

THE ANNUAL QUALITY ASSURANCE REPORT (AQAR) OF THE IQAC (JULY 2017 - JUNE 2018)

Submitted to
NATIONAL ASSESSMENT AND ACCREDITATION COUNCIL
Nagarbhavi, Bangalore

By



HOLY CROSS COLLEGE
Affiliated with Tripura University (A Central University)
Agartala, Tripura



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July 01, 2018

HOLY CROSS COLLEGE, AGARTALA

The Annual Quality Assurance Report (AQAR) of the IQAC (July 2017 – June 2018)

Part – A

1. Details of the Institution

1.1 Name of the Institution

HOLY CROSS COLLEGE,

1.2 Address Line 1

Jubatara, Lembucherra,

Address Line 2

West Tripura, PIN- 799210

City/Town

Agartala

State

Tripura

Pin Code

799210

Institution e-mail address

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Contact Nos.

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Name of the Head of the Institution:

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Name of the IQAC Co-ordinator:

Dr. Pankaj Chakraborty

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IQAC e-mail address:

iqachccagt@gmail.com1.3 NAAC Track ID: **TRCOGN27517**

1.4 Website address:

www.holycrosscollege.in

Web-link of the AQAR:

https://www.holycrosscollege.in/aqar201718.pdf

1.5 Accreditation Details

Sl. No.	Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1	1st Cycle	A	3.14	2017	5 Years
2	2 nd Cycle	NA	NA	NA	NA
3	3 rd Cycle	NA	NA	NA	NA
4	4 th Cycle	NA	NA	NA	NA

1.6 Date of Establishment of IQAC:

DD/MM/YYYY

16/08/2016

1.7 AQAR for the year

2017-181.8 Details of the previous year's AQAR submitted to NAAC after the latest Assessment and Accreditation by NAAC: **NA**

- i. AQAR _____ Not Applicable _____ (DD/MM/YYYY)4
- ii. AQAR _____ (DD/MM/YYYY)
- iii. AQAR _____ (DD/MM/YYYY)
- iv. AQAR _____ (DD/MM/YYYY)

1.9 Institutional Status

University State Central Deemed Private

Affiliated College Yes No

Constituent College Yes No

Autonomous college of UGC Yes No

Regulatory Agency approved Institution Yes No

(NCTE for the department of Teacher Education)

Type of Institution Co-education Men Women

Urban Rural Tribal

Financial Status Grant-in-aid UGC 2(f) UGC 12B

Grant-in-aid + Self Financing Totally Self-financing

1.10 Type of Faculty/Programme

Arts Science Commerce Law PEI (Phys Edu)

TEI (Edu) Engineering Health Science Management

Others (Specify)

B.Ed

1.11 Name of the Affiliating University

Tripura University (A Central University)

1.12 Special status conferred by Central/ State Government-- UGC/CSIR/DST/DBT/ICMR etc

Autonomy by State/Central Govt. / University -

University with Potential for Excellence	-	UGC-CPE	-
DST Star Scheme	-	UGC-CE	-
UGC-Special Assistance Programme	-	DST-FIST	-
UGC-Innovative PG programmes	-	Any other (Specify)	-
UGC-COP Programmes	-		

2. IQAC Composition and Activities

2.1 No. of Teachers	08
2.2 No. of Administrative/Technical staff	04
2.3 No. of students	02
2.4 No. of Management representatives	01
2.5 No. of Alumni	01
2.6 No. of any other stakeholder and community representatives	02
2.7 No. of Employers/ Industrialists	-
2.8 No. of other External Experts	01
2.9 Total No. of members	18
2.10 No. of IQAC meetings held	07
2.11 No. of meetings with various stakeholders:	Total No. 07 Faculty 03
Non-Teaching Staff Students	03
Alumni	01
Others	NIL

2.12 Has IQAC received any funding from UGC during the year? Yes No

If yes, mention the amount

2.13 Seminars and Conferences (only quality related)

(i) No. of Seminars/Conferences/ Workshops/Symposia organized by the IQAC

Total Nos. International National State Institution Level

(ii) Themes

2.14. Significant Activities and contributions made by IQAC

- **Orientation and training Programmes for Faculty and Students**
- **Minimizing environmental pollution at the campus**
- **Participation from stakeholders**
- **Fulfilling social responsibilities**
- **Enhancement of the effectivity of mentoring practices.**
- **Inclusion of student representatives in the IQAC**

2.15. Plan of Action by IQAC/Outcome

The plan of action chalked out by the IQAC in the beginning of the year towards quality enhancement and the outcome achieved by the end of the year *

Plan of Action	Achievements
Organise seminar/workshops/conferences	<ul style="list-style-type: none"> ❖ Three national level seminars were organised for faculty and scholars. ❖ Two seminars were organised for students. ❖ Counselling sessions for students with the professional counsellor.

Faculty and Staff Training	<ul style="list-style-type: none"> ❖ Workshop for faculty for accessing e-resources. ❖ Training for online internal marks entry by Tripura University.
Organise special lectures by eminent persons	<ul style="list-style-type: none"> ❖ Four special lectures were organized for the students by various departments.
<ul style="list-style-type: none"> • Minimizing environmental pollution at the campus • Inclusion of student representatives in the IQAC 	<ul style="list-style-type: none"> ❖ Plantation of more saplings/trees and celebration of Van Mahotsav. ❖ Awareness sessions for students on environmental pollution and its effects.
<ul style="list-style-type: none"> • Participation from stakeholders 	<ul style="list-style-type: none"> ❖ Parents/Guardians were invited to give an evaluation as well as a constructive feed back to the Management regarding the various aspects of life in the campus. ❖ Alumni participated in the various cultural and cocurricular activities of the college.
<ul style="list-style-type: none"> • Fulfilling social responsibilities 	<p>Organization of Blood donation camps, Cloth donations, Social out reach programs in nearby villages.</p>
<ul style="list-style-type: none"> • Enhancement of the effectivity of mentoring practices. 	<ul style="list-style-type: none"> ❖ Introduction of the new mentoring record book for individual students. ❖ Introduction of mentoring sessions in the schedule of classes.

* Attach the Academic Calendar of the year as Annexure.

2.15 Whether the AQAR was placed in statutory body? Yes No

Management Syndicate Any other body

Provide the details of the action taken

Part – B**Criterion – I****1. Curricular Aspects****1.1 Details about Academic Programmes**

Level of the Programme	Number of existing Programmes	Number of programmes added during the year	Number of self-financing programmes	Number of value added / Career Oriented programmes
PhD	NA	NA	NA	NA
PG	NA	NA	NA	NA
UG	09	NA	09	01
PG Diploma	NA	NA	NA	NA
Advanced Diploma	NA	NA	NA	NA
Diploma	NA	NA	NA	NA
Certificate	04	02	04	01
Others	NA	NA	NA	NA
Total	13	02	13	02
Interdisciplinary	NA	NA	NA	NA
Innovative	NA	NA	NA	NA

1.2

(i) Flexibility of the Curriculum: CBCS/Core/Elective option / Open options

(ii) Pattern of programmes:

Pattern	Number of programmes
Semester	09
Trimester	NA
Annual	NA

1.3 Feedback from stakeholders* (On all aspects)

Alumni Parents Employers Students

Mode of feedback : Online Manual Co-operating schools (for PEI)

Please provide an analysis of the feedback in the Annexure*1.4 Whether there is any revision/update of regulation or syllabi, if yes, mention their salient aspects.**

Revision carried out at the affiliating university level
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1.5 Any new Department/Centre introduced during the year. If yes, give details.

Not applicable

Criterion – II**2. Teaching, Learning and Evaluation****2.1 Total No. of permanent faculty**

Total	Asst. Professors	Associate Professors	Professors	Others
34	33	01	NIL	-

2.2 No. of permanent faculty with Ph.D.

15

2.3 No. of Faculty Positions Recruited (R) and Vacant (V) during the year

Asst. Professors		Associate Professors		Professors		Others		Total	
R	V	R	V	R	V	R	V	R	V
7	3	01	01	-	-	-	-	08	04

2.4 No. of Guest and Visiting faculty and Temporary faculty

07	-	-
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2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended	03	15	02
Presented	02	14	-
Resource Persons	-	02	-

2.6 Innovative processes adopted by the institution in Teaching and Learning:

- 24 hours Wi-Fi facilities provided to staff and students to enhance academic performance.
 - Group discussions and mentoring which goes beyond the class room teaching learning.
 - Continuous evaluation through assignments, projects and presentations etc.
 - Outside class room activities for acquiring knowledge and skills.
 - Smart class rooms.
 - Students' participation in national seminars, conferences and workshops.
-
- Students' participation in projects and research.
 - Students' participation in learning through debates, quizzes etc.

2.7 Total No. of actual teaching days during this academic year

210

2.8 Examination/ Evaluation Reforms initiated by the Institution (for example: Open Book Examination, Bar Coding, Double Valuation, Photocopy, Online Multiple Choice Questions)

- The parameters of the evaluation are assignments, attendance, class tests, presentations, sessional exams. All the departments conduct the class tests, organize presentation, and call for assignments on monthly basis. Along with all this students' seminars and project works are also conducted on yearly basis. In every department, mark sheets of internal evaluation process are verified and countersigned by HoDs and Principal.
- Regular and monthly tests and tutorials are conducted
- Paper presentations and seminar-based evaluations are conducted
- Continuous evaluation is also carried out through semester end exams and projects.

2.9 No. of faculty members involved in curriculum restructuring/revision/syllabus development as member of Board of Study/Faculty/Curriculum Development workshop

-	-	-
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2.10 Average percentage of attendance of students

75%

2.11 Course/Programme wise distribution of pass percentage:

Title of the Programme	Total no. of students appeared	Division				
		Distinction %	I %	II %	III %	Pass %
BA	117	02	07	50	32	78%
BSc	21	04	11	03	Nil	86%
B.Com	Nil	Nil	Nil	Nil	Nil	Nil
BBA	17	04	11	02	Nil	100%
B.Ed	48	48	Nil	Nil	Nil	100%

2.12 How does IQAC Contribute/Monitor/Evaluate the Teaching & Learning processes:

IQAC was established only in the year 2016 as the college was preparing for the first cycle of accreditation by NAAC. Currently the college organizes different activities like special lectures, seminars, workshops, orientations, group studies, group discussions etc. related to teaching learning and the results of such activities are studied by IQAC and are further used to improve teaching learning. IQAC has plans to implement even more effective system of evaluation, monitoring and contribution to teaching-learning.

2.13 Initiatives undertaken towards faculty development

<i>Faculty / Staff Development Programmes</i>	<i>Number of faculty benefitted</i>
Refresher courses	-
UGC – Faculty Improvement Programme	01
HRD programmes	-
Orientation programmes	03
Faculty exchange programme	01
Staff training conducted by the university	02
Staff training conducted by other institutions	-
Summer / Winter schools, Workshops, etc.	03
Others	05

2.14 Details of Administrative and Technical staff

Category	Number of Permanent Employees	Number of Vacant Positions	Number of permanent positions filled during the Year	Number of positions filled temporarily
Administrative Staff	04	-	-	-
Technical Staff	03	01	-	-

Criterion – III

3. Research, Consultancy and Extension

3.1. Initiatives of the IQAC in Sensitizing/Promoting Research Climate in the institution

- Financial assistance was provided by the management for the academic and research activities to the faculty and students
- The College motivates the teachers for participating in research by providing them necessary facilities, travel grants and leave for attending seminars, workshops, conferences etc.
- Students are also encouraged to do the research work and projects based on their syllabus and also on relevant issues.

3.2. Details regarding major projects

	Completed	Ongoing	Sanctioned	Submitted
Number	-	-	-	-
Outlay in Rs. Lakhs	-	-	-	-

3.3. Details regarding minor projects

	Completed	Ongoing	Sanctioned	Submitted
Number	-	-	01	-
Outlay in Rs. Lakhs	-	-	8,00,000	-

3.4 Details on research publications

	International	National	Others
Peer Review Journals	01	-	-
Non-Peer Review Journals	-	-	-
e-Journals	-	-	-
Conference proceedings	-	01	-
Book	-	01	-

3.5. Details on Impact factor of publications:

Range Average h-index Nos. in SCOPUS

3.6. Research funds sanctioned and received from various funding agencies, industry and other organisations

Nature of the Project	Duration Year	Name of the funding Agency	Total grant sanctioned	Received
Major projects	NA	NA	NA	-
Minor Projects	01	Department of Bio Technology, New Delhi (DBT)	Rs. 8,00,000	NA
Interdisciplinary Projects	NA	NA	NA	NA
Industry sponsored	NA	NA	NA	NA
Projects sponsored by the University/ College	NA	NA	NA	NA
Students research projects <i>(other than compulsory by the University)</i>	NA	NA	NA	NA
Any other(Specify)	NA	NA	NA	NA
Total	01	NA	Rs. 8,00,000	NA

3.7. No. of books published

i) With ISBN No. Chapters in Edited Books

ii) Without ISBN No.

3.8. No. of University Departments receiving funds from

UGC-SAP CAS DST-FIST
DPE DBT Scheme/funds

3.9. For colleges

Autonomy CPE DBT Star Scheme
 INSPIRE CE Any Other (specify)

3.10. Revenue generated through consultancy

NIL

3.11. No. of conferences organized by the Institution

Level	International	National	State	University	College
Number	01	03	-	-	02
Sponsoring agencies	TR&CI	TR&CI, ICSSR-NERC, Govt. of Tripura (Science and Technology)			Self

3.12. No. of faculty served as experts, chairpersons or resource persons

-

3.13. No. of collaborations

International National Any other

3.14. No. of linkages created during this year

05

3.15. Total budget for research for current year in lakhs:

From Funding agency From Management of University/College
 Total

3.16. No. of patents received this year

Type of Patent		Number
National	Applied	-
	Granted	-
International	Applied	-
	Granted	-
Commercialised	Applied	-
	Granted	-

3.17. No. of research awards/ recognitions received by faculty and research fellows of the institute in the year

Total	International	National	State	Univer sity	Dist	College
NA	NA	NA	NA	NA	NA	NA

3.18. No. of faculty from the Institution who are Ph. D. Guides and students registered under them**3.19. No. of Ph.D. awarded by faculty from the Institution****3.20. No. of Research scholars receiving the Fellowships (Newly enrolled + existing ones):**

NA
 JRF SRF Project Fellows Any other

3.21 No. of students Participated in NSS events:

University level State level
 National level International level

3.22 No. of students participated in NCC events:

University level State level
 National level International level

3.23 No. of Awards won in NSS:

University level State level
 National level International level

3.24. No. of Awards won in NCC:

University level State level
 National level International level

3.25. No. of Extension activities organized

University forum College forum
 NCC NSS Any other

3.26. Major Activities during the year in the sphere of extension activities and Institutional Social Responsibility

- Blood Donations camp organised once a year
- Cloth Donation camp organised once a year
- Tejas – is an annual college fest which includes competitions and showcasing of talents in academics, sports, games and cultural activities.
- Remedial Classes for intellectually challenged students.
- Orphanage and Old Age home visits are done at least twice every year.
- Public/Special Lectures are done department-wise, every semester.
- Diet survey is done by the students of Human Physiology department in the nearby villages/hamlet

Criterion – IV**4. Infrastructure and Learning Resources****4.1 Details of increase in infrastructure facilities:**

Facilities	Existing	Newly created	Source of Fund	Total
Campus area	18.7 acres	1 acre	Holy Cross Educational Foundation (HCEF)	19.7 acres
Class rooms	21	03	HCEF	24
Laboratories	03	-	HCEF	03
Seminar Halls	02	-	HCEF	02
No. of important equipments purchased (\geq 1-0 lakh) during the current year.	-	34	MP Fund	34
Value of the equipment purchased during the year (Rs. in Lakhs)	-	9.5 Lakhs	MP Fund	9.5 lakhs
Others	-	-	-	-

4.2 Computerization of administration and library

- College administration and office has been computerized mostly as the college focuses on digitization as much as possible.
- College library facilities are computerised to a great extent and efforts are being made to enhance the facilities and to ensure complete digitization of the library.
- Students' fee collection is done through the digitization process.

4.3 Library services:

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books	7812	1,140,926	200	1,53,832	8012	1,294,758
Reference Books	109	-	-	-	109	-
e-Books	5328 (DelNet)	16,500	31,35,809 (titles-NLIST)	5,900	02	22,400
Journals	13	28,220	01	700	14	28,920
e-Journals	-	-	6237 (NLIST)	-	-	-
Digital Database	-	-	-	-	-	-
CD & Video	10	-	05	-	15	-
Others (specify)	-	-	-	-	-	-

4.4 Technology up gradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Departments	Others
Existing	82	47	70	47	47	9	3	23
Added	20	1	20	16	1	0	2	0
Total	102	48	90	63	48	9	5	23

4.5 Computer, Internet access, training to teachers and students and any other programme for technology upgradation (Networking, e-Governance etc.)

College has made some efforts to ensure digitization and started the process for online admissions, computers for college office and all classrooms are made smart classrooms (includes computer, projector etc.). Time to time training is also given to the teachers and staff for the same purpose.

4.6 Amount spent on maintenance in lakhs:

i) ICT	3.5
ii) Campus Infrastructure and facilities	14
iii) Equipments	9.5
iv) Others	
Total:	27

Criterion – V**5. Student Support and Progression****5.1 Contribution of IQAC in enhancing awareness about Student Support Services:**

- IQAC provides regular updates about various activities on college website, notice boards and college annual publications.
- Grievance redressal system.
- Announcements during assembly and central announcement system.

5.2 Efforts made by the institution for tracking the progression

- Remedial classes are taken for the weaker students.
- Students are provided with various supports and college also provides fee concession to the financially challenged students who are regular and scoring good grades.
- Relevant information about the alumni are collected from the Holy Cross College alumni association named as 'Basilians'.

5.3

(a) Total Number of students

UG	PG	Ph. D.	Others
804	NA	NA	NA

(b) No. of students outside the state

33

(c) No. of international students

03

Men	No	%	Women	No	%
	462	57.5		342	42.6

Last Year						This Year					
General	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total
164	29	438	73	01	705	202	40	488	74	01	804

Demand ratio = 92.75

Dropout % = 5.01%

5.4 Details of student support mechanism for coaching for competitive examinations (If any)

- The College is running an intensive skill enhancement and career development Programme under the banner of **Holy Cross Civil Services Coaching Centre (HCCSCC)**. The College conducts regular classes through this centre for various competitive exams such as TCS/TPS, Banking, MAT, CMAT, UPSC etc.
- The college is partnering with ALS-IAS (Satellite Education network) from Delhi to train civil services aspirants (IAS & IPS) primarily motivated at training the students of the college.

No. of students beneficiaries

61

5.5. No. of students qualified in these examinations

NET	-	SET/SLET	-	GATE	-	CAT	-
IAS/IPS etc	-	State PSC	1	UPSC	-	Others	3

5.6 Details of student counselling and career guidance

- **The Center for Psychological Counselling (CPC)** at Holy Cross College is first of its kind in the state of Tripura in the higher educational institutions. It has become operational since June 2014. The centre takes care of the stress, strain, academic problems, mental challenges, interpersonal skills, social skills, interview facing skills, finishing skills, career guidance etc.
- The college has a placement cell which initiates placements for students and invites placement drives by other institutions and organizations in and off the campus.

No. of students benefitted

149

5.7 Details of campus placement

<i>On campus</i>			<i>Off Campus</i>
Number of Organizations Visited	Number of Students Participated	Number of Students Placed	Number of Students Placed
01	23	05	04

5.8. Details of gender sensitization programmes

The Internal Complaint Cell (ICC) and Women's Cell (WC) of Holy Cross College are actively engaged in organising events and programmes on safety measures and awareness of female students and women in general.

- A two-day workshop on “Women’s Self Defence” had been organised that included active sessions of training for female students; and lecture sessions to educate and create awareness among the students.
- General awareness has also been spread through movie screenings and short films, as part of the series of Women’s Day observance on campus, so as to awaken and enlighten both male and female students about the importance of women in and around their society and the need to respect them.
- Special lectures by eminent personalities as well as ICC members are conducted regarding the presence and functioning of ICC on campus and the ways to approach the committee in case of need.
- The committee has addressed a couple of issues raised on campus and has successfully resolved the cases, with appropriate measures adhered.

