Language laboratory is provided with 40 computers. Language Lab. is used for the conduct of the course 'English Communication'.

Instrumentation Centre (DST-FIST)

Common Instrumentation centre came to existence with the support of DST in 2013. So in addition to the research equipments available in Zoology, Physics, Chemistry and Botany Research laboratories, additional equipments such as FTIR, lyophilizer auto



analyser, UV-Vis spectrophotometer, GM Counter etc. are also available in the Instrumentation centre. Research scholars from Holy Cross college and other institutions make use of the facilities.

Central Bank of India, Roch Nager Branch

The Central Bank of India is operating a branch within the campus exclusively for the benefit of the staff and students. The working time is 10.00 am to 4.00 pm. Students can open an account in their names and learn to make use of the banking facilities.

Sports and Games

Infrastructure facilities are provided to sports students . The national and state level players are given freeships by the institution to stay in the college hostel. Regular practice is given inviting the coaches for activities like football, basket ball, volley ball, ball badminton, chess etc. Indoor stadium and gym are available for the physical fitness of the students.

Hostel

Hostel is a home away from home. There are around 250 students in the hostel managed by 3 wardens. The hostellers are given spiritual animation, personality development classes, social awareness programs. Recreational facilities, TV and Audio visual aids and Daily Newspapers are provided. STD and Internet facilities are available in the hostel. Welcome day, Christmas, Farewell day are celebrated with great vigour and enthusiasm.

Admission to the college is not a guarantee for admission in the hostel.

Counseling Services

Trained counselors are available to help students with academic issues, family problems and also offers guidance for building up of self esteem and dignity.

Campus Ministry

This cell organizes retreats, inspirational talks and para liturgical services. Holy mass is organized at the beginning and

end of the academic year besides Ash Wednesday for the catholic staff and students.

Value Education Books for UG and PG students are prepared by this team.

College Choir

Interested students join the college choir and they are trained to sing for allchurch services.

Student Information Cell

Information related to the facilities and services available in the college such as counseling, scholarships, mark statements, arrear exam details, attendance/absence, leave forms and certificates are provided by the Student information cell. Teaching and non - teaching staff are the members of the cell.

SC/ST Cell

The cell was launched to empower the students to live a dignified life. Seminars and motivation talks are arranged to enhance their leadership skills, life-managing skills and communicative skills. They are also guided by the faculty to avail of scholarships.

College Student Council and Quality Circle

College student Council consists of the President, Vice President, Secretary and the Joint Secretary who are elected annually by a secret ballot in a very democratic way at the beginning of every academic year. The student council and the class representatives constitute the Quality circle. The Dean of Students is the Staff Co-ordinator. The Students council members act as the link between the students and the Management of the College. Relevant and important problems and suggestions of the students are passed on to the Principal through the Quality circle. Teacher's Day, Feast of the Exaltation of the Holy Cross, Christmas, Pongal are organized by the Students in collaboration with the Deans of Student Affairs.

Alumnae Association

All the students who have studied in Holy Cross College, Nagercoil are encouraged to be the members of this Association. The annual Alumnae meeting is held on the second Saturday of August every year. Alumnae have contributed for the construction of the Multipurpose Hall and also for the Jubilee Hall. Every year they give the feedback and suggestions related to the academic and administrative affairs of the institution.

Parent Teachers Association

The Forum meets twice a semester and suggests measures to improve the quality of Education and Infrastructure facilities of the institution. The members support and involve in the integral development of the students

Honouring the Retirees

In order to recognize the service put in by the retired teachers, committee has been formed in 2006-'07. The activities of the committee are

- To invite the retirees for Christmas celebration, Retirement function, Ph.D. Viva-voce examinations and other special occasions.

- To form a whatsapp group and inform them about the events (Marriage, Death, celebrations and functions) related to the college

- To send Christmas/New year greeting for greater bonding.

Divyanjan Cell

To encourage and empower the differently abled students of the institution, the cell has been formed in 2018-2019. Some of the activities of the cell are,

- To get the disability identity card for the students

- To make them aware of the welfare schemes through the officials of the Social Welfare Department of the district.

To motivate them to register in the employment office in Chennai.

To arrange for need based counselling.

To organize programmes to empower them.

Crossian Centre for Research and Development

The Crossian Centre for Research boosts the quality research in the institution. The Crossian Research Forum which includes all the faculty members co-ordinates all the research activities of this forum.

Research Committee

The Research of the committee is constituted of one member from each department. The members releases the interdisciplinary biannual journal "Crossian Resonance" twice a year. They organize seminars/workshops relevant to the current trends in research and encourages the members of the faculty to involve actively in research activities. Research data base containing details of research projects, publications, participation in seminars, awards and major and minor projects availed by the departments is collected from each department and submit to the IQAC of the college every year.

Intellectual Property Right (IPR) Cell

The cell is responsible for the implementation of the policy on research and consultancy.

They plan and take necessary steps to get copy right for innovative original work and patent right for their finding. They give the guidelines to publish research articles in journals with high impact factor that are well recognized by global researchers. They work out MoUs, linkages and collaboration with other prominent research institutes/industries within the country and also outside. They administer the activities of the Instrumentation Centre and work out the possibilities of having consultancy through the centre.

Student Research Forum/Institutional Innovation Cell

The purpose of this forum is to create research aptitude in young researchers and organize motivation programmes to the interested students. The students construct/bring out innovative products and exhibit their potentials through exhibits.

Crossian Centre for Entrepreneur Development and Career Guidance

In order to motivate the students towards various career opportunities and mould them into effective entrepreneurs the Crossian Centre for Entrepreneur Development has been started.

Skill Development Committee

Skill development programme is mandatory for all the I UG students and is conducted by experts on Saturdays and local holidays. Skill based Certificate courses such as Clinical Chemistry, Journalism, Tailoring, Embroidery, Drawing, Painting, Handicraft, Beautician course, Jewel making using clay, paper and pearls etc. are taught to the interested students.

Innovation and Startups

The centre has been established in the institution in 2017-'18. The objective of the Centre is to groom students towards entrepreneurship, Research career and indicate startups. It offers a new echo system for the young entrepreneur.

Employment Information, Career Guidance and Placement Cell

Employment Information, Career Guidance and Placement Cell cell give information to the students on various employment opportunities through Public Announcing System and also leaflets. They organize meetings, awareness programmes on employment and also career opportunities. Resource persons from various training agencies such as IAS Academy, Bank coaching centres and centres of CA are invited to motivate the students.



Executive officers from IT companies and School Administration and Finance centres are invited for campus drive for Placement. Career counseling is provided through this cell.

Entrepreneur Development Cell

The students who are interested to become entrepreneurs are motivated and trained through the Entrepreneur development cell. Creative work on handicrafts, artificial jewel making, painting, tailoring & embroidery works are exhibited. The institution gives provision to those who want to market their art and skill, so that they may earn while they learn. It acts as a incubation centre for students with entrepreneur skills.

Entry Level Services

Aspiring students from among the I UG are given motivation on becoming IAS officers, Bank employees and Executives in Insurance companies. Periodical trainings, materials such as books and journals and computer with internet facilities are provided for them during working days and holidays. Students are also prepared to appear for the entrance exams related to Banks, civil services and other Government jobs.

Crossian Centre for Women's Studies

Being the first women's college in Kanyakumari district, the centre is concerned with the women's issues in the community; Women's studies is made mandatory for all the III UG students, workshops and seminars related to health, women's rights, exhibitions etc are conducted. Competitions on women's day are organized in collaboration with district women welfare Self Help Groups. Books, videos and journals pertaining to Gender equality and women empowerment are available in a separate section of the Central Library and also in the centre.

Crossian Centre for Environment Studies

Centre for Environment Studies is a legacy of the eco-conscious principles. Long before setting up of the Centre the college has maintained a green campus which emerges as the strength of the

institution in every SWOT analysis. Besides co-ordinating the activities of the Eco Club, the centre monitors the Environmental Studies which is mandatory to all students. After the Ocki Cyclone, have been intensified to bring back the original bio-diversity campus.

Crossian Centre for Outreach Programs

The college is keen on developing individuals who are socially committed. A number of outreach programs are organized towards this purpose:

Youth Red Cross organizes blood donation camp, free medical camp, awareness programmes etc.

NSS develops National consciousness among students. The two units conduct: an annual camp (which teaches the dignity of labour and challenges of life), rallies, awareness programmes etc..

Red Ribbon Club is involved in the service of those affected by AIDS. Collaborating with the NGO provides, the MSW students raise funds to assist HIV positive children.

Consumer Club educates students on the Consumer Protection Act of 1986. In turn students educate the public along with the District Consumer Forum.

Human Rights Unit/Legal Literacy Committee to inculcate a sense of human rights for benefitting the individual and the society. The unit has made compulsory the Human Rights course for all third year students besides organising seminars and observation visits to the district court.

All India Catholic University Federation (AICUF) aims at empowering the youth. Community outreach programme during Christmas and leadership training are arranged.

Rotaract Club proactively involves in socially beneficiary programs like blood donation camp, medical camps etc.

Reaching the Unreached Neighbourhood (RUN)

RUN Programme started in 2007 is a compulsory program for all second year undergraduates. Visits are undertaken to villages, schools, home for the aged and so on as part of the 60 hour activity that instills socially committed approach to life.

Childline

Since 2011, the institution serves as a nodal centre for Childline, India. It spearheads the awareness programs with the help of professionals and students. The campaign seeks to be active in the neighbouring areas.

Crossian centre for Documentation

The various activities of the clubs, committees and the departments are uploaded through hccdoc18@gmail.com.

The centre collects and records enormous data regarding the daily activities of the various departments, clubs and committees including PTA and Alumni. This staggering data is classified and verified.



CLUBS AND COMMITTEES

The college has the following committees to ensure effective management of academic, financial and general administrative affairs.

