



HOLY CROSS COLLEGE (AUTONOMOUS)

Accredited with A++ Grade (CGPA 3.53 - V Cycle) by NAAC
Affiliated to Manonmaniam Sundaranar University, Tirunelveli
ISO/QMS 9001:2015 & EOMS 21001:2018
Nagercoil - 629 004, Kanniyakumari Dist.



NAAC A++
ACCREDITED



HANDBOOK

2026-2027



INDIAN
KNOWLEDGE
SYSTEM (IKS)



STUDENT
EXCELLENCE
(SE)



SUSTAINABLE
DEVELOPMENT
GOALS (SDGs)





HOLY CROSS COLLEGE

(Autonomous)

Accredited with A⁺⁺ Grade (CGPA 3.53 - V Cycle) by NAAC

Nagercoil - 629 004

HANDBOOK 2026-2027

CONTACT

Secretary : 04652-261473 (O)
Principal : 04652-261473 (O)
Controller of
Examinations : 04652-264340 (O)
College Hostel : 04652-260897
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College Website : <https://holycrossngl.edu.in>

PERSONAL MEMORANDA

Name

Name of the Programme

Year of study

Register Number

ABC Number

UMIS Number

Date of Birth

Blood Group

Father's Name

Mother's Name

Phone Number

Address of Residence / Hostel / Guardian

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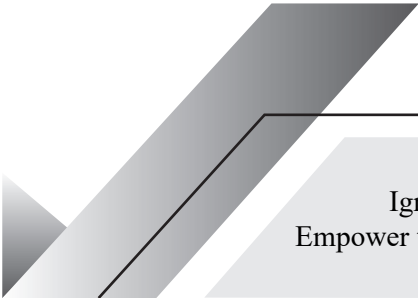
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Bank Account Number

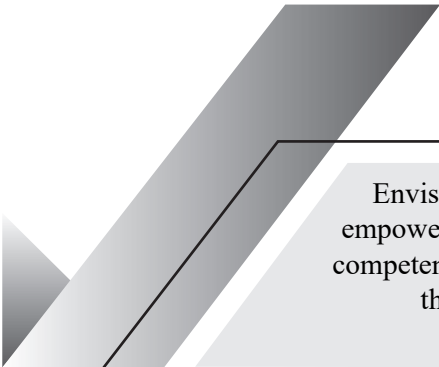
Vehicle Number

Signature



MOTTO

Ignite to Excel,
Empower to Transform



VISION

Envision a harmonious society by empowering young minds for global competencies and sustainable growth through holistic approach and innovative endeavours.



MISSION

- ❖ Imparting outcome-based quality education that fosters academic excellence and lifelong learning.
- ❖ Inculcating professional competencies, leadership qualities, innovation and entrepreneurial skills.
- ❖ Extending opportunities for research, networking and community engagement activities addressing local, national, and global challenges.
- ❖ Providing inclusive learning ambience that enhances equity and ensured sustainability.
- ❖ Instilling values that strengthen ethical outlook to become responsible citizens.

NATIONAL PLEDGE

India is my country and all Indians are my brothers and sisters. I love my country and I am proud of its rich and varied heritage. I shall always strive to be worthy of it. I shall give my parents, teachers and all elders respect and treat every one with courtesy. To my country and my people, I pledge my devotion. In their well-being and prosperity alone lies my happiness.

NATIONAL ANTHEM

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

- Rabindranath Tagore

தமிழ்த்தாய் வாழ்த்து

நீராரூங் கடலுடுத்த நிலமடந்தைக் கெழீலொழுமும்
சீராரூம் வதனமெனத் திகழ்பரதக் கண்டமீதில்
தெக்கணமும் அதிற்சிறந்த திராவிடநல் திருநாடும்
தக்கசிறு பிறைநுதலும் தரித்தநறுந் திலகமுமே!
அத்திலக வாசனைபோல் அனைத்துலகும் இன்பமுற
எத்திசையும் புகழ்மணக்க இருந்தபெருந் தமிழணங்கே!
தமிழணங்கே!
உன் சீரீளமைத் திறம்வியந்து
செயல்மறந்து வாழ்த்துதுமே!
வாழ்த்துதுமே!
வாழ்த்துதுமே!

- 'மனோன்மனையம்' பெ. சுந்தரம்பிள்ளை

கல்லூரி வாழ்த்து

எம் திருச்சிலுவைக் கல்லூரி
வாழ்க என்று வாழ்த்துவோம்
வளர்க என்று போற்றுவோம்
எம் திருச்சிலுவைக் கல்லூரி

(1)

கல்வியாளும் கலைகளாலும் ஆளுமையை உருவாக்குவோம்
கடமையும் கண்ணியமும் இருவழியாய்க் காத்திடுவோம்
புதிய வாழ்வு புதிய பூமி காண்போமென்றும் உறுதியாய்
உரிமை கொண்ட மாதராக வீறுநடை போடுவோம்

(எம் திருச்)

(2)

இந்தியாவின் ஒருமைப்பாட்டை இதயங்களில் விதைத்திடுவோம்
சொந்த மண்ணில் சேவைப்பயிரை விண்ணுயர வளர்த்திடுவோம்
சிந்தை மீட்டும் கருணையே செயல்கள் நாட்டும் அமைதியே
சிலுவை காட்டும் பாதையிலே வாழ வழி காட்டுவோம்

(எம் திருச்)

COLLEGE ANTHEM

In the Cross and Mary is Our Hope

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

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

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

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

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

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

PRAYER BEFORE CLASS

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

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THE CONGREGATION OF THE SISTERS OF THE CROSS OF CHAVANOD



Mother Claudine Echernier

Foundress of the Congregation

The Congregation of the Sisters of the Cross of Chavanod, founded in 1838, owes its origin to a humble young lady from Savoy, France, Claudine Echernier by name. She was helped and supported in this work by Father Mermier, the Founder of the Missionaries of St. Francis de Sales. Born on the 29th of May 1801, at Feternes a rural parish at Savoy, in a family richer in faith than in possessions, Claudine evinced from her young age an astonishing thirst for knowledge and spiritual sensibility. Gripped by deep personal love for crucified Jesus Christ, she responded to God's call and decided to belong entirely to God and serve the neighbourhood.

With unshakeable faith in the providence of God and being inspired by the courage of Mary at the foot of the Cross and with the guidance of Fr. Mermier, the founder of the Missionaries of St. Francis de Sales, Mother Claudine Echernier dedicated her life to eradicate the ignorance and misery of women.

HISTORY OF THE COLLEGE



Rev. Mother Marie Cecile Vionnet

Foundress of the College

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

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

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

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

Part I - English

Part II - Tamil, Malayalam and French

Part III - Mathematics, Physics, Chemistry.

Physics, Chemistry, Biology.

History, Economics, Advanced Languages.

The College was raised to a first grade college in 1966 and got affiliated to the Madurai Kamaraj University. It began to offer undergraduate

programmes in Mathematics, Physics, Chemistry, Botany, Zoology, History, Economics, Commerce and English and Post graduate (PG) programmes in Mathematics, Physics, Zoology and English. Since 1990, the college has been affiliated to Manonmaniam Sundaranar University, Tirunelveli.

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

Name of the Educational Agency

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

Name of the Trustees : Nil.

Name of the Secretary : Dr. Sr. M. Mary Gilda

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

Name of the Principal : Dr. Sr. S. Sahayaselvi
Telephone No.:04652-260709

Year of Establishment : 1965

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

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

NAAC Accreditation

- ❖ **I Cycle of Accreditation:** Accredited at the 4 Star level on 01.02.1999.
- ❖ **II Cycle of Accreditation:** Accredited at the B⁺⁺ level on 20.05.2005.
- ❖ **III Cycle of Accreditation:** Accredited with A Grade (CGPA 3.34) on 05.01.2013.
- ❖ **IV Cycle of Accreditation:** Accredited with A⁺ Grade (CGPA 3.35) on 09.08.2019.
- ❖ **V Cycle of Accreditation:** Accredited with A⁺⁺ Grade (CGPA 3.53) on 30.01.2025.



COLLEGE CREST

The Radiant Cross symbolizes merciful, self-emptying Love of Our Lord Jesus Christ. The letter M refers to Mother Mary, our Protectress. The star on the top represents her guidance in our day-to-day activities. The Anchor symbolises our hope in the Radiant Cross and in Virgin Mary.

In Cruce Et Maria Spes Nostra, the college motto, means “In the Cross and Mary is our hope”.

SUCCESSION LIST OF SECRETARIES

1.	Sr. Emilie	1965 - 1969
2.	Sr. Casilda	1969 - 1971
3.	Sr. Eusebuis	1971 - 1977
4.	Sr. Collete	1977 - 1980
5.	Sr. Casilda	1980 - 1982
6.	Sr. Edith	1982 - 1984
7.	Sr. Mesmin	1984 - 1989
8.	Sr. Casilda	1989 - 1990
9.	Sr. Mercy	1990 - 1991
10.	Sr. Rosalie	1991 - 1997
11.	Sr. Anne Francis	1997 - 2000
12.	Sr. Mesmin	2000 - 2004
13.	Sr. Gerardin Jayam	2004 - 2007
14.	Sr. Phylis	2007 - 2008
15.	Sr. M.R. Basil Rose	2008 - 2015
16.	Sr. S. Anne Perpet Sophy	2015 - 2016
17.	Sr. Gerardin Jayam	2016 - 2022
18.	Sr. M. Mary Gilda	2022 onwards

SUCCESSION LIST OF PRINCIPALS

1. Sr. Emilie	1965 - 1969
2. Sr. Casilda	1969 - 1972
3. Sr. Regina	1972 - 1976
4. Sr. Scholastica	1976 - 1986
5. Sr. Felicia	1986 - 1990
6. Sr. Rosamma	1990 - 1997
7. Sr. Mercy	1997 - 2000
8. Sr. Rosalie	2000 - 2004
9. Sr. Elsy George	2004 - 2007
10. Sr. Rosalie	2007 - 2010
11. Sr. Gerardin Jayam	2010 - 2015
12. Sr. M. R. Basil Rose	2015 - 2019
13. Sr. S. Anne Perpet Sophy	2019 - 2022
14. Sr. S. Sahayaselvi	2022 onwards

CHRONOLOGY OF EVENTS

Year	Events
2026	B.com with CA, Photo Point
2025	Accredited with A ⁺⁺ Grade (CGPA 3.53 - V Cycle) by NAAC, Guest House
2024	B.Sc. Artificial Intelligence & Data Science, B.A. English Literature with Media Communication, B.Com. Corporate Secretaryship, Conference Hall, Green Guest House, Green Paradise, Fountain, Rear Entrance Arch, Pedestrian
2023	B.Sc. Costume Design and Fashion, New Examination Wing, College Entrance Arch
2022	Patio Cafeteria
2021	PG Chemistry Lab, Mushroom Culture Training Centre
2020	Installation of ERP
2019	Accredited with A ⁺ Grade (CGPA 3.35-IV Cycle) by NAAC
2019	Golden Jubilee Hall
2018	<i>Thinnai</i> Library, Ph.D. Mathematics
2017	Ph.D. Commerce, Ph.D. Chemistry, Ph.D. Economics, Ph.D. History, Biodiversity Garden.
2016	M.Sc. Mathematics (S.F.), Autonomy Extension
2014	M.A. English (S.F.)
2013	Accredited with 'A' Grade (CGPA 3.34-III Cycle) by NAAC, DST-FIST Laboratory
2012	M.Sc. Chemistry (S.F.), M.A. History (S.F.), M.Phil. Commerce (S.F.), Computer Centre, St. Joseph Block
2011	B.A. Tamil (S.F.), Oxidation Pond
2010	Ph.D. Physics, B.Sc. Mathematics (S.F.), B.A. English (S.F.), B.Com. (S.F.)
2009	M.Phil. Physics (S.F.), M.Phil. Zoology (S.F.), Ph.D. English, Ph.D. Botany, Central Bank of India (Rochanagar Branch)
2008	B.Sc. Computer Science (S.F.), M.Phil. English (S.F.), Language Laboratory
2007	Confirmation of Autonomous Status, M.Com. (S.F.), M.S.W. (S.F.), II Floor of Claudine Block