5.9. Students Activities

5.9.1 No. of students participated in Sports, Games and other events

State/ University level National level International level

No. of students participated in cultural events

State/ University level National level International level

5.9.2. No. of medals /awards won by students in Sports, Games and other events

Sports: State/ University level National level International level

Cultural: State/ University level National level International level

5.10. Scholarships and Financial Support

	Number of students	Amount
Financial support from institution	76	24,10,400.00
Financial support from government	-	-
Financial support from other sources	-	-
Number of students who received International/ National recognitions	01	-

5.11. Student organised / initiatives

Fairs : State/ University level National level International level

Exhibition: State/ University level National level International level

5.12 No. of social initiatives undertaken by the students

05

5.13 Major grievances of students (if any) redressed:

Sl. No	Grievance	Action taken
1.	Food Court: <ul style="list-style-type: none"> quantity of supply of food is insufficient Timings need to be extended 	Food Court: <ul style="list-style-type: none"> Informed the Food Court manager to increase the quantity of food Manager has been instructed to increase the timings of the food court.
2.	College Transport: Need to increase the number of Buses	College Transport The College procured additional buses to accommodate more number of students in the Transport of the College.
3.	Demand for Basketball court	The college administration has paid attention to this demand and has constructed a full-fledged basketball court.
4.	More space for parking of bikes	The college administration has created/built up more parking space.
5.	Demand for more courses	The college authorities has approached the Tripura University for permitting to offer Some more UG courses and PG Courses in English, Sociology, Political Science, M.Com and MBA.

Criterion – VI

6. Governance, Leadership and Management

6.1 State the Vision and Mission of the institution

Vision:

The vision of Holy Cross College is to create integrated global citizens and world-class professionals, who will work for a more just, equitable and compassionate society, irrespective of caste, creed, religion or language through dissemination of knowledge, skills and noble values.

Mission:

- The Mission of the College is to provide education of highest caliber that fosters critical thinking, free inquiry and constructive exchange of ideas through its curriculum of arts, sciences and professional programmes.
- To enable young men and women searching for the deepest longings in their lives to be leaders in faith, scholarship and service.
- To provide the students an opportunity for educational environment of excellence to enhance the economic and social welfare of northeastern region and to be agents of peace, development and healing with an obligation to work towards a more just and compassionate world.

These are being accomplished through the following:

- ❖ By educating the hearts and minds of the students:
 - Hearts: value education, awareness programmes and campaigns, voluntary services and blood donations, community services, psycho-spiritual guidance, and mentoring.
 - Minds: Workshops, seminars, assignments, research, field trips, debates, quiz, and successful completion of the curriculum.
- ❖ By aspiring to offer infrastructures and facilities of world class standards, at the same time maintaining an eco-friendly environment.
- ❖ In an effort to build leaders in faith, scholarship and service, we organize regular prayer meetings, and value education classes encouraging the Christian students to practice piety and charity.
- ❖ In an effort to be faithful to the gospel values and Christian charity, the college provides fee concessions and scholarships to the students coming from economically poor backgrounds.
- ❖ By encouraging the hardworking students through meritorious awards.
- ❖ By collaborating with other higher educational institutions and industries in the country and abroad.
- ❖ By developing the soft skills of our students making them industry friendly and employable making them self-reliant entrepreneurs.

6.2 Does the Institution has a management Information System?

Yes, the college has a website/portal which takes care of various activities like admissions, internal assessment, office management, student dealing and communication of various information to the students.

6.3 Quality improvement strategies adopted by the institution for each of the following:**6.3.1 Curriculum Development**

- Tripura University designs the syllabus and as an affiliated college we are obliged to follow the given syllabus. However, the College has requested to the University to include teachers from the college in the syllabus framing committees of Tripura University. As part of this effort, recently three faculty members' names from BBA department were proposed to be part of Board of Undergraduate Studies (BUGS).
- Besides, the Academic Council of the College, studies the syllabus in view of tailoring it to the college standards and ethos. Each department prepares an enriched curriculum with an infusion of human values and provides additional information on the courses such as:
 - Objective of each subject
 - Learning outcomes
 - Additional reading and sources
 - Number of lectures on each subject/course
- The College conducts regular feed backs from students regarding the syllabus and this is forwarded to the concerned department of the University for their consideration.
- The College fulfills all conditions as required by the affiliating university in this regard.

6.3.2 Teaching and Learning

- Highly qualified and dedicated faculty.
 - Healthy interaction between students and faculty which goes beyond the classrooms.
 - Inter and intra-departmental team teaching practiced by teaching faculty
 - Learning beyond curriculum.
 - Innovative methods are adopted for teaching and learning process.
 - Remedial classes are held for the students requiring additional help.
 - Well-equipped library for both faculty and students.
-
- Good collection of rare and latest books and journals.
 - Regular feedback from students to improve teaching and learning methods.
 - Vice –Principal and Academic Dean looks after the overall academic development of the college.
 - Students participated in study tours, guest lectures, workshops and group discussions.

6.3.3 Examination and Evaluation

- Several faculty members are involved in framing University question papers and evaluate semester examination scripts as and when appointed by Tripura University.
- Both examinations and evaluations are conducted as per instructions given by Tripura University.
- Examination committee ensures smooth conduct of examinations.
- Continuous evaluation through different methods like internal assessment test, sessional examinations, assignments, presentations, group discussions, projects etc.
- Transparency is maintained in evaluation process and students are given access to their answer scripts on request.
- The end semester examination question papers are set by the affiliating university.
- The practical examinations are conducted with internal and external examiners.

6.3.4 Research and Development

- One research project has been approved and funded by Department of Bio-Technology (DBT) this year.
- College provides all support for research and development like sanctioning duty leaves for attending seminars, workshops, conferences and other research activities. The college encourages faculty members to interact with visiting faculty from other institutions, including those from abroad.
- Final year students (all BBA, BA, B.Sc. and B.Com. students) have done projects as part of their syllabus.
- Through the research and development Cell College provides opportunities to students and faculty to conduct research.

6.3.5 Library, ICT and physical infrastructure / instrumentation

- The College has a fully equipped library with automation facilities and online resources.
- A full- fledged Computer laboratory with over 90 computers.
- Smart Classrooms with projectors and computers and white boards.
- Wi-Fi Facility available to faculty and students.

6.3.6 Human Resource Management

- Faculty and staff are encouraged to participate in faculty-development programmes locally and nationally.
- Administration provides necessary and relevant support to faculty, staff and students to optimize their work.
- College provides facilities like drinking water, computers, air conditioning etc. to teaching staff to enhance their performance.

6.3.7 Faculty and Staff recruitment

- Faculty and staff recruitments are done as per the UGC and Tripura University guidelines.
- Advertisements are given in the leading local newspapers and applications are invited.
- The shortlisted candidates are called for interviews and candidates are chosen with a selection board, which include representatives of University, Management and subject experts.

6.3.8 Industry Interaction / Collaboration

- Departments are encouraged to make necessary assignments relevant to industry.
- Industrial visits, lectures by industry experts and domain experts are regularly conducted.
- Students are advised to interact with various industries/institutions individually and the college makes sincere efforts to collaborate with industries and institutions who are willing to cooperate.

6.3.9 Admission of Students

- In keeping with its Minority status, the College has a dynamic admission process which at application level is both online and offline. Once short listing is done candidates are invited for a written test followed by a personal interview and counselling based on which the final selection is done to the various courses.
- As per the seats permitted for each course by the affiliating University, admissions are taken to various courses and seats are filled up.

6.4 Welfare schemes for

Teaching	Yes
Non-teaching	Yes
Students	Yes

6.5 Total corpus fund generated

17,65,000

6.6 Whether annual financial audit has been doneYes No

6.7 Whether Academic and Administrative Audit (AAA) has been done?

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	NA	NA	YES	Department/ Administration
Administrative	NA	NA	NA	NA

6.8 Does the University/ Autonomous College declares results within 30 days?

For UG Programmes Yes No

For PG Programmes Yes No

6.9 What efforts are made by the University/ Autonomous College for Examination Reforms?

Not applicable as the affiliating university takes care of the reforms related to examinations.

6.10 What efforts are made by the University to promote autonomy in the affiliated/constituent colleges?

Not applicable

6.11 Activities and support from the Alumni Association

- Active participation and contribution by alumni of the college especially during the annual college fest, Tejas.
- Interaction with alumni through annual alumni meetings and get together and dinner.
- Involvement of alumni representatives in the IQAC of the college.
- Alumni participates in various programmes of the college like blood donation camps.

6.12 Activities and support from the Parent – Teacher Association

Not applicable

6.13 Development programmes for support staff

College organises orientation programmes and enrichment programmes for support staff and provides hands on technical training related to their work and responsibility.

6.14 Initiatives taken by the institution to make the campus eco-friendly

- Well-maintained, clean and environment friendly green campus.
- Tree plantations to mark special occasions and celebration of Vanmahotsav.
- Constant effort to minimize waste generated in the labs and food courts.
- Efforts are made to reduce use of paper by digital entries of data wherever possible.
- Online Fee Payment.

Criterion – VII

7. Innovations and Best Practices

7.1. Innovations introduced during this academic year which have created a positive impact on the functioning of the institution. Give details.

- College formed various committees and cells as suggested by NAAC peer team to create a greater sense of security and responsibility among the students and women staff.
- Video recording of all programs, extension/public/special lectures and sessions and preserving them in the library as a resource.
- Certificate course on human rights to inculcate in the students the values/matters related to human rights have been introduced.
- Digitization of the College office.

7.2. Provide the Action Taken Report (ATR) based on the plan of action decided upon at the beginning of the year

Action Taken Report (ATR):

- Two international and seven national level institutional collaborations were initiated and MoU's were signed.
- Received Minority Certificate from Minorities Welfare Department, Govt. of Tripura.
- 'Earn while you learn' Programme for the students of the college.
- Faculty and staff orientation programmes/sessions were organised.

7.3. Give two Best Practices of the institution (please see the format in the NAAC Self-study Manuals)

- Best Practice – I: Intensive Value Education Programme
- Best Practice – II: Psychological Health, Skill Enhancement and Civil Services Coaching Programme

7.4. Contribution to environmental awareness / protection

- College campus is a green campus and it is known for its natural beauty and diversity of plants and trees.
- The 'Eco and Nature Club' organized programmes for environment protection and for spreading awareness regarding the environment.
- The College campus is filled with plants and trees which includes medicinal plants. College has a dedicated place for medicinal plants with their scientific names and families.
- To keep the campus clean and eco-friendly we have two pits to decompose the bio-degradable waste of the two pits (one is for vermin composting and the other for normal composting). To make the campus eco-friendly, College organises awareness sessions and students are prohibited not to use plastic materials in the campus.

7.5. Whether environmental audit was conducted?

Yes No

7.6. Any other relevant information the institution wishes to add. (for example SWOC Analysis)**Strengths:**

- Able, dynamic and active management.
- Broad education spectrum- Arts, Science, Commerce, B.B.A., B. Com and B.Ed. streams.
- Sufficient Physical facilities- class rooms, laboratories, library, auditorium, sports grounds.
- A well-equipped Computer lab, Internet based on line Language lab and ICT resource center.
- Well-qualified, dedicated and sincere faculty members.
- Service-minded support staff.
- NSS and NCC
- Modern infra-structures and eco-friendly and calm campus.
- Very good student enrolment from Tribal and landless farmer belts in the state.
- Academically motivated students with very good results in the examinations.
- Rich and well organized Library, reading room and Science labs.
- Full-fledged Food Court with hot and hygienic food at affordable prices.
- Civil Services Academy to develop skills in the students.
- The college is bubbling with activities which keep the students engaged.
- Lot of importance and value given to —Value Education.
- Active Alumni called —Basilians.
- Student training for social responsibility.
- Regular remedial support to weak students.
- Organizing national and international seminars, conferences and workshops.
- DEL-NET e-resource and NLIST for the library and high speed broadband connectivity to staff and students.
- Admitting all applicants from SC/ST and OBC if they fulfill minimum requirements of the University.
- Free Wi-Fi enabled campus.
- Android based college app to improve communication with students.

Weakness:

- Rural set up of College, in the suburbs of Agartala town.
- There are not many industries in the state and hence collaboration with industries is limited.
- Poverty of the locality where college is placed.
- Small alumni base since the college has only completed 9 years.
- Infra-structures are not yet fully complete.
- Campus is spread over 3 locations.
- Research facilities are not fully developed as the college presently has only UG Courses.

Opportunities:

- Quality growth of tribal and multi-ethnic groups.
- Social empowerment through NSS and NCC units
- Self reliance of students through self employment
- Education base for villagers
- Employment of outgoing students.
- Opportunities to get trained for competitive exams at affordable and easily accessible location in the campus.
- Availability of faculty and student exchange programmes.
- HCCSCC provides coaching for competitive exams.

Challenges:

- Earthquake prone area.
- Politically motivated strikes and bandhs in the state of Tripura.
- Fearful memories of the ethnic clashes of the 80s and 90s in Tripura which triggers of panic among the different ethnic groups when some small clash occurs in the state.
- Poor economy due to the fact that Tripura is a land-locked state with poor communications.
- Lack of sufficient financial support from Govt. as well as non-governmental agencies.
- Delayed conduct of University examinations and publication of exam results.

8. Plans of institution for next year

- ***IQAC plan of action to be decided at the beginning of the year as follows:***
 - Applying to UGC for College with potential for Excellence
 - Building up more infrastructures and class rooms to introduce more courses as demanded by the public.
 - Introduction of PG Courses.
 - Enhancement of Research Funding
 - To explore opportunities for Industry participation.
 - To introduce skill development courses in the areas of entrepreneurship, communication skills and Management.
 - To further extent residential facilities for staff and students.
 - To conduct AAA for the college.
 - To introduce new add on courses
 - To organize inter-disciplinary conference/seminars and workshops.
 - To organize a quality related seminar by HCC IQAC

Name: Dr. Pankaj Chakraborty

Name Dr. Fr. Emmanuel Kallarackal, CSC





Signature of the Coordinator, IQAC

Signature of the Chairperson, IQAC

Annexure I**Abbreviations:**

CAS	-	Career Advanced Scheme
CAT	-	Common Admission Test
CBCS	-	Choice Based Credit System
CE	-	Centre for Excellence
COP	-	Career Oriented Programme
CPE	-	College with Potential for Excellence
DPE	-	Department with Potential for Excellence
GATE	-	Graduate Aptitude Test
NET	-	National Eligibility Test
PEI	-	Physical Education Institution
SAP	-	Special Assistance Programme
SF	-	Self Financing
SLET	-	State Level Eligibility Test
TEI	-	Teacher Education Institution
UPE	-	University with Potential Excellence
UPSC	-	Union Public Service Commission



HOLY CROSS COLLEGE

Established: 2009

Accredited by NAAC with 'A' Grade

Affiliated with Tripura University (A Central University)

Recognised by UGC with 2(f) & 12(B) Status | Recognised by NCTE

An ISO 9001:2015 Certified Institution

Jubatara, Lembucherra P.O.
West Tripura - 799 210

Durjoynagar P.O., Airport Road
Agartala, West Tripura - 799 009

Web: www.holycrosscollege.in | E-mail: principalhccagt@gmail.com
Phone: 0381-2865222, 2342555, 2341128 | Mobile: 9402315672, 9402122662



HOLY CROSS COLLEGE

(Estd. In 2009)

Affiliated with Tripura University (A Central University)
An ISO-9001 : 2015 Certified Institution

Jubatara, P.O. Lembucherra, Mohanpur Road,
Agartala – 799 210

Phone: (0381) 2865222, +91 94023 15672

website : www.holycrosscollege.in

e-mail: principalhccagt@gmail.com

HAND BOOK

&

ACADEMIC CALENDAR

2017 - 2018

DEPARTMENT OF TEACHER EDUCATION (B.Ed.)

(Estd. in 2015)

Recognized by NCTE

P.O. Durjoynagar, Airport Road, Agartala - 799009

Phone: (0381) 2342555

website : www.hccte.in

OFFICE HOURS

Principal's Office : 11.00 am to 01.00 pm

College Office : 09.00 am to 04.00 pm

No business will be transacted on holidays

COLLEGE HOURS

1st Shift : 08.15 am to 01.45 pm

2nd Shift : 11.30 am to 04.30 pm

This Handbook & Diary is to be brought to College everyday

PROGRAMMES OFFERED AT HOLY CROSS COLLEGE:

- ◆ B.Ed (Teacher Education)
- ◆ BBA (Business Administration)
- ◆ B.Com. Hons.
- ◆ Eng. Hons
- ◆ Pol. Science Hons.
- ◆ Sociology Hons.
- ◆ Hindi Hons.
- ◆ Philosophy
- ◆ Zoology Hons
- ◆ Human Physiology Hons.
- ◆ Botany Hons.
- ◆ Physics Hons.
- ◆ Psychology
- ◆ BA (Pass with any three of the following)
(English, Sociology, Pol. Science, Economics, Philosophy, Hindi, and psychology)
- ◆ **Certificate Courses In Spoken English, French Language Skill Development**
 - a) Data Entry
 - b) Front Office Basic Computer Skills

Courses Under Consideration

- | | |
|--------------------------|---------------|
| ◆ BA.LLB | ◆ BA -B.Ed |
| ◆ B. Com. LLB | ◆ BSc-B.Ed |
| ◆ B.S.W. (Social Work) | ◆ BCom - B.Ed |
| ◆ Economics Hons. | ◆ History |
| ◆ Education | ◆ Geography |
| ◆ Journalism & Mass Comm | |



सत्यमेव जयते

THE CONSTITUTION OF INDIA

PREAMBLE

**WE THE PEOPLE OF INDIA, having
solemnly resolved to constitute India into a
SOVEREIGN SOCIAL SECULAR DEMOCRATIC REPUBLIC**
and to secure to all its citizens:
JUSTICE, social, economic and political;
LIBERTY of thought, expression, belief, faith and worship
EQUALITY of status and of opportunity;
and to promote among them all,
FRATERNITY assuring the dignity of individual and
the unity and integrity of the Nation;

IN OUR CONSTITUENT ASSEMBLY
this twenty-sixth day of November, 1949 do,
**HEREBY ADOPT, ENACT AND GIVE TO
OURSELVES THIS CONSTITUTION.**

MY INDIA PLEDGE

India is my country, All Indian are my brother and sisters.

I appreciate and celebrate our cultural, linguistic, ethnic and religious diversity.

Living together in love and peace is our strength.

Justice for everyone and opportunity for all is my vision.

Inclusive education and global learning is my aspiration.

Any form of hatred and violence is against my ethical principle.

I want to grow in democratic space guaranteed by my constitution.

I respect the dignity of all as children of God.

I appreciate the rights and duties of all citizens of this great country.

I welcome the global opportunities to learn, labour and live the joy of life.

As fellow citizens of the 21st century, we are committed to the common destiny of a beautiful world of love, justice and fraternity.

"And we know that in all things God works for the good of those who love him, who have been called according to his purpose."

- Romans 8 : 28

PERSONAL DETAILS

Stamp Size

Photo

1. Name.....
2. Course.....Year.....
3. Admission No.....
4. Date of Birth.....
5. E-mail:
6. Mobile number.....
7. Blood Group.....
8. Name, Designation, & the Addresses of Parent / Guardian
Name.....
.....
Address.....
.....
Tel. No.(O).....Tel. No. (R).....
Mobile.....
Occupation of Father.....
Occupation of Mother.....
9. Specimen signatures of Parents or Guardians
Father Mother / Guardian.....
Initial..... Initial.....
10. Religion..... SC/ST/OBC/PWD
11. Nationality.....
12. Bus Point.....

Signature of the Student.....

Date.....

DAILY PRAYER



Our father in Heaven, Holy be your name;
Your Kingdom come, Your will be done,
On Earth as it is in heaven.

Give us today our daily bread, Forgive us our sins,
As we forgive those who sin against us
Do not bring us to the test
But deliver us from evil.

Amen

→❖❖❖❖❖← PRAYER BEFORE CLASS →❖❖❖❖❖←

O God, Who aruth/ aaidhé origin of alt knowledge,
thank you giving us this new day./ We offer you this
day/with all that is in store for us./ Inspire. authorities and
teachers/ that they. may guide us in the right way/ and
teach us true wisdom./ Bless our studies and other activities
of the day/ Enlighten our minds/ strengthen our memories/
and direct our wills! towards what is right/ Grant us/ to
seek TRUTH always/ and make us truly wise.