1. College Management Committee

1. Sr. Fatima Kattar : President
2. Dr. Sr. Gerardin Jayam : Secretary
3. Dr. Sr. Anne Perpet Sophy : Principal
4. Dr. Sr. Leema Rose : Vice Principal
5. Dr. F. Brisca Renuga : Staff Representative

2. Governing Body

1. Sr. Fatima Kattar : Chairperson
Provincial Superior
2. Dr. Sr. Gerardin Jayam : Vice- Chairperson
Secretary
3. Dr. Sr. Leema Rose : Member
Vice Principal
4. Dr. J. Vinoliya Josephine Mary : Member
Controller of Examinations
5. Sr. A. Asha : Management Representative
6. Dr. H. Jimsy Asha : Staff Representative
7. Dr. F. Brisca Renuga : Staff Representative
UGC Nominee
Joint Director of Collegiate
Education : State Government Nominee
10. Dr. Sr. Anne Perpet Sophy : Ex - officio
Principal

3. Standing Committee of the Governing Body

1. Sr. Fatima Kattar : President
2. Dr. Sr. Gerardin Jayam : Secretary
3. Dr. Sr. Anne Perpet Sophy : Principal
4. Dr. Sr. Leema Rose : Vice Principal
5. Dr. J. Vinoliya Josephine Mary: Controller of Examinations



- 6. Dr.C. Jespin Ida : Senior Faculty
- 7. Dr. Jeni Chandar Padua : Dean of Science

4. College Management Board

- 1. Sr. Sahaya Rani : Mother Superior
- 2. Dr. Sr. Gerardin Jayam : Secretary
- 3. Dr. Sr. Anne Perpet Sophy : Principal & Link Person of Education Commission
- 4. Dr. Sr. Leema Rose : Vice Principal
- 5. Dr. Vinoliya Josephine Mary : Controller of Examinations
- 6. Sr. A. Asha : Office Superintendent
- Dr. Sr. A. Mary Johnsy
- Sr. A. Shanthi Alphonse
- Sr. Jothi Antony
- Dr. Sr. Sahayaselvi
- Sr. Sylvia
- Sr. K. Francy
- Sr. S. Antony Mary
- Sr. Sebastiammal
- Sr. Usha

5. Academic Council

- 1. Dr. Sr. Anne Perpet Sophy : Principal & Chairperson
- 2. Dr. Sr. Gerardin Jayam : Secretary
- 3. Dr. Sr. Leema Rose : Vice Principal
- 4. Dr. Jeni Chandar Padua : Member (Dean of Science)
- 5. Dr. Virgin Nithya Veena : Member (Dean of Arts and Humanities)
- 6. Dr. J. Vinoliya Josephine Mary: Controller of Examinations
- 7. Dr. H. Jimsy Asha : Member (IQAC Co-ordinator)
- 8. Heads of the Departments
- 9. Er. R. Edwin Jose : Industrialist
- 10. Dr. Joseph Sen : Physician
- 11. Adv. Joseph Benedict : Advocate
- 12. Ms. M.S. Parimala Kumari : Entrepreneur
- University Nominees
- Two Student Representatives: UG & PG

6. Board of Studies

The entire faculty of each discipline, subject experts from outside, University nominee, an alumna, one representative from industry / corporate sector / allied and experts from outside the college whenever special courses of studies are introduced.

7. Finance Committee

1. Dr. Sr. Anne Perpet Sophy : Principal & Chairperson
2. Dr. Sr. Gerardin Jayam : Secretary
3. Dr. Sr. Leema Rose : Vice Principal
4. Sr. A. Asha : Office Superintendent
5. Mr. Baskaran : Finance Advisor
6. Dr. M. Mary Helen Stella : Senior Staff

Finance Sub Committee

1. Dr. Sr. Anne Perpet Sophy : Principal
2. Dr. Sr. Gerardin Jayam : Secretary
3. Dr. Sr. Leema Rose : Vice Principal
4. Sr. A. Shanthi Alphonse : Bursar
5. Sr. A. Asha : Office Superintendent
6. Ms. A. Mary Usha

8. Examination Committee

1. Dr. Sr. Anne Perpet Sophy : Principal & Chairperson
2. Dr. J. Vinoliya Josephine Mary : Controller of Examinations
3. Dr. C.K. Sunitha : Dean of Arts
4. Dr. H. Jimsy Asha : IOAC Co-ordinator
5. Dr. G. Leema Rose : Chemical Sciences
6. Dr. S. Mary Mettilda Bai : Life Sciences
7. Dr. M. Subha Ganapathy : Language
8. Ms. P. Aji Udhaya : Skill Enhancement
Certificate Courses
9. Ms. A. Mary Usha : Representative of CoE Section

9. Award Committee

1. Dr. Sr. Anne Perpet Sophy : Principal & Chairperson
2. Dr. Sr. Gerardin Jayam : Secretary



3. Dr. J. Vinoliya Josephine Mary : Controller of Examinations
4. University Nominee :
5. Dr. M. Anitha Malbi : Physical Sciences
6. Dr. Sr. S. Leema Rose : Life Sciences
7. Ms. A. Anishya Dani : Social Sciences

10. Selection Committee for Admission

1. Dr. Sr. Anne Perpet Sophy : Principal
2. Dr. Sr. Leema Rose : Vice Principal
3. Dr. Sr. Gerardin Jayam : Secretary

All HODs and 1st year class teachers of the respective Departments.

11. Planning and Evaluation Committee

1. Dr. Sr. Anne Perpet Sophy : Principal
2. Dr. Sr. Gerardin Jayam : Secretary & Member
3. Dr. Sr. Leema Rose : Vice Principal
4. Dr. H. Jimsy Asha : IQAC Co-ordinator
5. Dr. Jeni Chandar Padua : Dean of Science
6. Ms. A. Anishya Dani : Dean of Students
7. Dr. G. Leema Rose : Member
8. Dr. V. Shally : Co-ordinator of RUN
9. Ms. P.T. Anbu Hannah Dora : Co-ordinator of clubs and Committees
10. Dr. V. Sujin Flower : Co-ordinator of Placement Cell
11. Dr. S. Regi : Research co-ordinator
12. Dr. Sr. Sahayaselvi : NPC
13. Mr. M. Johnson Paul Raj : Non-teaching Staff
Student Representative
Sports Representative

12. College Staff Council

1. Dr. Sr. Gerardin Jayam : Secretary
2. Dr. Sr. Anne Perpet Sophy : Principal
3. Dr. Sr. Leema Rose : Vice Principal
4. Dr. J. Vinoliya Josephine Mary : Controller of Examinations
Heads of all the Departments



- 6. Dr. J. Christy Celin Mary : Physical Education
Directress
 - 7. Dr. H. Jimsy Asha : IQAC Co-ordinator
 - 8. Ms. A. Anishya Dani : Dean of Students
Dr. C. Nirmala Louis
Dr. N. Benit
 - 9. Staff Club Secretary : Teaching Staff
Non – teaching Staff
- Senate Member
Deans of Studies

13. Quality Circle

- 1. Dr. Sr. Anne Perpet Sophy : Principal
- 2. Dr. Sr. Leema Rose : Vice Principal
Deans of Students
Student Council Members
- 5. Non-teaching Staff representative : Ms. Beenamma
Student representatives from all the classes

14. Internal Quality Assurance Cell (IQAC)

- 1. Dr. Sr. Anne Perpet Sophy : Chairperson
- 2. Dr. Sr. Leema Rose : Management Representative
- 3. Dr. Sr. Gerardin Jayam : Secretary
- 4. Dr. J. Vinoliya Josephine Mary : Controller of Examinations
- 5. Sr. A. Shanthi : Junior Assistant
- 6. Dr. Sr. A. Mary Johnsy : Librarian
- 7. Dr. S. Reji : Research Co-ordinator
- 8. Dr. Jeni Chandar Padua : Dean of Science
- 9. Dr. C. Nirmala Louis : Dean of Students
- 10. Dr. H. Jimsy Asha : IQAC Co-ordinator
- 11. Dr. A. Anami Augustus Arul : IQAC Asst. Co-ordinator
Dr. Sr. Sahayaselvi
Dr. S. Sujitha
- 14. Dr. C. James : Local Expert
- 15. Student
- 16. Dr. H. Mary Jesy Roch : Alumni

Sub Committee

Dr. M. Justin Buela
Dr. P.T. Arokya Glory
Dr. I. Jalaja Kumari
Dr. M. Priya Dharshini
Dr. S. Vimal Dolly
Dr. S. Ajith Sinthuja
Dr. M. Mabel Edel Queen
Ms. J. Mary Deeba
Dr. M. Charles Dayana
Ms. R.N. Rajalekshmi
Ms. V. Abisha
Ms. J. Alisha Josephin
Ms. S. Jones Kala

15. Institution Innovation Cell (IIC)

1. Dr. Sr. Anne Perpet Sophy - President
2. Dr. Sr. Sahayaselvi - Vice President and
Co-ordinator for National
Innovation Startup Policy
3. Dr. A. Anami Augustus Arul - Convener
4. Dr. M. Anitha Malbi - Co-ordinator for Internship
5. Dr. Jeni Chandar Padua - Co-ordinator for Startup
6. Dr. Sheeba Daniel - Co-ordinator for Intellectual
Property Rights
7. Dr. R. Krishna Priya - Co-ordinator for innovation
8. Ms. P. Aji Udhaya - Co-ordinator for Social media

Expert Committee

1. Dr. Renu Dev Prasad - Startup Founder
2. Mr. Glorious Steeve - Startup Founder and CEO
3. Mr. Abey George - Incubator
4. Mr. Arun Rajeev Sankaran - Incubator
5. Mr. Praveen Mathew - Industrialist
6. Mrs. Rekha Selvin - Entrepreneur
7. Ms. Parveen Kurian - Entrepreneur
8. Ms. Diana Naveen - Entrepreneur
9. Ms. Bhagyalekshmi - Entrepreneur, Alumni



Monitoring Committee

1. Dr. Sr. Anne Perpet Sophy - President
2. Dr. Sr. Sahayaselvi - Vice president and NISP
3. Dr. Sr. Leema Rose - Vice Principal
4. Dr. A. Anami Augustus Arul - Convener
5. Dr. Jeni Chandar Padua - Co-ordinator for Startup
The Head of the Department of Respective Startup

Evaluation Committee

1. Dr. Sr. Anne Perpet Sophy - President
2. Dr. Sr. Sahayaselvi - Vice president and NISP
3. Dr. A. Anami Augustus Arul - Convener
4. Dr. H. Jimsy Asha - Co-ordinator of NIRF
5. Dr. Sujitha .S - Co-ordinator of ARIIA
The Head of the Department of Respective Startup

Sub Committees

Startup

1. Dr. Jeni Chandar Padua - Co-ordinator
2. Dr. Sr. Leema Rose - Vice Principal
3. Dr. A. Anami Augustus Arul - Convener of IIC
Dr. S. Ajith Sinthuja
Dr. P. Sathya
Ms. J. Alisha Josephin
7. Dr. J. Vinanchi Arachi - Advisory Member
8. Samuel Gnana Prakash Vincent - Advisory Member
9. Prof. Dr. Moni Madasamy - Advisory Member

Internship

1. Dr. M. Anitha Malbi - Co-ordinator
Dr. M. Priya Dharshini
Dr. M.K. Angel Jebitha
Dr. R. Sreedevi
Sr. K. Francy
6. Dr. Srinivasakumar KP - Advisory Member
7. Dr. Prakash Swarnakaran - Advisory Member
8. Mr. Thomas Franco - Advisory Member

Intellectual property Rights (IPR)