2006	M.Sc. Bio Medical Science (UGC Funded), B.Com. with C.A. (S.F.), Mini Gymnasium, Extension of Claudine Block
2005	Accredited at the B ⁺⁺ level by NAAC, Construction of Cecile Hall
2004	Functioning of the Copy & Hello Point
2003	M.Sc. (Industrial) Biotechnology (S.F.) and M.A. Business Economics (S.F.) were changed to M.Sc. Botany and M.A. Economics respectively from 2016 - 2017 onwards.
2002	Installation of Computer Laboratory, Off-Campus Study Programme under Bharathiar University, Coimbatore
2000	Ph.D. Zoology
1999	Accredited at the Four Star level by NAAC, Multipurpose Hall, Introduction of Vocational Sericulture Course in B.Sc. Zoology
1998	Introduction of Teacher based Education System (Semi-Autonomous status for M.Sc. Zoology)
1995	Construction of Claudine Block and Vehicle shed
1990	Affiliated to Manonmaniam Sundaranar University, Tirunelveli, Member of Association of Indian Universities
1984	M.Sc. Physics
1980	B.Com.
1979	M.Sc. Zoology
1978	M.Sc. Mathematics
1977	Inauguration of extension of State Bank of India, Workshop and Non Residential Student Centre
1973	College Chapel
1972	M.A. English, College Library
1970	Opening of the Madonna Block
1966	Degree status for Arts and Sciences (Affiliated to Madurai Kamaraj University), Botanical Garden, Raised to First Grade College
1965	Founded by Rev. Mother Maire Cecile. Started with PUC (Affiliated to Madras University)

INFRASTRUCTURAL FACILITIES

Media Centre
3 Storeyed Sr. Scholastica Block
3 Storeyed Main Block
3 Storeyed Claudine Block
3 Storeyed St. Joseph Block
3 Storeyed Mermier Block
2 Storeyed Golden Jubilee Block
2 Storeyed Library
Multipurpose Hall
St. Joseph Hall (Air conditioned)
Examinations Wing
Administrative Block
Office Stock Room
Computer Laboratories with Internet facility
Wi-Fi Facility
DST-FIST Laboratory
Tissue Culture Laboratory
9 Research Centres
Madonna Block
Stationery
Copier Room
NSS Room
Indoor Stadium
Play Grounds
Chapel
Rock Garden
Computers with Internet Facility in all Departments
Laboratory Facilities in all Science Departments

Research Labs in all Science Departments
Smart Classroom facility
Bank - Central Bank of India, Roch Nagar Branch
Vehicle Parking-Staff and Students
Canteen
Pump Room
Copy & Hello point
Workshop
Generator Room (Uninterrupted Power Supply)
Washrooms
Oxidation Pond
Sericulture Room
Rainwater Harvesting
Vermicomposting unit
Purified Drinking Water
Waiting Shed
Integrated Farm House
Herbal Garden
Day Care Centre
College Buses (10 Nos.)
Hostel with 2 Blocks
CCTV Cameras
Golden Jubilee Hall
Biodiversity Garden
Thinnai Library
Star Garden
Center for Environmental Studies
Center for Women's Studies
Counselling Room
UBA Cell

Placement and Career Guidance Cell
Crossian Center for Research and Development
ERP Office
Generator Room
Cross Com A to Z Tailoring Unit
Candere Collections
Language Lab
Instrumentation Centre
Hospital / Sick Room
Common Room
Guest House
Photo Point

CORE VALUES

Spiritual values

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

Integrity and Honesty

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

Academic excellence

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

Research and Knowledge enrichment

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

Innovation and Critical thinking

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

Social responsibility

The college initiates social consciousness to promote environmental sustainability and contribution to the society, especially those in periphery.

Aesthetic skills

The college has an ambience to engage mind, body and emotions for transformation through diverse on mental, physical and emotional well being.

Equity and Equality

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

Participatory leadership

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

Ecological citizenship and Sustainability

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

“A life of joy and happiness is possible only on the basis of knowledge and science”

- Dr. Radhakrishnan

GRADUATE ATTRIBUTES

Graduates of the Arts and Science programmes will demonstrate the following attributes:

- GA-1** : Disciplinary Knowledge: Employ comprehensive knowledge of Arts, Commerce, and Science disciplines to academic, professional, and societal contexts.
- GA-2** : Critical Thinking & Problem Solving: Analyze information logically and creatively to solve academic, business, scientific, and real-life problems.
- GA-3** : Effective Communication: Communicate ideas, data, arguments, and findings clearly through oral, written, and digital modes.
- GA-4** : Ethical Values & Social Responsibility: Demonstrate integrity, ethical conduct, empathy, and commitment to social and environmental responsibility.
- GA-5** : Scientific Temper & Inquiry: Develop scientific reasoning, analytical skills, and evidence-based thinking in inquiry and decision-making.
- GA-6** : Digital, Financial & Information Literacy: Use digital technologies, financial tools, and information resources responsibly and effectively.
- GA-7** : Interdisciplinary/Multidisciplinary & Holistic Perspective: Integrate knowledge across disciplines to understand and address complex societal and professional challenges.
- GA-8** : Leadership & Teamwork: Exhibit leadership qualities, teamwork, and interpersonal skills in diverse professional and social environments.
- GA-9** : Employability, Entrepreneurship & Innovation: Apply knowledge and skills for career readiness, innovation, and entrepreneurial initiatives.
- GA-10**: Lifelong Learning & Adaptability: Committed to continuous learning and adapt to emerging trends, technologies, and professional requirements.

QUALIFICATION DESCRIPTORS (UG Programmes)

On successful completion of the Undergraduate Programme, the graduate will be able to:

QD1. Disciplinary Knowledge

Demonstrate comprehensive theoretical and practical knowledge in the specific discipline.

QD2. Professional Competence

Apply subject knowledge and skills in academic, professional, entrepreneurial, and social contexts.

QD3. Critical and Analytical Thinking

Analyze, interpret, and evaluate information using logical and scientific approaches.

QD4. Communication and Collaboration

Communicate effectively in oral, written, and digital forms and work productively in teams.

QD5. Digital and Technological Skills

Utilize ICT tools, data resources, and digital platforms for learning and professional growth.

QD6. Ethical and Social Responsibility

Exhibit ethical values, civic responsibility, gender and environmental sensitivity, and social commitment.

QD7. Research and Innovation Aptitude

Engage in research-oriented thinking, innovation in entrepreneurial ventures and problem-solving.

QD8. Sustainability and Environmental Consciousness

Practise sustainable development and environmental stewardship.

QD9. Leadership and Lifelong Learning

Demonstrate leadership qualities and commitment to continuous learning.

QUALIFICATION DESCRIPTORS (PG Programmes)

On successful completion of the Postgraduate Programme, the graduate will be able to:

QD1. Advanced/Extensive /Comprehensive Disciplinary Knowledge

Demonstrate in-depth and specialized knowledge of the discipline with theoretical and practical proficiency.

QD2. Critical and Reflective Thinking

Critically analyze complex issues, evaluate multiple perspectives, and develop evidence-based conclusions.

QD3. Analytical and Problem-Solving Ability

Identify, formulate, and solve advanced/ complex disciplinary and interdisciplinary problems using appropriate tools and techniques.

QD4. Professional and Research Competence

Apply advanced/extensive subject knowledge, advanced research methodologies, and refined professional skills in academic, industrial, and societal contexts.

QD5. Innovation Skills for Entrepreneurial Growth

Design, execute, and document independent research projects leading to scholarly publications, innovations, and patents.

QD6. Communication and Academic Writing Skills

Communicate effectively through scholarly writing, presentations, seminars, and professional interactions.

QD7. Digital, Information, and Technological Literacy

Use advanced digital tools, databases, statistical software, and emerging technologies for research and professional development.

QD8. Ethical, Social, and Professional Responsibility

Demonstrate ethical research practices, social accountability, gender and environmental sensitivity, and professional integrity.

QD9. Leadership, Collaboration, and Management Skills

Exhibit exemplary attributes of leadership, teamwork, project management, and organizational competence.

QD10. Lifelong Learning and Global Competency

Engage in continuous learning, adapt to global trends, and contribute effectively in multicultural environments.

GENERAL RULES AND REGULATIONS

- The reputation of the college is in the hands of the staff and students, whether they are on or off the premises. The institution has utmost faith in its staff and students and in their desire to uphold its standard.
- The academic year is divided into two semesters. If a student leaves the college during the first semester before 31st August, she shall have no right to claim a remission of any portion of the fee except the tuition fee.
- The semester fee should be paid by the students within ten working days from the date of re-opening.
- Wearing ID is mandatory for all students.
- Loss of Identity card should be reported immediately and duplicate will be issued on requisition letter to the principal and on payment prescribed by the college.
- Students are expected to assemble in the classroom immediately after the first bell.
- Students are not permitted to leave the college during the working hours, in case of emergency they have to get permission and a gate pass from the Head of the Department.

- The day is given a start with a devotional song played through the public address system, followed by a short prayer. All the staff and students are expected to keep standing during this time, whether they are inside or outside the classroom.
- Students are not permitted to give interviews in radio/TV/ social media platforms without the prior permission from the principal.
- A gate pass from the Principal / Head of the Department is required to leave the premises during college hours.
- Students are expected to move quickly and quietly while moving from one class to another. They are not permitted to visit the canteen during class hours. Footpath should be used while walking.
- Students are expected to read the notice on the college notice board and the department notice board regularly. Ignorance of any such information will not be accepted as an excuse for failing to comply with it.
- Students have to enter and leave the Multipurpose Hall / Golden Jubilee Hall through the side doors only. During college meetings, students have to show respect to the chief guest and other guest speakers. No one should leave the hall during the meetings or show noisy approval or disapproval. They should avoid carrying books or eatables to the hall.
- Students should accord respect and greet the staff whenever they meet them.
- They must be always courteous in their words and deeds. If any article is lost or found in the college campus, the students shall report the matter to the college office.
- Students should consider college property as their own and cause no willful damage. Students should not pluck fruits from trees, as they are given for lease. They should not write or make any mark on the wall, desk or in any part of the college premises or throw anything including paper, plastic bags or spill ink on the floor of the classroom and other places. Students must take pride in keeping the campus clean.

- Disobedience, irregular attendance, malpractices in examinations, habitual carelessness, bad conduct and manners and non-observance of the rules of the college shall lead to strong disciplinary action which may entail dismissal from the college.
- Regularity and punctuality for classes and tests are very essential. Absentees for Continuous Internal Assessment (CIA) tests will be penalized.
- Students should dress neatly and decently. Modesty in dressing is highly emphasized in the college. Students should be only in uniform on all working days. On special occasion, students are permitted to wear only sarees / chudithar.
- T-shirts/ jeans pant and sleeveless attire are not permitted.
- Staff and students should not collect money without prior permission from the Principal and the Head of the Department concerned.
- Students should remember that wherever they may be, they represent the college and honour it by their behaviour.
- Students are not permitted to post negative statements about the college / staff / students on social media sites.
- Ragging is totally banned in the institution. Any act of ragging is liable for appropriate punishment.
- Mobile phones are allowed only with the prior permission of the teacher for online quizzes/tests and other academic purposes
- Students misusing the mobile phones on the campus shall lead to strong disciplinary action by the college.
- Only button phones are allowed for those coming from long distances and a permission letter from the parent for bringing the phone should be submitted to the class teacher at the beginning of the academic year.
- Students can download their marksheets through Digilocker.

Rules regarding Laptop usage

- Laptops can be used during class hours only for academic purpose (seminar, assignment, blended classroom learning and for project work).
- Charging electronic devices is not encourage on campus.

Attendance

- Students should attend the classes regularly. Attendance will be marked at the beginning of each period. If a student is absent for any one period, half day will be marked as absent.
- A student will be permitted to write the semester examinations, only if she has an attendance of at least 75%. If the attendance is 62% to 74% she has to pay a condonation fee of Rs. 1000/- and only then she will be permitted to write the semester examinations.

Leave of Absence

- A student should not absent herself from the class except for valid reasons. She shall apply for leave in advance to the Principal in the prescribed leave form, which can be obtained from the college office. If this is not possible as in the case of illness, leave letter shall be produced on the day the student returns to the college. The leave form should be counter signed by the parent/ guardian and the respective class teachers.
- If a student absents herself without prior information, her absence will be immediately reported to her parents or to the hostel warden and disciplinary action such as levying fine, suspension etc. will be taken.
- Students who come late will be permitted to the class only with the permission of the HOD.
- All the scholarship / fee concession holders should earn an attendance of 90% failing which the entire scholarship / fee concession amount has to be refunded to the Government as per G.O.M.S. No. 1537 Social Welfare Dept., Dt. 20.04.1983.

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

Petitions and Complaints

- Requests, petitions, appeals and complaints of any kind must be made either to the Principal directly or through the suggestion box, which is kept outside the Principal's office and through email (grivances@holycrossnsl.edu.in). Students are not allowed to make a complaint as a group or to address any authority in a collective petition. Such combined action is subversive of good order.
- Under the Government's Educational rules, the Principal has complete authority to inflict punishments such as fine for inadequate attendance and irregularity in the Continuous Internal Assessments (CIA), suspension and expulsion in matters of grave concern.