Amen

→❖❖❖❖❖← PRAYER AFTER CLASS →❖❖❖❖❖←

O God,/ infinite wisdom/ and the source of all knowledge,
grant that we may remember/ what we have learned./
We thank you for our authorities and teachers/ and offer
you our studies,/ experiences,/ relationships,/ our successes
and failures. / Forgive our negligence/ and lack of hard
work' and lack of attentiveness in the classroom/ and
help us to do better tomorrow/ Give us the courage to
follow/the path of TRUTH at all times.

Amen

PRAYER FOR PEACE

Lord make me an instrument of thy peace.....
Where there is hatred ,let me sow love;
Where there is injury , pardon;
Where there is doubt, faith;
Where there is despair, hope;
Where there is darkness, light;
Where there is sadness, joy;
O Divine Master,
Grant that I may not
So much seek to be consoled as to console, To be understood
as to understand,
To be loved as to love
For it is in pardoning that we are pardoned;
And it is in dying that we are born to eternal life.



(St.Francis of Assisi)

PRAYER FOR OUR COUNTRY



CHORUS :

**Into that Heaven of freedom, my father, let my country
awake.**

1. Where the mind is without fear and the head is held high.
2. Where knowledge is free.
3. Where the world has not been broken up into fragments,
by narrow domestic walls.
4. Where words come out from the depths of truth.
5. Where tireless striving stretches its arms towards perfection.
6. Where the clear stream of reason has not lost its way into
the dreary desert of dead habits,
7. Where the mind is led forward by thee into ever widening
thought and action.

(Tagore)

THIS WE BELIEVE

Colleges and Universities are not only seats of learning but also promoters of cultural, social, moral and spiritual values of the country so as to enable the students to acquire a good character and a balanced personality. Hence, Holy Cross College proudly proclaims that It will always uphold and teach the following creed:

- We believe In God.
- We believe In human dignity and humanity.
- We believe In the spirit of discipline and dignity of human work.
- We believe that men and women are born with equal rights which do not come from the State.
- We believe In the sanctity of the Family – the basic unit of society.
- We believe that the citizens have not only rights but also have duties.
- We believe that the Labour and Capital have not only rights but obligations, and In the fulfillment of their obligations, they will complement each other.
- We are opposed to all kinds of violations of Individual liberty and private property.
- We believe that liberty is a sacred thing and the law which regulates liberty, is a sacred obligation.
- We believe that academic freedom should not be used as a pretext to teach systems that destroy all freedom.
- We are vigorously opposed to the tenets and tactics of those who want to destroy the essential liberties guaranteed by the Indian Constitution.
- We are vigorously opposed to all forms of racism, gender, discrimination, communal hatred and anarchism.
- We believe In the teachings of Christ. We hold that morality must regulate the personal, familial, economic, political and International life of humanity.

NATIONAL ANTHEM

Jana gana mana adhi nayaka Jaya he
Bharatha Bhagya vidhata
Punjab Sindhu Gujaratha Maratha
Dravida Utkala Banga
Vindhya-Himachala Yamuna Ganga
Uchchala Jaladhi Taranga
Tava Shuba name Jage
Tava shuba Ashisha mage
Gahe tava Jaya gatha
Janagana Mangala dayaka Jayahe
Bharatha bhagya vidhata
Jaya he Jaya he Jaya He
Jaya Jaya Jaya Jaya he

NATIONAL ANTHEM (ENGLISH TRANSLATION)

Thou art the ruler of the minds of all people
Thou Dispenser of India's destiny
The name rouses the hearts of the Punjab, Sind Gujarat
and Maratha, of Dravida, Orissa and Bengal
It echoes in the hills of Vindhyas and Himalayas
Mingles in the music of Jamuna and Ganges,
And is chanted by the waves of the Indian sea
They pray for thy blessing and sing they praise
Thou Dispenser of India's destiny
Victory, Victory, Victory, to thee.

TIPS FOR SUCCESSFUL LIVING

- Believe In yourself
- Learn and excel
- Use time qualitatively
- Be Punctual and Regular to the Classes
- Spend time In the Library
- Develop reading habit (Read Newspapers)
- Wear Identity Card
- Abide by dress code
- Use mobile phones responsibly
- Be generous, cooperative and respectful
- Meet the Counsellor to enhance performance
- Participate In Value Education Sessions
- Care for Nature
- Save electricity and
- Keep the cam
- Be self-disciplined
- Aim high (Dream Big) and believe you CAN.
- Compare your Yesterdays with today and Improve yourself.

" A School or a College is a sanctuary where there should be nothing that is base or unholy. Schools and Colleges are factories for the making of character"

-Mahatma Gandhi

ADMINISTRATIVE TEAM

Dr Fr. Emmanuel Kallarackal, CSC
Principal

Dr. Fr. Shaji M.L, CSC
Vice-Principal

Fr. Sijo Joseph csc
Administrative Officer

SPECIAL RESPONSIBILITIES

Dr. Pankaj Chakraborty
*(Academic Dean & IQAC
Co-ordinator)*

Dr. Reba Chakraborty
(Program Co-ordinator)

Shankha Shubhra Bhadra
(Chair, Exam inaffon Committee)

Niloy Sengupta
(Director, CAC)

DEPT. OF ENGLISH

Moumita Dey *(Ph.D. Cand.) HoD.*

Barnita Majumder *(Ph.D. Cand.)*

Elemi Debbarma

Sukla Singha *(Ph.D. Cand)*

Sr. Mariet, FSM

DEPT. OF BUSINESS ADMINISTRATION

Sushobhan Sengupta *(Ph.D. Cand.) HoD*

Sharmili Chakraborty, *(Ph.D. Cand.)*

Shankha Shubhra Bhadra *(Ph.D. Cand.)*

Ravi Kumar Singh

Subajit Paul

Emmanuel Debbarma

Sriparna Roy

DEPT. OF SOCIOLOGY

Rashmita Deb *(Ph.D. Cand.) HoD*

Dr. Fr. Shaji M.L, CSC

Niloy Sen Gupta

Sentienla

Sharmistha Chakraborty *(Ph.D. Cand)*

Sr. Sheela, FSM

DEPT. OF POLITICAL SCIENCE

Sharmistha Rakshit *(HoD), (Ph.D. Cand.)*

Dr Pankaj Chakraborty *(FBS)*

Rajesh Kr. Nath

Plyall Dhar *(Ph.D. Cand.)*

DEPT. OF COUNSELLING PSYCHOLOGY

Moushumi Jena *(HoD)*

Fr. Kanikkaj Joyaraj, CSC

Fr. Devadoss Naidu, CSC

DEPT. OF ZOOLOGY & ENV. SCLI.

Dr. Reba Chakraborty (HoD)
Dr. Dilip Nath
Dr. Kalyan De

DEPT. OF HUMAN PHYSIOLOGY

Shyamali Das (HoD)
Diptanu Biswas
Sandip Ray

DEPT. OF BOTANY

Dr. Dipanwita Choudhuri (Shil) (HoD)
Dr. Sujit Sinha Roy
Debasree Lodh

DEPT. OF COMMERCE

Shankha Shubra Bhadra (HoD)
Samir Bhowmik
Jugendra Debbarma

DEPT. OF TEACHER EDUCATION

Dr. Tomina N.S (Head/Principal of the Dept.)
Fr. (Dr.) Paul Pudussery, csc (Associate Professor)
Moushumi Jena
Mainak Majumder
Sukanya Bhattacharjee (Ph.D. Cand.)
Dipanwita Chakraborty
Nilanjana Chakraborty
Mousumi Debroy
Sangita Chakraborty
Biswarupa Dutta

HISTORY & HERITAGE

Dr. Sr. Marina, BS

COLLEGE LIBRARIANS

Kianguilu Pamei
Anindita Paul (Dept. of B.Ed.)

*" Education is not the learning of facts, but the
training of the mind to think..."*

-Albert Einstein

NON-TEACHING FACULTY

OFFICE STAFF

Sr. Sheela, FSM (Office Supervisor)
Beena Pradeep (Office Supervisor BEd)
Samrat Ratna Sutradhar (Tech. Asst.)
Jinesh Augusthan (Tech. Assistant)
Sabyasachi Blewas (Accountant)
Tijpur Sadhan Jomathia
(Driver & Office Attendant)

SUPPORT STAFF

Dipankar Kishore Sinha
(Science Lab & Class Room Asst.)
Narayan Sengupta
(Computer Lab & Class Room Asst. (BEd))
Sajal Gowala (Electrician)
Rakesh Debnath (Carpenter)

BUS DRIVERS

Pranab Kumar Saha
Chandan Debnath
Abhjit Bhowmik
Prakash Debbarna
Pintu Debbarna
Nataraj Debnath

BUS-CONDUCTORS

Nabaratan Jomathia
Ranjit Debnath
Ashish Ghosh
Parjoy Tripura
Sajal Gowala
Rakesh Debnath

HELPERS/CLEANERS

Pumima Debnath
Ahona Marak
Sobha Marak
Suma Paul
Malancho Debnath
aril Sarkar
Sumit Rabi Das

GARDENERS | WATCHMEN

Prahalad Rabi Das
Shambhu Rajbhar
Santhosh Gowala
Govindo Paul
Sujit Debnath
Ajit Debbarna
Bimal Debnath

Introduction

Holy Cross College is a private Catholic institution of higher learning, founded, animated and enlivened by the Congregation of Holy Cross. Holy Cross is a community of scholarship and faith, serving in the field of education worldwide since 150 years and in Agartala from 1970. It is anchored by a belief in the inherent dignity of each person. Holy Cross College is owned and managed by Holy Cross Educational Foundation registered (3612/2000) in accordance with the Societies Registration Act of 1860 to serve efficiently the people of northeast India and Tripura in particular.

Management

A College Managing committee assists the Governing Body of the College for its smooth and efficient functioning.

Aim

To educate the whole personality of the youth, educating their hearts and the minds, so that each Holy Cross student will think, act and lead with courage toward creating a just and peaceful society.

Blessed Basil Moreau (1799-1873)

Basil Moreau the founder of the community of Holy Cross was born in Laigne-en-Belin, a town in Le Mans, France on February 11, 1799. As a priest of the diocese of Le Mans and seminary professor, he established the Association of Holy Cross consisting of two societies, one of men (brothers and priests) and the other of women, both having as principal ministries, the education of youth. He was raised to the status of Blessed by the Church on September 15, 2007 for living heroic virtues in life. Through the leadership of Blessed Basil Moreau Holy Cross contributed



mightily for the building up of France that was devastated by the Revolution.

The men and women of Holy Cross maintain educational institutions as well as important social and pastoral ministries in North and South America, Africa and Asia. Holy Cross has a strong presence in Northeast India since 1853, the then undivided India. Holy Cross Universities, colleges and schools across the world are considered excellent institutions of learning.

Blessed Basil Moreau was an educator with very definite ideas about teaching and learning and about curriculum in terms of both content and methodology. "I have always been convinced that the first duty of every teacher is to produce good human beings; society has a greater need for people of values than it has for scholars. Knowledge itself does not bring about positive values, but positive values do influence knowledge and put it to a good use." Blessed Basil Moreau defined education as something that would make persons better persons with positive human values. When a Holy Cross educator applies his writings to his or her own life situation, he/she tries to translate the founder's words and ideas 'to make persons better persons and better citizens of the society having positive human values.' In the words of Blessed Basil Moreau, "We shall always place education side by side with instruction; the mind will not be cultivated at the expense of the heart."

A BRIEF HISTORY OF HOLY CROSS COLLEGE

Holy Cross College, Agartala, a Catholic English Medium Degree College was established in 2009 by Holy Cross Fathers who are the governing body members of Holy Cross Educational Foundation (2000) which is a registered society under the Societies Registration Act of 1860. This society came into existence with the objective of enabling the members of the Society of the Fathers of Holy Cross to efficiently serve the people of Tripura and northeast India through education. The Registration No. is 3612 and it is valid

up to 11/10/2050. Today, this non-profit Foundation (HCEF) has under its umbrella over a dozen English Medium High Schools and many English Medium Higher Secondary schools serving a student population of over 15,000 in the northeastern states of Tripura, Mizoram, Meghalaya and Arunachal Pradesh. Holy Cross Higher Secondary School, Durjoynagar, Agartala, established in 1970 is our premier educational institution in Agartala, W. Tripura.

Initially the College started functioning at the campus of Holy Cross School as infrastructures were being built up in the new campus. The College is affiliated with Tripura University (A Central University). The Permanent Affiliation Reference number is: No.F.TU/DIR.CDC/HC/48/2015 dated 30.03.2016. All the departments of the College, except the B.Ed (Teacher Education) moved to the new College campus at Jubalara, Lembucherra, Agartala in July 2015. Hon'ble Chief Minister of Tripura, Shri Manik Sarkar officially inaugurated the new campus of the College on July 09, 2015.

The First and Founding Principal of the College is Fr. Emmanuel Kallarackal, CSC and he was ably assisted by Fr. Pinto Paul, CSC, the first administrator of the College who was succeeded by Fr. Joe Paul, CSC, Fr. Thomas Pereira CSC, and Fr. Sijo Joseph CSC. The first Vice-Principal of the College was Fr. Davis Konuran, CSC who was succeeded by Sr. Caron BS, Fr. Benny John, CSC, Dr Fr Shaji M.L. CSC & Fr. George Kallungal, CSC has been serving the College as the student councilor since 2009.

Holy Cross persons have been serving people in the field of education through Schools, Colleges and Universities for over the last 160 years. They serve a student population ranging from nursery to Ph.D. worldwide. The education that they try to impart to their students is Holistic.

The College had a gradual increase in its enrolments. It began with the enrolment of 72 students in the first year which increased to 612 students in the seventh year. The students hail from all over the state of Tripura and northeast

India. Since the college does not discriminate and accepts students from all strata of society, there is a wide variety of students both girls and boys, students from various ethnic groups, religions, castes and creeds, making the college a miniature and colourful spectrum of the society of Tripura and northeast India. Our students are hailing from the General Category, SC and OBC as well as from the 19 different tribal groups of Tripura. What is special about Holy Cross College is that it's competent and dedicated teaching faculty, through their hard work and mentoring practices try to make the students excel in their studies and other activities and the proof of it is the excellent results the College brought forth continuously since its birth in the University examinations.

Affiliation

The College is affiliated with Tripura University, (A Central University since 2007).

The College Emblem and the Motto

The spirit of the college has been encapsulated in its emblem, which has 6 distinct elements.



1. The Cross and anchor signify the Holy Cross identity of the College.
2. The symbol of the heart and the book with the burning flame above with its bright red rays signify the Holy Cross charism of 'educating the heart and the mind'.
3. The Latin words "Ad Deum Gloria" which translate as 'To God be glory' signify the goal of education namely making students fully alive as human persons since "the glory of God is human fully alive" (St. Irenius, St. Augustine) emphasizing the commitment of the institution to academic excellence and form persons of character.

4. The motto , 'Manavanama vikasaya samagrahayam sikha' which translates as ' Holistic education for human enhancement' captures the focus of the College.
5. The bamboo signifies the hills and the hills people of the northeast and the paddy represents the plains and the plains people of northeast India.

Abbreviations

VP	-	Vice Principal
AD	-	Academic Dean
CAC	-	College Advancement Cell
IQAC	-	Internal Quality Assurance Cell
SCP	-	Students' Council President
SCVP	-	Student's Council Vice- President



CAMPUS CULTURE:

Holy Cross College is proud of its eco-friendly, serene and peaceful environment. Smoking and consumption of alcohol and drugs are strictly prohibited. Defacing any part of the campus is treated as an offence. Deeply committed to upholding values system, it expects its students to conduct themselves in a worthy manner in their dress, demeanor and sense of discipline. They must respect their teachers, greeting them when they meet them in or out of the College campus. Students should be seated in their respective classrooms at the stroke of the clock/bell. Action will be taken against students found loitering about in the corridors and making noise. Students are expected to make use of the library during free periods. Movement of students in the corridors of the College buildings during lecture hours is not permitted. Students must possess their identity card and handbook whenever they come to the College and show it to the persons concerned whenever asked for. Students must drive their vehicles always at a moderate speed to avoid any untoward incidents. Students should maintain a sense of decorum and discipline at all times, both inside and outside the campus. Those who are guilty of serious misconduct or whose presence is detrimental to the order and discipline on the campus are liable to be expelled. Code of conduct on the campus includes safeguarding the College Property, keeping the place clean and tidy and following the prescribed dress code. Students should come with clean and proper uniform and avoid Low-waisted pants and dress with modesty and decency.

1. General Norms:

- 1) As Holy Cross is marked by its family spirit the general behaviour and conduct of everyone in the campus is expected to be dignified and cordial, promoting brotherhood and harmony.
- 2) Ragging is a punishable crime under law and if ragging is found in any form or intimidation of any sort he/she will be expelled forthwith and the law of the land will take its own course of action.

- 3) Students should cultivate the habit of reading the instruction/notice on the notice board everyday as soon as they enter the college campus and before they leave the campus.
- 4) Dress Code: All students are expected to follow the dress code of the College.
- 5) The college campus is a smoke/drug free zone.
- 6) Students are expected to use their cell phones **responsibly**. Taking advantage of the wifi, they may use their cell phones at the college lobby and outside the buildings. Phone should be in the **switched off mode** during class hours.
- 7) Students must not join any club or society or involve in any engagements that would interfere with their studies without the prior permission of the "Principal/Vice-Principal / Academic Dean".
- 8) Students are not permitted to play in any sports or cultural team against Holy Cross College team.
- 9) Students are forbidden to organize or attend any meeting within the College, or collect money for any purpose or to circulate among the students any notice or petition of any kind or paste it on the College notice board without the written permission of the Principal.
- 10) Active participation in politics is not compatible with the academic life of students and as such students are not expected to indulge in public activities, which are of a political nature.
- 13) Students will not be permitted to make complaints in a body or present any collective petition, but are welcome to present their case, if any, either individually or through their proper representative.
- 14) Teaching-learning is in English Medium.
- 15) The College offers tutorials for deserving students as per their request and initiatives.
- 16) The college offers transport facilities to those who make the official requisition and pay the fees regularly.

ATTENDANCE

1. At Holy Cross College, regular and punctual attendance is absolutely mandatory. If any student is late for his/her class by more than 15 minutes then, he/she is to be considered absent for that class. Attendance for all classes in a day is mandatory. Attendance will be taken separately for each class. Each class will be of 45 minutes duration. Attendance to 6 classes/periods will amount to a day's attendance.
2. 75% of attendance is compulsory for being eligible to the College Tests and to apply for the University Examinations. Those having 74%-60% attendance will be considered non-collegiate and those below 60% attendance will be considered as dis-collegiate.
3. Shortage of attendance will invite strict censures including monetary penalty. With special permission from the Principal, students may be permitted to make up for the certain percentage of the deficit academic hours by the following: Class seminars, assignments, community services, project submissions and monetary penalty.
4. Students who are absent from classes for two weeks or more continuously without the written permission from the Principal/VP/AD, will be considered to have left the College. If they are permitted to join back, re-admission formalities will have to be strictly followed.
5. Monthly attendance bulletins are published through the College Notice Board. Students and parents must take note of their attendance status and do their best to ensure the required percentage of attendance.
6. In case of genuine need for leave of absence, when the necessity can be foreseen, prior permission from the Principal is to be obtained through an application to the effect from the Parent/Guardian. In case the absence is due to sudden illness or any unforeseen reason, documentary evidence shall be produced on return, not later than 3 days after returning to the class.

7. To be promoted to the Major, a student must have minimum 75% attendance in the curricular & co-curricular activities without the assistance of the submission of Leave of Absence document.
8. The Principal reserves the right to reject the leave application if he is not satisfied with the authenticity and validity of the reasons stated/documentary proof submitted.
9. Attendance for college examinations/internal assessments is absolutely mandatory. Every student is directed to take the college examinations seriously. No student is allowed to leave the examination hall before the expiry of the time. The results of the Examinations along with the Attendance Status will be notified. Fines will be imposed for missing any examinations.
10. Attendance for departmental/co-curricular/club activities is compulsory and included in the College Attendance.
11. Students who are regular to the classes will be awarded appropriately.