1. Dr. Sheeba Daniel - Co-ordinator
Dr. C. Anita
Dr. Jerlin Deletta
Ms. A. Franklin Ragila
5. Mr. A. John Moris. C.A. - Advisory Member
6. Ms. R. Hemalatha - Advisory Member
7. Dr. Shaji Varghese - Advisory Member

Innovation and Patents

1. Dr. R. Krishna Priya - Co-ordinator
Dr.J. Befija Minnie
Ms. M. Abila Jeba Queen
Sr. S. Sebastiammal
Dr. R. Gladis Latha
Dr. X. Venci Candida
Dr. S. Lizy Roselet
9. Mr. Arul Gerald Prakash - Advisory Members
8. Mr. S. Saravana Muthu - Advisory Member

Social Media

1. Ms. P. Aji Udhaya - Co-ordinator
Dr. S. Divya Merry Malar
Sr. Antin Mary
Ms. C. Nesavathy
Ms. Jenoba
6. Dr. Vimal Jerald - Advisory Member

Resource Mobilization Committee for Startup

1. Dr. Sonia - Co-ordinator of Resource Mobilization
2. Dr. S. Panimaya Mercy - Co-ordinator of UBA
3. Dr. R. Abilasha - Co-ordinator of Women Cell

Student IIC

1. Dr. Sr. Sahayaselvi - Vice President and NISP
2. Dr. A. Anami Augustus Arul - Convener
3. Dr. Jeni Chandar Padua - Co-ordinator for Startup



Entrepreneur Development Centre (EDC)

Dr. C. Braba - Co-ordinator
Dr. S. Jeni Sanjana
Dr. Selva Mary Gokila

Innovation Entrepreneur Development Centre (IEDC)

Dr. R. Krishna Priya - Co-ordinator
Dr. J. Befija Minnie
Dr. X. Venci Candida

16. Library Committee

Dr. Sr. Mary Johnsy : Librarian
Dr. Sr. Anne Perpet Sophy : Principal
Dr. Sr. Leema Rose : Vice Principal
Heads of all the Department

17. Curriculum Steering Committee

Dr. Sr. Anne Perpet Sophy : Principal
Dr. J. Vinoliya Josephine Mary: Controller of Examinations
Dr. Jeni Chandar Padua : Dean of Science
Dr. Virgin Nithya Veena : Dean of Arts and Humanities
Dr. C.K. Sunitha
Dr. M. Mary Helen Stella
Dr. C. Nirmala Louis
Dr. G. Leema Rose
Dr. V.M. Arul Flower Mary
Dr. C. Jespin Ida
Dr. S. Thenmozhi
Dr. T. R. Premalatha
Dr. Alby Grace
Dr. Y. Christabel Shaji
Dr. S. Daisy Bai
Ms. C. Nesavathy
Ms. J. Mary Deeba
Ms. J. Albino Wins
Ms. S. Merlin Vista
Ms. I. Anto Hepzie Bai
Ms. I. Anne Mary Leema

Crossian Centre for Research and Development

I Research Advisory Committee

Dr. Shyla Suganthi	-	Coordinator
Dr. S. Regi	-	Member
Dr. A. Lesly Fathima	-	Member
Dr. Alby Grace	-	Member
Dr. Jeni Sanjana	-	Member
Dr. Sheeba Daniel	-	Member

II Research Committee

Dr. S. Regi	
Dr. A. Lesly Fathima	
Dr. S. Thenmozhi	
Dr. A. R. Florence	
Dr. M. F. Anne Feril	
Dr. A. Punitha	
Ms. J.C. Mahizha	
Dr. C. Braba	
Dr. Sheeba Daniel	
Dr. A. Babila Kingsly	
Dr. C. Jenila	
Dr. R. Evalin Latha	
Dr. R. Eveline Synthia	
Research Scholars	: M. J. Jenisha S. A. Sovya Shephyr

III Research Ethics Committee

All Research Guides

Crossian Center for Entrepreneur Development & Career Guidance

I Skill Development Committee

Dr. R. Gladis Latha
Dr. A. Delphin
Dr. C. Anitha

II Entrepreneurship Development Cell / Incubation Centre

Dr. Sr. Sahayaselvi

Crossian Centre for Women Studies

I Women Studies

Co-ordinators	:	1. Dr. R. Abilasha 2. Dr. S. Prakash Shoba 3. Dr. S. Sonia 4. Ms. K. Mihi Nancy
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Crossian Centre for Environmental Studies

I Environmental Studies

Co-ordinators : 1. Dr. A. Punitha
2. Ms. J. Albino Wins
3. Ms. L. Deva Vijila
4. Ms. S. Jameela

Faculty handling Environmental Studies

22. Crossian Centre for Outreach Programmes

NSS

Dr. S. Sunitha
Dr. C. Josephine Priyatharshini

II Red Ribbon Club

Dr. T. Sheeba Helen
Ms. C. Christal Jani
Ms. M. Sahaya Venila

III Youth Red Cross

Dr. J. Befija Minnie
Dr. J. Celin Pappa Rani
Dr. P. M. Sirumalar Rajam
Ms. V. Princy Kala

IV Consumer Club, Human Rights Unit, Legal Literacy

Ms. V. Pradeepa
Ms. A. Franklin Ragila
Ms. J. Josephine Shiny
Ms. J. Jenifer

V AICUF, Xavier Board and AIACHE

Dr. K. Jeya Daisy
Ms. A.R. Jemi
Ms. Elza Therese Levin
Ms. A. Nimisha

VI Rotaract Club

Dr. M. D. Arun Mozhi Nangai
Ms. K. Baby
Dr. C. Ida
Ms. J. Carolin Jenil Shalu

VII RUN Programme

Dr. V. Shally
Ms. J.C. Mahizha
Dr. S. Kavitha

IX UBA

Dr. S. Panimaya Mercy
Dr. X. Venci Candida
Dr. Jerlin Delitta

Child Line

1. Dr. Sr. Anne Perpet Sophy : Principal (Nodal Director)
2. Ms. D. Cathelin Mary : Nodal Co-ordinator

23. Crossian Center for Documentation

Dr. F. Brisca Renuga
Dr. P. Sathya
Dr. V. Antony Prakash Babila

24. Student Grievance Cell

1. Dr. Sr. Anne Perpet Sophy : Principal
2. Dr. Sr. Gerardin Jayam : Secretary
3. Dr. Sr. Leema Rose : Vice Principal
4. Dr. J. Vinoliya Josephine Mary : Controller of Examinations
5. Dr. C. Jespin Ida : Member
6. Ms. A. Anishya Dani : Dean of Students
7. Dr. M. Mary Helen Stella : Discipline Committee
8. Dr. S. Leema Rose : Co-ordinator

25. Internal Complaint Committee

1. Dr. Sr. Gerardin Jayam : Secretary

2. Dr. Sr. Anne Perpet Sophy : Principal
 3. Dr. Sr. Leema Rose : Vice Principal
 - Dr. J. Vinoliya Josephine Mary : Controller of Examinations
 5. Dr. C. Jespin Ida : Member
 6. Adv. Joseph : Advocate
 7. Dr. C. Clement Winsly : Nuthana Trust
 8. Ms. D. Cathelin Mary : Childline Nodal Co-ordinator
- Mr. M. Jhonson Paul Raj
 Ms. Subha (Officer)
 Student Council President
 Student Council Secretary

26. Anti-Eve Teasing Committee / Anti-Ragging Committee

Ms. P.T. Anbu Hannah Dora
 Head of all the Departments
 Dean of Students
 Student Council Secretary

27. SC / ST Cell

Dr. L. Jesmalar
 Ms. V. G. Michael Florence
 Dr. C. Anitha

28. Discipline Committee

1. Dr. Sr. Leema Rose : Vice Principal
 2. Dr. G. Leema Rose : Co-ordinators
- Dr. M. Mary Helen Stella
 Dr. C. Jespin Ida
 Dr. J. Christy Celine Mary
 Dr. I. Jalaja Kumari
 Sr. K. Francy
 Sr. S. Antony Mary
 Dr. A. Punitha
 Dr. J. Bhavani
 Dr. J. Divya Merry Malar
 Ms. J. Anto Hepzie Bai
 Ms. J. Anne Mary Leema

- Ms. J. Maria Prabina Sackaria
Ms. J. Josephine Shiny
16. Mr. E. Melgias : Non-teaching Staff
17. Ms. S. Josephine Panimaya Rushia : Non-teaching Staff

29. Guidance and Counselling Committee

- Dr. Y. Christabel Shaji
Dr. I. Jalaja Kumari
Ms. M. Maria Helen Jenobha
Head of all the Departments
- Dr. Fr. Francis Xavier Nelson and Experts from KDCM
(Kottar Diocese of Counselling Ministry)

30. Parent Teacher Association (PTA)

1. Dr. Sr. Anne Perpet Sophy : Principal
2. Dr. Sr. Leema Rose : Vice Principal
3. Sr. A. Asha : Superintendent
- Dr. M. Anitha Malbi
Dr. S. Sameema
Ms. C. Nesavathy
Mr.G. Maria Antony Michael: Non-teaching Staff

31. Alumnae Association

1. Dr. Sr. Anne Perpet Sophy : Principal
- Dr. S. Ajith Sinthuja
Dr. M. Priya Dharshini
Dr. I. Jalaja Kumari
Dr. S. Vimal Dolly
Dr. L. Jesmalar
Ms. L. Deva Vijila
Dr. S. Prakash Shoba
Dr. C. Braba
Ms. K.B. Steffi
Ms. M. Anto Susi

32. Fine Arts Committee

- Dr. Selva Mary Gokila S. George
Dr. Y. Christabel Shaji

Dr. S. Ancy Mole
Ms. S.J. Jenepha Mary

33. ICT / Media Committee

Dr. J. Divya Merry Malar
Dr. S. Mary Pearly Sumathi
Ms. Beaula

34. College Website Committee

Dr. S. Sujitha
Dr. S. Vimal Dolly
Ms. V.R. Bithiah Blessia
Ms. V. Abisha

35. Quiz Club

Ms. A. Judes Jalaja
Sr. Antony Mary
Ms. S. Virgin Jeba

36. Campus Animation Team

Dr. J. M. Vinitha Charles
Sr. Sebastiammal
Ms. L. Deva Vijila
Ms. Jenu Mole
Mr. M. Julibar Euprin Xavier

37. Remedial Programme Committee

Sr. K. Francy
Dr. C.K. Sunitha
Ms. A.R. Jemi
Ms. Jenila
Ms. Carolin Jeni Shalu
Representatives from all the departments