Library

- It is obligatory for all students of the college to be members of the Library and Readers' Forum.
- The library will remain open from 8.45 a.m. to 4.15 p.m. except on Sundays.
- Students must bring their ID card and Library card while entering the Library. They should not enter with bags, but deposit the same counter at the entrance.
- The library card is not transferable.
- Students should maintain strict silence in the Reading Room and other areas of the library.

- After taking a book from the Reading Room shelf, get it issued at the Reading Room Counter and submit the Reading Pass. Do not forget to return the book at Janitor's counter on leaving the library.
- Students will be allowed to take a maximum of 5 books at a time to study in the Reading Room.
- Do not scatter or mix up the pages of newspapers while reading.
- Do not misplace the books while looking for the books on the shelves. After selecting the needed books do not shuffle, but keep in proper places.
- Students have the privilege of direct access to the shelves in the stack room and the reading room. They are requested to respect the freedom and not misuse it.
- Students should not crowd in front of any counter, but should be in a queue.
- Students will be given two/five borrower's tickets. When a book is borrowed, a borrower's ticket is to be given at the counter. The ticket will be returned to the borrower when the book is returned. Not more than two books will be issued for the UG students and 5 books for the PG students at a time.
- Check the condition of the book at the time of borrowing. In case of any mutilation or loss of pages, report instantly to the concerned library staff. Otherwise the borrower will be responsible for the damage.
- A student can keep a book for not more than a week. The book borrowed should be returned on or before the stipulated date mentioned on the date-slip. When the prescribed time has elapsed, the book must be returned to the librarian by the student herself.
- A student failing to return a book within the prescribed time shall pay an overdue charge of one rupee per book per day and she will not be allowed to use the library till the due is paid.

- Absence from the college shall not be an excuse for any delay in returning the books. Books due on a holiday shall be returned on the next working day and no fine will be levied.
- The books may be returned on all working days.
- All books must be returned before the closure of each semester.
- No one is allowed to pass on any book to another or lend them to any one inside or outside the college.
- The librarian will examine all the books returned and if any book has been damaged, she will report it to the Principal at once along with the name of the person responsible. If a book is damaged, lost or spoiled, the person responsible shall supply the library with a new copy of the book.
- Books should be handled with care. Marking on books is most objectionable. Students are strictly forbidden to tear, cut out or scribble on pages of magazines, periodicals and books. Any student found doing so will be punished severely.
- Library is a mobile free zone.

“Intelligence plus character—that is the goal of true education. The complete education gives one not only power of concentration, but complete worthy objectives upon which to concentrate.”

- Dr. Martin Luther King Jr

CERTIFICATES

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

Application Format for Receiving Certificates

1. Name of the student (in full) :
2. Residential Address :
.....
.....
3. School :
4. Name of the Specific Programme :
5. Register Number :
6. Year of Joining :
7. Year of Leaving :
8. Year of last summative
exam taken in this college :
9. Certificate required :
10. Reason :

Date :

Signature of the student

DOCUMENTS REQUIRED FOR RECEIVING CERTIFICATE

a) Mark Statement (Duplicate)

1. Covering letter addressed to the CoE
3. Receipt of fee paid

b) Consolidated Mark Sheet (Duplicate)

1. Covering letter addressed to the Principal and CoE
2. Photocopy of all mark statements
3. Copy of the advertisement in newspaper
4. Original acknowledgement from the police station for the complaint registered regarding missing document
5. Affidavit from the Village Administrative Officer
6. Receipt of fee paid

c) Migration Certificate

1. Covering letter addressed to the Principal
2. Photocopy of last mark statement
3. Receipt of fee paid

d) Transfer Certificate / Conduct Certificate

1. Filled in Application Form
2. Fees

e) Provisional / Degree Certificate (Duplicate)

1. Covering letter addressed to the Principal and CoE
2. Collect essential documents from CoE section and office submit to the university.
3. Photocopy of all mark statements
4. Approval Letter from the CoE office

f) ID Card (Duplicate)

1. Request letter addressed to the Principal
2. Passport Size Photo
3. Receipt of fee paid

g) Any other certificate:

Request letter addressed to the Principal

CONTACT PERSONNEL & AUTHORITY

Student Affairs	Contact Personnel
Staff and student matters, reporting special achievements and award, representing special requests, needs or problems	Principal
Discipline related issues	Vice Principals
Self-learning, Non-Major Elective and Skill Enhancement Courses Registration / Change	Deans / Members of Curriculum Steering Committee
Registration for retest of Continuous Internal Assessment (CIA)	Head of the Department
Semester Examination: Registration for regular / arrear exams, distribution of cumulative mark sheets	Controller of Examinations
Applying for provisional certificate and degree certificate	College Office
Attestation of Certificate	Principal / HOD of Aided Department
Student Bonafide Certificate / Transfer Certificate / Conduct Certificate	Principal (After verifying with the office assistant at the certificate counter in the college office)
General Scholarships	Principal (After contacting the office assistant at the scholarship counter in the college office)
Endowment Scholarships	HOD
Leave Application (a) Day Scholars (b) Hostellers	HOD and Class in-charge Warden and Class in-charge
Fee Payment College Fee / Exam Fee / All other cash payments	ERP

SCHOLARSHIPS & PRIZES

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

1. Government of India Merit Scholarship
2. Backward Class Scholarship
3. Most Backward Class Scholarship
4. SC/ ST, SCC Scholarship
5. University Merit Scholarship
6. Uzhavar Scholarship
7. Differently abled Scholarship
8. EVR Nagammaiyar Scholarship
9. Single Girl Child Scholarship
10. BC Merit Scholarship
11. Moovalur Ramamirtham Ammaiyar Higher Education Assurance Scheme (Pudhumai Penn Scholarship)

For Self-Financed Students

1. Minority Scholarship
2. Uzhavar Scholarship
3. SC/ ST Scholarship
4. Differently abled Scholarship
5. Sitharam Jindal Foundation Scholarship
6. Ph.D. Scholarship

From the Management

1. Crossian Merit Scholarship (CMS)
2. Institutional Scholarship for Poor Meritorious student
3. Scholarships for Meritorious S.F. Students
4. Freeships for Sports Students

ENDOWMENT SCHOLARSHIPS AND PRIZES

S. No.	Name of the Endowment	Instituted by	Amount
1	Sr. Scholastica	Management & Dr. Hermana Gilt Arachi	5000 15000
2	Sr. Scholastica	Rotaract Club of Holy Cross College	1000
3	Sr. Eusebius	Management	1000
4	Sr. Zita	Management	1500
5	Sr. Yuvonne Lavorel	Management	3000
6	Sr. Lucy	Management	500
7	Sr. Regina	Management	3000
8	Sr. Helen	Management	1400
9	Sr. Bennedicta	Management	500
10	Sr. Cecile	Management	3000
11	Sr. Martina	Management	500
12	Sr. Casilda	Management	1500
13	Sr. Geraldine	Management	1000
14	Sr. Caritas	Management	1000
15	Sr. Yuvonne Lavorel	Management	400
16	Mother Cecile Vionnet [Foundress]	Management	2500
17	Mother Cecile Vionnet [Foundress]	Management	500
18	Sr. Emilie	Management	1000
19	Ms. Francis Vidayathil	Sr. Edith	1000
20	Mrs. Hepzibai Fenn George	Mr. Fenn George	1500
21	Mr. Ramalingam Pillai	Mr. Chockalingam Pillai	250

22	Bishop Agniswamy [Founder]	Management	9000
23	Bishop Agniswamy [Founder]	Management	1000
24	Mrs. Banumathy	Mrs. Banumathy	2000
25	Mrs. Jeyam	Mrs. Jeyam	500
26	Value Education	Management	350
27	Mr. Daniel	Mrs. Teresa M. Rajasingh	1000
28	Dr. M. Vasantha Rajam	Dr. M. Vasantha Rajam	400
29	Selvi. Sathi	Selvi. Sathi	1000
30	Mrs. Nirmala Thambi	Chemistry	1000
31	Mrs. Alexandria John Sahayam	Mrs. Alexandria John Sahayam	500
32	Mrs. Alexandria John Sahayam	Mrs. Alexandria John Sahayam	2500
33	Mrs. Maria Victoria	Staff members, Dept. of Commerce	1000
34	Mrs. Maria Victoria	Mrs. Maria Victoria's Husband	2000
35	Staff members, Dept. of Chemistry	Scientific Company	500
36	Mrs. Constanse Devadoss	Staff members, Dept. of English	1000
37	Sr. Fabiana	Management	1000
38	Mrs. Ashitha Prem Kumar	Mrs. Ashitha Prem Kumar	2000
39	Tmt. P. Sundarabai	Tmt. P. Sundarabai	3000
40	Tmt. C. Jagathammal	Tmt. C. Jagathammal	2000
41	Tmt. Rita S. Muthu	Mr. S. Muthu	3000

42	Mr. Sundara Krishnan & Mrs. Ponnu Rukmani for the best M.Sc. student	Mrs. S. Meenakshi	3000
43	Mrs. Leela Judnis	Mrs. Leela Judnis	3000
44	Mrs. Suseela Mary for the best outgone student	Mrs. Suseela Mary	3000
45	Mrs. Suseela Mary	Staff members, Dept of Botany	1000
46	Highest mark in I Year Physics	Mrs. Banumathy	2000
47	Mr. Devasahayam	Mrs. Doosliyn Mary	5000
48	Mr. Varuvel	Mrs. Jeyaseeli	3000
49	Mrs. Annamma Joseph	Sr. Rosamma	2000
50	Mrs. Teresa M. Rajasingh	Mrs. Arul Ponniah	5000
51	Sr. Lucy Charlotte	Mrs. Pearl	5000
52	Kalluveethil Helenammal Francis	Mr. Kingsly Kalluveethil	25000
53	Sr. Felicia	Staff Members, Dept. of English	4000
54	R. Reechan	P. Maria Latitial	5000
55	Mr. & Mrs. Vincent Fernando	Mrs. Lucy Zephrene	3000
56	Sr. Doris for the voracious reader	Management	2000
57	Mr. M. Devasahayam	Mrs. D.G.M. Victoria	5000
58	Mrs. Annamma Joseph	Sr. Rosamma	1000
59	Sr. Elsy George	Sr. Elsy George	3000
60	Miss. A. Amalorpavam prize for the differently abled student	Miss. A. Amalorpavam	5000

61	Tmt. Y. Premalatha prize for the best outgone student	Department of Zoology	5000
62	Tmt. Y. Premalatha	Mr. Asir Celine Kumar	10000
63	Mr. Joseph George	Mrs. Beenamma Joseph George	50000
64	Mr. & Mrs. Selva Muthu Proficiency prize for M.Phil English Literature Student	Mrs. Margaret Mary	10000
65	Tmt. Rajam Godwin	Tmt. Rajam Godwin	10000
66	Mr. Irudaya Raj	Mr. Irudaya Raj	3000
67	Best outgoing student of M.Com.	M. Com. students 2007-2009	4050
68	Best Performance in Extracurricular Activities M.Com Students	M.Com Students 2007-2009	4000
69	Fr. Pascal's silver jubilee endowment	Fr. Pascal	6000
70	Sri. E. Chelliah Nadar- Seetha Lakshmi Ammal	Mrs. C. Saroja	20000
71	Mr. M. C. Arockia Swamy	Mrs. A. Alankara Vasanthi	10000
72	Mrs. Suseela Mary for best UG student	Mr. Francis	50000
73	Mrs. Dharmamony Victor & Sr. Scholastica	Mr. V. Samuel Antony	5000
74	Mrs. Tamilarasi for the best player	Mrs. Tamilarasi	10000
75	Mrs. Genoby M. George	Mrs. Mary Josheela	10000

76	Best U.G. outgone student	Commerce students, 2011-2014	7500
77	Mother Emily's for B.Sc. Botany and M.Sc. Botany student	Alumnae of Botany	20000
78	Dr.Thadues Maria Ignatiammal	Crispin Kavitha and Christo Kavin	50000
79	Dr. A. Benedictal Prize for scoring the highest mark in I M.Sc.	Dr. A. Benedictal	10000
80	Mother Emily	Dr. Mercy Leelavathy	5000
81	P. Mary Helen	P. Mary Helen	20000
82	T.R. Nirmala Vasantha	T.R. Nirmala Vasantha	10000
83	Highest Mark in Law Paper (Self finance B.Com.)	Safi traders	10000
84	Mrs. Nirmala Thangavelu	Mrs. Nirmala Thangavelu	10000
85	Mrs. Jayasurya for securing highest mark in Evolution	Mrs. Jayasurya	10000
86	Highest mark in financial Management M.Com.	Mrs. Saroja Melota	10000
87	Mr. S. Devasahayam & Mrs. Martin Mary Prize for Highest Mark in Income Tax Paper	Mr. Amal Raj	10000
88	Ms. Sathi	Mrs. K. Sruthi	10000
89	Mr. Mathew Koola	Koola foundation	3000
90	Sports	Dr. Sr. Gerardin Jeyam	40000