FEE REGULATIONS:

1. The fees can be paid for the full year on the day of admission. In such cases it will be collected at the College Office and a 5% concession of tuitions fees will be granted. Fees once paid will not be refunded.
2. The fees shall be remitted in the Bank, for which the students shall obtain a fee book from the College office.
3. After the payment of the fee, the students must keep the receipt for future reference.
4. Absence with or without leave from the College shall not be an excuse for non-payment of fees on the prescribed date.
5. A student joining the College after the commencement of the academic year will have to pay the full fee for the year.

6. Students are expected to clear all their dues including fine, breakage, damages etc. before collecting the admit card for the University exams.
7. Monthly tuition fees have to be paid by the 10th of every month for 12 months.
8. The fees for the months of May and June have to be paid by the 10th of April.
9. All terms and conditions set forth, including fees and dues are liable to be revised whenever necessary.

CANCELLATION AND REFUND POLICY:

Admission cancellations can be done at the College office from 11.00 am-12.00 noon upto one month after completing the admission formalities.No refund will be done to the students for the amount paid to the college during admission. To be eligible to collect TC, the student should be upto date with payment of fees with no arrears.

LIBRARY RULES:

The lifeline of an educational institution is its library. HCC encourages all students to make use of the library facilities to the maximum. For the organized and effective use of the Library, the following norms shall apply:

1. Working Hours: The Library shall be open on all working days, from 09.00 am to 04.00 pm.
2. Every student/staff entering and leaving the Library must sign in the Log Book placed at the counter, with the exact time of entry/exit recorded.
3. The books from the Reference Section are not to be taken out of the Library. They are meant for spot reference only. For using a book from the Reference Section, the student may submit his/her ID card to the Librarian, and get the book issued for reference. The book shall be returned before the student leaves the library and the ID card claimed back.

4. A student may take a journal/periodical and leave his/her ID card in its place. The student may take back the ID on return of the journal/periodical to its proper place.
5. No books/journals/periodicals/newspapers other than the ones issued against one's library cards are allowed to be taken outside the Library.
6. No library materials will be issued against borrowed ID Cards. Issues are done in person against one's own ID card.
7. A book will be issued for a period of one week only. The books may be returned on any day before the due date. Failure to return the book by the expiry date will cause hardships to others who are in need of the book. Hence, the delay in returning the books will invite a fine of Rs.5/- per day. One can renew the book only once and after a gap of one week, the student can take the same book, if available.
8. The Library books shall be handled with care, without causing any damage to them. Loss of book/damage should be notified to the Librarian immediately. Damages will have to be paid for the same. If a Library Book is lost, it has to be replaced with a new one within 14 days of the original due date for return. Any delay in replacing the book will invite additional fine. If not replaced, the cost of the current edition of the book +Rs.100 as penalty will be levied against the student.
9. Strict silence is to be maintained in the Library. In case of any need, they should meet the librarian.
10. Persistent defaulters of various library rules will have their library services suspended.
11. No Dues Certificate from the Library is a must for the issue of Admit Card for the University Examinations.

Dress Code:**Note:**

On Mondays, Tuesdays, Thursdays and Fridays all Students are expected to attend classes in proper college uniform. On Wednesdays and Saturdays students are free to come in modest and decent dress and attend classes.

Young men: Pants (Black), Shirts (white with red stripes), and Neck ties (Maroon with College Logo) and Shoes (Black).

Young women: Salwar (Maroon) , Kameez (white with red stripes) and Dupatta (maroon with College Logo) and Shoes (Black).

Assessment of Students:

The College does continuous internal assessments of the students through regular tests, projects and assignments. The marks secured by the students at these assessments are considered along with their percentage of attendance before enrolling the student for University examinations. The examination committee's decision in this regard is final and binding.

AWARDS AND SCHOLARSHIPS

To facilitate quality education at affordable cost, HCC makes every effort possible to route the available scholarships for eligible students. It has also instituted its own merit and financial awards as well as scholarships and endowments through the generosity of benefactors.

All awards/scholarships are meant for regular students in "good standing". A student in good standing is defined as follows:

- a. Minimum attendance of 75% in each semester.
- b. Satisfactory performance in academic and co-curricular activities.
- c. Good conduct worthy of a student of HCC on and off campus, as detailed in the handbook.

- d. Healthy and appropriate linkages and communications on social net-working sites.
 - e. Abides by the rules and regulations of the College and other regulatory bodies in Higher Education.
- 1. Ishan-Uday Scholarship:**
 - Source: University Grants Commission (UGC)
 - Amount: Up to Rs.64,800 annually for entire course duration (10,000 numbers)
 - Date: Apply in July/August
 - Recipients: First year students with domicile in the Northeast, meritorious and in good standing.
 - Conditions: see the UGC website: www.ugs.ac.in/ner
 - 2. Scholarship for Meritorious students:**
 - Deepak Kumar Saha Memorial scholarship is awarded to financially challenged meritorious students every year.
 - Amount: 2500/- (1 number, Final year of study at the college)
 - Recipients: Financially challenged/differently abled students in good standing.
 - 3. Award for Best Reader: Mrs. Anlma Roy Award.**
 - The Best Readers from each Department will be awarded with a certificate and cash prize.
 - 3 numbers, one per year of study
 - Recipients: Selection depends on the use of the College Library and the books borrowed and read.
 - 4. Award for academic excellence: Santanu Kar Memorial Merit Award.**
 - Santanu Kar Memorial Merit Award will be given to the toppers of all Departments in the University Exams at the end of every academic year.

- Amount: Rs.27,900 (One per department, Year-wise)

5. Award for Regularity:

- The College provides cash awards and certificates to students who are regular to classes and the awards are normally given out during the Fresher's Day of the college at the beginning of the academic year.

6. HCC Award for all rounder:

- HCC awards one final year student every year with the tuition fee waiver for the 6th semester.
- Selection will be based on the highest percentage in the University Exams taking the average of all 5 semesters, who is an all rounder in good standing.

7. Post-Matric Scholarship: <http://www.scholarships.net.in/1447.html>

The scholarship is to be awarded for studies in India in a government or private higher secondary school/college/university, including such residential institutes of the Government and eligible private institutes selected and notified in a transparent manner by the State Government/Union Territory Administration concerned.

Admission and tuition fee for under graduate students.

Hosteller: Actual subject to a maximum ceiling of Rs.3, 000 p.a.

Day scholar : Actual subject to a maximum ceiling of Rs.3,000 p.a.

Website : http://minoritieswelfare.tripura.gov.in/list_of_notices

How to Apply: The Post Matric Scholarship Scheme is online Scheme. In order to apply online please visit the website through URL www.scholarships.gov.in link to the site is also provided in the website of the Ministry of Minority Affairs, i.e. www.minorityaffairs.gov.in.

Apply Online : <https://www.scholarships.gov.in/main.do>

8. NEC Scholarships: <http://tripurapass.cgg.gov.in/ScholarshipsOffered.do>

These NEC stipends and book grants are available for studies in India only and shall be awarded by North

Eastern States from the funds allotted from North Eastern Council, Secretariat, Shillong. Current stipend rates for degree courses is; Rs.1000/- p.m. as Stipend and Rs 1400/- p.a. as Books grant. For details of this scholarship, refer to the following URL.
<http://tripuraepass.cgg.gov.in/ScholarshipsOffered.do>



STUDENTS' WELFARE SUB-COMMITTEES

CELLS AND CLUBS

As the names and titles suggest, the Students' Welfare Committees of the College pivot around the students. It is the commitment of the College to serve the students and to sustain the healthy practices that makes Holy Cross College unique in its pursuit for quality education aiming at educating hearts and minds. Students are encouraged to cooperate and collaborate with the teachers responsible for various activities. The following are the Cells, Committees and Co-curricular Clubs which include both teachers and students:

CELLS

Num	Name of the Cell	Faculty	Students
01.	Library Awareness & Dvpt. Cell	5	0
02.	College website Cell	2	0
03.	Grievance Cell	4	0
04.	Career Guidance & Placement Cell	6	0
05.	Anti-Ragging Cell	8	0
06.	Anti-Sexual Harassment Cell	8	0
07.	RTI Cell	3	0
08.	Research & Development Cell	4	0

COMMITTEES

Num	Names of the Committees	Faculty	Students
01.	Annual Report Committee	7	0
02.	Annual Appraisal Report Committee	3	0
03.	Attendance Monitoring Committee	7	0
04.	Accounts Committee	5	0
05.	Sports Cultural Committee	8	8
06.	Counselling Committee	6	0
07.	College Fest – Tejas- Committee	8	8
08.	College Graduation Day Committee	8	4
09.	Co-curricular Organizing & Documentation Committee	7	4
10.	College Examination Committee	7	0
11.	Creativity Committee	7	5
12.	Disciplinary Committee	5	0

13.	Documentation Committee	6	0
14.	Exposure & Field trip committee	6	0
15.	Picnic Organizing Com.	7	5
16.	Magazine Committee	4	3
17.	Students Feed Back Committee	4	0
18.	Vigilance Committee	5	4
19.	Volunteer Committee	4	4
20.	Study Tour Committee	5	4

CO-CURRICULAR CLUBS

Num	Names of the Committees	Faculty	Students
01.	Debate Club	2	40
02.	Eco- Nature club	2	40
03.	Quiz Club	2	30
04.	Dance Club	4	40
05.	Sports Club	2	40
06.	IT Club	2	25
07.	Photography Club	2	30
08.	Literary & Poetry Club	3	40
09.	Science Club	2	30
10.	Social Outreach Club	3	40
11.	Red Ribbon Club	2	30
12.	Ethnic Club	2	40
13.	Theatre Club	3	40
14.	Music Club	4	40
15.	Health & Well-being Club	2	30

SPECIAL CELLS, COUNCILS, FORUM & ASSOCIATION

Num	Names of the Committees	Faculty	Students
01.	IQAC-Internal Quality Assurance Cele	10	0
02.	CAC-College Advancement Cell	11	0
03.	Science Forum	4	4
04.	Value Education Council	4	4
05.	Academic Council	6	0
06.	Student's Council	1	8
07.	Alumni Association (Officials-08)		

CELLS

1. Library Awareness & Development Cell:

Convener : Kanguiliu Pamei

Jt. Convener : Jinesh Augustian

Members:

Sr. Sheela, FSM

Samrat Ratna Sutradhar

Sr. Mariet, FSM

2. College Website Cell:

1. Mandrita Saha

2. Samrat Ratna Sutradhar

3. Grievance Cell:

1. Dr. Fr. Shaji M.L., CSC

2. Dr. Pankaj Chakraborty

3. Dr. Reba Chakraborty

4. Fr. Sijo Joseph, CSC

4. Career Guidance & placement Cell:

Convener : Mr. Shankha Shubhra Shadra

Jt. Convener : Dr. Fr. Paul Pudussery, CSC

Members:

1. Sharmistha Rokshit

2. Dr. Dilip Nath

3. Moushumi Jena

4. Shuka Singha

5. Anti Ragging Cell:

Chairperson : Dr. Fr. Emmanuel KallarCakal, CSC

Vice-Chairperson : Dr. Fr. Shaji M.L., CSC

Convener : Dr. Pankaj Chakraborty

Members:

1. Dr. Reba Chakravarty

2. Shankha Shubhra Bhadra

3. Moumita Dey

4. Sharmistha Rakshit

5. Dr. Tomina N.S.

6. Anti Sexual Harassment Cell:

Chairperson : Dr. Fr. Emmanuel Kallarcakal, CSC

Vice-Chairperson: Dr. Fr. Shaji M.L., CSC

Convener : Dr. Reba Chakravarty

Jt. Convener : Fr. Sijo Joseph, CSC

Members:

1. Shankha Shubhra Bhadra

2. Moumita Dey

3. Sharmistha Rakshit

4. Shankha Raj Guha

7. RTI Cell:

Dr. Fr. Shaji M.L., CSC

Fr. Sijo Joseph, CSC

Dr. Pankaj Chakraborty

8. Research & Dvpt.Cell:

Dr. Fr. Emmanuel Kallarcakal, CSC

Dr. Pankaj Chakraborty

Dr. Dilip Nath

Dr. Sr. Janet Tellis, SSpS

COMMITTEES

1. Annual Report Committee:

Convener : Fr. Sijo Joseph, CSC

Jt. Convener : Dr. Pankaj Chakraborty

Member:

1. Dr. Reba Chakravarty

2. Shankha Shubhra Bhadra

3. Moumita Dey

4. Sharmistha Rakshit

5. Shankha Raj Guha

2. Annual Appraisal Report Committee:

1. Dr. Fr. Shaji M.L., CSC

2. Dr. Pankaj Chakraborty

3. Dr. Reba Chakravarty

3. Attendance Monitoring Committee:

Convener : Sr. Marina, BS

Jt Convener : Dr. Tomina N.S

Member:

1. Dr. Reba Chakravarty

2. Shankha Shubhra Bhadra

3. Moumita Dey

4. Sharmistha Rakshit

5. Shankha Raj Guha

4. Accounts Committee:

1. Dr. Fr. Emmanuel Kallarcakal, CSC
2. Dr. Fr. Shaji M.L., CSC
3. Fr. Sijo Joseph, CSC
4. Fr. Robert Mathias, CSC
5. Sabyasachi Biswas

5. Sports & Cultural Committee:

Convener : Sangita Chakraborty
Jt. Convener : Moumita Dey

Members:

1. Dr. Dipanwita Chaudhuri Sil
2. Piyali Dhar
3. Barnita Majumder
4. Sharmili Chakraborty
5. Rajesh Nath

6. Counselling

Convener : Moushumi Jene
Jt. Convener : Dr. Reba Chakravarty

Members

1. Moumita Dey
2. Sharmistha Rakshit
3. Dr. Sr. Marina, BS
4. Shankha Shubhra Bhadra

7. College Fest-Tejas Committee

1. Dr. Fr. Shaji M.L., CSC
2. Shankha Shubhra Bhadra
3. Fr. Sijo Joseph, CSC
4. Rashmita Deb
5. Sharmistha Rakshit
6. Moumita Dey
7. Sushobhan Sengupta
8. Sentienla

8. College Graduation Day Committee:

Convener : Dr. Pankaj Chakraborty
Jt. Convener : Moumita Dey

Members

1. Dr. Reba Chakravarty
2. Shankha Shubhra Bhadra

3. Moumita Dey
4. Sharmistha Rakshit
5. Mainak Majumder
6. Nilanjana Chakraborty

9. Co-Curricular Organizing and Documentation Committee:

Convener : Dr. Reba Chakravarty

Jt. Convener : Sharmistha Rakshit

Members

1. Dr. Dipanwita Chawdhuri SII
2. Shyamall Dos
3. Rajesh Nath
4. Plyali Dhar
5. Sangita Chakraborty.

10. College Examination Committee:

Convener : Shankha Shubhra Bhadra

Jt. Convener : Dr. Reba Chakravarty & Dr. Tomina N.S.

Member

1. Mounita Dey
2. Sharmistha Rakshit
3. Rashmita Deb
4. Animesh Dey

11. Creativity Committee:

1. Dr. Fr. Shaji M.L., CSC
2. Fr. Sijo Joseph, CSC
3. Mainak Majumder
4. Dr. Sr. Marina, BS
5. Barnita Majumder
6. Plyali Dhar
7. Etemi Debbarma

12. Disciplinary Committee:

Convener : Dr. Fr. Shaji M.L., CSC

Jt. Convener : Dr. Pankaj Chakraborty

Members

1. Fr. Sijo Joseph, CSC
2. Sr. Mariet, FSM
3. Dr. Sr. Marina, BS.

13. Documentation Committee:

1. Dr. Reba Chakravarty
2. Shankha Shubhra Bhadra
3. Sharmistha Rakshit

4. Dr. Tomina, N.S.
5. Sr. Sheela, FSM
6. Moushumi Deb Roy

14. Exposure & Field Trip Committee:

1. Sushabhan Sengupta
2. Sharmistha Rakshit
3. Elemi Debbarna
4. Rashmita Deb
5. Dr. Dilip Nath
6. Dr. Dipanwita Chaudhuri Sil

15. Excursion /Picnic Organizing Committee:

1. Shankha Shubhra Bhadra
2. Sharmistha Rakshit
3. Barnita Majumder
4. Elemi Debbarna
5. Dr. Dilip Nath
6. Sr. Sheela, FSM
7. Dr. Sr. Marina. BS.

16. Magazine Committee:

1. Dr. Sr. Marina, BS, Editor in Chief
2. Moumita Dey,
3. Sr. Marlet, FSM
4. Elemi Debbarna
5. Student 1
6. Student 2
7. Student 3

17. Students Feedback Committee:

Chairman : Dr. Fr. Emmanuel Kallarackal, CSC
Vice Chairman : Dr. Fr. Shaji M.L., CSC

Members

1. Dr. Pankaj Chakraborty
2. Dr. Reba Chakravarty

18. Vigilance Committee:

1. Dr. Fr. Shaji M.L., CSC
2. Fr. Sijo Joseph, CSC
3. Dr. Pankaj Chakraborty
4. Dr. Reba Chakravarty
5. Dr. Tomina N.S.

19. Volunteer Committee:

1. Dr. Tomina, N.S.
2. Sangita Chakraborty
3. Rajesh Nath
4. Sushobhan Sengupta

20. Study Tour Committee:

1. Fr. Sijo Joseph, CSC
2. Dr. Pankaj Chakraborty
3. Shankha Shubhra Bhadra
4. Sharmistha Rakshit
5. Sushobhari Sengupta

CLUBS

1. Debate Club:

Sharmistha Rakshit
Moumita Dey

2. Eco & Nature Club

Dr. Dilip Nath
Shymali Das

3. Quiz Club:

Dr. Reba Chakravarty
Sukanya Bhattacharjee

4. Dance Club:

Eleml Debbarna
Bamita Majumder
Shamill Chakraborty
Dipanwita Chakraborty

5. Sports Club:

Sangita Chakraborty
Jinesh Augustian

6. IT Club:

Mandrita Saha
Samrat Ratna Sutradhar

7. Photography Club:

Jinesh Augustian
Dr. Fr. Paul Pudussery, CSC
Fr. Sijo Joseph, CSC

8. Literary & Poetry Club:

Moumita Dey
Dr. Sr. Marina, BS
Bamita Majumder

9. Science Club:

Dr. Dipanwita Chaudhuri Sil
Shyamaui Das

10. Social Outreach Club:

Sanglta Chakraborty
Rashmita Deb
Sr. Sheela, FSM

11. Red Ribbon Club:

Dr. Dipanwita Chaudhuri Sil
Moushumi Jena

12. Ethnic Club:

Sentlela
Elemi Debbarma

13. Theatre Club:

Bamita Majumder
Shukla Singha
Dr. Tomina, N.S.

14. Music Club:

Dr. Dipanwita Chaudhuri
Piyali Dhar
Biswarupa Dutta
Nilanjana Chakraborty.

15. Health & Well Being Club:

Shyamall Das
Rashmita Deb

SPECIAL CELLS & COUNCILS

1. IQAC:

President/Chair Person : Dr. Fr. Emmanuel Kallarackal, CSC
Vice- President : Dr. Fr. Shaji M.L, CSC
Coordinator : Dr. Pankaj Chakraborty
Members : Fr. Sijo Joseph, CSC
: Dr. Reba Chakravarty
: Sharmistha Rokshit
: Shankha Shubhra Bhadra
: Moumita Dey
: Sushobhan Sengupta
: Fr. Valerian Castellino, CSC
: Arijit Debbarma
: Santi Debbarma
(Local Society Member)
: Mr. Hiralal Chakraborty
(Guardian Representative)

2. CAC

President/ChairPerson : Dr. Fr. Emmanuel Kallarackal, CSC
Vice- President : Dr. Fr. Shaji M.L, CSC
Convener : Fr. Sijo Joseph, CSC
Director : Niloy Sengupta
Secretary : Sr. Sheela, FSM

Joint Secretary/CAO : Samrat Ratna Sutradhar
Treasurer/Chief
Financial Manager : Sabyasachi Biswas
Public Relation Officer : Dr. Pankaj Chakraborty
Member of the Committee : Dr. Reba Chakravarty
Member of the Committee : Shankha Shubhra Shadra
Member of the Committee : Dr. Tomina N.S.