38. Inter Collegiate Competitions

Dr. S. Thenmozhi
Ms. J. Maria Prabina Sackaria



39. Student Information Cell

Dr. M. Justin Beula
Dr. C. Nirmala Louis
Ms. L. Deva Vijila
Ms. A. Anishya Dani

40. Student Welfare Fund

Dr. J. Bhavani
Dr. C. Anitha

41. Games / Sports Committee

1. Dr. Sr. Anne Perpet Sophy : Principal
 2. Dr. Sr. Leema Rose : Vice Principal
- Dr. J. Christy Celin Mary
Dr. A. Lesly Fathima
Dr. R. Eveline Synthia
Ms. C. Christal Jani

42. Magazine Committee

Dr. Subha Ganapathy
Dr. M. Priya Dharshini
Dr. P.T. Arokya Glory
Dr. M. Shirley Treasa

43. Review and Evaluation Committee

1. Dr. Sr. Gerardin Jayam : Secretary
2. Dr.M.Anitha Malbi : PTA Co-ordinator
3. Dr.S.Ajith Sinthuja : Alumnae Association
Co-ordinator
4. Ms. P.T.Anbu Hannah Dora : Clubs and Committees
Co-ordinator
5. Dr.S.Reggi : Research Co-ordinator
6. Dr. H. Jimsy Asha : IQAC Co-ordinator
7. Dr. Jeni Chandar Padua : Dean of Science
8. Dr. V. Virgin Nithya Veena : Dean of Arts and Humanities
9. Dr. C. Nirmala Louis : Dean of Students
10. Dr. S. Panimaya Mercy : Extension Co-ordinator

44. Hand Book Designing Committee

1. Dr. Sr. Anne Perpet Sophy : Principal
 2. Dr. Sr. Gerardin Jayam : Secretary
 3. Dr. Sr. Leema Rose : Vice Principal
- Dr. C. Josephine Priyatharshini
Dr. S. Ajith Sinthuja
Ms. M. Abila Jeba Queen

45. Honouring the Retirees

Dr. A. Jancy Vini
Sr. K. Francy
Ms. S. Fransta Dharshana
Dr. R. Sreedevi

46. Readers Forum and Book Review

Dr. Sr. A. Mary Johnsy
Head of all the Departments

47. Health Care Team

Sr. Josephine Koola
Sr. Sahaya Rani
Dr. C. K. Sunitha
Dr. Christy Celin Mary
Ms. K.B.Steffi
Ms.J.Jemi Rooth Kanosa
Ms. M. Jasmine Vinoja
Ms. A. Jesintha Mary : Non- teaching Staff

48. Divyangjan Cell

Dr. Subha Ganapathy
Dr. Jeni Chandar Padua
Dr. A. Anami Augustus Arul
Dr. J. Bhavani

49. Employment Information, Career Guidance and Placement Cell

Dr. V. Sujin Flower
Ms. S. Fransta Dharshana
Dr. R. Sreedevi
Dr. C. R. Sivakala
Ms. Snow Sharmila
Dr. J. C. Evelin

50. Staff Club Secretaries

Dr. M. Anitha Malbi
Dr. V. Virgin Nithya Veena
Dr. S. Ancy Mole
Ms. R. N. Rajalekshmi

Non- Teaching Staff Secretaries

Mr. M. Jhonson Paul Raj
Ms. A. Mary Usha
Ms. P. Johnsy Rani

51. UGC / RUSA

Dr. A. Shyla Suganthi
Dr. S. Sujitha
Dr. Sr. Sahayaselvi

52. Approved Research Guides

Department of Economics

Dr. Sr. Anne Perpet Sophy
Dr. S. Jeni Sanjana
Dr. S. Vimal Dolli

Department of Tamil

Dr. V. Antony Prakash Babila
Dr. S. Sunitha
Dr. M. Mabel Edel Queen

Department of Mathematics

Dr. V.M. Arul Flower Mary
Dr. Angel Jebitha
Dr. S. Sujitha
Dr. V. Sujin Flower

Department of Physics

Dr. C. Nirmala Louis
Dr. A. Lesly Fathima
Dr. V. Shally
Dr. M. Priya Dharshini
Dr. R. Krishna Priya
Dr. S. Sonia

Dr. Sr. Gerardin Jayam*
Dr. S. Mary Delphine*

Department of Chemistry

Dr. G. Leema Rose
Dr. M.Anitha Malbi
Dr. R. Gladis Latha
Dr. S. Ajith Sinthuja
Dr. Sheeba Daniel

Department of Botany

Dr. C. Jespin Ida
Dr. Bojaxa. A. Rosy
Dr.A.Anami Augustus Arul
Dr. A. Stella Roslin*

Department of Zoology

Dr. A. Shyla Suganthi
Dr. J. Vinoliya Josephine Mary
Dr. F. Brisca Renuga
Dr.S.Mary Metilda Bai
Dr. Jeni Chandar Padua
Dr. Sr. M.R. Basil Rose*

Department of History

Dr. S. Regi
Dr. I. Jalaja Kumari
Dr. K. S. Soumya

Department of English

Dr. Alby Grace
Dr. H. Jimsy Asha
Dr. Selva Mary Gokila
Dr. M. F. Anne Feril

Department of Commerce

Dr. M. Mary Helen Stella
Dr. Sr. Sahayaselvi
Dr. C. Braba

* **Retired Faculty**

LIST OF ENDOWMENT PRIZES AND SCHOLARSHIP

S.No.	Name	Instituted by	Amount
1.	Sr.Scholastica	Management	5000
2.	Sr.Scholastica	Rotract Club of Holy Cross College	1000
3.	Sr.Eusebius	Management	1000
4.	Sr.Zita	Management	1500
5.	Mother Yovenne Lavosel	Management	3000
6.	Sr. Lucy	Management	500
7.	Sr. Regina	Management	3000
8.	Sr. Helen	Management	1400
9.	Sr. Bennedicta	Management	500
10.	Sr.Cecile	Management	3000
11.	Sr.Martina	Management	500
12.	Sr.Casilda	Management	1500
13.	Sr.Geraldine	Management	1000
14.	Sr.Caritas	Management	1000
15.	Sr. Yovenne	Management	400
	Mother Cecile Vionnet [Foundress]	Management	2500
	Mother Cecile Vionnet [Foundress]	Management	500
18.	Sr.Emilie	Management	1000
19.	Ms.Francis Vidayathil	Sr.Edith	1000
	Mrs.Hepzi bai Fenn George	Mr.Fenn George	1500
21.	Mr.Ramalingam Pillai	Mr.Chockalingam Pillai	250
	Bishop Agniswamy [Founder]	Management	9000
	Bishop Agniswamy [Founder]	Management	1000
24.	Mrs.Banumathy	Mrs.Banumathy	2000
25.	Mrs.Jeyam	Mrs.Jeyam	500
26.	Value Education	Management	350
27.	Mr.Daniel	Mrs.Teresa M.Rajasingh	1000
28.	Dr.M.Vasantha Rajam	Dr.M.Vasantha Rajam	400
29.	Selvi Sathi	Selvi Sathi	1000

30.	Mrs.Nirmala Thambi	Mrs.Nirmala Thambi	1000
31.	Mrs.Alexandria John Sahayam	Mrs.Alexandria John Sahayam	500
32.	Mrs.Alexandria John Sahayam	Mrs. Alexandria John Sahayam	2500
33.	Mrs.Maria Victoria	Staff members, Dept of Commerce	1000
34.	Mrs.Maria Victoria	Husband	2000
35.	Scientific Company	Staff members, Dept of Chemistry	500
36.	Mrs.Constane Devadoss	Staff members, Dept of English	1000
	Sr.Fabiana for best outcome in History	Management	1000
	Mrs. Ashitha Prem kumar for students of distance education	Mrs. Ashitha Prem Kumar	2000
39.	Tmt.Sundara bai . P. for poor students	Tmt.Sundara bai .P.	3000
	Tmt.C.Jagathammal for highest mark in Malayalam or English	Tmt.C.Jagathammal	2000
41.	Tmt. Rita for Tamil Students	Mr. S. Muthu	3000
	Mr. Sundara Krishnan and Mrs.Ponnu Rukmani for M.Sc physics students	Mrs. Meenakshi.S.	3000
43.	Mrs.Leela Judnis	Mrs.Leela Judnis	3000
	Mrs.Suseela Mary for best outgone student	Mrs.Suseela Mary	3000
45.	Mrs.Suseela Mary	Staff members, Dept of Botany	1000
	Mrs.Banumathy for highest mark in I physics	Mrs. Banumathy	2000
47.	Mr. Devasahayam	Mr. Devasahayam	5000
48.	Mr.Varuvel	Mr.Varuvel	3000
49.	Mrs.Annamma Joseph	Sr.Rosamma	2000
50.	Mrs.Teresa M.Rajasingh	Mrs.Arul Ponniah	5000
51.	Sr.Lucy Charlotte	Mrs.Pearl	5000
	Kalluveethil Helenammal		

53.	Francis Sr.Felicia	Mr.Kingsly Kalluveethil English dept staff members	25000 4000
54.	R. Reechan	P.Maria Latitial	5000
55.	Mr.&Mrs. Vincent Fernando	Mrs.Lucy Zephrene	3000
57.	Sr.Doris for the one who is a voracious reader Mr. M. Devasahayam	Management Mrs.D.G.M.Victoria	2000 5000
58.	Mrs. Annamma Joseph	Sr.Rosamma	1000
59.	Sr. Elsy George	Sr.Elsy George	3000
61.	Miss. A. Amalorpavam for differently abled student Tmt. Y. Premalatha for best outgone student	Miss.A.Amalorpavam Department of Zoology	5000 5000
62.	Tmt. Y. Premalatha	Mr.Asir Celine Kumar	10000
63.	Mr. Joseph George	Mrs.Beenamma Joseph George	50000
65.	Proficiency price for. M.Phil English literature Tmt. Rajam Godwin	Mr. & Mrs. Selva Muthu Tmt. Rajam Godwin	10000 10000
66.	Mr. Irudaya Raj	Mr. Irudaya Raj	3000
67.	Best outgone student of M.Com.	M.Com. students 2007-2009	4050
68.	Best Performance in extra curricular activity -M.Com. student Fr.Pascal's silver jubilee endowment	M.Com. students 2007-2009 Fr.Pascal	4000 6000
71.	Sri.E.Chelliah Nadar- Seetha Lakshmi Ammal Mr.M.C.Arockia Swamy Mrs.Suseela Mary for best UG student Mrs.Dharmamony Victor & Sr.Scholastica Mrs. Tamilarasi for best player	Mrs.C.Saroja Mrs.A.Alankara Vasanthi Mr.Francis Mr.V.Samuel Antony	20000 10000 50000 5000
75.	Mrs. Genoby .M.George	Mrs. Tamilarasi Mrs.Mary Josheela	10000 10000
76.	Best U.G. outgone student	Commerce students 2011-2014	7500