91	Best outgoing B.Com. Student	Mrs. Beaula Dason	5000
92	Tamil Grammar	Mrs. V. Hermana Gilt Arachi	5000
93	Dr. K. Navaneetha Krishnan	Dr. Sr. Gerardin Jeyam	10000
94	Mrs. Beaula Dason Prize for best outgoing B.Com. Student	Mrs. Beaula Dason	5000
95	Mrs. A. Jothy Arokiaswamy	Mrs. A. Alankara Vasanthi	20000
96	Lion Dr. S. A. P. Varghese	Lion Dr. S. A. P. Varghese	70000
97	Maximum credit in M. Phil. programme	M.Phil. Commerce 2014-2015	10000
98	Mr. A. Arul Dhas	Mrs. A. T. Little Flower	130000
99	Mr. E. G. Nallaraj	Mrs. Padma Gladstone	15000
100	Mrs. Kamala Bai	Mrs. Kamala Bai	10000
101	Mrs. S. Josphine	Mrs. S. Josphine	10000
102	Dr. S. Cletus Babu	Dr. S. Cletus Babu	200000
103	Maximum attendance in M.Phil. Commerce	M.Phil. Commerce 2015-2016	13000
104	Vinanchi Arachi - Viagulamarial Inter Collegiate Thirukkural Competition	Dr. V. Jebamalai Arachi, V. Hermana Gilt Arachi & Mr. S. Vijayakumar Arachi	75000
105	Dr. S. Stella Bai	Dr. S. Stella bai	10000
106	Mrs. Thanalakshmi	Mrs. Thanalakshmi	10000
107	Mr. S. Mahadeva	Mrs. Meenakshi	10000
108	Mr. Vinanchi Arachi	Dr. V. Jebamalai Arachi	45000

109	Mr. D. Thurai	Sr. GerardinJeyam	10000
110	Dr. M. Leema Rose	Dr. M. Leema Rose	10000
111	Mrs. Antony Ammal	Mrs. Josephine Rani	25000
112	Mr. Thanka Nadar	Mrs. Josephine Rani	25000
113	Ms. Nazerath Xavier Corera	Sr. Mesmin	5000
114	Bishop Arockia Swamy	Bishop Arockia Swamy	10000
115	Sr. Verginio	Sr. Verginio	2000
116	Ms. Jeba Malar	Mr. Davis Raj	2000
117	Sr. Regina	Staff & Management	2500
118	Sr. Regina	Staff & Management	2500
119	Mr. Maria Antony	Ms. Stella Rose	5000
120	Mr. Wilfred Doss	Ms. Premalatha	2000
121	Sr. Electa	Sr. Electa	1000
122	Mr. C. S. Gonsalvez	Sr. Sophy and Ms. Rose Catherine	5000
123	Ms. Padma	Ms.Padma	2000
124	Sr. Colett	Sr. Colett	1000
125	Ms. Tresa M. Rajasingh	Staff	4000
126	Ms. Tresa M. Rajasingh	Staff	1000
127	Ms. Constanse Deva Doss	Ms.Constanse Deva Doss	2000
128	Mr. Peter	Ms. Stella Bai	2000
129	Sr. Helen	Sr. Helen	1000
130	Ms. Nagarathnam Sivasubramaniam	Ms. Uma	1000
131	Sr. Crystiline	Sr. Crystiline	2500
132	Principal	Principal	500
133	Ms. Indra Madhavan	Ms. Indra Madhavan	2500
134	Ms. Krishnammal	Ms. Krishnammal	2500
135	Sr. Esthaline	Sr. Esthaline	1400

136	Sr. Daisy	Sr. Daisy	1500
137	Mr. Wilfred Doss	Ms. Premalatha	5000
138	Mr. Jesu Retham	Mr. Jesu Retham	3000
139	Ms. Lizzy Nallathamby	Ms. Ruth Joy	3000
140	Ms. Rubavahy Moses	Ms. Rubavahy Moses	2000
141	Fr. James	Ms. Rita S. Muthu	5000
142	Mr. Fernandez and Ms. Heleenammal kalluveetil	Mr. Kingsly	4000
143	Sr. Mesmin	Teaching Staff	5000
144	Ms. Clara	Ms. Ayniece and Ms. Rangitha, Botany Staffs	2000
145	Ms. Saroja John	Ms. Elizabeth Luzy	5000
146	Ms. V. Rebecal	Sr. GerardinJeyam	5000
147	Ms. Haily George	Ms. LuzyZephryne	2000
148	Sr. Maria Pushpam	Ms. Mary Josephine Indra	3000
149	Sr. Cecile	Ms. Kamakshi	5000
150	Sr. Dolorese	Ms. Kamakshi	5000
151	Sr. Mesmin	Ms. Kamakshi	4000
152	Ms. Sita	Ms. Sita	4000
153	Sr. Mercy & Sr. Basil	Ms. Achamma Devassy	10000
154	Sr. Basil & Sr. Mercy	Ms. Phlomina	10000
155	Sr. Judith	Alumni	3000
156	Sr. Prisca	Sr. Prisca	3000
157	Ms. Vimala Lesly Josephine	Zoology Staff	5000
158	Sr. Mercy	Zoology Staff	5000
159	Mrs. Dulsy Fathima	Mrs. Dulsy Fathima	5000
160	Mrs. Pushpam	Mrs. Pushpam	5000
161	Sr. Elsy George	Prof. Mathew Koola	3000
162	Mrs. Bremavathy	Mrs. Bremavathy	10000

163	S. Rengitha Bai	S. Rengitha Bai	3000
164	Sr. Rosalie	Sr. Rosalie	3000
165	Mrs. Yasodha	Mrs. Yasodha	5000
166	Mrs. Dulsy Fatima	Mrs. Dulsy Fatima	5000
167	Mrs. Pushpam	Mrs. Pushpam	5000
168	Sr. Elsy George	Prof. Mathew Koola	3000
169	Best Sports student in II year Tamil	Dr. Bremavathy	10000
170	S. Rengitha Bai	S. Rengitha Bai	3000
171	Best outgone student in M.Sc. Biotechnology	Sr.Rosalie	3000
172	Best sports student in UG Economics	Mrs. Yasodha	5000
173	Meritorious Student in I B.A English	Mrs. Stella Rose, P. Premavathy	5000
174	Sr. Carmel	Mr. Stanislaus	3000
175	Mrs. Kasthuri	Mrs. Kasthuri	10000
176	Mrs. Kochutheresia	Mrs. Kochutheresia	10000
177	Mrs. Rose Catherine Gonsalvez	Mrs. Rose Catherine Gonsalvez	10000
178	Mrs. Stella Rose	Mrs. Stella Rose	10000
179	Mrs. Ophilia Miranda	Mrs. Ophilia Miranda	10000
180	Mr. Thanka Raj	Mr. Thanka Raj	3000
181	Student scoring highest mark in E-Commerce	M.Com. Students, 2009-2010	2000
182	Mrs. Ruby Corera	Sr. Mesmin	25000
183	Sport Students	Mrs. Tamilarasi	10000
184	Mrs. S. Maria Pushpam Alphonse	Dr. A. Stella Roselin	5000
185	Faculty-Scholars awarded Ph.D	Fr. Martin	5000
186	Mrs. Hermana Gilt Arachi	Mrs. Hermana Gilt Arachi	5000

187	Mrs. Mary Premalatha	Mrs. Mary Premalatha	10000
188	Mrs. Annamma Mathew	Mrs. Annamma Mathew	10000
189	Mrs. Parvathy	Mrs. Parvathy	10000
190	Mrs. Usha Oomen	Mrs. Usha Oomen	5000
191	Mrs. Anandavally	Mrs. Anandavally	10000
192	Mrs. A. Stella Roselin	Mrs. A. Stella Roselin	5000
193	Mrs. A. Stella Roselin	Mrs. A. Stella Roselin	4000
194	Mrs. A. Stella Roselin	Mrs. A. Stella Roselin	2000
195	Mrs. Parvathy	Mrs. Parvathy	10000
196	The Royers (Overall academic proficiency)	Ms. M. Rosary Royar	25000
197	Poor Student of UG Self Finance	Fr. Joseph Angelo	25000
198	Dr. Ashok	Ms. Jenepha	10000
199	Mr. Ponnumuthu	Mrs. Sundari Bai	10000
200	Mrs. Ellen Nordmark & Mrs. Ulla Sandagreen	Mrs. I. Tamilarasi	50000
201	Mrs. Immaculate Philip	Mrs. Immaculate Philip	10000
202	Mr. Mark Devasahayam	Mrs. Immaculate Philip	10000
203	Mrs. Elizabeth Mabel	Mrs. Elizabeth Mabel	10000
204	Mrs. Vaz Mary Ramanie	Mrs. Vazmary Ramanie	10000
205	Mrs. Kalinga Rani	Mrs. Kalinga Rani	10000
206	Mrs. I. Tamilarasi	Mrs. I. Tamilarasi	10000
207	Mrs. I. Tamilarasi	Mrs. I. Tamilarasi	10000

208	Mr. Swami Dhas & Mrs. Duriet Julianammal	Mr. Swami Dhas & Mrs. Duriet Julianammal	15000
209	Best Sports Student	Sr. Elsy Thattla	5000
210	Education of a child of Non-teaching staff	Sr. Elsy Thattla	5000
211	Student good in Spoken English in M.Com. SF	Mrs. Mary	5000
212	Best outgone student in B.Com. S.F.	B.Com. (S.F) Students 2010-2013	5000
213	Best Outgone Student in M. Phil. Commerce	M.Phil. Commerce 2012-2013	10000
214	Mrs. Annammal Angelo	Fr. Joseph Angelo	25000
215	Mr. Angelo Fernandez	Fr. Joseph Angelo	25000
216	Students of department of Commerce S.F.	B.Com. (S.F.) Students 2015-2018	10000
217	Highest Mark in Bio Chemistry (I M.Sc. Zoology)	Mrs. Y. Mary Saroja	25000
218	Highest mark in Physical Chemistry (I B.Sc. Chemistry)	Ms. Alankara Vasanthi	10000
219	Best Student in B.Sc. Zoology	Ms. Alice Prema	25000
220	Highest total in I M.Sc. Mathematics	Ms. Inigo Mary Janet	10000
221	Top Scorer in English Literature	Ms. Elizabeth Lucy	10000
222	Outstanding performance in Extracurricular activities	Ms. Jesi Isabella	10000
223	Mr. Sabarior Adimai & Maria Palammal	Ms. P. Mary Saroja	10000
224	Ms. V. Rebecal	Mr. D. Thurai	5000

225	Ms. S. Mary Josheela	Ms. S. Mary Josheela	25000
226	Ms. Rakshly and Dr. Sr. Rosalie	Ms. Rakshly	5000
227	Mr. N. Bhaskaran Pillai and Muthammal (Top Scorer in B.Sc Chemistry)	Dr. Kala	30000
228	Mr. G. Siluvai Dhasan & Ms. S. Mary Arockiam	Dr. S. Mary Delphine	25000
229	Mr. K. Singarayan and Mrs. A. Theresammal	Dr. S. Mary Delphine	25000
230	Mrs. Mercy Henry	Dr. M. Mary Freeda	25000
231	Dr. M. Mary Freeda	Dr. M. Mary Freeda	25000
232	Dr. Fernando Loretta	Dr. Fernando Loretta	25000
233	Ms. Theresital Machado	Dr. Fernando Loretta	25000
234	Dr. Theresiammal Chacko	Dr. Theresiammal Chacko	25000
235	Mrs. A. Esther Leema Rose	Mrs. A. Esther Leema Rose	10000
236	Best student in I, II & III UG Physics	Mrs. Radha	30000
237	Mr. K. Ramalingam & Mrs. Sundari Bai	Ms. R. Anitha	2,00,000
238	Sr. Sophy	Mrs. Florida Charles (1990-1993 Batch Alumnae)	15,000
239	Prof. Cruz Muthu	Dr. C. Jespin Ida	25,000
240	Sr. Mesmin	Dr. C. Jespin Ida	25,000
241	Best Achievers Award for Faculty	Sr. Sophy	45000
242	Mr. A. Gnanaprahasam & Mrs. G. Clarammal	Dr. G. Leema Rose	25000