3. Science Forum

Dr. Reba Chakravarty
Dr. Dillip Nath
Dr. Dipanwita Chaudhuri
Shyamali Das

4. Value Education

Dr. Fr. Shaji M.L, CSC
Fr. Sijo Joseph, CSC
Dr. Tomina N.S
Dr. Sr. Marina, BS
Dr. Fr. Paul Pudussery, CSC

5. Academic Council

Dr. Fr. Shaji M.L, CSC
Dr. Pankaj Chakraborty
Dr. Reba Chakravarty
Moumita Dey
Sharmistha Rakshit
Shankha Shubhra Bhadra
Dr. Anjali Chakraborty (External)
Prof. Chandrika Basu Majumder (External)

6. Alumni Association (Basillans)

President : Dr. Fr. Emmanue' Kallarackal, CSC
Vice -President : Dr. Fr. Shaji M.L, CSC
Secretary : Arijit Debbarma
Jt. Secretary : Merelin Darlong
Treasurer : Chiman Debbarma
Co-ordinator : Dr. Pankaj Chakraborty,
Asst. Co-ordinators : Shankha Shubhra Bhadra &
Sharmistha Rakshit

STUDENTS' COUNCIL

The Students' Council is a student body of the college, comprising of elected representatives who have been nominated by the students for their academic and cocurricular achievements and leadership skills. The core group consists of 8 members who are designated as the president, VicePresident and councilors. The principal is the Chairperson of the Council. The extended Students' Council consists of all class representatives and VP, Dean & AC.

Procedure for membership in the Council:

The College practises a democratic system whereby the students elect separately the president and VicePresident keeping gender parity. The candidates are declared by the Principal after the nominations have been submitted. The 06 councilors are selected by the Management and teaching faculty after the President and VicePresident have been elected and formally approved by the Management and teaching faculty. The elections are conducted during the second half of the academic year and the Council members assume office from the day of induction and investiture ceremony. It continues its term during the ensuing academic year till the election and induction of the new council members.

Purpose

The purpose of the council shall be:

- To represent the students as a direct liaison between the students, the administration and the faculty.
- To inform the students any matters concerning them.
- To provide an open forum for all students' views.
- To protect students' rights.
- To provide orderly direction of students' council sponsored activities and to teach leadership skills, preparing future leaders.
- To train students in the democratic process.

Term:

The Council functions for one year term.

Functions:

- The Council's main objective is to provide assistance to the Principal and Faculty whenever needed.
- The Council shall assist the student's welfare sub-committees.
- Each member is responsible for and accountable to the Council.
- The Council plays a major role in the meticulous planning and organization of the various co-curricular activities of the College during the year.

CORE-COMMITTEE MEMBERS (2016-2017)

#	Title	Names	Designation
01.	Chairman	Dr. Fr. Emmanuel Kallarackal, CSC	(Principal)
02.	President	Samujit Das	PBO-Discipline
03.	Vice-President	Madama Cheroi	Campus Discipline
04.	Councillor 1	Krishna Nath Sharma	Secretary, Documentation
05.	Councillor 2	Bhuresh Debbarma	Treasurer, Discipline
06.	Councillor 3	Saptadipn Datta	Student Welfare
07.	Councillor 4	Rahul R. J.	Social Work & Discipline
08.	Councillor 5	Manishankar Das	Publications, Literary Activities
09.	Councillor 6	Indrakshi Paul	Seminars & Research
10.	Councillor 7	Nitendra Beary	Food Court & Environment
11.	Councillor 8	Christina Debei	Cultural Activities
12.	Councillor 9	Nitesh Kumar Bhosraik	Games & Sports
13.	Councillor 10	Sherhani Das	Cultural Activities

The Self is not something ready-made, But something in continuous formation through choice of action

NATIONAL SERVICE SCHEME (N.S.S.)

The National Service Scheme with its motto, "Not Me But You" underlies that the welfare of an individual is ultimately dependent on the welfare of the society as a whole. The main objective of NSS is to develop the personality of the volunteers through community service. It aims at inculcating amongst the volunteers a spirit of team work, service to the community they live in and character-building which ultimately leads to the development of their personality as a caring human being.

It is the prime objective of the NSS movement that units adopt a village for development and social awareness programmes. Holy Cross College has adopted Jubatara village and the surrounding area of the Jubatara campus. In addition, the College unit conducts a number of regular activities which include Cleaning drives, AIDS awareness program, Blood Donation, observing important events like World Environment Day, World AIDS day and National Integration Week.

Presently Holy Cross College has one unit of NSS with a Program Officer (PO). The Program officer will conduct classes for the students from time to time. In collaboration with the teaching faculty of various departments, the PO also organizes exposure programs.

NATIONAL CADET CORPS (NCC)

The National Cadet Corps (NCC) aims to create organized, trained and motivated youths by developing qualities of leadership, team spirit, secular outlook, ideals of selfless service and spirit of adventure.

Institution:

The National Cadet Corps has its genesis in the "University Corps" which was created under the Indian Defence Act, 1917 with the aim to make up the shortage of the Army. In 1920, when the Indian Territorial Act was passed, the University Corps was replaced by University Training Corps (UTC). In 1942, the University Training Corps was renamed as the University Officers Training Corps (UOTC). In order to create

a youth organization at the national level, a Committee under Pandit HN Kunzru was set up in 1946. Recommendations of this Committee paved the way for the formation of NCC. Thus, the National Cadet Corps came into existence under the National Cadet Corps Act XXXI of 1948 under the Ministry of Defence (MOD).

Aims of NCC

- To develop character, comradeship, discipline, leadership, secular outlook, spirit of adventure and the ideals of selfless service amongst the youth of the country.
- To create a human resource of organized, trained and motivated youth, to provide leadership in all walks of life and always available for the service of the nation.
- To provide a suitable environment to motivate the youth to take up a career in the Armed Forces.

Motto

The motto of NCC is "Unity and Discipline".

Growth

The Corps which started in a small way with a cadet strength of 1.67 lakhs had grown to 13 lakhs in 2008. The network of 774 NCC Units are spread all over the country through 4880 Colleges as 7783 schools according to the information available in 2008. Today, the number of Cadets would have crossed a few more lakhs and the number of units would have gone up by a few more thousands.

The National Cadet Corps was given an inter service image in 1950 when the Air Wing was added, followed by the Naval Wing in 1952. Earlier, in 1949, the Girls' Division had been brought in to give equal opportunity to school and college going girls of the nation. In 1952, the NCC curriculum was extended to include community development as part of the NCC syllabus.

Activities

The activities of NCC can be broadly divided into the following distinct categories described below:-

- Institution Training.
- Community Development Programs cum Social

Service Activities.

- Youth Exchange Programmes.
- Adventure Training & Sports.

Advisory Committee

There are two advisor Committees. The Central Advisory Committee (CAC) is the highest policy making body at the National Level. State Advisory Committee (SAC) is shared by the Chief Ministers of the respective States.

Benefits of NCC Cadets

Defence Services

a) Vacancies reserved for commission in the defence Forces for NCC "C" certified holders:-

I. Army – IMA Dehradun, 64 vacancies every year through UPSC and SSB interview. OTA Chennai – 100 vacancies every year for Short Service Commission (Non Tech), no UPSC exam, only SSB interview.

II. Navy – 6 vacancies per course. No UPSC exam, only SSB interview. Two years age relaxation for NCC "C" certificate holders.

III. Indian Air Force – 10% in all courses including flying training courses. No UPSC exam, only SSB.

b) For ORS, Sailors, Airmen: 5 to 10% bonus marks awarded for recruitment.

General

c) **Para Military Forces** – 2 to 10 bonus marks awarded for recruitment.

d) **Department of Telecommunications** – Bonus marks awarded for recruitment.

e) **NCC** – Civilian Gliding Instructors, Cadet Instructors/Whole time officers.

f) **State Government** – Preference for State Services in certain states.

g) **Industry** – Many industries give preference to NCC "C" certificate holders for various jobs.

h) **NCC Games** – Cash awards to teams and individuals for excellence.

NCC Scholarship Scheme

Scholarship of Rs. 5,000/- each per annum to 500 deserving NCC cadets who have excelled in academics. Award of Rs. 3,000/- each to the best cadets and Rs. 2000/- each to the second best cadets in each group.

Annual Sahara Scholarship

- a) Sahara Group of Companies have formulated a scheme for granting scholarship to cadets as under:-
- I. Rs. 5,000/- each for 368 cadets of Junior Division/Junior Wing (JD/JW).
 - II. Rs. 15,000/- each for 386 cadets of Senior Division/Senior Wing (SD/SW).
 - III. Rs. 40,000/- each for 66 cadets for higher studies.
- b) All cadets are to apply through their respective NCC Unit/Wing.

Orientation Program for Freshers

Orientation programme initiate new comers (Freshers) into the philosophy and ethos of the College. The week-long program is aimed at the inculcation of a sense of responsibility. Students are given the vision of the college. There is an emphasis of continuous human resource development and apart from motivating a sense of unity amongst the students; a desire to draw out inner potentials is deeply and intensely felt. Inspirational thoughts merge with the knowledge that change is the only constant and help facilitate students' scope with confusing trends of the day providing for a more holistic growth. Orientation program also helps to mutually familiarize the faculty with students and students with the faculty as irrespective of the department all members of the teaching faculty are involved in the orientation program for freshers. It also gives a chance for the new comers to get to know the seniors and for the seniors to interact and get to know the freshers.

Prayer Days

Prayer is the powerful expression of gratitude and appeal. Prayer days, which are organized for the students will encourage them to explore the depth of their spirituality – their relationship with God, the most essential part of ones being. Through 'prayer days' we not only find communion with our Maker but also focus on issues of importance that you as a conscientious human being need to address. We are all children of the same God who is our loving Father. Praying together will break all barriers and prejudices. When we assemble together as a community, God prays with us.

Our prayers have the power to move mountains. The efficacy of our prayers is proportionate to the faith we have in ourselves and others. It is good to cultivate the attitude of praising and glorifying God whenever our prayers are answered.

The followings are some of the intentions that we can have during our '**prayer days**'

- To thank God for the pioneers of our College. The College will turn 07 on the 9nd July, 2016.
- To pray for the members of the IQAC (The Internal Quality assurance Cell) which has been entrusted with the very demanding tasks, including the preparation for the accreditation of the College by NAAC.
- To beg God that the members of the Alumni and the faculty members who toil to make the association a shining star of Tripura and northeast India get positive supports.
- To have that each one of you students put the welfare of the other in your thoughts.
- To remember the children and the downtrodden who are being exploited by vested interested people.
- To pray for the gift of forgiveness and reconciliation.
- To be generous, dynamic young people with vision and courage.
- To thank God for the gift of life, healthy mind and the body, for the gift of peace and tolerance.
- To pray for the leaders of the Country, the State and the World.

- To thank God for the gift of nature, and make reparation for the sins against the environment.
- Many other intentions that you, your leaders and teachers have.

The Alumni Association of Holy Cross College (BASILIANS)

The Alumni Association of Holy Cross College was born in 2012, three years after the establishment of the College as the First Batch/Class of students passed out of the college.

It was inaugurated by the Hon'ble Chief Minister of Tripura during the first ever College Fest, "Tejas 2012". The Alumni association is called 'Basilians', a name after the name of the Founder of Holy Cross Congregation, **Blessed Basil Antony Moreau**. The name was proposed by Fr. George Kallungal, CSC.

Since its official Inauguration, the Basilians met periodically and regularly especially during the Puja vacations. Arijit Debbarman accepted to be its first Vice-President and Merelyn Darlong its first Secretary. The Principal in the ex-officio president.

Under the dynamic leadership of the Principal and the intrepid steps taken by Pankaj Chakraborty, the Co-ordinator, Shanka Shubra Bhadra and Ms Sharmistha Rakshit, the Asst. Co-ordinators, the Association has become very active and effective. Realizing that the life of the Association cannot continue without the cooperation of each and every member of the teaching Faculty, it was resolved that teachers be automatically members of the association. It is the objective of the association that all the outgoing students become active members. The Association has been conducting various activities time and again.

*Our proudest tradition is
compassing and innovation*

**HIGHLIGHTS OF LU. RULES AND REGULATIONS OF CREDIT BASED
SIX-SEMESTER DEGREE PROGRAMME OF
B.A/B.SC.B.COM. (GENERAL AND HONOURS)
(Effective from 2014-2015 Session)
DEGREE AND DURATION OF STUDIES**

SHORT TITLE, DEFINITION AND COMMENCEMENT:

- These Regulations shall be called "The Regulations of Credit based Six- Semester Degree Programmes of BA/BSc/B.Com (General and Honours).—
- These regulation shall be applicable to the students enrolled for BA/B.Sc/ B.Con (General & Hons) Programmes of Tripura University in the Credit based Semester System.
- These Regulations shall come into effect from the Undergraduate Academic Session 2014-2015.

There shall be programmes of study leading to the Degrees of Bachelor of Arts(BA), Bachelor of Science (B.Sc.), Bachelor of Commerce (B.Com), Bachelor of Arts with Hons (BA(Hons)), Bachelor of Science with Hons (B.Sc(Hons)), Bachelor of Commerce with Hons (B.Com (Hons)). Each program shall be of six Semesters duration leading to either Three Year Degree Programme (General) (TDPG) or Three Year Degree Programme (Honours) (TDPH) Degree in respective programmes under Tripura University.

Definitions:

- **Academic Year:** An 'academic year' means a period of twelve months consisting of two Semesters.
- **Course:** 'Course' means a segment of subject matter to be covered in a Semester. A course may be considered as a paper in conventional education system.
- **Compulsory :**'Compulsory' courses mean such courses that a student has to compulsorily study during the semesters as prescribed by the university.

- **Credit:** 'Credit' (Cr) of a course is a measure of the weekly unit of the work assigned for the course. One Credit is a measure consisting of 1 contact hour per week in Theory, 2 contact hours per week in Practical and 3 contact hours per week in Field Study. For Theory/Practical papers for 100 marks, there will be 4 credit usually. For Project paper the credit will be 6 and for FNDC(English)/FNDC (Computer Skill) the credit will be 5 each.
- **Credit Grade Point :** Credit Grade Point' (P) of a Course in the value obtained by multiplying the Grade Point (G) by the Credit (Cr) of the Course : $P = G \times Cr$.
- **CGPA:** 'Cumulative Grade Point Average' (CGPA) is the value obtained by dividing the sum of Credit Grade Pts in oil course taken by a student for the entire Programme total number of credits and shall be rounded to two decimal places.
- **Grade:** 'Grade' in a course/programme is a letter symbol (O, A+, A, B+ B, C, F) which indicates the comparative level of performance of a student in a course/programme.
- **Grade Card :** 'Grade Card' is a card containing grades secured by a student in each Course/Programme in a Semester-based Programme, together with his/her SGPA and CGPA.
- **Programme :** 'Programme' means the entire course of study and examinations in a particular field of study.
Subject: A 'subject' is the main discipline of a department of study. If there is only one course in a subject in any part, the course shall be treated as a subject.
- **SGPA:** Semester Grade Point Average (SGPA) is the value obtained by dividing the sum of Credit Grade Points(P) obtained by a student in the various courses taken in a semester by the total number of credits taken by him/her

in that semester. The Grade Point shall be rounded off to two decimal places. SGPI determines the overall performance of a student at the end of a semester.

- ◆ There shall be six Semesters in both TDP (General) and TDP (Hans) of Three year duration. In each year there shall be two semesters:

First Year : First and Second Semester
Second Year : Third and Fourth Semester
Third Year : Fifth and Sixth Semester.

- ◆ **Semesters Classification :**

Odd Semesters (First, Third and Fifth) : July — December
Even Semesters (Second, Fourth and Sixth) : January — June.

- ◆ The Degrees of Arts or of Science or of Commerce in TDP (General & TDP (Honours) shall be awarded on the basis of successful completion of all the Semester Examinations.

The Final results will be given on the basis of marks/grade obtained in 1st, 2nd, 3rd, 4th, 5th and 6th semester Examinations taken together.

- ◆ In case of Arts or Science Programme the term "Subject" occurring in the following paragraphs shall mean a "Specified subject of study", whereas in case of Commerce it shall mean concerned "Group of subject".

- ◆ **ELIGIBILITY FOR ADMISSION**

Any student passing H.S.(+2) examination or its equivalent with at least 4 subjects including English from any recognized Board/Council shall be eligible for admission to the 1st Semester of the B.A./B.Sc./B.Com (Honours/General) Programme of studies subject to availability of seats and restriction of combination of subjects. However, no student shall be allowed for admission into 1st Semester course of studies after a lapse of more than 5 (five) years from the year of passing the previous qualifying

examination. (Explanation : The year of admission shall not be taken into account while calculating five years from the year of passing the previous qualifying examination.

(**Explanation** : The year of admission shall not be taken into account while calculating five years from the year of passing the previous qualifying Examination).

- Any student passing H.S (+2) examination or its equivalent with at least 4 Subjects including English from any recognized Board/Council shall be eligible for admission to the 1st Semester of the B.A. (Hons)/ B.Sc (Hons)/ B.Com (Hons) programme of studies subject to availability of seats and restriction of combination of subjects and provided that he/she has secured in that examination, at least.
- 40% marks in aggregate and 45% mark in the subject in which he/she seeks Honours
- 35% marks in the concerned subject (Group 8CoLrS)
- | Any one securing at least 50% marks in aggregate shall be eligible for taking Honours in a subject, which he/she did not study in H.S. (+2) examination or its equivalents subject to restriction of combination of subjects.
- A student seeking admission to B.Com (Honours) programme must fulfill the conditions as laid down below in addition to conditions.
- Has secured at least 40% marks in Mathematics at Madhyamik or its equivalent examination.

OR

- Must have passed H.S(+2) or equivalent examination with Mathematics

OR

- Must have passed the two Commerce papers.

- Admission test be taken by the college in case the number of students seeking admission to Honours programme exceeds the number of intake capacity in a particular Honours subject approved by the University.

or

- A student shall not be allowed to take Honours in a subject in which he/she has failed in H.S. (+2) examination or its equivalent but subsequently passed as a compartmental Candidate.
- All admission processes to First Semester classes in the affiliated Degree Colleges shall be completed latest by, 10th July of each academic year, in case of other semester, provisional admission to subsequent semester classes be completed within fifteen days from the date of completion of previous semester examination.
- A student shall have to apply with 1 copy of recent passport size photo for university registration in prescribed form within 30 days from the last date of admission. No. application for registration will be entertained after the expiry of this stipulated period.
- A student shall be allowed to change a subject (s)/ stream within 15 days from his/her Admission to the College, subject to the restriction of combination of subjects laid down by the respective college. No such change shall be entertained once application for University registration is forwarded to the University from the college.
- No student shall be allowed to prosecute two regular programmes offered by the Tripura University simultaneously.
- In regard to marks bar for admission against reserve seats/quotes for ST/SC/PH/OBC Candidates the guidelines /instructions of UGC will be followed from time to time.

Structure of courses of the programmes:

TDPG and TDPH shall have following components

- I. Compulsory (Foundation) Course
- II. Honours Courses
- III. Core (Elective) Course
- IV. Soft study Courses.

The Soft Study courses and Foundation courses are meant to develop the students' communicative skill and social awareness at Undergraduate level.

- A student admitted to General Program (TDPG) shall study Three Core (Elective) subjects in addition to Foundation Courses. Each Core subject shall have total 500 marks (i.e. five courses 100 marks each).
- ◆ A student admitted to TDP (Honours) shall study Honours subject of 800 marks (i.e. 8 courses of 100 marks each), along with two core (Elective) subjects of 500 marks each (i.e. five courses of 100 marks each) in addition to Foundation Courses.
- ◆ A student of TDP (General) shall have a project paper of 100 marks (of 6 credits) on any topic of the Core (Elective) subjects he/she studied at TDP(G) whereas TDP (Honours) student also shall have a project paper on an topic of his/her Honours subject.
- ◆ In addition to Core (Elective) subjects, Foundation Course and Project a student of TDP (General) and TDP (Honours) shall study 3(three) and 2(two) Soft-Study course respectively as would be available in the concerned colleges. The schedule of Soft Study Courses are shown in Annexure-II.
- ◆ Since the semester involved continuous assessment there would be no scope for a student to appear as a private student in any subject.