78.	Mother Emily's for B.Sc. Botany and M.Sc. Biotech Student Dr. Thadues Maria Ignatiammal	Alumnae of Botany Crispin Kavitha and Christo Kavin	20000 50000
80.	Dr. A. Benedictal for scoring highest total in I M.Sc. Mother Emily	Dr. A. Benedictal Dr. Mercy Leelavathy	10000 5000
81.	P. Mary Helen	P. Mary Helen	20000
82.	T.R. Nirmala Vasantha	T.R. Nirmala Vasantha	10000
84.	Highest mark in law paper self finance B.Com. Nirmala Thangavelu	Safi traders Nirmala Thangavelu	10000 10000
86.	Mrs. Jayasurya securing highest mark in evolution Highest mark in financial management M.Com.	Mrs. Jayasurya Mrs. Saroja Melota	10000 10000
88.	Mr. S. Devasahayam & Mrs. Martin Mary Highest mark income tax paper Ms. Shanthi	Mr. Amal Raj Mrs. K. Surthi	10000 10000
89.	Koola foundation	Mr. Mathew Koola	3000
90.	Sports endowment	Dr.Sr.Gerardin Jeyam	40000
92.	Best outgoing B.Com. student Tamil Grammar	Mrs. Beaula Dason Mrs.V.Hermana Gilt Arachi	5000 10000
93.	Dr. K. Navaneethakrishnar Beaula Dason Best outgoing B.Com. student	Dr.Sr.Gerardin Jeyam	10000
95.	Mrs.A.Jothy Arokiaswamy	Mrs Beaula Dason Mrs.A.Alankara Vasanthi	5000 20000
96.	Lion Dr. S. A. P. Varghese	Lion Dr. S. A. P. Varghese	70000
97.	Maximum credit in M. Phil. programe	M.Phil. Scholar 2014-2015	10000
98.	Mr. A. Arul Dhas	Mrs. A. T. Little flower	130000

99.	Mr.E.G.Nallaraj	Mrs.Padma Gladstone	15000
100.	Mrs.Kamala Bai	Mrs.Kamala Bai	10000
101.	Mrs.S.Josphine	Mrs.S.Josphine	10000
102.	Dr.S.Clitus Babu	Dr.S.Clitus Babu	200000
103.	Maximum attendence in M.Phil.Commerce	M.Phil.Scholar 2015-2016	13000
104.	Dr.V.Jebamalai Arachi, V.Hermana Gilt Arachi & Mr.S.Vijayakumar Arachi	Dr.V.Jeba malai Arachi, V.Hermana Gilt Arachi & Mr.S.Vijayakumar Arachi	50000
105.	Dr.S.Stella Bai	Dr.S.Stella bai	10000
106.	Mrs. Thanalakshmi	Mrs.Thanalakshmi	10000
107.	S.Mahadeva	Mrs.Meenakshi	10000
108.	Vinanchi Arachi	Dr.V.Jeba malai Arachi	45000
109.	Mr.D.Thurai	Sr.Gerardin Jeyam	10000
110.	Dr.M.Leema Rose	Dr.M.Leema Rose	10000
111.	Mrs.Antony Ammal	Mrs.Josephine Rani	25000
112.	Mr.Thanka Nadar	Mrs.Josephine Rani	25000
113.	Ms.Nazerath Xavier Corera	Sr.Mesmin	5000
114.	Bishop Arockia swamy	Bishop Arockia swamy	10000
115.	Sr.Verginio	Sr.Verginio	2000
116.	Ms.Jeba Malar	Mr.Davis raj	2000
117.	Sr.Regina	Staff,Management	2500
118.	Sr.Regina	Staff,Management	2500
119.	Mr.Maria Antony	Ms.Stella Rose	5000
120.	Mr.Wilfred Doss	Ms.Premalatha	2000
121.	Sr.Electa	Sr.Electa	1000
122.	Mr.C.S.Gonsalvez	Sr.Sophy, Ms.Rose Catherine	2000 3000
123.	Ms.Padma	Ms.Padma	2000
124.	Sr.Colett	Sr.Colett	1000
125.	Ms.Tresa M.Rajasinh	Staff	4000
126.	Ms.Tresa M.Rajasinh	Staff	1000
127.	Ms.Constanse Deva Doss	Ms.Constanse Deva Doss	2000
128.	Mr.Peter	Ms. Stella Bai	2000
129.	Sr.Helen	Sr.Helen	1000
	Ms. Nagarathnam Siva subramaniam	Ms.Uma	1000
131.	Sr.Crystiline	Sr.Crystiline	2500

132	Principal	Principal	500
133	Ms.Indra Madhavan	Ms.Indra Madhavan	2500
134	Ms.Krishnammal	Ms.Krishnammal	2500
135	Sr.Esthaline	Sr.Esthaline	1400
136	Sr.Daisy	Sr.Daisy	1500
137	Mr.Wilfred Doss	Ms.Premalatha	5000
138	Mr.Jesu Retham	Mr.Jesu retham	3000
139	Ms.Lizzy Nallathamby	Ms.Ruth Joy	3000
140	Ms.Rubavahy moses	Ms.Rubavahy moses	2000
141	Fr. James	Ms.Rita S.Muthu	5000
	Mr. Fernandez Ms. Heleenammal kalluveetil	Mr.Kingsly	4000
143	Sr.Mesmin	Staff	5000
144	Ms.Clara	Botany Staff & Ms.Ayniece	
		Ms.Rangitha	2000
145	Ms.Saroja John	Ms.Elizabeth Luzy	5000
146	Ms.V.Rebeccal	Sr.Gerardin Jeyam	5000
147	Ms.Haily George	Ms. Luzy Zephrene	2000
148	Sr.MariaPushpam	MsMary Josephine Indra	3000
149	Sr.Cecile	Ms.Kamakshi	5000
150	Sr.Dolorese	Ms.Kamakshi	5000
151	Sr.Mesmin	Ms.Kamakshi	2000
			2000
152	Ms.Sita	Ms.Sita	4000
153	Sr.Mercy & Sr.Basil	Ms.Achamma Devassy	10000
154	Sr.Basil &Sr.Mercy	Ms. Phlomina	10000
155	Sr.Judith	Alumini	3000
156	Sr.Prisca	Sr.Prisca	3000
157	Ms.Vimala Lesly Josephine	Zoology Staff	5000
158	Sr.Mercy	Zoology Staff	5000
159	Ms. Dulsy Fathima	Ms. Dulsy Fathima	5000
160	Ms. Pushpam	Ms. Pushpam	5000
161	Sr.Elsy George	Prof.Mathew Coola	3000
162	Ms.Bremavathy	Ms.Bremavathy	10000
163	Ms.S.Rengitha Bai	Ms.S.Rengitha Bai	3000
164	Sr.Rosalie	Sr.Rosalie	3000
165	Ms.Yasodha	Ms.Yasodha	5000
166	Bishop leon Dharmaraj	Staff	10000

167.	Sr.Mercy	Zoology Staff	7000
168.	Mrs.Vimala Lesly Josephine	Zoology Staff	7000
169.	Sr.Elsy George	Economics Department	20000
170.	Mrs.Dulsy Fathima	Mrs.Dulsy Fathima	5000
171.	Mrs.Pushpam	Mrs.Pushpam	5000
172.	Sr.Elsy George	Prof.Mathew Koola	3000
	Best sports student in II year Tamil	Bremavathy	10000
174.	S.Rengitha Bai	S.Rengitha Bai	3000
	Best outgone student in M.Sc. biotechnology	Sr.Rosalie	3000
	Best sports student in U.G.Economics	Mrs.Yasodha	5000
177.	Merit student in I.B.A.English	Mrs. Stella Rose, P. Premavathy	5000
178.	Sr.Carmel	Mr.Stanislaus	3000
179.	Mrs.Kasthuri	Mrs.Kasthuri	10000
180.	Mrs.Kochutheresia	Mrs.Kochutheresia	10000
181.	Mrs.Rose Catherine Gonsalvez	Mrs.Rose Catherine Gonsalvez	10000
182.	Mrs.Stella Rose	Mrs.Stella Rose	10000
183.	Mrs.Ophilia Miranda	Mrs.Ophilia Miranda	10000
184.	Mr.Thanka Raj	Mr.Thanka Raj	3000
185.	Student scoring highest mark in Ecommerce	M.Com. students 2009-2010	2000
186.	Mrs.Ruby Corera	Sr.Mesmin	25000
187.	Sports Students	Mrs.Tamilarasi	10000
	Mrs.S.Maria Pushpam Alphonse	Dr.A.Stella Roselin	5000
	Faculty – Scholars awarded Ph.D. degree	Fr.Martin	5000
190.	Mrs.Hermana Gilt Arachi	Mrs.Hermana Gilt Arachi	5000
191.	Mrs.Mary Premalatha	Mrs.Mary Premalatha	10000
192.	Mrs.Annamma Mathew	Mrs.Annamma Mathew	10000
193.	Mrs.Parvathy	Mrs.Parvathy	10000
194.	Mrs.Usha Oomen	Mrs.Usha Oomen	5000
195.	Mrs.Anandavally	Mrs.Anandavally	10000
196.	Mrs.A.Stella Roselin	Mrs.A.Stella Roselin	5000
197.	Mrs.A.Stella Roselin	Mrs.A.Stella Roselin	4000

198	Mrs.A.Stella Roselin	Mrs.A.Stella Roselin	2000
199	Mrs.Parvathy	Mrs.Parvathy	10000
	The Royers- overall academic proficiency Poor Student of UG self finance	M. Rosary Royer	25000
202	Dr.Ashok	Fr.Joseph Angelo	25000
203	Mr.Ponnumuthu	Ms.Jenepha	10000
	Mrs.Ellen Nordmark & Mrs. Ulla Sandagreen	Mrs.Sundari Bai	10000
205	Mrs.Immaculate Philip	Mrs.I.Tamilarasi	50000
206	Mr.Mark Devasahayam	Mrs.Immaculate Philip	10000
207	Mrs.Elizabeth Mabel	Mrs.Immaculate Philip	10000
208	Mrs.Vazmary Ramanie	Mrs.Elizabeth Mabel	10000
209	Mrs.Kalinga Rani	Mrs.Vazmary Ramanie	10000
210	Mrs.I.Tamilarasi	Mrs.Kalinga Rani	10000
211	Mrs.I.Tamilarasi	Mrs.I.Tamilarasi	10000
212	For poor student	Mrs.I.Tamilarasi	10000
213	Best Sports Student	Mr.Swami Dhas & Mrs.Duriet Julianammal	15000
	Education – Non-teaching staff child	Sr.Elsy Thattla	5000
	M.Com (S.F) – Good in Spoken English	Sr.Elsy Thattla	5000
216	B.Com (S.F) – Best outgone student	Ms.Mary	5000
217	M .Phil Commerce– Best outgone student	B.Com (S.F)students 2010-2013	5000
218	Mrs.Annammal Angelo	M .Phil Commerce 2012-2013	10000
219	Mr. Angelo Fernandez	Fr.Joseph Angelo	25000
	Students of department of commerce S.F	Fr.Joseph Angelo	25000
221	Highest mark in Biochemistry (I M.Sc. Zoology)	III B.Com.S.F 2015-2018	10000
222	R.Beslirie Varnas Highest mark in Physical Chemistry(I B.Sc .Chemistry.)	Mrs.Mary Saroja.Y	25000
		Ms.Alankara Vasanthi	10000