243	Dr. V.R. Arul Flower Mary's Endowment Scholarship for a UG Mathematics Student	Dr. V.R. Arul Flower Mary	50000
244	Dr. V.R. Arul Flower Mary's Endowment Prize for a PG Mathematics Student	Dr. V.R. Arul Flower Mary	50000
245	Dr. M. Mary Helen Stella	Dr. M. Mary Helen Stella	30000
246	Dr. N. Mabel Starlin	Dr. N. Mabel Starlin	20000
247	Mrs. Rosaryammal and Mr. Ferdinand Fernando	Dr. F. Brisca Renuga	35000
248	Mrs. Tharseelammal and Mr. Cashmir Michael	Dr. F. Brisca Renuga	35000
249	Mr. Hilary Michael and Mr. C.L. Theolre	Dr. F. Brisca Renuga	30000
250	Mr. R. Albert & Mrs. T. Amalorbhavam	Mrs. A. Jesintha Mary	25000
251	Mr. Johnson Paulraj M & Mrs. Mary Christy Bai	Mr. Johnson Paulraj M	25000

ENDOWMENT LECTURES

S. No.	Name of the Endowment	Instituted by	Amount (in Rs.)
1	Tmt. Andrews Mary	Tmt. Andrews Mary	5,000
2	Tmt. Rajam Godwin	Tmt. Rajam Godwin	5,000
3	Dr. Stella Bai's Parents	Dr. Stella Bai	40,000
4	Mr. V.G. Paneer Dhas, Mr. Vincent, Dr. Vimala Lesly Josephine & Dr. Sr. Mercy	Dr. V. G. Santhosam, VGP Group, Chennai	25,000

5	Mr. V.G. Paneer Dhas, Mr. Vincent, Dr. Vimala Lesly Josephine & Dr. Sr. Mercy	Dr. V. G. Santhosam, VGP Group, Chennai	25,000
6	Ms. Krishnammal	Ms. Krishnammal	10,000
7	Dr. Sr. Mercy	Staff & Management	7,000
8	Dr. Vimala Lesly Josephine	Staff & Management	7,000
9	The Most Rev. Bishop Leon Dharmaraj	Staff & Management	10,000
10	Sr. Rosamma	Management, Staff & Alumnae	25,000
11	Ms. Philominammal	Ms. Philominammal	5,000
12	Mr. Jacob	Ms. Grace Kurian	10,000
13	Dr. Sr. Elsy George	Staff (Teaching & Non teaching) & Students of Economics Department	20,000
14	Dr. Sr. Rosalie Joseph	Staff	20,000
15	Renewal session for Non-teaching staff	Dr. Sr. Rosalie Joseph	5,000
16	Ronimus Arachi	Dr. Hermana Gilt Arachi	10,000
17	Vivek (Tamil Aided)	Mrs. Andrews Mary Sekar	20,000
18	Sr. Mesmin	Dr. Hermana Gilt Arachi	10,000
19	Dr. Usha Omen	Dr. Usha Omen	5,000
20	Renewal session for Non-teaching staff	Dr. Hermana Gilt Arachi	10,000
21	Sr. Scholastica (Mathematics)	Dr. Hermana Gilt Arachi	10,000

22	M. Vinachi Arachi (Tamil S.F)	Dr. Hermana Gilt Arachi	10,000
23	Flodulee's (Zoology)	Dr. Hermana Gilt Arachi	10,000
24	Dr. Hermana Gilt Arachi	Dr. Hermana Gilt Arachi	10,000
25	Endowment Lecture for Commerce (S.F)	Mr. Nazareth Charles	50,000
26	Ms. Jesi Isabella (Commerce)	Ms. Jesi Isabella	25,000
27	Ms. Alankara Vasanthi (Chemistry)	Ms. Alankara Vasanthi	10,000
28	Ms. Elizabeth Lucy (English)	Ms. Elizabeth Lucy	50,000
29	Dr. P. Mary Saroja	Dr. P. Mary Saroja	10,000
30	Ms. S. Mary Josheela	Ms. S. Mary Josheela	25,000
31	Sr. Sophy	Sr. Sophy	20,000
32	Dr. C. Jespin Ida	Dr. C. Jespin Ida	50,000
33	Mrs. Kalai Selvi Prathees	M. Antriya Bertilla	30000

Learning is not attained by chance;
it must be sought for with ardor and
attended to with diligence.

- Abigail Adams

Life is a daring adventure or nothing

- Helen Keller

ACADEMIC PROGRAMMES

Programmes - A Profile

Degree	Programmes	Year of Affiliation	Sanctioned Strength
B.A.	History	1966-1967	64
	Economics	1966-1967	64
	English	1966-1967	64
	English Literature with Media Communication (S.F)	2024-2025	64
B.Sc.	Mathematics	1966-1967	48
	Physics	1966-1967	48
	Chemistry	1966-1967	48
	Botany	1966-1967	48
	Zoology	1966-1967	48
	Computer Science (S.F)	2008-2009	48
	Costume Design and Fashion(S.F)	2023-2024	48
	Artificial Intelligence & Data Science (S.F)	2024-2025	48
B.Com.	Commerce	1980- 1981	64
	Commerce (S.F)	2010-2011	64
	Corporate Secretaryship (S.F)	2024-2025	64
	B.Com with CA	2025-2026	55

M.A.	English	1971-1972	30
	Economics (S.F)	2003-2004	30
	History (S.F)	2012-2013	30
	English (S.F)	2014-2015	30
M.Sc.	Mathematics	1978-1979	25
	Zoology	1979-1980	25
	Physics	1984-1985	25
	Botany (S.F)	2003-2004	25
	Chemistry (S.F)	2012-2013	25
	Computer Science (S.F)	2023-2024	25
M.Com	M.Com Commerce (S.F)	2007-2008	30
M.S.W	M.S.W. (S.F)	2007-2008	25
Ph.D.	Zoology	2000-2001	
	Botany	2009-2010	
	English	2009-2010	
	Physics	2010-2011	
	Chemistry	2017-2018	
	Commerce	2017-2018	
	Economics	2017-2018	
	History	2017-2018	
	Mathematics	2018-2019	

Programmes Offered

Aided Programmes	
UG Mathematics Physics Chemistry Botany Zoology History Economics Commerce English	PG Mathematics Physics Zoology English
Self-Financed Programmes	
UG Computer Science Costume Design and Fashion Artificial Intelligence & Data Science English Literature with Media Communication Commerce B.Com Corporate Secretaryship B.Com with CA	PG Chemistry Botany Computer Science History Economics Commerce English Social Work
Ph.D. Programmes	
Mathematics Physics Chemistry Botany Zoology	History Economics Commerce English

ACADEMIC GUIDELINES 2023-2026

Undergraduate Programme

(For the candidates admitted from the
academic year 2023-2024 onwards)
**Learning Outcomes-based Curriculum Framework (LOCF)
with Choice Based Credit System (CBCS)**

1. Eligibility: 10 + 2 pattern

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

ARTS

S. No.	Name of the Programme	Eligibility	Medium of Instruction
1	B.A. English	A pass in 10 + 2	English
2	B.A. History	A pass in 10 + 2	Tamil
3	B.A. Economics	A pass in 10 + 2	English
4.	B.Com. (Aided & Self-financed)	A pass in 10 + 2 with Commerce as one of the core subjects	English
5.	B.A. English Literature with Media Communication (Self-financed)*	A pass in 10 + 2	English
6.	B.Com Corporate Secretaryship (Self-financed)*	A pass in 10 + 2 with Commerce as one of the core subjects	English

SCIENCE

S. No.	Name of the Programme	Eligibility	Medium of Instruction
1.	B.Sc. Mathematics	A pass in 10 + 2 with Mathematics as one of the core subjects	English
2.	B.Sc. Physics	A pass in 10 + 2 with Physics and Mathematics as Core Subjects	English
3.	B.Sc. Chemistry	A pass in 10 + 2 with Chemistry as one of the core subjects	English
4.	B.Sc. Botany	A pass in 10 + 2 with Botany or Biology as one of the core subjects	English
5.	B.Sc. Zoology	A pass in 10 + 2 with Zoology or Biology as one of the core subjects	English
6.	B.Sc. Computer Science (Self Financed)	A pass in 10 + 2 with Computer Science or Mathematics as one of the core subjects	English
7.	B.Sc. Costume Design and Fashion (Self-financed)	A pass in 10 + 2	English
8.	B.Sc. Artificial Intelligence & Data Science (Self- financed)*	A pass in 10 + 2 with Mathematics or Computer Science with Mathematics as one of the core subjects	English

* From 2024-2025 onwards

(ii) Degree:

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

2. Duration

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

3. LOCF with CBCS

Learning Outcome-Based Curriculum Framework is a student-centric teaching and learning methodology where the course delivery and assessment are planned to achieve, stated objectives and outcomes. It focuses on measuring performance of the student i.e. outcomes at different levels. The main feature of the CBCS is to make undergraduate education student-centric allowing students to choose inter- disciplinary, intra-disciplinary, multidisciplinary, value added and skill-oriented courses (even from other disciplines according to their learning needs, interests and attitude) with optimal flexibility for students on par with global standards.

4. Courses

Part I- Language Courses

Students can opt either Tamil or French

Part II - General English

Students will be categorized based on their mark for English in +2 and a proficiency test given by the institution and streamlined into Stream A, Stream B or Stream C.

Part III - Core Courses (CC), Core Lab Courses (CP), Core Research Project (RP)

Core Courses should compulsorily be studied by a candidate as a core requirement. They provide basic understanding of the main discipline.

Elective Courses (EC), Elective Lab Courses (EP) and Discipline Specific Elective Courses (DE)

These courses provide diverse knowledge of disciplinary, interdisciplinary and multidisciplinary nature.

The Department Committee shall follow a selection procedure on a first-come-first-served basis, fixing the maximum number of students, giving counselling to the students etc. The institution shall provide all information relating to the Elective Courses in each Programme to all the students so as to enable them to choose a course of their choice.

Grouping

S.No.	Discipline
1	Mathematics
2	Physics
3	Chemistry
4	Botany
5	Zoology

S.No.	Discipline
1	English
2	Economics
3	History
4	Commerce

Aided Stream

S.No.	Discipline
1	Commerce
2	Corporate Secretaryship

S.No.	Discipline
1	Computer Science
2	Costume Design and Fashion
3	Artificial Intelligence & Data Science
4	English Literature with Media Communication

Part IV

Non-Major Elective (NME)

Non-Major Elective (NME) courses are generic, designed for the students of other disciplines.

i) Basic Tamil:

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

ii) Advanced Tamil:

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

iii) Others:

Those who do not come under categories i) & ii) can choose any non – major elective in Semester I & II comprising of two courses.

Skill Enhancement Courses (SEC):

These courses help students to become industry ready graduates, skilled human resource, employable and entrepreneurial with essential skills.

In the second year, students will be divided into two categories wherein Category A have ***Fitness for Wellbeing*** and Category B have ***Digital Fluency*** in semester III and vice-versa in semester IV (2+2 hours - 2+2 credits).

Category A: English, History, Chemistry, Zoology, Computer Science, Costume Design and Fashion, Artificial Intelligence & Data Science and, English with Media Communications.

Category B: Economics, Mathematics, Physics, Botany and Commerce (Aided, S.F I and Corporate Secretaryship).

Foundation Course:

Foundation Course eases the transition of learning from higher secondary to higher education and provides an overview of the pedagogy of learning the subject.

Environmental Studies:

Environmental Studies instills knowledge and responsibility on the interconnectedness of man and nature.

Internship:

Internship during the summer vacation between semester IV and V, will help the students to gain valuable work experience, that connects classroom knowledge to real world experience.

Professional Competency Skill:

Knowledge, Problem Solving, Analytical Ability, Professional Competency, Professional Communication and Transferrable Skill will optimize the performance of the students.

Part V: Co-curricular Courses

Life Skill Training:

Catechism for Catholics and Moral for non-Catholics. They are offered for all I & II UG students.

Skill Development Training:

It is mandatory and offered as **Certificate Course** (minimum 30 hours) for all the students.

Field Project:

Minimum five days with one credit is mandatory for all I UG students to undertake at the end of semester II which has to be discipline specific and relevant to society.

Specific Value-added Courses:

Students have to undergo the courses offered by the department (minimum 30 hours).

Generic Value-added Courses:

Students can choose the courses offered by the institution (minimum 30 hours).

MOOCs:

The students have to undergo two 4 weeks courses of their choice to earn the mandatory 1 credit each.