- ◆ A student must pass all his/her semester examination within six years from the date of admission to the first semester classes.
- ◆ Students performance should be monitored through the semester by continuous assessment in the theory and practical courses. Evaluation of the student performance in each of the theory and practical courses. Evaluation the student performance in each of the theory and practical course will be based on the following Internal Evaluation: 20% marks. External Evaluation : 80% marks.
- ◆ Internal Evaluation shall be based on two session examinations and seminar/ Group Discussion etc.
- ◆ The medium of instructions for TDP(General) and TDP(Hon) shall be in English and the Candidates will be required answer preferably in English other than language subject. The question papers shall be set only in English (Other than language subjects) for Honours as well as General papers of different subjects.

**STRUCTURE OF SYLLABUS, QUESTION
PATTERN & DISTRIBUTION OF MARKS.**

**STRUCTURE OF SYLLABUS:
GENERAL PROGRAMME**

- A. For courses of 100 marks without practical component:
 - I. Internal Assessment: 20 marks
 - II. For rest 80 marks there shall be 4 units of 20 marks each.
 - B. For courses of 100 marks with practical component:
 - III. Internal Assessment: 20 marks (10 marks Theory + 10 marks Practical)
 - IV. For rest 80 marks will have 2 components:
 - 1. Practical: 40 marks
 - 2. Theory: 40
- For 40 marks of Theory there will be two units 20 marks each.

HONOURS PROGRAMME

- A. For course of 100 marks without practical component:
 - v. Internal Assessment: 20 marks

- vi. For rest 80 marks there shall be 4 units of 20 marks each.
 - B. For courses of 100 marks with practical component:
 - vii. Internal Assessment: 20 marks (12 marks Theory + 08 marks Practical)
 - viii. For rest marks
 - 1. Practical : 32
 - 2. Theory : 48 marks
- For 48 marks of Theory there

QUESTION PATTERN:

- 1. There will be no multiple choice type of Question (MCQ) in Honours and paper (s) having Practical Component.
- 2. In other papers, 50% marks of theory component will be earmarked for MCQ type of questions and remaining 50% the questions will be of Broad / Descriptive type. The MCQ type of questions and Broad / Descriptive questions will be set covering all the units of a course / paper.

GENERAL PROGRAMME

- A. For courses of 100 marks without practical component:
 - I. Internal Assessment: 20 Marks
 - II. For each rest 80 marks of MCQ type (40 questions of 1 mark each with four alternative answer for each question) +40 marks of Broad / descriptive type.
 - III. Two questions of 10 marks each will be set from each unit out of which one question will be attempted by the candidate. That is, a student will answer four questions, one from each unit out of eight questions from four units.
 - III. For 40 marks of theory there will be three questions of 10 marks from each unit out of which a student will answer two questions. That is, a student will answer four questions, taking two from each unit out of six questions from two units.

Unit	No. of Questions		
	To be set	To be answered	Marks
1	2	1	10 x 1 = 10
2	2	1	10 x 1 = 10
3	2	1	10 x 1 = 10
4	2	1	10 x 1 = 10
4	8	4	40

- B. For courses of 100 marks with practical component:
- I. Internal assessment : 20 marks (10 marks theory + 10 marks practical)
 - II. For rest 80 marks there will be 2 components:
 1. Practical : 40 marks
 2. Theory : 40 marks
 - III. For 40 marks of theory there will be three questions of 10 marks from each unit out of which a student will answer two questions. That is, a student will answer four questions, taking two from each unit out of six questions from two units.

Unit	No. of Questions		
	To be set	To be answered	Marks
1	3	2	10 x 2 = 20
2	3	2	10 x 2 = 20
3	3	2	10 x 2 = 20
2	3	2	10 x 2 = 20
2	6	4	40

HONOURS PROGRAMME

- A. For courses of 100 Marks without practical component:
- I. Internal assessment : 20 marks
 - II. For 80 marks of theory there shall be 3 questions of 10 marks each from each unit out of which a student will answer two questions. That is a student will answer eight questions, taking two from each unit out of twelve questions.

Unit	No. of Questions		
	To be set	To be answered	Marks
4	3	2	10 x 2 = 20
4	12	8	80

B. For courses of 100 marks practical component:

1. Internal assessment : 20 marks (12 marks theory +08 marks practical)

2. For 48 marks of theory there will be 3 questions form each unit of twelve marks each out of which a student will answer two questions of twelve marks each. That is a student will answer four questions taking two form each unit out of six question form two units. each question of twelve marks may be subdivided into 2 to 3 marks having maximum of six marks for a part.

Unit	No. of Questions		
	To be set	To be answered	Marks
1	3	2	12 x 2 = 24
2	3	2	12 x 2 = 24
2	6	4	48

DURATION OF EXAMINATION:

- For paper of marks more than 50 : 3 hours (general and Honours)
- For paper of marks upto 50 : 2 hours (General and Honours)

The questions of each Foundation and soft study Courses will be of MCQ type. Each question will have four alternative answers.

Distribution of Marks:

I. B.A., B.SC B. COM., PROGRAMME

Programme	Total Marks	Total credit
General	2400	100
Major (Honours)	2600	108

SEMESTER WISE MARKS DISTRIBUTION

Semester	General Programme	Honours Programme
I	400	400
II	400	400
III	400	400
IV	400	400
V	400	500
VI	400	500
Total (I-VI)	2400	2600

III. a. B.A (GENERAL) SUBJECTWISE/ COURSEWISE MARKS DISTRIBUTION

Semester	Paper	Marks	Semester	Paper	Marks
S1	C1P1 (4)	100	S3	C1P3(4)	100
	C2P1 (4)	100		C2P3 (4)	100
	C3P1 (4)	100		C3P3 (4)	100
	FNDCI (Compulsory Eng.) (5)				
S2	C1P2 (4)	100	S4	C1P4 (4)	100
	C2P2 (4)	100		C2P4 (4)	100
	C3P2 (4)	100		C3P4 (4)	100
	FNDC-II: MIL+ HAC (4)				
S5	C1P5(4)	100	S6	Project (6)	100
	C2PS (4)	100		SS-1 (4)	100
	C3PS (4)	100		SS-2 (4)	100
	FNDC-III: Public Administration	100		SS-3 (4)	100

NB: Bracketed figs show credit of each Course/Paper SS-Soft Study Courses.

b. B.COM (GENERAL) SUBJECTWISE MARKS DISTRIBUTION

Semester	Paper	Marks	Semester	Paper	Marks
S1	G1P1 (4)	100	S3	G1P3(4)	100
	G2P1 (4)	100		G2P3 (4)	100
	G3P1 (4)	100		G3P3 (4)	100
	FNDC-I Compulsory Eng.) (5)			FNDC- V:EV5 (4)	100
Semester	Paper	Marks	Semester	Paper	Marks
S2	G1P2 (4)	100	S4	G1P4 (4)	50+50(Pr)
	G2P2 (4)	100		G2P4 (4)	50+50(Pr)
	G3P2 (4)	100		G3P4 (4)	50+50(Pr)
	FNDC-II : MIL +HAC (4)	100		FNDC-V: Computer Skills (5)	100
Semester	Paper	Marks	Semester	Paper	Marks
S5	G1P5 (4)	100	S6	Project (6)	50+50(Pr)
	G2P5 (4)	100		SS-1 (4)	50+50(Pr)
	G3P5 (4)	100		SS-2 (4)	50+50(Pr)
	FNDC-III Public Administrator (4)	100		SS-3 (4)	100

C. BSC (GENERAL) SUBJECT WISE MARKS DISTRIBUTION

Semester	Paper	Marks	Semester	Paper	Marks
S1	C1P1 (4)	100	S2	C1P2(4)	100
	C2P1 (4)	100		C2P2 (4)	100
	C3P1 (4)	100		C3P2 (4)	100
	FNDC-I: (English) (5)	100		FNDC-II: FN (MIL) + HAC (4)	100

Semester	Paper	Marks	Semester	Paper	Marks
S3	C1P3 (4)	50+50 (PR)	54	C1P4 (4)	50+50 (Pr)
	C2P3 (4)	50+ 50 (PR)		C2P4 (4)	50+50 (Pr)
	C3P3 (4)	50 + 50 (PR)		C3P4 (4)	50+50 (Pr)
	FNDC-III EVS(4)	100		FNDC- IV: Computer Skills_(5)	100
Semester	Paper	Marks	Semester	Paper	Marks
55	C1P5 (4)	50 +50 (PR)	56	Project (6)	100
	C2P5(4)	50+ 50 (PR)		SS-1 (4)	100
	C3P5 (4)	50 +50 (PR)		SS-2 (4)	100

iv. a.B.A (Hons) Subjectwise Marks Distribution

SEM-I	SEM-II	SEM-III	SEM-IV	SEM-V	SEM-VI
FNDC-I	FNDC-II	FNDC-III	FNDC-IV	H5 (4)	H7 (4)
ENG (5)	MIL+HAC	EVS (4)	Computer Skills (5)		
C1P1 (4)	C1P2 (4)	C1P3 (4)	C1P4 (4)	H6	H8 (4)
C2P1 (4)	C2P2 (4)	C2P3 (4)	C2P4 (4)	C2P5 (4)	PROJECT (6)
H1 (4)	H2 100 (4)	H3 (4)	H4 100 (4)	C2P5 (4) FNDC-V Public Administration	SS-1 (4)

b. B. Com (Hons) Subjectwise Marks Distribution

SEM-I	SEM-II	SEM-III	SEM-IV	SEM-V	SEM-VI
FNDC-I	FNDC-II	FNDC-III	FNDC-IV	H5 (4)	H7 (4)
Eng (5):	MIL+HAC (4)	EVS (4)	Computer Skills (5)		
G1P1 (4)	G1P2 (4)	G1P3 (4)	G1P4(4)	H6 (4)	H8(4)
G2P1 (4)	G2P2(4)	G2P3 (4)	G2P4 (4)	G1P5 (4)	Project (6)
H1 (4)	H2 100 (4)	H3(4)	H4 100 (4)	G2P5(4) FNDC-V: Public Administration	SS-1(4) (SS-2 (4)

- 'Pr' stands for Practical
 - SS- Soft Study Course
- NB.: Bracketed figs show credit of each Course / Paper.

Examination

Examination regulations for B.A. /B.Sc./ B.Com.(Honours and general) Programmes of Studies introduced from the academic Session 2014-2015 under Credit Based Semester Examination system.

GENERAL PROVISIONS

- ◆ A Student may be considered eligible to appear at any Semester examination held at the end of the semester provided that he has secured pass marks in Internal Assessment and has attended 75% of the total classes held, both in theory and practical separately in each Semester and has fulfilled all other conditions as laid down in these Regulations. Percentage of attendance in a subject / group of subjects in a group of subject in a semester shall be calculated from the date of commencement till the date of the respective semester and not from the date of admission of a student in that semester.
- ◆ A student be allowed to sit for any semester Examination Non-Collegiate and if he /she has attended minimum 65% of classes held in Theory and Practical separately in each semester and on deposits of requisite amount of fees determined by the University from time to time.
- ◆ A student having attendance below 65% (65% Theoretical & 65% Practical classes) of the classes held in any Semester shall be declared as Non-Collegiate and he / she not be allowed to appear at the Semester-I / Semester-II / Semester III / Semester-IV / Semester-V and Semester-VI Examinations and shall have to be readmitted.
- ◆ A student will be eligible to appear as a student in the End Semester Examination of the University if he / she secures at least 40% marks (i.e. 8 marks) in the Internal Assessment portion. That is, no student will be allowed to appear in the End-Semester Examination of the University if he / she fails to secure minimum 40% marks in the Internal Assessment portion.

- ◆ It shall be duty of the Principal of the concerned College / Institute to announce in consultation with the Heads of the Departments the names of students who are found not eligible to appear in the End-semester Examinations in the various courses due to non-fulfillment of the criteria of internal assessment and attendance.
- ◆ The students shall be informed in advance about the schedule of Internal Assessment.
- ◆ The affiliated colleges shall have to submit the internal assessment marks in prescribed mark-slips to the Controller of Examinations seven days before the commencement of End- Semester Examination of the University.
- ◆ A student having practical paper shall have to submit compulsorily the Practical Note Books set by the concerned Teacher. A student shall be allowed to appear in the practical Examinations if he / she fails to produce laboratory / Practical Note Book duly signed by the subject teachers of the concerned College.
- ◆ Principals of respective colleges will arrange to submit the filled in application forms along with requisite fees after due authentication of the entries of the application form to the Office of the Controller of Examinations, TU within the stipulated date to be fixed by the Controller of Examinations.
- ◆ No application form will be entertained after the expiry of the stipulated date.
- ◆ At the time of filling up of application form a student shall have to read the instructions carefully laid down for appearing at the examination.
- ◆ Admit card for an examination shall not be issued in favour of a student unless his / her application is duly filled-up in all respects particularly in regards to:
 - a) date of admission to the class of the concerned Semester,
 - b) year of first appearance in the examination of the Semester concerned and C) year (s) of appearance in the Semester-I / Semester-II / Semester-III / Semester-IV / SemesterV / and Semester-VI Examinations, as the case may be, together with the results thereof and such other information as may be required from time to time and duly endorsed by the Principal

testifying his / her a) good conduct, b) satisfactory performance at the Internal Assessment Examinations and requisite attendance record in theoretical and practical classes in each of the subjects in which he / she intends to appear.

- ◆ A student appearing at any Semester Examination of the B.A. / B.Sc. / B.Com. / (Honours and General) courses shall submit with his / her application form such fees as may be prescribed from time to time by the University.
- ◆ A student who pass[ily or to present himself/herself at an the requirements for the rec to claim refund of fees.
- ◆ A student who applies for admission to subsequent examination (s) shall be required to pay on each occasion such fees as prescribed by the University from time to time.
- ◆ A student declared as person with disability (PWD) and Blind by the appropriate authorities shall be exempted from paying the fees for University Examinations. An Amanuensis may be engaged for writing answer on behalf of such PWD/ Blind Student with the prior written permission of the Controller of Examinations, TU. Such amanuensis shall be entitled to remuneration to be paid by the University as may be prescribed.
- ◆ A student who (i) has completed his / her course of study of a Semester but fails to enroll himself / herself to appear at any Semester examination, or (ii) fails to appear at the Examination after getting duly enrolled, or (iii) has been declared "Failed" in that Examination, may be allowed to appear at the subsequent examinations within his / her stipulated chances as a continuing student on submission of prescribed Application Forms and Fees within the stipulated date determined by the University.
- ◆ A student shall be deemed to have appeared at an examination whenever Admit card is issued in his /her favour by the University.
- ◆ An examination shall be held always under the current syllabus.
- ◆ There will be no Post-Publication Re-Examination of Answer Scripts. However, a student may apply for inspection of Answer Scripts of Theory paper only as per relevant rules in this regard.
- ◆ Practical examination of a semester shall ordinarily be held prior to the Semester-end examinations.

Examination and Evaluation:

- **End Semester Examinations:** The controller of examinations shall make necessary arrangement for notifying the dates of the End-Semester Examinations as per the academic Calendar notified by the university.
- **Improvement Examination:** A student after passing the 6th Semester Examination may opt for 'Improvement Examinations' once in any two theory courses (Papers) of any of the six Semesters after passing the Sixth Semester Examination. However, the higher marks secured by the student shall be retained. Such a student shall have to apply in the prescribed form alongwith requisite fee for Improvement Examinations within the stipulated date fixed for the concerned Semester Examination. No Improvement examination shall be allowed in the practical examinations.

Results:

- A student shall be declared as passed in a course (Paper) in a semester examination, provided he / she secures atleast 40% marks in the Course (Paper) including Internal Assessment. Further provided that in case of Course (Paper) having Practical component a student shall have to secure 40% Marks separately in Theory and Practical Component.
- A student shall be declared as successful (S) in a semester Examination, provided he / she passes all the courses (papers) of a semester independently.
Provided however that a student shall be declared as Qualified with Back Paper(s) in a Semester, if he/she has not more than two back papers in all Semesters taken together inclusive of the Back Paper in the current Semester subject to Conditions laid down in (d) below.
- A student qualified to the next higher Semester with Back Paper(s) is considered eligible to appear at the higher Semester Examination provided he / she fulfill all other conditions laid down in this regulation. Such a student has to appear only in the Back Paper(s) of earlier Semester examination along with the appropriate higher Semester Examination (i.e. Odd to Odd and Even To Even).

- A student will be declared as qualified in a Semester Examination if.
 - ☞ The number of Back Papers in a Semester Examination does not exceed two:
 - ☞ The number of Cumulative Back Papers however be four at maximum in the stage of Second Semester and
 - ☞ From 3rd Semester Examination onward the number of Cumulative back papers will be Six at the maximum.
- The result student of Sixth semester shall be declared as Result withheld (RW) if-
 - ☞ He / She has passed all the course (Papers) of Six Semester but has back Paper(s) in any previous Semester.
 - ☞ He / She has four back papers of previous Semester and a maximum of two back paper of sixth Semester.
 - ☞ In case of RW result, Mark Sheet will not be issued until a student clears the Back Paper(s) in such cases, the date of publication of final result will be the date on which the student will clear the Back Paper(s)
- A student shall be declared to have passed the Six-Semester BA / B.Sc | B.Com programme provided he / she has passed all the Semester examination separately.
- ◆ Pass marks secured by a student in any Semester examination in any course (paper) will remain at his / her credit.
- ◆ a) The Grade for each course (paper) would be decided on the basis of the Percentage of marks obtained in the End-Semester Examinations as per following table:

Percentage Mark	Grade Point	Grade	Description
80 and above	8.00-10.00	O	Outstanding
70 to 79.99	7.00-7.99	A+	Excellent
60 to 69.99	6.00-6.99	A	Very Good
55 to 59.99	5.50-5.99	B+	Good
50 to 54.99	5.00-5.49	B	Fair
40 to 49.99	4.00-4.99	C	Average
Below 40		F (Fail)	Failed

Semester Result;

SGPA FROM-TO	LETTER GRADE
8.00-10.00	O
7.00-7.99	A+
6.00-6.99	A
5.50-5.99	B+
5.00-5.49	B
4.00-4.99	C
0	F (Fail)

The Semester Grade Point Average (SGPA) Will be calculated as an weighted average of all the grade point of the Semester courses. That is, $SGPA = \frac{\text{Sum of Credit Grade Point of all Courses of the Semester}}{\text{Total Credit of the Semester}}$.

Here, Credit Grade Point = Grade point x Credit. (C x Gp).

Final Result:

CGPA from to	Letter Grade	Classification of final Result	
		General	Hons
8.00-10.00	O	First Division With Distinction	First Class with Distinction
7.00-7.99	A+		
6.00-6.99	A	First Division	First Class
5.50-5.99	B+	Higher Second Division	Higher Second Class
5.00-5.49	B	Second Division	Second Division
4.00-4.99	C		
0	F (Fall)	Failed	Failed

The cumulative Grade Point Average (CGPA) = $\frac{\text{Sum of Credit Grade Points of all courses of Six Semester}}{\text{number of total credits of all Semesters}}$.

- ◆ A student who passes with any Back Paper or appears at any Improvement Examinations will not be considered for Rank / Medal etc. That is, a student who passes in the first attempt without any break will be eligible for Medal / Ranks etc.

- ◆ In case of Honours programmes, final result of a student will be declared on the basis of total marks obtained in Honours subjects provided he/she passes all other courses.
- ◆ For interpretation clause mentioned in the present Rules and Regulations and for settlement of any dispute the decision of Vice-Chancellor, Tripura University shall be considered as final.

FOREIGN LANGUAGE AT HOLY CROSS

To adapt Nehru's aphorism, language is the window of the world, knowing more languages simply opens more windows. In the post globalized era opportunities in education and career have increased exponentially, to make use of this opportunity, a skill that is a must in the arsenal of any student is the Proficiency in foreign languages. It makes the students familiar with the language and culture of different countries as well. Precisely with this very intention of making the students globally competent, Holy Cross College offers a course in foreign language. A Proficiency course in French is offered from 2016-2017 academic year as a soft skill for the interested students. The importance of foreign language study can be best realized by studying one

IMPORTANT EVENTS 2017-2018

July 01-02	: In-service training for Teaching Faculty
July 04	: Freshers' Day (B.Ed)
July 05 -08	: Orientation for Freshers (B.Ed)
July 11	: Freshers Day (BA, B.Sc, BBA, B.Com)
July 13-16	: Orientation for Freshers (BA,B.Sc,BBA, B.Com)
July 30	: Fifth Graduation Day of the College
Sept. 05	: Teachers' Dy
Sept. 15	: Holy Cross Feast
Sept. 24-25	: International Students' Seminar
Sept. 26-30	: Orientation Workshop B.Ed Faculty by Global School Room Dublin, Ireland
Oct. 16-25 :	: College Study Tour
Nov. 04-05	: National Seminar (Sociology Dept.)