223	Best student in I.B.Sc. Zoology	Ms.Alice Prema	25000
224	Highest total in I.M.Sc.Mathamatics	Ms.Inigo Mary Janet	10000
	Top scorer in English literature	Ms.Elizabeth Lucy	10000
	Outstanding performance in extra curricular activities III B.Com. Mr. Sabarior Adimai & Maria Palammal	Ms. Jesi Isabella	10000
228	Ms. V. Rebecal	Ms. P. Mary Saroja	10000
229	Ms. S. Mary Josheela	Mr. D. Thurai	5000
	Ms. Rakshly and Dr. Sr. Rosalie	Ms. S. Mary Josheela	25000
231.	Mr. N. Baskaran Pillai and Muthammal	Ms. Rakshly	5000
		Dr. Kala	30000
232	Mr. G. Siluvai Dhasan and Ms. S. Mary Arockiam for PG student scoring I mark in electronic papers	Dr. S. Mary Delphine	25000
233	Mr. K. Singarayan and Mrs. A. Theresammal	Dr. S. Mary Delphine	25000
234	Mrs. Mercy Henry	Dr. M. Mary Freeda	25000
235	Dr. M. Mary Freeda	Dr. M. Mary Freeda	25000
236	Dr. Fernando Loretta	Dr. Fernando Loretta	25000
237	Ms. Theresital Machado	Dr. Fernando Loretta	25000
238	Prize for writing maximum words of God	Dr. Theresiammal Chacko	50000
239	Mrs. A. Esther Leema Rose	Mrs. A. Esther Leema Rose	10000
240	Best Student in I, II and III UG Physics	Mrs. Radha	30000
241	First and Second rank holders in UG and PG Physics	Mrs. Radha	5000

ENDOWMENT LECTURE

S.No	Name of the Endowment	Instituted by	Amount (in Rs.)
1	Tmt Andrews Mary	Tmt. Andrews Mary	5,000
2	Tmt. Rajam Godwin	Tmt. Rajam Godwin	5,000
3	Dr. Stella Bai's parents	Dr. Stella Bai	20,000
4	Ms. Andrews M. Sekar	Ms. Andrews M. Sekar	5,000
5	Mr. V.G. Paneer Dhas, Mr. Vincent, Dr. Vimala Lesly Josephine & Dr. Sr. Mercy	Dr. V.G. Santhosam VGP Group, Chennai	25,000
6	Mr. V.G. Paneer Dhas, Mr. Vincent, Dr. Vimala Lesly Josephine & Dr. Sr. Mercy	Dr. V.G. Santhosam VGP Group, Chennai	25,000
7	Ms. Krishnammal	Ms. Krishnammal	5000
8	Dr. Sr. Mercy	Staff & Management	7,000
9	Dr. Vimala Lesly Josephine	Staff & Management	7,000
10	The Most Rev. Bishop Leon Dharmaraj	Staff & Management	10,000
11	Sr. Rosamma	Management, Staff & Alumnae	25,000
12	Ms. Philominammal	Ms. Philominammal	5,000
13	Mr. Jacob	Ms. Grace Kurian	10,000
14	Dr. Sr. Elsy George	Staff (Teaching & Non-teaching) & Students of Economics Department	20,000
15	Dr. Sr. Rosalie Joseph	Staff	20,000
16	Renewal Session for Non-teaching Staff	Dr. Sr. Rosalie Joseph	5,000

17	Ronimus Arachi	Dr. Hermana Gilt Arachi	10,000
18	Sr. Mesmin	Dr. Hermana Gilt Arachi	10,000
19	Dr. Usha Omen	Dr. Usha Omen	5000
20	Renewal Session for Non-teaching Staff	Dr. Hermana Gilt Arachi	10,000
21	Sr. Scholastica (Mathematics)	Dr. Hermana Gilt Arachi	10,000
22	M. Vinachi Arachi (Tamil S.F)	Dr. Hermana Gilt Arachi	10,000
23	Flordulee's (Zoology)	Dr. Hermana Gilt Arachi	10,000
24	Dr. Hermana Gilt Arachi	Dr. Hermana Gilt Arachi	10,000
25	Endowment lecture for Commerce (S.F)	Mr. Nazareth Charles	50,000
26	Ms. Jesi Isabella (Commerce)	Ms. Jesi Isabella	25,000
27	Ms. Alankara Vasanthi (Chemistry)	Ms. Alankara Vasanthi	10,000
28	Ms.Elizabeth Lucy (English)	Ms. Elizabeth	50,000
29	Dr. P. Mary Saroja	Dr. P. Mary Saroja	10,000
30	Mrs. S. Mary Josheela	Ms. S. Mary Josheela	25,000

STAFF MEMBERS TEACHING STAFF 2020-2021

Dept. of Economics	Mobile No.
1. Dr. Sr. Anne Perpet Sophy, M.A., M.Phil., Ph.D. Principal	04652-260709
2. Dr. S. Jeni Sanjana, M.A., M.Phil., M.B.A., Ph.D., HDCA.	94882 84042
3. Dr. S. Vimal Dolli, M.A., M.Phil., Ph.D.	94866 04502
4. Dr. S. Panimaya Mercy, M.A., M.Phil., SET., Ph.D.	98416 08081
Department of Tamil	
5. Dr. S. Thenmozhi, M.A., Ph.D., NET.	94425 68092
6. Dr. M. Justin Buella, M.A., M.Phil., B.Ed. Dip. VANI.Ph.D.	99943 58351
7. Dr. V. Antony Prakash Babila, M.A., M.Phil., Ph.D.,NET.	94875 65737
8. Dr. S. Sunitha, M.A., M.Phil., B.Ed., Ph.D.,NET.	94420 35201
9. Dr. M.D. Arun Mozhi Nangai, M.A., B.Ed., M.Phil., Ph.D.	90471 61703
Department of French	
10. Ms. P.T Anbu Hannah Dora, M.A., M.Phil.	94421 65021
Department of Mathematics	
11. Dr. V. M. Arul Flower Mary, M.Sc., M.Phil., Ph.D.	97870 13292
12. Dr. T. Sheeba Helen, M.Sc., M.Phil., B.Ed., Ph.D.	94863 74565
13. Dr. M. K. Angel Jebitha, M.Sc., M.Phil., B.Ed.,Ph.D.	97887 38202
14. Dr. S. Sujitha, M.Sc., M.Phil., B.Ed.,Ph.D.	94862 89412
15. Dr. V. Sujin Flower, M.Sc. M.Phil., Ph.D.	97905 38138
16. Dr. J. Befija Minnie, M.Sc., B.Ed., M.Phil., Ph.D.	94452 18411
17. Sr. S. Antony Mary, M.Sc., NET, SET.	94448 07996
18. Dr. L. Jesmalar, M.Sc., B.Ed., M.Phil., Ph.D., SET.	82201 40785
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21. Dr. K. Jeya Daisy, M.Sc., B.Ed., M.Phil., Ph.D.	98438 93773
Department of Physics	
22. Dr. C. Nirmala Louis, M.Sc., Ph.D., PGDCA. Dean of Students	94883 41794
23. Dr. V. Shally, M.Sc., M.Phil., Ph.D.	75988 54466
24. Dr. M. Priya Dharshini, M.Sc.,PGDCA.,SET, M.Phil., Ph.D.	94459 72787
25. Dr. A. Lesly Fathima, M.Sc., M.Phil., NET, Ph.D.	75984 73275
26. Dr. R. Krishna Priya, M.Sc., M.Phil., Ph.D.,SET.	99449 78892
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33. Dr. R. Gladis Latha, M.Sc., M.Phil., B.Ed., Ph.D.	94883 38567
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36. Ms. L. Deva Vijila, M.Sc., B.Ed., M.Phil., SET.	94870 56861
37. Dr. Sheeba Daniel, M.Sc., M.Phil., NET., Ph.D., SET.	94424 02602

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38. Dr. C. Jespin Ida, M.Sc., Ph.D.	94864 12956
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Dr. Jeni Chandar Padua, M.Sc., M.A., M.Phil., B.Ed., SET, Ph.D.

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51. Dr. X. Venci Candida, M.Sc., M.Phil., B.Ed., Ph.D. SET	90478 88558
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60. Dr. H. Jimsy Asha, M.A., M.Phil., Ph.D.	94897 39703
61. Ms. A. Anishya Dani, M.A., SET.	89733 35065
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64. Dr. M. F. Anne Feril, M.A.,B.Ed., M.Phil., Ph.D.,NET.	97915 86876
65. Ms. A.R. Jemi, M.A., M.Phil.,NET.	88701 90030
66. Ms. S. Fransta Darshana, M.A., M.Phil.,SET.	97918 64889
Dr. Selva Mary Gokila S. George, M.A., M.Phil., Ph.D.CTE.,M.A(JMC),M.Sc.(Psy)	82703 06339
68. Dr. R. Abilasha, M.A., M.Phil., Ph.D.	97891 02904
69. Dr. P. Sathya, M.A.,B.Ed.,M.Phil., SET.Ph.D	99443 63137
70. Ms. K.B. Steffi, M.A., M.Phil., NET	88380 55226
71. Dr. J. Bhavani, M.A., M.Phil., Ph.D.	97863 25724
72. Ms. C. Nesavathy, M.A., M.Phil., NET., SET.	83443 54439
73. Ms. Snow Sharmila, M.A., M.Phil., NET.	94885 72309
Department of Commerce	
74. Dr. M. Mary Helen Stella, M.Com.,B.Ed., M.Phil., Ph.D.	94877 85470
Dr. Sr. S. Sahayaselvi, M.Com., M.Phil., Ph.D.,NET, PGDCAB. 04652-260854	
Dr. S. Mary Pearly Sumathi, M.Com.,B.Ed., M.Phil., Ph.D.	95974 15581
77.Dr. C. Braba, M.Com., M.Phil., Ph.D.	90477 12877
Department of Physical Education	
78. Dr. J. Christy Celine Mary, M.P.Ed., M.Phil., Ph.D.	89032 56545
Library	
79. Dr. Sr. A. Mary Johnsy, M.A., M.L.I. Sc., M.Phil., Ph.D.	04652 -260709