Student Training Activity: Clubs / Committees

NSS, Red Ribbon Club, AICUF, Rotaract Club, Youth Red Cross, Eco Club, Consumer Club, Legal Literacy Committee, Women's Cell, YUVA Tourism Club, Electoral Literacy Club and Games/Sports Committee are the Student Extension Activities. One can be chosen by the I and II UG students.

Community Engagement Activity: Reaching the Unreached Neighbourhood (RUN):

This extension activity is offered for 30 hours.

Human Rights, Justice and Ethics is offered in Semester V for all III UG students.

Gender Equity and Inclusivity is offered in Semester VI for all III UG students.

*Part V courses are conducted outside the working hours.

Library Hour:

One hour per week is allotted as library hour which can be allocated by the departments.

5. Course Coding and Classification:

The following code system (8 alphanumeric characters) is adopted for Under Graduate courses:

Department Code	UG	Year of Revision	Semester	Course Specification	Course number
X	U	24	1-6	CC/CP/ EC	1,2,3 etc

Department	Code	Department	Code
Mathematics	M	English	E
Physics	P	History	H
Chemistry	C	Economics	F
Botany	B	Commerce	A
Zoology	Z	Social Work	W
Computer Science	S	English Literature with	G
Media Communication	G	Corporate Secretaryship	J
Costume and Fashion Design	D	Corporate Secretaryship	J
Artificial Intelligence & Data Science	I		

6. Course Specifications

TL/FL - Languages (Tamil / French) EL - English

CC - Core Course

CP - Core Lab Course

RP - Core Research Project

FC - Foundation Course

EV - Environmental Studies

IS - Internship

PS - Professional Competency Skill

EC - Elective Course

EP - Elective Lab Course

LC/LM - Catechism/ Moral

DE - Discipline Specific Elective

FP - Field Project

NM - Non-major Elective

HR - Human Rights, Justice and Ethics

- SE - Skill Enhancement Course
- CSE - Common Skill Enhancement Course
- GE - Gender Equity and Inclusivity
- ST - Student Training Activity
- CE - Community Engagement Activity

7. Course Classification

The courses offered are classified as New Courses, Multi disciplinary, Interdisciplinary and Industry 4.0, as courses catering to Employability, Entrepreneurship and Skill Development, as courses of local, national, regional and global relevance and, as courses based on Cross Cutting Issues such as Gender Equity, Environment and Sustainability, Human Values, Professional Ethics and Indian Knowledge System.

8. Course Structure

Distribution of Hours and Credits

Curricular Courses

Course	S I	S II	S III	S IV	S V	S VI	Total	
							H	C
Part I - Language	6(3)	6(3)	6(3)	6(3)			24	12
Part II - English	6(3)	6(3)	6(3)	6(3)			24	12
Part III								
Core Course	5(5)+ 5(5)	5(5)+ 5(5)	5(5)+ 5(5)	5(5)+ 5(5)	5(4)+ 5(4)+ 5(4)+	6(5)+ 6(5)+ 6(4)	78	70
Core Research Project					5(4)			
Elective Course	4(3)	4(3)	4(3)	4(3)	4(3)+ 4(3)	5(3)+ 5(3)	34	24

Part IV								
Non-major Elective	2(2)	2(2)					4	4
Skill Enhancement Course		2(2)	2(2)+2(2)	2(2)			8	8
Foundation Course	2 (2)						2	2
Environmental Studies				2 (2)			2	2
Internship					(2)		-	2
Professional Competency Skill					2 (2)	2 (2)	4	4
Total	30(23)	30(23)	30(23)	30(23)	30(26)	30(22)	180	140

Co-curricular Courses

Part V	S I	S II	S III	S IV	S V	S VI	Total
Life Skill Training (LST)	-	(1)	-	(1)			2
Skill Development Training (Certificate Course)	(1)						1
Field Project		(1)					1
Specific Value-added Course	(1)		(1)				2
Generic Value-added Course				(1)		(1)	2

Massive Open Online Courses (MOOCs)	(1) + (1)						2
Student Training Activity: Clubs & Committees / NSS				(1)			1
Community Engagement Activity: Reaching the Unreached Neighbourhood (RUN)				(1)			1
Human Rights, Justice and Ethics					(1)		1
Gender Equity and Inclusivity						(1)	1
Total							14

Total number of Compulsory Credits =

Curricular credits + Co-curricular credits: **140 + 14**

9. Credits

Credit refers to the weightage given to a course, usually in relation to the instructional hours assigned to it and the quantum of work a student is required to put in for a particular course. The credits of a Course should be less than the hours allotted to it. The total minimum credits required for the award of UG Degree is 154 credits

10. Extra credits (Maximum 5 credits)

Extra credits can be acquired by taking up the following:

i. International Academic Visits

Students can earn up to 2 extra credits by participating in approved international academic activities such as academic tours, training programmes, laboratory visits, student exchange programmes, internships, workshops, conferences or collaborative learning programmes conducted abroad, subject to the following conditions:

- The activity should be approved by the institution/department prior to participation.
- The programme should have a minimum duration of 5 working days.
- Students should submit a participation/completion certificate issued by the host institution or organization.
- A detailed report and presentation of the learning outcomes should be submitted to the department.
- Credits should be awarded based on the duration, academic relevance, and satisfactory completion of the programme.
- A maximum of 2 extra credits can be earned under this category during the programme of study.

ii. MOOCs / Self –Learning Courses

1 credit for a course (maximum 2 courses).

iii. Sports Representation – (Maximum 5 credits)

International level - 5 Credits

National level - 4 Credits

State level - 3 Credits

University level - 2 Credits

District level - 1 Credit

iv. Research Articles:

Publication in Journals (International/National) (max.2 papers with 2 credits each)

Peer-reviewed journals or any journal with ISSN/ ISBN - 1 credit.
SCOPUS / Web of Science (Science Disciplines) and UGC Care List – Category II (Arts and Humanities Disciplines) - 2 credits

or

Presentation in Seminars/ Conferences/ Workshops/ Webinars

1 credit for each research paper (Maximum 2 credits)

v. Entrepreneurship Initiatives

Founders of Start Steps : 2 extra credits

Co-Founders of Start Steps : 1 extra credit

Udhayam /MSME Registered Start Steps and Small Scale Industries : 3 extra credits

Innovative Start Steps with Successful Business Scaling (turnover of ₹1 lakh or more per year) : 5 extra credits

11. Pedagogy

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

12. Examination Pattern

Each paper carries an internal component. There is a passing minimum for external component. A minimum of 40% in the external examination and an aggregate of 40% is required.

i. Part I – Tamil, Part II – English, Part III - (Core Course / Elective Course)

Ratio of Internal and External= 25:75

Continuous Internal Assessment (CIA)

Internal Components and Distribution of Marks

Components	Marks
Internal test (2) - 40 marks	10
Quiz (2) - 20 marks	5
Assignment: (Model Making, Exhibition, Role Play, Seminar, Group Discussion, Problem Solving, Class Test, Open Book Test etc. (Minimum three items per course should be included in the syllabus & teaching plan) (30 marks)	10
Total	25

Question Pattern

Internal Test	Marks	External Exam	Marks
Part A 4 x 1 (No choice)	4	Part A 10 x 1 (No choice)	10
Part B 2 x 6 (Internal choice)	12	Part B 5 x 6 (Internal choice)	30
Part C 2 x 12 (Internal choice)	24	Part C 5 x 12 (Internal choice)	60
Total	40	Total	100

ii. Lab Course:

Ratio of Internal and External= 25:75

Total: 100 marks

Internal Components and Distribution of Marks

Internal Components	Marks
Performance of the Experiments	10
Regularity in attending practical and submission of records	5
Record	5
Model exam	5
Total	25

Question pattern

External Exam	Marks
Major Practical	75
Minor Practical / Spotters /Record	
Total	75

Core Research Project

Ratio of Internal and External = 25:75

Components	Marks
Internal	25
External	
Core Research Project Report	40
Viva voce	35
Total	100

Part - IV

i. Non-major Elective, Skill Enhancement Course I & II, Foundation Course, Professional Competency Skill

Ratio of Internal and External = 25: 75

Internal Components and Distribution of Marks

Components	Marks
Internal test (2) – 25 marks	10
Quiz (2) – 20 marks	5
Assignment: (Model Making, Exhibition, Role Play, Album, Group Activity, etc. (Minimum three items per course)	10
Total	25

Question Pattern

Internal Test	Marks	External Exam	Marks
Part A 2 x 2 (No Choice)	4	Part A 5 x 2 (No Choice)	10
Part B 3 x 4 (Open choice Three out of Five)	12	Part B 5 x 4 (Open choice any Five out of Eight)	20
Part C 1 x 9 (Open choice One out of Three)	9	Part C 5 x 9 (Open choice any Five out of Eight)	45
Total	25	Total	75

ii. Skill Enhancement Course III & IV

Digital Fluency

Components	Marks
Internal	
Quiz (15 x 1)	15
Lab Assessment (5 x 2)	10
Total	25
External	
Practical (2 x 25)	50
Procedure	25
Total	75

Fitness and Wellbeing

Components	Marks
Internal	
Quiz (15 x 1)	15
Exercise (2 x 5)	10
Total	25
External	
Written Test: Part A: Open choice - 5 out of 8 questions (5 x 5)	25
Part B: Open choice - 5 out of 8 questions (5 x 10)	50
Total	75

iii. Environmental Studies

Internal Components

Components	Marks
Project Report	15
Viva voce	10
Total	25

External Exam	Marks
Part A 5 x 2 (No Choice)	10
Part B 5 x 4 (Open choice any Five out of Eight)	20
Part C 5 x 9 (Open choice any Five out of Eight)	45
Total	75

iv. Internship

Components	Marks
Industry Contribution	50
Report & Viva-voce	50
Total	100

v. Professional Competency Skill

Co-Curricular Courses:

- i. Life Skill Training: Catechism & Moral
Human Rights, Justice and Ethics
Gender Equity and Inclusivity**

ii. Internal Components

Components	Marks
Project - Album on current issues	25
Group Activity	25
Total	50

External Components

Components	Marks
Written Test: Open choice – 5 out of 8 questions (5 x 10)	50
Total	50

iii. Skill Development Training - Certificate Course:

Components	Marks
Attendance & Participation	50
Skill Test	50
Total	100

iv. Field Project:

Components	Marks
Field Work	50
Field Project Report & Viva-voce	50
Total	100

v. Specific Value-Added Courses & Generic Value-Added Courses:

Components	Marks
Internal	25
External	75
Total	100

vi. Student Training Activity: Clubs and Committees Compulsory for all I & II year students (1 credit).

Components	Marks
Attendance	25
Participation	75
Total	100

vii. Community Engagement Activity: Reaching the Unreached Neighbourhood (RUN)

Components	Marks
Attendance & Participation	50
Field Project	50
Total	100

13. Outcome Based Education (OBE)

(i) Knowledge levels for assessment of Outcomes based on Blooms Taxonomy

S. No.	Level	Parameter	Description
1	K1	Knowledge/ Remembering	It is the ability to remember the previously learned
2	K2	Comprehension/ Understanding	The learner explains ideas or concepts
3	K3	Application/ Applying	The learner uses information in a new way
4	K4	Analysis/ Analysing	The learner distinguishes among different parts
5	K5	Evaluation/ Evaluating	The learner justifies a stand or decision
6	K6	Synthesis / Creating	The learner creates a new product or point of view

(ii) Weightage of K - Levels in Question Paper

Number of questions for each cognitive level:

Programme	Assessment	Lower Order Thinking									Higher order thinking			Total number of questions
		K1			K2			K3			K4,K5,K6			
	Part	A	B	C	A	B	C	A	B	C	A	B	C	
I UG	Internal	2	1	-	1	1	1	1	-	1	-	-	-	8
	External	5	2	1	3	2	2	2	1	2	-	-	-	20
II UG	Internal	1	1	-	1	1	1	1	-	1	1	-	-	8
	External	5	1	1	4	1	1	-	3	1	1	-	2	20
III UG	Internal	1	-	-	1	-	1	1	1	1	1	1	-	8
	External	5	1	1	4	1	1	-	3	1	1	-	2	20

**ELECTIVE / ALLIED COURSES
OFFERED BY UG DEPARTMENTS**

Departments of Arts and Commerce

Department	Semester	Title of the Course	Course Code	Students who can opt
English	I	Social History of England	EU241EC1	English
	II	History of English Literature	EU242EC1	
	III	Literary Practices in Academic Writing	EU233EC1	
	IV	Journalism in the Digital Age	EU234EC1	
History	I	Introduction to Archaeology	HU231EC1	History
	II	Western Political Thought	HU232EC1	
	III	Indian Political Thought	HU233EC1	
	IV	Modern Government	HU234EC1	
Economics	I	Introduction to Sociology	FU231EC1	Economics
	II	Introduction to E- Commerce	FU232EC1	
	III	Rural Economics	FU233EC1	
	IV	Research Methods in Economics	FU234EC1	

Commerce	I	Business Communication	AU231EC1	Commerce
	II	Business Environment	AU232EC1	
	III	International Trade	AU233EC1	
	IV	E-Commerce	AU234EC1	
English Literature with Media Communication	I	Fundamentals of Media Communication	GU241EC1	English Literature with Media Communication
	II	Computers in Media Communication	GU242EC1	
Corporate Secretaryship	I	Corporate E-management	JU241EC1	Corporate Secretaryship
	II	Securities Law and Regulation of Financial Markets	JU242EC1	

Education is the most powerful
weapon which you can use to
change the world.