DEADLINES TO CLEAR THE COLLEGE FEES (BA, B.SC., BBA, B.COM)

Aug - 28	: Last date to clear the fees up to August 2017
Nov - 28	: Last date to clear the fee s up to Nov. 2017
Jan - 28	: Last date to clear the fees up to Jan. 2018
Feb - 27	: Last date to clear the fees up to Feb. 2018
April - 27	: Last date to clear the fees up to June. 2018

COLLEGE STUDY TOUR 2017

Sunday, October 8th 2017 Wednesday October 18th 2017

JULY 2017

Date	Day	Status	Activity
01	Sat	Holiday	Kharchi Puja
02	Sun	Holiday	
03	Mon	Class	Freshers' Day
04	Tue	Class	Orientation for Freshers
05	wed	Class	
06	Thu	Class	Idu' I Fitr
07	Fri	Class	Orientation for Freshers
08	Sat	Holiday	
09	Sun	Holiday	
10	Mon	Class	Classes begin for Freshers
11	Tue	Class	
12	Wed	Class	
13	Thu	Class	
14	Fri	Class	
15	Sat	Holiday	Ker Puja
16	Sun	Holiday	
17	Mon	Class	
18	Tue	Class	
19	Wed	Class	
20	Thu	Class	
21	Fri	Class	
22	Sat	Holiday	
23	Sun	Holiday	
24	Mon	Class	
25	Tue	Class	
26	Wed	Class	
27	Thu	Class	
28	Fri	Class	
29	Sat	Class	
30	Sun	Holiday	
31	Mon	Class	

Working Days : 22

AUGUST 2017

Date	Day	Status	Activity
01	Tue	Class	
02	Wed	Class	
03	Thu	Class	
04	Fri	Class	
05	Sat	Class	
06	Sun	Holiday	
07	Mon	Class	
08	Tue	Class	
09	Wed	Class	
10	Thu	Class	
11	Fri	Class	
12	Sat	Class	6th Graduation Day International Youth Day
13	Sun	Holiday	
14	Mon	Holiday	Janmashtami
15	Tue	Holiday	Independence Day
16	Wed	Class	Faculty Development Program
17	Thu	Class	
18	Fri	Class	
19	Sat	Holiday	
20	Sun	Holiday	
21	Mon	Class	
22	Tue	Class	
23	Wed	Class	
24	Thu	Class	
25	Fri	Class	
26	Sat	Holiday	
27	Sun	Holiday	
28	Mon	Class	Assignment/Class Test
29	Tue	Class	Last Day to Pay the Fees upto Aug 2017
30	Wed	Class	
31	Thu	Class	

Working Days : 23

SEPTEMBER 2017

Date	Day	Status	Activity
01	Fri	Class	
02	Sat	Holiday	Id-ul-Zuha(Bakr Id)
03	Sun	Holiday	
04	Mon	Class	
05	Tue	Class	Teachers' Day,
06	Wed	Class	
07	Thu	Class	
08	Fri	Class	Birthday of Blessed Virgin Mary
09	Sat	Holiday	
10	Sun	Holiday	
11	Mon	Class	First Sessional Exam
12	Tue	Class	First Sessional Exam
13	Wed	Class	First Sessional Exam
14	Thu	Class	Celebration of Holy Cross Feast Feast of Exaltation of Holy Cross
15	Fri	Class	First Sessional Exam
16	Sat	Class	First Sessional Exam
17	Sun	Holiday (R)	Biswakarma Puja
18	Mon	Class	
19	Tue	Holiday	Mahalaya
20	Wed	Class	
21	Thu	Class	World Peace Day
22	Fri	Class	Assignment/ Class Test
23	Sat	Class	
24	Sun	Holiday	
25	Mon	Holiday	Puja Holiday begins
26	Tue	Holiday	Day of the hearing impaired
27	Wed	Holiday	Maha Saptami
28	Thu	Holiday	Maha Ashtami
29	Fri	Holiday	Maha Nauami
30	Sat	Holiday	Maha Dasami

Working Days : 16

OCTOBER 2017

Date	Day	Status	Activity
01	Sun	Holiday	
02	Mon	Holiday	Gandhi Jayanti
03	Tue	Holiday	
04	Wed	Holiday	
05	Thu	Holiday	
06	Fri	Holiday	
07	Sat	Holiday	
08	Sun	Holiday	
09	Mon	Holiday	
10	Tue	Holiday	
11	Wed	Holiday	
12	Thu	Holiday	
13	Fri	Holiday	
14	Sat	Holiday	
15	Sun	Holiday	
16	Mon	Holiday	
17	Tue	Holiday	
18	Wed	Holiday	
19	Thu	Holiday	Diwali/ Kali Puja
20	Fri	Holiday	
21	Sat	Holiday	Bhatri Ditiwa
22	Sun	Holiday	
23	Mon	Class	Classes resume after puja U.N Day
24	Tue	Class	
25	Wed	Class	
26	Thu	Class	
27	Fri	Class	
28	Sat	Holiday	
29	Sun	Holiday	Kali Puja
30	Mon	Class	
31	Tue	Class	Last Day to Pay the Fees upto Oct 2017

Working Days : 07

NOVEMBER 2017

Date	Day	Status	Activity
01	Wed	Holiday	Bhai Dwija
02	Thu	Class	Second Sessional/Pre Sem Exams
03	Fri	Class	
04	Sat	Class	Guru Nanak's Birthday (R.Holiday)
05	Sun	Holiday	
06	Mon	Class	
07	Tue	Class	
08	Wed	Class	
09	Thu	Class	
10	Fri	Class	Faculty Seminar of Edu. Dept.
11	Sat	Holiday	
12	Sun	Holiday	
13	Mon	Class	
14	Tue	Class	
15	Wed	Class	
16	Thu	Class	National Press Day
17	Fri	Class	
18	Sat	Class	
19	Sun	Holiday	
20	Mon	Class	
21	Tue	Class	
22	Wed	Class	
23	Thu	Class	
24	Fri	Class	
25	Sat	Holiday	
26	Sun	Holiday	Community Service
27	Mon	Class	
28	Tue	Class	Last Day to Pay the Fees upto Nov. 2017
29	Wed	Class	Assignment/ Class Test
30	Thu	Class	

Working Days : 22

DECEMBER 2017

Date	Day	Status	Activity
01	Fri	Class	Final Exam begins/World Aids Day
02	Sat	Holiday	Birthday of Prophet Mohammad
03	Sun	Holiday	World Disabled Day
04	Mon	Class	
05	Tue	Class	
06	Wed	Class	
07	Thu	Class	
08	Fri	Class	Feast of the Immaculate conception
09	Sat	Class	
10	Sun	Holiday	
11	Mon	Holiday	
12	Tue	Class	
13	Wed	Class	
14	Thu	Class	Energy Conservation Day/
15	Fri	Class	
16	Sat	Class	Christmas Anticipated Celebration
17	Sun	Holiday	
18	Mon	Class	
19	Tue	Class	
20	Wed	Class	
21	Thu	Class	
22	Fri	Class	
23	Sat	Class	
24	Sun	Holiday	
25	Mon	Holiday	CHRISTMAS DAY
26	Tue	Class	
27	Wed	Class	
28	Thu	Class	
29	Fri	Class	
30	Sat	Class	
31	Sun	Holiday	Feast of the Holy Family

Working Days :23

JANUARY 2018

Date	Day	Status	Activity
01	Mon	Holiday	New Year
02	Tue	Class	
03	Wed	Class	
04	Thu	Class	
05	Fri	Class	
06	Sat	Class	
07	Sun	Holiday	
08	Mon	Class	
09	Tue	Class	
10	Wed	Class	
11	Thu	Class	
12	Fri	Class	Birthday of Swami Vivekananday (Youth Day)
13	Sat	Holiday	
14	Sun	Holiday	
15	Mon	Class	
16	Tue	Class	
17	Wed	Class	
18	Thu	Class	
19	Fri	Class	
20	Sat	Class	
21	Sun	Holiday	
22	Mon	Holiday	Saraswati Puja
23	Tue	Holiday	Birthday of Netaji
24	Wed	Class	
25	Thu	Class	Statehood Day
26	Fri	Holiday	Republic Day Celebrations
27	Sat	Holiday	
28	Sun	Holiday	
29	Mon	Class	Last Day to Pay the Fees upto Jan. 2018
30	Tue	Class	
31	Wed	Class	

Working Days : 21

Note: Govt. Holidays for 2018 will be notified/ verified later

FEBRUARY 2018

Date	Day	Status	
01	Thu	Class	
02	Fri	Class	
03	Sat	Class	
04	Sun	Holiday	
05	Mon	Class	
06	Tue	Class	
07	Wed	Class	
08	Thu	Class	
09	Fri	Class	
10	Sat	Holiday	
11	Sun	Holiday	Birthday of Blessed Basil Moreau, Founder of HC
12	Mon	Class	College Fest Competitions
13	Tue	Class	College Fest Competitions
14	Wed	Class	College Fest Competitions
15	Thu	Class	College Fest Competitions
16	Fri	Class	College Fest Competitions
17	Sat	Class	College Fest-Tejas 6.0
18	Sun	Holiday	College Fest-Tejas 6.0
19	Mon	Class	Shivaji Jayanti
20	Tue	Class	
21	Wed	Class	
22	Thu	Class	
23	Fri	Class	
24	Sat	Holiday	
25	Sun	Holiday	
26	Mon	Class	
27	Tue	Class	
28	Wed	Class	

Working Days : 22

Note: Govt. Holidays for 2018 will be notified/ verified later

MARCH 2018

Date	Day	Status	Activity
01	Thu	Class	
02	Fri	Holiday	Holi/Dul Jatra
03	Sat	Class	
04	Sun	Holiday	
05	Mon	Class	
06	Tue	Class	
07	Wed	Class	
08	Thu	Class	International Women's Day
09	Fri	Class	Common Wealth Day
10	Sat	Holiday	
11	Sun	Holiday	
12	Mon	Class	
13	Tue	Class	
14	Wed	Class	
15	Thu	Class	
16	Fri	Class	
17	Sat	Class	
18	Sun	Holiday	
19	Mon	Class	
20	Tue	Class	
21	Wed	Class	
22	Thu	Class	
23	Fri	Class	
24	Sat	Class	
25	Sun	Holiday	Palm Sunday
26	Mon	Class	
27	Tue	Class	
28	Wed	Class	
29	Thu	Holiday	Holy Thursday/Mahabir Jayanti
30	Fri	Holiday	Good Friday
31	Sat	Holiday	Holy Saturday

Working Days : 22

Note: Govt. Holidays for 2018 will be notified/ verified later

APRIL 2018

Date	Day	Status	Activity
01	Sun	Holiday	Easter
02	Mon	Class	
03	Tue	Class	
04	Wed	Class	
05	Thu	Class	
06	Fri	Class	
07	Sat	Class	World Health Day
08	Sun	Holiday	
09	Mon	Class	
10	Tue	Class	
11	Wed	Class	
12	Thu	Class	
13	Fri	Class	
14	Sat	Holiday	Bengali New Year
15	Sun	Holiday	
16	Mon	Class	
17	Tue	Class	
18	Wed	Class	
19	Thu	Holiday (R)	Mahavir Jayanti
20	Fri	Class	
21	Sat	Class	
22	Sun	Holiday	
23	Mon	Holiday	Goria Puja
24	Tue	Class	
25	Wed	Class	
26	Thu	Class	
27	Fri	Class	
28	Sat	Class	
29	Sun	Class	
30	Mon	Class	

Working Days :23

Note: Govt. Holidays for 2018 will be notified/ verified later

MAY 2018

Date	Day	Status	Activity
01	Tue	Holiday	May Day
02	Wed	Class	
03	Thu	Class	
04	Fri	Class	
05	Sat	Class	Farewell to Outgoing Class
06	Sun	Holiday	
07	Mon	Class	Rabindra Jayanti
08	Tue	Class	
09	Wed	Holiday	
10	Thu	Class	
11	Fri	Class	
12	Sat	Holiday	
13	Sun	Holiday	Mothers' Day
14	Mon	Class	
15	Tue	Class	International Family Day
16	Wed	Class	
17	Thu	Class	World Tele-Communication Day
18	Fri	Class	
19	Sat	Class	
20	Sun	Holiday	
21	Mon	Class	
22	Tue	Class	
23	Wed	Class	
24	Thu	Class	
25	Fri	Class	B'Day of Kazi Nazurul Islam
26	Sat	Holiday	
27	Sun	Holiday	
28	Mon	Class	
29	Tue	Holiday	Buddha Purnima
30	Wed	Class	
31	Thu	Class	

Working Days :22

Note: Govt. Holidays for 2018 will be notified/ verified later

JUNE 2018

Date	Day	Status	Activity
01	Fri	Class	
02	Sat	Class	
03	Sun	Holiday	
04	Mon	Class	
05	Tue	Class	World Environment Day
06	Wed	Class	
07	Thu	Class	
08	Fri	Class	
09	Sat	Holiday	
10	Sun	Holiday	
11	Mon	Class	
12	Tue	Class	
13	Wed	Class	
14	Thu	Class	
15	Fri	Holiday	Id- Ul - Fitr
16	Sat	Class	
17	Sun	Holiday	
18	Mon	Class	
19	Tue	Class	
20	Wed	Class	
21	Thu	Class	
22	Fri	Class	
23	Sat	Holiday	
24	Sun	Holiday	
25	Mon	Class	
26	Tue	Class	
27	Wed	Class	World Diabetes Day
28	Thu	Class	
29	Fri	Class	
30	Sat	Class	

Working Days :23

Note: Govt. Holidays for 2018 will be notified/ verified later

JULY 2018

Date	Day	Status	Activity
01	Sun	Holiday	
02	Mon	Class	
03	Tue	Class	
04	Wed	Class	
05	Thu	Class	
06	Fri	Class	
07	Sat	Class	Freshers' Day Orientation for Freshers
08	Sun	Holiday	
09	Mon	Class	Orientation for Freshers
10	Tue	Class	Orientation for Freshers
11	Wed	Class	World Population Day
12	Thu	Class	Orientation for Freshers
13	Fri	Class	Orientation for Freshers
14	Sat	Holiday	
15	Sun	Holiday	
16	Mon	Class	
17	Tue	Class	
18	Wed	Class	
19	Thu	Class	
20	Fri	Class	
21	Sat	Class	
22	Sun	Holiday	
23	Mon	Class	
24	Tue	Class	
25	Wed	Class	Death Anniversary of Fr. Victor CSC : Peace Day
26	Thu	Class	
27	Fri	Class	
28	Sat	Class	
29	Sun	Holiday	
30	Mon		
31	Tue	Class	

Working Days :24

Note: Govt. Holidays for 2018 will be notified/ verified later

AUGUST 2018

Date	Day	Status	Activity
01	Wed	Class	
02	Thu	Class	
03	Fri	Class	
04	Sat	Class	
05	Sun	Holiday	
06	Mon	Class	
07	Tue	Class	
		Class	
09	Thu	Class	
10	Fri	Class	
11	Sat	Class	7th Graduation Day International Youth Day
12	Sun	Holiday	
13	Mon	Class	
14	Tue		Janmashtami
15	Wed	Holiday	Independence Day
16	Thu	Class	Faculty Development Program
17	Fri	Class	
18	Sat	Class	
19	Sun	Holiday	
20	Mon	Class	
21	Tue	Class	
22	Wed	Class	
23	Thu	Class	
24	Fri	Class	
25	Sat	Class	
26	Sun	Holiday	
27	Mon	Class	Assignment/Class Test
28	Tue	Class	
29	Wed	Class	Last Day to Pay the Fees upto Aug 2017
30	Thu	Class	
31	Fri	Class	

Working Days :24

Note: Govt. Holidays for 2018 will be notified/ verified later

Academic Calender (Department of B.Ed.)

JULY 2017						
Date	Day	Activity	Semester 3	Semester 1	Person	Remarks
1	Sat					
2	Sun					
3	Mon		ST	Classes Begin		
4	Tue		ST	CEW	LPW	MDR
5	Wed		ST	CEW	LPW	
6	Thu		ST	CEW	LPW	
7	Fri		ST	CEW		
8	Sat			CEW		
9	Sun		ST	CEW		
10	Mon		ST	CEW		
11	Tue		ST	CEW		
12	Wed		ST	CEW		
13	Thu		ST	CEW		
14	Fri		ST	CEW		
15	Sat		Ker puja			
16	Sun					
17	Mon		ST			
18	Tue		ST			
19	Wed		ST			
20	Thu		ST			
21	Fri		ST			
22	Sat					
23	Sun					
24	Mon		ST	Guest Assembly		
25	Tue		ST	Class		
26	Wed		ST	Class		
27	Thu		ST	Class		
28	Fri		Assessment	Class		
29	Sat					
30	Sun					
31	Mon		Assessment	Class		

- CEW: Communicative English workshop
- LPW: Lesson Planning workshop for faculty

Total No. of working days: 22

AUGUST 2017						
Date	Day	Activity	Semester 3	Semester 1	Person	Remarks
1	Tue		TP	Class		
2	Wed		TP	Medical Camp		
3	Thu		TP	Class		
4	Fri		TP	Class		
5	Sat					
6	Sun					
7	Mon	Assignment (C1)	TP	Class		
8	Tue	Assignment (C2)	TP	Fr. Joe Paul		
9	Wed	Assignment (C4)	TP	Class		
10	Thu	Assignment (C5)	TP	ICT W	?	
11	Fri	EPC 1	TP	ICT W		
12	Sat					
13	Sun					
14	Mon		Holiday (Janmashtami)			
15	Tue		Independence Day Celebrations			
16	Wed		TP	Class		
17	Thu		TP	Class		
18	Fri		TP	Class		
19	Sat					
20	Sun					
21	Mon		TP	Guest Assembly		
22	Tue		TP	Class		
23	Wed		TP	Class		
24	Thu		TP	Class		
25	Fri		TP	Class		
26	Sat					
27	Sun					
28	Mon		TP	Class		
29	Tue		TP	Guest Assembly		
30	Wed		TP	Class		
31	Thu		TP	Class		

- ❖ ICT W: Information Communication Workshop for faculty and students
- ❖ TP: Teaching practice for third semester students

Total No. of working days: 21

SEPTEMBER 2017							
Date	Day	Activity	Semester 3	Semester 1	Person	Remarks	
1	Fri		TP	Class	Swachhta Pakhwada		
2	Sat			Id-ul-zuha			
3	Sun						
4	Mon		TP	Class			
5	Tue		TP	Class			
6	Wed		TP	Class			
7	Thu		Learning behavior workshop				
8	Fri						DC
9	Sat						
10	Sun						
11	Mon		TP	Class			
12	Tue		TP	Class			
13	Wed		TP	Class			
14	Thu		TP	Class			
15	Fri		TP	Class			
16	Sat						
17	Sun						
18	Mon		TP	Guest assembly			
19	Tue		Mahalaya				
20	Wed		TP	Class			
21	Thu		TP	Class			
22	Fri		TP	Class			
23	Sat						
24	Sun						
25	Mon		Puja Holidays				
26	Tue						
27	Wed						
28	Thu						
29	Fri						
30	Sat						

Total No. of working days: 15

OCTOBER 2017						
Date	Day	Activity	Semester 3	Semester 1	Person	Remarks
1	Sun					
2	Mon					
3	Tue					
4	Wed					
5	Thu					
6	Fri					
7	Sat					
8	Sun					
9	Mon		TP	Guest Assembly		
10	Tue		TP	Class		
11	Wed		TP	Class		
12	Thu		TP	Class		
13	Fri		TP	Class		
14	Sat					
15	Sun					
16	Mon	Submission of Assignments Assignment (C1)	TP	Class		
17	Tue	Assignment (C2)	TP	Class		
18	Wed	Assignment (C4)	TP	Class		
19	Thu	Assignment (C5)		Holiday (Diwali)		
20	Fri	Assignment EPC1	TP	Class		
21	Sat					
22	Sun					
23	Mon		TP	Class		
24	Tue		TP	Class		
25	Wed		TP	Class		
26	Thu		TP			
27	Fri		TP	National Seminar (Journal Release)		SB
28	Sat					
29	Sun					
30	Mon		TP	Guest assembly		
31	Tue		TP	Class		