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2. Dr. A. Sameema, M.A., M.Phil., H.D.C.A., Ph.D.	90035 52535
3. Dr. A. Babila Kingsly, M.A., M.Phil.,Ph.D.	90039 93704
4. Ms. Sahaya Vennila, M.A., M.Phil., SET.	97893 70136
Department of Tamil	
5. Dr. M. Mabel Edel Queen, M.A., M.Phil., Ph.D., NET.,SET.	99408 14191
6. Dr. S. Ancy Mole, M.A., M.Phil., B.Ed., SET. Ph.D	99948 31384
7. Dr. S. Daisy Bai, M.A., M.Phil., Ph.D.,NET.	94864 72465
8. Ms. M. Jasmine Vinoja, M.A., M.Phil., B.Ed., NET.	94870 55047
9. Dr. A. Delphin, M.A., B.Ed., M.Phil.,NET.Ph.D	94896 17913
10. Dr. C. Ida, M.A.,B.Ed., M.Phil., Ph.D.	80562 90153
11. Ms. A. Beula M.A., M.Phil., B.Ed., NET.	94875 22751
Department of Mathematics	
12. Ms. J. Anne Mary Leema, M.Sc., B.Ed., SET.	97894 74081

13. Ms. R.N. Rajalekshmi, M.Sc., B.Ed., M.Phil.,SET.	78717 66515
14. Dr. S. Kavitha, M.Sc., M.Phil.,SET.	89036 15360
15. Ms. V. Princy Kala, M.Sc., M.Phil., SET.	96261 50978
16. Dr. C. Jenila, M.Sc., B.Ed., M.Phil., Ph.D.	93446 53273
17. Ms. C. Joselin Jenisha, M.Sc., M.Phil., SET.	94884 42901
18. Dr. J.C. Evelin, M.Sc., SET., Ph.D.	93607 01382

Department of Chemistry

19. Dr. Y. Christabel Shaji, M.Sc., B.Ed., M.Phil.,Ph.D.	90800 24245
20. Dr. S. Lizy Roselet, M.Sc., M.Phil., B.Ed., Ph.D.	94860 11648
21. Dr. M. Shirley Treasa, M.Sc., M.Phil.,Ph.D	80158 85118

Department of Botany

22. Dr. N. Benit, M.Sc., M.Phil.,Ph.D. Dean of Students	94860 77555
23. Dr. J. Celin Pappa Rani, M.Sc., M.Phil., Ph.D.	99436 38039
24. Dr. Jerlin Deletta, M.Sc., M.Phil., Ph.D., SET	83001 33234

Department of History

25. Dr. K. S. Soumya, M.A., B.Ed., M.Phil., Ph.D.	99652 55724
26. Dr. C.R. Siva Kala, M.A., M.Phil, Ph.D.	89039 39526

Department of English

27. Ms. K. Mihi Nancy, M.A., M.Phil., SET.	90037 90891
28. Ms. C. Christal Jani, M.A., M.Phil., NET.	83001 29970
29. Dr. R. Eveline Synthia, M.A., M.Phil., Ph.D.	94866 86023
30. Ms. J. Alisha Josephin, M.A., M.Phil., NET.	75984 64909
31. Ms. M. Maria Helen Jenobha, M.A., M.Phil., SET.	83005 56227
32. Ms.Graclin Lidia, M.A, M.Phil., NET	82200 19192
33. Ms. W. Fairly Jenifer , M.A, M.Phil., NET	98431 59017
34. Ms. Jerusha B.S. Thinekar, M.A, M.Phil., NET	90877 98689
35. Ms. A. Jinimol, M.A, M.Phil., SET	94871 09101

Department of Commerce

Dr. C.K. Sunitha, M.Com., M.Phil., HDCM, HDCA., Ph.D. **Dean of Arts**

	94875 37337
37. Ms. S. Merlin Vista, M.Com., M.Phil., M.B.A.,SET.,NET.	94426 31419
38. Dr. J. Divya Merry Malar, M.Com., M.Phil., Ph.D.	83001 06824
39. Dr. R. Evalin Latha, M.Com., M.Phil., Ph.D.	94898 38947
40. Dr. M. Charles Dayana, M.Com., M.Phil.,Ph.D.	94865 49870
41. Dr. R. Sree Devi, M.Com.,M.Phil.Ph.D.	94874 15640
42. Ms. A. Franklin Ragila, M.Com., MCS., M.Phil., NET.	75984 86120
43. Dr. P.M. Sirumalar Rajam, M.Com., B. Ed., M.Phil., Ph.D.	94870 55608
44. Dr. M. Gnana Muhila, M.Com., M.Phil., Ph.D.	91599 31630



Department of Computer Science

45. Sr. Jothi Antony, M.CA.,M.Phil.	04652-260709
46. Ms. J. Anto Hepzie Bai, M.C.A., M.Phil., B.Ed.	82201 66651
47. Ms. Archana, M.Sc., M.Phil.,NET	96297 47740

Department of M.S.W.

48. Ms. G.T. Ebsil Sheril, M.S.W., NET	94864 76032
49. Dr. Maria Soosai, M.A., (Social Work), Ph.D.	94433 99724
50. Dr. Francis Xavier Nelson, M.S.W., Ph.D.	94867 96009

TEACHING STAFF (GUEST LECTURES)**Department of Economics**

1. Ms. J. Josephine Shiny, M.A., M.Phil., B.Ed.	91591 57873
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Department of Mathematics

2. Ms. V.G. Michael Florance, M.Sc., M.Phil.,B.Ed.,	95975 96050
---	-------------

Department of Physics

3. Sr. S. Sebastiammal, M.Sc., M.Phil.,	04652-260709
4. Ms. S.J. Jenepha Mary, M.Sc.M.C.A.,	93606 57198

Department of Botany

5. Ms. J. Albino Wins, M.Sc., M.Phil., PGDIPR.,	98426 52259
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Department of History

6. Dr. K. Baby, M.A., M.Phil., B.Ed.,	94860 11336
7. Dr. R. Suji, M.A., M.Phil.,B.Ed.	94898 83096

Department of English

8. Ms. J. Maria Prabina Sackaria, M.A, B.Ed., M.Phil.	98948 73884
9. Ms. Elza Theres Levin, M.A, M.Phil.	80564 19207
10. Dr. G. Hamilton, M.A., M.Phil, Ph.D.	94864 51558
11. Ms.A. Nimesha , M.A, M.Phil.	94435 95423

Department of Commerce

12. Ms. P. R.Jeyarani, Advocate - Notary Public	97902 26922
13. Ms. S. Jameela, M.Com., M.Phil.	98427 52001
14. Ms. J. Jenifer, M.Com., M.Phil., MBA.	87543 03647
15. Ms. J. Carolin Jenil Shalu, M.Com., M.Phil.	86673 34418
16. Ms.G. Sahaya Shiny, M.Com., M.Phil.	78670 46976
17. Ms. J. Jani Mercybai, M.Com., M.Phil.	88704 60230

Department of Computer Science

18. Ms. V.R. Bithiah Blessie, M.C.A., M.Phil.	94874 76840
19. Ms. V. Abisha, M.Sc., M.Phil.	63839 41483

20. Sr. Sylvia, M.Sc., M.Phil.,	04652-261473
Department of Social work	
21. Ms. J. Mary Deeba. M.S.W.	84890 19579
22. Ms. R. Sahaya Helba Barbara, M.S.W.,NET	89032 43112

Non - Teaching Staff (Aided)

1. SelvaAsha. A (alias) Sr. Asha	04652-260709
2. Ms. Leema Rose. A	97873 03918
3. Ms. Latha Mary. L	94888 85858
4. Sr. Shanthi. A	04652-260709
5. Ms. Mary Amutha. J	97519 93487
6. Ms. Sahaya Sobia. T	94879 22448
7. Ms. Mary Usha. A	94896 79283
8. Ms. Kirickose Rency. A	97900 55648
9. Ms. Virgin Suvees. R	77089 22426
10. Ms. Jesintha Mary. A	99943 03754
11. Mr. Wilson. M	98430 77712
12. Ms. Mary Rita Lumina. K	88709 20733
13. Mr. Jhonson Paul Raj. M	94866 61084
14. Ms. Antony Usha Kumari. A	94457 96780
15. Ms. Beenamma. A	99524 44833
16. Mr. Jeeva Karunyam. J	94435 50125
17. Mr. Ravi. V	98431 60883
18. Mr. Mariantony Michael. G	94899 06261
19. Ms. Mary Jose Babila. S	89035 40404
20. Mr. Anto Valan. X	97917 19124
21. Mr. Melgias. F	94863 43697
22. Ms. Sunitha. T	97156 05058
23. Ms. Malliha Sundari. M	95008 44076
24. Ms. Arockia Theras Bhabi. S	84896 57397
25. Ms. Anto Susi. M	99442 96577
26. Ms. Mary Indira. S	88701 37831
27. Ms. Starlin Beril. C	97917 11828
28. Ms. Pemila Keens. I	94869 34779
29. Ms. Delphin. S	96265 49589
30. Mr. Valan Peter. P	97861 58884
31. Mr. Rajan. K	93447 49599
32. Ms. Jesu Nesa Thangam. S	80565 88151
33. Mr. Kalam Pillai. E	94428 56559
34. Ms. Josephine Panimaya Rushia. S	97873 02270
35. Ms. Kodimalar. G.	94893 14648

36. Ms. Subbulakshmi. S	82207 45867
37. Ms. Viji. N	90920 13631
38. Ms. Mary Onita. A	91594 77738
39. Ms. Dhanalekshmi. M	77089 63313
40. Ms. Sakila. V	90035 51856
41. Ms. Mary Stella. D	63856 41752
42. Mr. Iyyappan, G.	86085 96056
43. Ms. Darlin Mary Subha. S	94866 73519

Non - Teaching Staff (Self-Financed)

1. Ms. Amalorbhavam .A	94873 86537
2. Mr. Julibar Euprin Xavier .M	94865 14811
3. Ms. Preetha Jaya Ruby. T	94870 87100
4. Ms. Jemila. V	99448 30691
5. Ms. Selva Lakshmi. S	88707 32726
5. Ms. Jones Kala. S	99525 39366
6. Ms. A. Sahaya Sowmiya	94436 40586
7. Ms. Ruba. R	94421 02568

Non- Teaching Staff (Management)

1. Sr. Usha	04652- 260709
2. Ms. Regish Mejella. M	75985 28373
3. Ms. Johnsy Rani. P	94869 16349
4. Ms. Antony Jenifa. B	95787 83940
5. Mr. Agnes Amuthan. M	94871 32343
6. Ms. A. Daphini Avejin Roch	99437 43139
7. Ms. G. Selva Mary Prabha	91595 64733
8. Mr. A. Robin	97893 68722