- Nelson Mandela

Departments of Sciences

Department	Sem ester	Title of the Course	Course Code	Students who can opt
Mathematics	I	Algebra and Differential Equations	MU231EC1	Physics, Chemistry (A Stream)
	II	Vector Calculus and Fourier Series	MU232EC1	
	III	Mathematical Statistics	MU233EC1	Mathematics
	IV	Transform Techniques	MU234EC1	
Physics	I	Allied Physics for Mathematics I	PU231EC1	Mathematics
	II	Allied Physics for Mathematics II	PU232EC1	
	III	Allied Physics for Chemistry I	PU233EC1	Chemistry (Both A and B Stream)
	IV	Allied Physics for Chemistry II	PU234EC1	
Chemistry	I	Chemistry for Biological Sciences I	CU231EC1	Botany, Zoology
	II	Chemistry for Biological Sciences II	CU232EC1	
	III	Chemistry for Physical Sciences I	CU233EC1	Physics
	IV	Chemistry for Physical Sciences II	CU234EC1	

Botany	I	Allied Botany– I	BU231EC1	Chemistry (B Stream)
	II	Allied Botany– II	BU232EC1	
	III	Allied Botany– III	BU233EC1	Zoology
	IV	Allied Botany– IV	BU234EC1	
Zoology	I	Animal Diversity	ZU241EC1	Botany
	II	Economic Zoology	ZU242EC1	
	III	Animal Diversity	ZU233EC1	
	IV	Economic Zoology	ZU234EC1	
Computer Science	I	Numerical Methods	SU231EC1	Computer Science
	II	Discrete Mathematics	SU232EC1	
	III	Web Technology	SU233EC1	
	IV	Software Engineering	SU234EC1	
Costume Design & Fashion	I	Sewing Technology	DU241EC1	Costume Design and Fashion
	II	Technology of Wet Processing	DU242EC2	
	III	Fabric Structure and Design	DU233EC1	
	IV	Textile Testing and Quality Control	DU234EC1	
Artificial Intelligence & Data Science	I	Mathematical Foundations for Artificial Intelligence	IU241EC1	Artificial Intelligence & Data Science
	II	Discrete Mathematics	IU242EC1	

Postgraduate Programme

(For the candidates admitted from the
academic year 2023-2024 onwards)

Learning Outcomes-based Curriculum Framework (LOCF)
with Choice Based Credit System (CBCS)

1. Eligibility

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

ARTS

S. No.	Name of the Programme	Eligibility	Medium of Instruction
1.	M.A. English (Aided & Self-Financed)	A pass in B.A. English	English
2.	M. A. History (Self-Financed)	A pass in B. A. History	English
3.	M.A. Economics (Self-Financed)	A pass in B.A. Economics	English
4.	M.Com. (Self-Financed)	A pass in B. Com. / Bank Management / Computer Applications / Financial Management/B.Com.(Applied) / C A - O p e r a t i o n / B.B.A. and other related Programmes equivalent to B.Com.	English
5.	MSW (Social Work) (Self-Financed)	A pass in any degree	English

SCIENCE

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

ii) Degree

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

2. Duration

The duration of PG Programme is for a period of two years. Each academic year shall comprise of two semesters, viz. odd and even semesters. Odd semester shall be from June to October / November and Even Semester shall be from November / December to April. There shall be not less than 90 working days which shall comprise

450 teaching clock hours for each Semester (excluding the days for the conduct of end-semester examinations).

3. LOCF with CBCS

Learning Outcomes-based Curriculum Framework is a student-centric teaching and learning methodology where the course delivery and assessment are planned to achieve, stated objectives and outcomes. It focuses on measuring performance of the student i.e. outcomes at different levels. The main feature of the CBCS is to make postgraduate education student centric, allowing students to choose inter-disciplinary, intra-disciplinary courses, skill-oriented courses (even from other disciplines according to their learning needs, interests and attitude) with optimal flexibility for students on par with global standards.

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

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

4. Courses

I. Curricular Courses:

The following are the various categories of courses offered in the PG programme:

(i) Core Courses & Core Lab Course:

These courses should compulsorily be studied by a candidate as a core requirement. Lab Courses are integral for science disciplines. They provide basic understanding of the main discipline.

(ii) Elective Courses:

The college provides all information to students regarding Elective Courses as to enable them to choose the relevant ones.

(iii) Core Research Project:

Each candidate shall be required to take up an individual project of regional relevance and submit it at the end of the third semester. The Head of the Department shall assign the Guide who, in turn, will suggest the Project Work to the student in the beginning of the final year. The Project will be evaluated by an internal and an external examiner nominated by the Controller of Examinations. The candidate concerned will have to defend her Project through a Viva-voce.

(iv) Skill Enhancement Course (SEC):

These courses focus on developing skills or proficiencies in the student, and aim at providing hands-on training.

(v) Internship:

Internship during the first year vacation, i.e. during summer vacation between semester II and III for atleast twenty five days, will help the students gain valuable work experience, that connects classroom knowledge to real world experience and to narrow down and focus on the career path. Internship Report should be submitted to the Controller of Examination through respective departments.

II. Co-curricular Courses:

(i) Life Skill Training I &II: (1 credit each)

Life Skill Training is offered to the PG students in order to mould them into responsible individuals. External Examination is conducted at the end of the II & IV Semesters.

(ii) Field Project:

Minimum seven days with one credit is mandatory for all I PG students to undertake at the end of semester I which has to be discipline specific and relevant to society.

(iii) Specific Value-added Courses:

Students have to undergo the courses in the discipline.

(iv) Generic Value-added Courses:

Students can choose the courses offered by the institution.

(v) Massive Open Online Courses (MOOCs):

The students have to undergo two 4 weeks courses of their choice to earn the mandatory 1 credit each.

(vi) Community Engagement Activity (UBA)

This extension activity is offered for 30 hours.

(vii) Library Hour:

One hour per week is allotted as library hour, which can be allocated by the departments.

5. Course Coding and Classification:

The following code system (11 alphanumeric characters) is adopted for Post Graduate courses:

Department Code	PG	Year of Revision	Semester	Course Specification	Course number
X	P	23	1-4	CC/CP	1,2,3 etc

6. Course Specifications:

CC - Core Course

IS - Internship

CP - Core Practical

SE - Skill Enhancement

RP - Research Project

FP - Field Project

7. Course Classification

The courses offered are classified as New Courses, Multidisciplinary, Interdisciplinary and Industry 4.0, as courses catering to Employability, Entrepreneurship and Skill Development, as courses of local, national, regional and global relevance and, as courses based on Cross Cutting Issues such as Gender Equity, Environment and Sustainability, Human Values, Professional Ethics and Indian Knowledge System.

8.Course Structure

(i) Curricular Courses:

Distribution of Hours and Credits

Course	SEMESTER				Total	
	I	II	III	IV	Hours	Credits
Core Course & Core Lab Course	7(5) + 7(5) + 6(4)	6(5)+ 6(5) + 6(4)	6(5) + 6(5) + 6(5)	6(5) + 6 (5)+ 6(5)	74	58
Elective Course	5(3) + 5 (3)	4(3) + 4 (3)	4(3) -	4 (3) + 4(3)	30	21
Core Research Project		-	5(4)		5	4
Skill Enhancement Course		4 (2)	3 (2)	4 (2)	11	6
Internship			(2)		-	2
Total	30 (20)	30 (22)	30 (26)	30 (23)	120	91

Total Number of Hours = 120

(ii) Co-curricular Courses

Course	SEMESTER				Total
	I	II	III	IV	Credits
Life Skill Training –I	-	(1)	-	-	1
Life Skill Training –II	-	-	-	(1)	1
Field Project	(1)		-		1
Specific Value-Added Courses	(1)		(1)		2
Generic Value-Added Courses		(1)		(1)	2
Massive Open Online Courses (MOOCs)		(1)		(1)	2
Community Engagement Activity (UBA)		(1)			1

Total Number of Credits = 91 + (10)

Co-curricular courses are mandatory and conducted outside the regular working hours.

9. Credits

Credit refers to the weightage given to a course, usually in relation to the instructional hours assigned to it and a quantum of work a student is required to put in for a particular course. The credits of a Course should be less than the hours allotted to it. The total minimum credits, required for awarding PG Degree is $91 + (10)$.

10. Extra credits (Maximum 10 credits)

Extra credits can be acquired by taking up the following:

i. International Academic Visits

Students can earn up to 2 extra credits by participating in approved international academic activities such as academic tours, training programmes, laboratory visits, student exchange programmes, internships, workshops, conferences or collaborative learning programmes conducted abroad, subject to the following conditions:

- The activity should be approved by the institution/department prior to participation.
- The programme should have a minimum duration of 5 working days.
- Students should submit a participation/completion certificate issued by the host institution or organization.
- A detailed report and presentation of the learning outcomes should be submitted to the department.
- Credits should be awarded based on the duration, academic relevance, and satisfactory completion of the programme.
- A maximum of 2 extra credits can be earned under this category during the programme of study.

ii. MOOCs / Self-Learning Courses

They can earn extra 2 credits by completing 8 or 12 weeks course (maximum 2 courses).

iii. Sports Representation – (Maximum 5 credits)

International level - 5 Credits

National level	- 4 Credits
State level	- 3 Credits
University level	- 2 Credits
District level	- 1 Credit

iv. **Publication in Journals**

Peer-reviewed International/National Journals - 1 credit
 SCOPUS / Web of Science (Science Disciplines) (max.3 papers)
 - 2 credits
 UGC Care List - Category II (Arts and Humanities Disciplines)
 (max.3 papers) - 2 credits

v. **Innovative Prototypes & Business models** - 2 credits

vi. **Startup Ventures**

Initiating startups during the period of pre-incubation, incubation
 and startup - 5 credits

11. **Pedagogy**

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

12. **Examination Pattern**

Curricular Courses:

i) Core Course / Elective Course

Internal: External–25:75
 Continuous Internal Assessment (CIA)
 Internal Components and Distribution of Marks

Components	Marks
Internal test (2) (40 marks)	10
Quiz (2) (20 marks)	5
Seminar (10 marks)	5

Assignment: (Model Making, Exhibition, Role-Play, Group Discussion, Problem Solving, Class Test, Open Book Test (Minimum three items per course) (30 marks)	5
Total	25

Question Pattern

Internal Test	Marks	External Exam	Marks
Part A 4 x 1 (No choice)	4	Part A 10 x 1 (No choice)	10
Part B 2 x 6 (Internal choice)	12	Part B 5 x 6 (Internal choice)	30
Part C 2 x 12 (Internal choice)	24	Part C 5 x 12 (Internal choice)	60
Total	40	Total	100

ii) Core Lab Course:

Ratio of Internal and External= 25:75

Total: 100 marks

Internal Components and Distribution of Marks

Internal Components	Marks
Performance of the Experiments	10
Regularity in attending practical and submission of records	5
Record	5
Model exam	5
Total	25

Question pattern

External Exam	Marks
Major Practical	75
Minor Practical / Spotters /Record	
Total	75

iii) Core Research Project:

Ratio of Internal and External 25 : 75

Internal (Supervisor)	Marks
I Review	5
II Review	5
Report	15
External (External Examiner)	
Report	40
Viva-voce (individual, open viva-voce)	35
Total	100

iv) Skill Enhancement Course

Ratio of Internal and External = 25 : 75

Internal Components and Distribution of Marks

Components	Marks
Internal test (2) – (40 marks)	10
Quiz (2) – (20 marks)	5
Assignment: (Model Making, Exhibition, Role-Play, Album, Group Activity (Mime, Skit, Song) (Minimum three items per course)	10
Total	25