Total No. of working days: 17

November 2017						
Date	Day	Activity	Semester 3	Semester 1	Person	Remarks
1	Wed		TP	Class		
2	Thu		TP	Class		
3	Fri		TP	Class		
4	Sat		Holiday (GurnanakJayanti)			
5	Sun					
6	Mon		TP	Workshop on Mental Health		MJ
7	Tue		TP			
8	Wed		TP	Class		
9	Thu		TP	Class		
10	Fri		TP	Class		
11	Sat					
12	Sun					
13	Mon		TP	Internal Assessment		
14	Tue		TP	Internal Assessment		
15	Wed		TP	Internal Assessment		
16	Thu		TP	Internal Assessment		
17	Fri		TP	Internal Assessment		
18	Sat					
19	Sun					
20	Mon		TP	Class		
21	Tue		TP	Class		
22	Wed		TP	Class		
23	Thu		TP	Class		
24	Fri		TP	Class		
25	Sat					
26	Sun					
27	Mon		FTP	Guest assembly		
28	Tue		FTP	Class		
29	Wed		FTP	Class		
30	Thu		Internal Assessment	Class		

Total No. of working days: 22

DECEMBER 2017						
Date	Day	Activity	Semester 3	Semester 1	Person	Remarks
1	Fri			Class		
2	Sat		Holiday (Birthday of Prophet Mohammad)			
3	Sun					
4	Mon		Class	Class		
5	Tue		Class	Class		
6	Wed	University Examination (Tentative)				
7	Thu					
8	Fri					
9	Sat					
10	Sun					
11	Mon					
12	Tue					
13	Wed					
14	Thu	Pre – Christmas Celebration				TNS
15	Fri					
16	Sat					
17	Sun					
18	Mon					
19	Tue					
20	Wed					
21	Thu					
22	Fri					
23	Sat					
24	Sun					
25	Mon					
26	Tue					
27	Wed					
28	Thu					
29	Fri					
30	Sat					
31	Sun					

Total No. of working days: 03

January 2018						
Date	Day	Activity	Semester 4	Semester 2	Person	Remarks
1	Mon					
2	Tue					
3	Wed					
4	Thu	Classes resume after the winter break				
5	Fri					
6	Sat					
7	Sun					
8	Mon					
9	Tue					
10	Wed					
11	Thu					
12	Fri	Medical CampNC				
13	Sat					
14	Sun					
15	Mon			SO		
16	Tue			SO		
17	Wed			SO		
18	Thu			SO		
19	Fri			SO		
20	Sat			SO		
21	Sun			SO		
22	Mon			SO		
23	Tue			SO		
24	Wed			SO		
25	Thu			Workshop on Educational Law and policy		Fr. Paul
26	Fri					
27	Sat			SO		
28	Sun			SO		
29	Mon			SO		
30	Tue			SO		
31	Wed			SO		

FEBRUARY 2018						
Date	Day	Activity	Semester 4	Semester 2	Person	Remarks
1	Thu			SO		
2	Fri			SO		
3	Sat			SO		
4	Sun			SO		
5	Mon			SO		
6	Tue			SO		
7	Wed			SO		
8	Thu			Workshop on Inclusive Education		MDR
9	Fri					
10	Sat			SO		
11	Sun			SO		
12	Mon			SO		
13	Tue			SO		
14	Wed			SO		
15	Thu			SO		
16	Fri					
17	Sat					
18	Sun					
19	Mon					Study Tour To Goa
20	Tue					
21	Wed					
22	Thu					
23	Fri					
24	Sat					
25	Sun					
26	Mon					
27	Tue					
28	Wed					

SO: School Observation

MARCH 2018

Date	Day	Activity	Semester 4	Semester 2	Person	Remarks
1	Thu					
2	Fri					
3	Sat					
4	Sun					
5	Mon	Assignment Submission				
6	Tue					
7	Wed					
8	Thu	Assignment Submission				
9	Fri					
10	Sat					
11	Sun					
12	Mon	Assignment Submission				
13	Tue					
14	Wed					
15	Thu					
16	Fri	Assignment Submission				
17	Sat					
18	Sun					
19	Mon					
20	Tue					
21	Wed					
22	Thu					
23	Fri		Eye Camp		NC	
24	Sat					
25	Sun					
26	Mon			Project submission		
27	Tue					
28	Wed					
29	Thu					
30	Fri					
31	Sat					

APRIL 2018						
Date	Day	Activity	Semester 4	Semester 2	Person	Remarks
1	Sun					
2	Mon			Project submission		
3	Tue					
4	Wed					
5	Thu					
6	Fri			Project submission		
7	Sat					
8	Sun					
9	Mon			Project submission		
10	Tue					
11	Wed					
12	Thu					
13	Fri			Project submission		
14	Sat					
15	Sun					
16	Mon					
17	Tue			Project Submission		
18	Wed					
19	Thu					
20	Fri					
21	Sat					
22	Sun					
23	Mon	Internal Examination				
24	Tue					
25	Wed					
26	Thu					
27	Fri					
28	Sat					
29	Sun					
30	Mon					
31	Tue	Community service				

MAY 2018

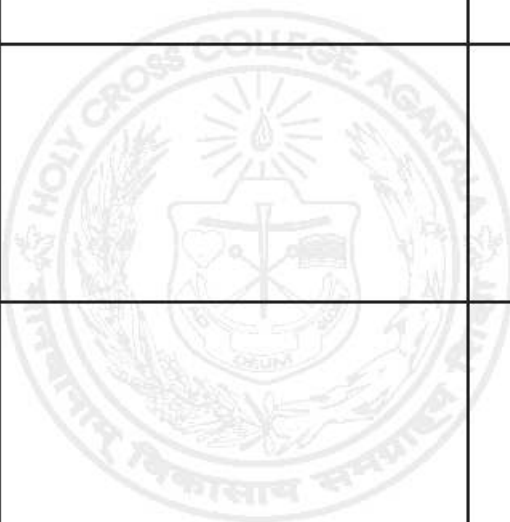
Date	Day	Activity	Semester 4	Semester 2	Person	Remarks
1	Tue					
2	Wed					
3	Thu					
4	Fri					
5	Sat					
6	Sun					
7	Mon	Workshop on Productive Health		?		
8	Tue					
9	Wed					
10	Thu					
11	Fri					
12	Sat					
13	Sun					
14	Mon	Farewell to Fourth Semester Students				
15	Tue	Study Leave till the Exam Starts				
16	Wed	Entrance Exam for B.Ed Admission				
17	Thu					
18	Fri					
19	Sat					
20	Sun					
21	Mon					
22	Tue					
23	Wed					
24	Thu	Declaration of Result				
25	Fri					
26	Sat					
27	Sun					
28	Mon	Interview for admission				
29	Tue	Interview for admission				
30	Wed	Interview for admission				
31	Thu	Interview for admission				

JUNE 2018						
Date	Day	Activity	Semester 4	Semester 2	Person	Remarks
1	Fri	Interview for admission				
2	Sat	Interview for admission				
3	Sun					
4	Mon	TU Examination				
5	Tue		TU Examination			
6	Wed	Admission for New session	TU Examination			
7	Thu	Admission for New session	TU Examination			
8	Fri	Admission for New session	TU Examination			
9	Sat	Admission for New session	TU Examination			
10	Sun	Admission for New session	TU Examination			
11	Mon	Admission for New session	TU Examination			
12	Tue	Admission for New session	TU Examination			
13	Wed	Admission for New session	TU Examination			
14	Thu		TU Examination			
15	Fri		TU Examination			
16	Sat		TU Examination			
17	Sun		TU Examination			
18	Mon		TU Examination			
19	Tue		TU Examination			
20	Wed		TU Examination			
21	Thu		TU Examination			
22	Fri		TU Examination			
23	Sat		TU Examination			
24	Sun		TU Examination			
25	Mon		TU Examination			
26	Tue		TU Examination			
27	Wed		TU Examination			
28	Thu		TU Examination			
29	Fri		TU Examination			
30	Sat		TU Examination			
			Summer Vacation			

REGULARITY RECORD

Non-attendance and leave

<i>Number of days absent</i>	<i>Reason (Briefly in ink) Signature and Date</i>	<i>Signature of Principal/ VP/HoD</i>



REGULARITY RECORD

Non-attendance and leave

<i>Number of days absent</i>	<i>Reason (Briefly in ink) Signature and Date</i>	<i>Signature of Principal/ VP/HoD</i>

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REGULARITY RECORD

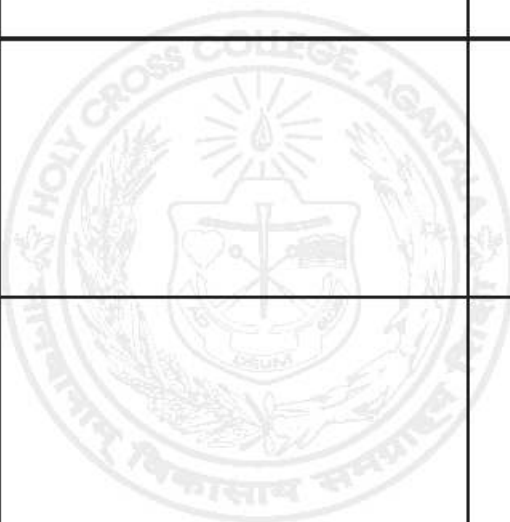
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REGULARITY RECORD

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REGULARITY RECORD

Non-attendance and leave

<i>Number of days absent</i>	<i>Reason (Briefly in ink) Signature and Date</i>	<i>Signature of Principal/ VP/HoD</i>

REGULARITY RECORD

Non-attendance and leave

<i>Number of days absent</i>	<i>Reason (Briefly in ink) Signature and Date</i>	<i>Signature of Principal/ VP/HoD</i>

I HAVE COME TO THEE

**CH : I have come to thee to take thy touch before I
begin my day**

1. Let thy eyes rest upon my eyes for a while.
2. Let me take to my work the assurance of thy comradeship my friend
3. Fill my mind with thy music to last through the desert of noise.
4. Let thy love's sunshine kiss the peaks of my thoughts and linger in my life's valley where the harvest ripens.

(Tagore)

IN HIS TIME

1. In His time, in His time,
He makes all things beautiful in His time.
Lord, please show me every day
As You're teaching me your way,
That you do just what You say in Your time
2. In Your time, in Your time,
You make all things beautiful in Your time
Lord, my life to You I bring,
With its winter and its spring,
May I fathom everything in Your time.
3. There's a time, there's a time
Both for sowing and for reaping there's a time
Time for losing, time for gain,
Time for joy and time for pain,
Every purpose under heaven has a time.

MAKE ME A CHANNEL OF YOUR PEACE

1. Make me a channel of your peace
Where there's hatred let me bring your love
Where there's injury your pardon Lord
And where there is doubt, true faith in you.

**Ch: O Master grant that I may never seek
So much to be consoled as to console
To be understood as to understand
To be loved as to love with all my heart.**

2. Make me a channel of your peace.
Where there's despair in life let me bring hope;
Where there's darkness, Lord, your shining light;
And where there is sadness ever joy.

GREAT THINGS HAPPEN

Great things happen when God mixes with us (2)

Great and beautiful, wonderful things:

Great things happen when God mixes with us.

1. Some find life, some find peace:
Some people also find joy.
Some see things as they never could before,
And some people find that they can now begin to trust.
2. Some find health, some find hope:
Some people also find joy.
Some see themselves as they never could before,
And some people find that they can now begin to live.

THERE SHALL BE SHOWERS OF BLESSINGS

1. There shall be showers of blessings,
This is the promise of love;
There shall be seasons refreshing
Sent from the Saviour above.
- Ch: Showers of blessing, showers of blessing we need,
Mercy – drops round us are falling
But for the showers we plead.
2. There shall be showers of blessings;
Precious reviving again
Over the hills and the valleys
Sound of abundance of rain.
3. There shall be showers of blessings
Send them upon us, O Lord
Grant to us now a refreshing,
Come, and now honour Thy word.

PRAISE GOD

**Praise God, praise God,
Let his love remind us of the power of his name.
Praise God, praise God,
All creation sings its song of praise.**

1. I will praise you, God and King,
Each and every day.
My mouth shall never cease to sing,
And I will bless your name for ever.
2. Lord, you're highly to be praised;
Your greatness overwhelms,
Age on age will praise your works
And I will bless your name for ever.

PROGRAMMES OFFERED AT HOLY CROSS COLLEGE:

- ◆ **BA** (Eng. Hons.)
- ◆ **BBA** (Business Administration)
- ◆ **B.Ed.** (Teacher Education)
- ◆ **BA** (Pol. Sc. Hons.)
- ◆ **BA** (Hindi Hons.)
- ◆ **BA** (Philosophy)
- ◆ **BA** (Sociology Hons.)
- ◆ **BA** (Economics)
- ◆ **B.Sc** (Human Physiology)
- ◆ **B.Sc** (Zoology Hons.)
- ◆ **B.Sc** (Physics Hons.)
- ◆ **B.Sc** (Botany)
- ◆ **B.Sc** (Psychology)
- ◆ **B.Com** (Accountancy Hons.)
- ◆ **BA** (Pass with English and any two of the following:
Sociology, Pol. Science, Philosophy, Psychology)
- ◆ **Certificate Course in Spoken English** (Admissions in January only)

Causes Under Consideration

- ◆ **B.Sc** (Geography)
- ◆ **BA** (Journalism & Mass Comm.)
- ◆ **BA.LLB**
- ◆ **BA** (History)
- ◆ **B.SW.**

ADMINISTRATIVE TEAM

Dr. Fr. Emmanuel Kallarackal, CSC
Principal

Dr. Fr. Benny K.J., CSC
Vice Principal

Fr. Sijo Joseph, CSC
Administrative Officer

Sr. Sheela, FSM
Office Supervisor

TEACHING FACULTY

Dept. of English

Moumita Dey (HoD)

Barnita Majumder

Elerni Debbarna

Papal Paul

Sr. Mariet, FSM

Fr. Arun D., CSC

Dept. of Political Science

Sharmistha Rakshit (HoD)

Pankaj Chakraborty (USA)

Rajesh Kr. Nath

Piyali Dhar

Dept. of Sociology

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Rashmita Deb

Niloy Sen Gupta

Dept. of Counselling Psychology

Moushumi Jena (HoD)

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Fr. Jeevan Kennady SVD

Dept. of Zoology

Dr. Reba Chakravarty (HoD)

Dr. Dilip Nath

Dept. of H. Physiology

Shyamili Das (HoD)

Dr. Chaitali Sarkar

Dept. of Botany

Dr. Dipanwita Chowdhury (Shil) HoD

Dr. Sujit Sinha Roy

Dept. of BBA

Shankha Shubhra Bhadra (HoD)

Sharmili Chakraborty

Sushobhan Sengupta

Puja Thapa

Rabi Singh

Dept. of Commerce

Abhijit Sarkar (HoD)

Shankharaj Guha

Dept. of Economics

Amit Bikram Chowdhury

Dr. Jessy Janet Sequera

Dept. of B.Ed.

Mainak Majumder (HoD)

Dipanwita Chakraborty

Mousumi Debroy

Nilanjana Chakraborty

Sukanya Bhattacharjee

Sangeeta Chakraborty

College Librarians

Kangullu Parnel

Anindita Paul

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Beena Pradeep

Office Supervisor

Samrat Ratna Sutradhar

Technical Assistant

Jinesh Augustan

Technical Assistant

Sabyasachi Biswas

Accountant

Dipankar Kishore Sinha

Science Lab & Class Room Asst.

Narayan Sengupta

Computer Lab & Class Room Asst.

Tripur Sadhan Jamatia

Driver & Office Attendant

Sajal Gowala

Electrician

Rakesh Debnath

Carpenter

Bus Drivers

Pranab Kumar Saha

Chandan Debnath

Abhjit Bhowmik

Prakash Debbarna

Pintu Debbarna

Nataraj Debnath

Bus-Conductors

Nabaratan Jamatia

Ranjit Debnath

Ashish Ghosh

Parjoy Tripura

Sajal Gowala

Rakesh Debnath

Helper/Cleaner

Purnima Debnath

Ahona Marak

Shuba Marak

Suma Paul

Malacha Debnath

Arti Sarkar

Sumit Rabi Das

Gardeners

Prahalad Rabi Das

Shambhu Rajbhar

Santhosh Gowala

Watchmen

Govindo Paul

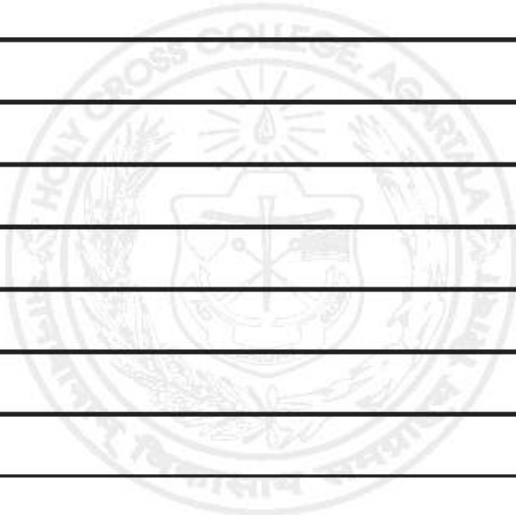
Sujit Debnath

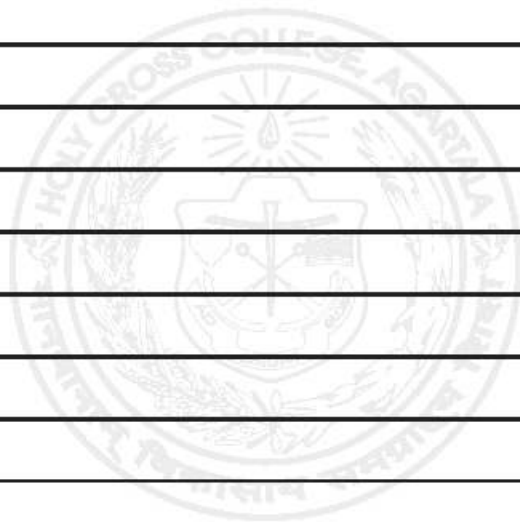
Ajit Debbarna

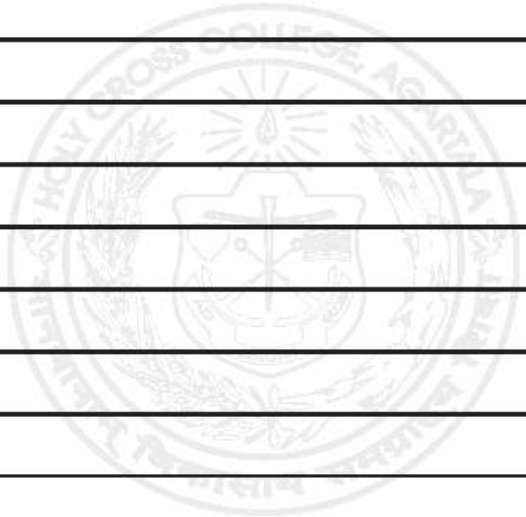
Bimal Debnath

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SUBJECTS MONTHLY ASSIGNMENTS	TOTAL																			
	JUNE																			
	MAY																			
	APRIL																			
	MARCH																			
	FEBRUARY																			
	JANUARY																			
	DECEMBER																			
	NOVEMBER																			
	OCTOBER																			
	SEPTEMBER																			
	AUGUST																			
	JULY																			
	CLASS / MODEL TESTS																			
	Attendance																			
	Conduct / Discipline (A-F)																			
	Community Service (A-F)																			
	Punctuality (A-F)																			

TOTAL															
JUNE															
MAY															
APRIL															
MARCH															
FEBRUARY															
JANUARY															
DECEMBER															
NOVEMBER															
OCTOBER															
SEPTEMBER															
AUGUST															
JULY															
SUBJECTS															
MONTHLY ASSIGNMENTS															
CLASS / MODEL TESTS															
Attendance															
Conduct / Discipline (A-F)															
Community Service (A-F)															
Punctuality (A-F)															