Dates and Events

JUNE 2020

	Mon	
2	Tues	
3	Wed	Faculty Development Programme - Department of Physics
4	Thu	Faculty Development Programme - Department of Physics
	Fri	Faculty Development Programme - Department of Physics
		National Webinar- Department of Commerce
	Sat	Faculty Development Programme - Department of Physics
	Sun	
	Mon	National Webinar- Department of Economics
	Tue	
10	Wed	
11	Thu	
12	Fri	13
	Sat	14
	Sun	15
	Mon	
16	Tue	National Webinar- Department of Botany
17	Wed	National Webinar- Department of Mathematics
18	Thu	National Webinar- Department of Mathematics
19	Fri	International Webinar- Department of Chemistry
	Sat	
	Sun	<i>International Yoga Day</i>
	Mon	
	Tue	
	Wed	
25	Thu	National Webinar- Department of History
26	Fri	End Drug Abuse Day
27	Sat	International webinar – Department of Zoology
	Sun	
	Mon	
	Tue	

JULY 2020

1	Wed	7 days Faculty Development Programme commences- IQAC
	Thu	
3	Fri	Van Mahotsav Celebration - Botany
4	Sat	Orientation on Competitive Exams – Quiz Club
	Sun	
6	Mon	National Webinar- Department of Physical Education
	Tue	
8	Wed	9
	Thu	
	Fri	<i>World Population Day</i>
	Sat	
	Sun	
	Mon	
	Tue	Webinar - IQAC
	Wed	
16	Thu	National E-Conference - Department of Zoology
17	Fri	
18	Sat	Webinar for Non-teaching - IQAC
19	Sun	
20	Mon	International Webinar – Women’s Studies Centre
	Tues	Webinar - IQAC
	Wed	
23	Thu	Webinar for Students, Parents and Teachers - IQAC
24	Fri	National Webinar - Library E- Competition on World Population day - Department of Economics
25	Sat	Literary Competition on Ernest Hemingway’s Birthday- Department of English (Aided)
26	Sun	
27	Mon	National Webinar- Employment Information, Career Guidance and Placement Cell
28	Tue	E- Competition on World Nature Conservation day - Department of Zoology
29	Wed	National Webinar- Department of English (S.F)
30	Thu	International Webinar – Alumni Association
31	Fri	Verse Writing Competition – EcoclubNational Webinar- AICUF

AUGUST 2020

1	Sat	Bakrid
	Sun	
3	Mon	College Reopens for II, III UG & II PG National Webinar- YRC
	Tue	
5	Wed	National Webinar- Department of English (Aided)
6	Thu	E- Competition on Hiroshima Day - Department of Chemistry National Webinar- YRC
7	Fri	Competitions on Mother Foundress day
8	Sat	National Webinar- Department of English (S.F)
	Sun	
10	Mon	Mother Foundress Day
11	Tue	
12	Wed	E- Competition - Department of Physics
13	Thu	
14	Fri	Photographic Contest - Ecoclub
15	Sat	Independence Day / E- Competition - Department of History
16	Sun	
17	Mon	National Workshop - Department of Mathematics Interational Webinar- Library / Poster Making Competition - Ecoclub
18	Tue	National Workshop - Department of Mathematics
19	Wed	Orientation on Curriculum for I UG and I PG, Student Induction Programme, National Workshop - Department of Mathematics
20	Thu	Student Induction Programme
21	Fri	Student Induction Programme E-essay writing competition - Library
22	Sat	Vinayagar Chathurthi / Webinar – Roctract Club
	Sun	
	Mon	Krishna Jayanthi
	Tue	
	Wed	<i>Women's Equality Day</i> , E- Competition on Antoine Lavoisier's Day - Department of Chemistry
27	Thu	CROSSINGS 2020 – Quiz Club
28	Fri	Webinar- Department of English (S.F)
	Sat	
	Sun	Muharram
	Mon	Onam

SEPTEMBER 2020

1	Tue	Endowment lecture - Department of Botany
	Wed	
3	Thu	Webinar – Roctract Club
	Fri	
5	Sat	Teacher’s Day Webinar - Legal literacy Committee
	Sun	
7	Mon	
8	Tue	
9	Wed	
	Thu	
	Fri	
	Sat	
	Sun	
	Mon	
	Tue	
16	Wed	E- Competitions on World Ozone Day - Department of Botany and Chemistry / National Webinar - Department of Physics
	Thu	
	Fri	
19	Sat	Webinar for Students and Parents - IQAC
	Sun	
	Mon	<i>International Day of Peace</i>
	Tue	
	Wed	
24	Thu	I CIA - II,III UG and II PG
25	Fri	I CIA - II,III UG and II PG , <i>Social Justice Day</i>
26	Sat	I CIA - II,III UG and II PG
	Sun	<i>World Tourism Day</i>
28	Mon	I CIA - II, III UG and II PG
29	Tue	I CIA - II, III UG and II PG Webinar - New Education Policy NSS.
30	Wed	

OCTOBER 2020

	Thu	
2	Fri	Gandhi Jayanthi
	Sat	
	Sun	<i>World Animal Welfare Day</i>
	Mon	
6	Tues	
7	Wed	
8	Thu	
	Fri	Webinar - Library
10	Sat	
11	Sun	
12	Mon	
13	Tue	
14	Wed	
15	Thu	Idea Generation Contest – 2020 - IIC
	Fri	<i>World Food Day</i>
17	Sat	Crosslinks 2020 - Department of English
18	Sun	
19	Mon	ICIA -IUG
20	Tue	I CIA - I UG , Webinar - IQAC
21	Wed	ICIA -IUG
22	Thu	ICIA -IUG
23	Fri	I CIA - I UG and I PG
24	Sat	ICIA -IPG
25	Sun	<i>Saraswathi Pooja</i>
26	Mon	<i>Vijayadhasami</i>
27	Tue	ICIA - IPG
28	Wed	ICIA -IPG
29	Thu	<i>Milad-un -Nabi</i>
30	Fri	I CIA - I PG Covid - 19 awarness Programme - NSS
	Sat	<i>World Integration Day</i>

NOVEMBER 2020

	1	Sun	All Saints Day
	2	Mon	All Souls Day, II CIA – II,III UG and II PG
	3	Tue	II CIA – II,III UG and II PG
	4	Wed	II CIA – II,III UG and II PG
	5	Thu	II CIA – II,III UG and II PG
	6	Fri	II CIA – II,III UG and II PG
		Sat	
	8	Sun	
9		Mon	Internal Examinations-Practical/Part IV begins II,III UG and II PG
		Tue	<i>World Science Day</i>
		Wed	
		Thu	
		Fri	
	14	Sat	Deepavali, Children's Day
	15	Sun	
	16	Mon	External Examinations-Practical/Part IV begins II, III UG and II PG
		Tue	
		Wed	
		Thu	
		Fri	
		Sat	
		Sun	
		Mon	
24		Tue	Publication of CIA Consolidated marks Last working day - II,III UG and II PG
		Wed	
		Thu	
		Fri	
		Sat	
		Sun	
		Mon	

DECEMBER 2020

	Tue	<i>National Population Day</i> Semester Examinations commences II, III UG and II PG
	Wed	
3	Thu	St. Xavier's Feast
	Fri	
5	Sat	
6	Sun	
	Mon	<i>Flag Day</i> II CIA - I UG and I PG
8	Tue	II CIA - I UG and I PG
9	Wed	II CIA - I UG and I PG , <i>World Human Rights Day</i>
10	Thu	II CIA - I UG and I PG
11	Fri	II CIA - I UG and I PG
	Sat	
	Sun	
14	Mon	Internal and External Examinations-Practical/Part IV begins - I UG and I PG
15	Tue	
16	Wed	College Reopens for II,III UG and II PG
17	Thu	
18	Fri	Publication of CIA Consolidated marksLast working day - I UG and I PG
19	Sat	Graduation Day
20	Sun	
21	Mon	Semester Examination Commences I UG & I PG
	Tue	
	Wed	
	Thu	
	Fri	Christmas
	Sat	
	Sun	
	Mon	
	Tue	
30	Wed	Semester Examinations commences - I UG and I PG
31	Thu	

JANUARY 2021

1	Fri	New Year
	Sat	
3	Sun	Odd Semester Result Publication - II,III UG and II PG
4	Mon	College Reopens for I UG and I PG
	Tue	
6	Wed	7
	Thu	
8	Fri	Odd Semester Result Publication - I UG and I PG
	Sat	
10	Sun	
11	Mon	
12	Tue	National Youth Day
	Wed	
	Thu	Pongal
	Fri	
16	Sat	Uzhavar Thirunal
	Sun	
	Mon	
	Tue	
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	Sun	
	Mon	
26	Tue	Republic Day
	Wed	
	Thu	
	Fri	
	Sat	
	Sun	



FEBRUARY 2021

	Mon	
2	Tue	3
	Wed	
	Thu	<i>World Cancer Day</i>
	Fri	
6	Sat	
7	Sun	
8	Mon	
9	Tue	Sports Day
	Wed	
	Thu	
	Fri	
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MARCH 2021

	Mon	
2	Tue	3
	Wed	4
	Thu	
	Fri	
6	Sat	
7	Sun	
8	Mon	Women's Day
	Tue	
10	Wed	
11	Thu	
12	Fri	13
	Sat	14
	Sun	15
	Mon	16
	Tue	17
	Wed	18
	Thu	19
	Fri	20
	Sat	21
	Sun	22
	Mon	
23	Tue	Social Workers Day
	Wed	
	Thu	
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	Sun	
	Mon	
	Tue	
	Wed	



APRIL 2021

1	Thu	Maundy Thursday
2	Fri	Good Friday
	Sat	
4	Sun	Easter
	Mon	Mahavir Jayanthi 6
	Tue	
7	Wed	World Health Day
8	Thu	Thanks Giving Mass
	Fri	
10	Sat	
11	Sun	
12	Mon	
13	Tue	Telugu New Year
14	Wed	Dr. Ambedkar's Birthday, Tamil New Year
	Thu	
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MAY 2021

1	Sat	May Day
	Sun	
3	Mon	
4	Tue	
5	Wed	
6	Thu	
	Fri	
8	Sat	
9	Sun	
	Mon	
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TIME TABLE ODD SEMESTER						
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TIME TABLEEVENSEMESTER						
		II	III	I		

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A sign of a hard worker is one who works without complaint  152



HOLY CROSS COLLEGE (Autonomous)

Nationally Re-Accredited with A⁺ Grade by NAAC [CGPA 3.35]

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