Question Pattern

Internal Test	Marks	External Exam	Marks
Part A 2 x 2 (No Choice)	4	Part A 5 x 2 (No Choice)	10
Part B 3 x 4 (Open choice Three out of Five)	12	Part B 5 x 4 (Open choice any Five out of Eight)	20
Part C 1 x 9 (Open choice One out of Three)	9	Part C 5 x 9 (Open choice any Five out of Eight)	45
Total	25	Total	75

v) Internship

Components	Marks
Industry Contribution	50
Report & Viva-voce	50
Total	100

Co-Curricular Courses:

(i) Life Skill Training

Internal Component

Components		Marks
Life Skill Training -I	Album (20 pages)	30
	Group Activity (Group of 5 students)	20
	Total	50
Life Skill Training -II	Case Study (30 pages)	50
	Total	50

External Component

Written Test	Five out of Seven (5 x 10)	50
	Total	50

(ii) Field Project:

Components	Marks
Field Work	50
Field Project Report & Viva-voce	50
Total	100

(iii) Specific Value-Added Courses & Generic Value-Added Courses:

Components	Marks
Internal	25
External	75
Total	100

(iv) Community Engagement Activity-UBA

Internal Component

Component	Marks
Attendance (Field Work)	30
Participation	20
Total	50

External Component

Component	Marks
Group Project Report/ Case Study (10-15 pages in print)	50
Total	50

13. OBE

(i) Knowledge levels for assessment of Outcomes based on Blooms Taxonomy

S. No.	Level	Parameter	Description
1	K1	Knowledge/ Remembering	It is the ability to remember the previously learned
2	K2	Comprehension/ Understanding	The learner explains ideas or concepts
3	K3	Application/ Applying	The learner uses information in a new way
4	K4	Analysis/Analysing	The learner distinguishes among different parts
5	K5	Evaluation/ Evaluating	The learner justifies a stand or decision
6	K6	Synthesis /Creating	The learner creates a new product or point of view

(ii) Weightage of K – levels in Question Paper

Number of questions for each cognitive level:

Assessment	Cognitive Level	KI			K2			K3			K4, K5, K6			Total
Internal Test	Part	A	B	C	A	B	C	A	B	C	A	B	C	
	No. of Questions	1	1	-	-	-	-	1	-	1	2	1	1	8
External Examination	Part	A	B	C	A	B	C	A	B	C	A	B	C	
	No. of Questions	3	-	1	3	1	1	1	2	1	3	2	2	20

The roots of education are bitter, but the fruit is sweet.

- Aristotle

Live as if you were to die tomorrow.
Learn as if you were to live forever.

- Mahatma Gandhi

There are no secrets to success. It is the result of preparation, hard work, and learning from failure.

- Colin Powell

ACADEMIC GUIDELINES 2026-2029

Undergraduate Programme

(For the candidates admitted from the
academic year 2026-2027 onwards)

**Learning Outcome-Based Curriculum Framework (LOCF)
with Choice-Based Credit System (CBCS)**

1. Eligibility: 10 + 2 pattern

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

ARTS

S. No.	Name of the Programme	Eligibility	Medium of Instruction
1.	B.A. English	A pass in 10 + 2	English
2.	B.A. History	A pass in 10 + 2	Tamil
3.	B.A. Economics	A pass in 10 + 2	English
4.	B.Com. (Aided & Self-Financed)	A pass in 10 + 2 with Commerce as one of the core subjects	English
5.	B.Com. (Aided & Self-Financed)	A pass in 10 + 2 with Commerce as one of the core subjects	English
6.	B.A. English Literature with Media Communication (Self-Financed)	A pass in 10 + 2	English

7.	B.Com Corporate Secretaryship (Self-Financed)	A pass in 10 + 2 with Commerce as one of the core subjects	English
8.	B.Com. with Computer Applications (Self-Financed)	A pass in 10 + 2 with Commerce as one of the core subjects	English

SCIENCE

S. No.	Name of the Programme	Eligibility	Medium of Instruction
1.	B.Sc. Mathematics	A pass in 10 + 2 with Mathematics as one of the core subjects	English
2.	B.Sc. Physics	A pass in 10 + 2 with Physics and Mathematics as Core Subjects	English
3.	B.Sc. Chemistry	A pass in 10 + 2 with Chemistry as one of the core subjects	English
4.	B.Sc. Botany	A pass in 10 + 2 with Botany or Biology as one of the core subjects	English
5.	B.Sc. Zoology	A pass in 10 + 2 with Zoology or Biology as one of the core subjects	English
6.	B.Sc. Computer Science (Self-Financed)	A pass in 10 + 2 with Computer Science or Mathematics as one of the core subjects	English

7.	B.Sc. Costume Design and Fashion (Self-Financed)	A pass in 10 + 2	English
8.	B.Sc. Artificial Intelligence & Data Science (Self- Financed)	A pass in 10 + 2 with Mathematics or Computer Science with Mathematics as one of the core subjects	English

(ii) Degree:

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

2. Duration

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

3. LOCF with CBCS

Learning Outcome-Based Curriculum Framework is a student-centric teaching and learning methodology where the course delivery and assessment are planned to achieve, stated objectives and outcomes. It focuses on measuring performance of the student i.e. outcomes at different levels. The main feature of the CBCS is to make undergraduate education student-centric allowing students to choose inter-disciplinary, intra-disciplinary, multidisciplinary, value added and skill-oriented courses (even from other disciplines according to their learning needs, interests and attitude) with optimal flexibility for students on par with global standards.

4. Courses

Part I- Language Courses

Tamil and French

Part II - General English

Part III - Core & Elective Courses (Theory, Practical & Skill Based)

Core Courses are mandatory for all candidates and must be successfully completed to fulfill the core academic requirements of the programme

Elective courses provide diverse knowledge of disciplinary, interdisciplinary and multidisciplinary nature.

The Department Committee shall follow a selection procedure on a first-come-first-served basis, fixing the maximum number of students, giving counselling to the students etc. The institution shall provide all information relating to the Elective Courses in each Programme to all the students so as to enable them to choose a course of their choice.

Grouping

S.No.	Discipline
1	Mathematics
2	Physics
3	Chemistry
4	Botany
5	Zoology

S.No.	Discipline
1	English
2	Economics
3	History
4	Commerce

Aided Stream

S.No.	Discipline
1	Commerce
2	Corporate Secretaryship
3	Commerce with Computer Applications

S.No.	Discipline
1	Computer Science
2	Costume Design and Fashion
3	Artificial Intelligence & Data Science
4	English Literature with Media Communication

Part IV

Non-Major Elective (NME)

Non-Major Elective (NME) courses are open elective courses intended for students of other disciplines to promote multidisciplinary learning.

- i) **Basic Tamil:** Those who have not studied Tamil upto Standard XII, but have taken other languages under Part I shall take Basic Tamil comprising of two courses.
- ii) **Advanced Tamil:** Those who have studied Tamil upto Standard XII, but have taken other languages under Part I shall take Advanced Tamil comprising of two courses.
- iii) **Others:** Those who do not come under categories i) & ii) can choose any non – major elective in Semester III & IV comprising of two courses.

Skill Enhancement Courses (SEC)

These courses help students to become industry ready graduates, skilled human resource, employable and entrepreneurial with essential skills.

In the first year, students will be divided into two categories wherein Category A have **Health and Wellness** and Category B

have **Basic Digital Skills** in semester I and vice-versa in semester II.

Category A : Mathematics, Physics, Botany, Commerce (Aided, SF and Corporate Secretaryship), Economics and English with Media Communication.

Category B : Chemistry, Zoology, Computer Science, Costume Design and Fashion, Artificial Intelligence and Data Science, B.Com. with Computer Applications, English and History.

Foundation Course

Foundation course eases the transition of learning from higher secondary to higher education and provides an overview of the pedagogy of learning the subject.

Environmental Sustainability and Social Responsibility

Environmental Sustainability and Social Responsibility creates ecological awareness and a sense of environmental responsibility among students.

Internship

Internship during the summer vacation between semester IV and V, will help the students to gain valuable work experience, that connects classroom knowledge to real world experience.

Professional Competency Skill

Professional Competency Skills equip students with essential knowledge, critical thinking, communication, and transferable skills for effective professional performance.

Value Education

Value Education for Life-I and Value Education for Life-II are offered for all the I and II UG students respectively.

Skill Development Training :

It is mandatory and offered as **Certificate Course** (30 hours) for all the students.

Part V: Co-curricular Courses

Field Project:

Minimum five days with one credit is mandatory for all I UG students to undertake at the end of semester II which has to be discipline specific and relevant to society.

MOOCs:

The students have to undergo one four-weeks course of their choice to earn the mandatory 2 credits, in the second semester.

Constitutional Rights is offered in Semester V for all III UG students.

Gender Equity is offered in Semester VI for all III UG students.

Value-added Courses:

Students can choose the courses offered by the institution (minimum 30 hours).

Student Extension Activities : Clubs / Committees

NSS, NCC, Red Ribbon Club, AICUF, Rotaract Club, Youth Red Cross, Eco Club, Consumer Club, Legal Literacy Committee, Women's Cell, YUVA Tourism Club, Electoral Literacy Club and Games/Sports Committee are the Student Extension Activities. One of these can be chosen by the I and II UG students.

*Part V courses are conducted outside the working hours.

Library Hour:

One hour per week is allotted as library hour which can be allocated by the departments.

5. Course Coding and Classification:

The following code system (8 alphanumeric characters) is adopted for Undergraduate courses:

Department Code	UG	Year of Revision	Semester	Course Specification	Course number
X	U	26	1-6	CC/CP/ EC	1,2,3 etc

Department	Code	Department	Code
Mathematics	M	English	E
Physics	P	History	H
Chemistry	C	Economics	F
Botany	B	Commerce	A
Zoology	Z	Social Work	W
Computer Science	S	English Literature with Media Communication	G
Costume Design and Fashion	D	Corporate Secretaryship	J
Artificial Intelligence & Data Science	I	Commerce with Computer Applications	K

6. Course Specifications

TL/FL - Languages (Tamil / French)

EL - English

CC - Core Course

CP - Core Lab Course

RP - Core Research Project

FC - Foundation Course

EV - Environmental Studies

IS - Internship

PS - Professional Competency Skill

EC - Elective Course

EP - Elective Lab Course

VE - Value Education

LS - Life Skill

DE - Discipline Specific Elective

FP - Field Project

NM - Non-major Elective

- CR - Constitutional Rights, Justice and Ethics
- SE - Skill Enhancement Course
- CSE - Common Skill Enhancement Course
- GE - Gender Equity
- ST - Student Training Activity
- CE - Community Engagement Activity

7. Course Classification

The courses offered are classified as New Courses, Multidisciplinary, Interdisciplinary and Industry 4.0, as courses catering to Employability, Entrepreneurship, Skill Development and Research Oriented, as courses of local, national, regional and global relevance and, as courses based on Cross Cutting Issues such as Gender Equity, Environment and Sustainability, Human Values, Professional Ethics and Indian Knowledge System.

8. Course Structure

Distribution of Hours (H) and Credits (C)

Curricular Courses

Arts & Commerce Structure

Course	S I	S II	S III	S IV	S V	S VI	Total	
							H	C
Part I – Language	6(3)	6(3)	6(3)	6(3)			24	12
Part II – English	6(3)	6(3)	6(3)	6(3)			24	12
Part III								
Major / Core Course	5(4)+ 5(4)	5(4)+ 5(4)	5(4)+ 5(4)	5(4)+ 5(4)	5(4)+ 5(4)+ 5(4)	5(5)+ 5(5)+ 5(4)+ 5(4)	80	65
Core Research Project					5(3)			

Elective Courses – Allied/ Discipline Specific Elective Courses	4(3)	4(3)	4(3)	4(3)	4(3)+ 2(2)	4(3)+ 3(2)	29	22
Part IV								
Multidisciplinary & Skill Development								
Non Major Elective			2 (2)	2 (2)			4	4
Skill Enhance-ment Course	2 (2)	2(2)	2(2)				6	6
Foundation Course	2 (2)						2	2
Internship					(2)		-	2
Professional Compe tency Skill					2(1)	2(2)	4	3
MOOC		2(2)					2	2
Skill Development Training (Certificate Course)	(1)							1
Value, Environmental & Experiential Learning								
Field project		(1)						1
Environmental Sustainability and Social Responsibility				2 (2)			2	2
Constitutional Rights					2(2)		2	2
Gender Equity						1(1)	1	1

Value Education for Life - I		(1)						1
Value Education for Life - II				(1)				1
Community Engagement Activity: RUN				(1)				1
Part V (Co-Curricular Credits - Non-CGPA)								
Value-added Courses			(1)		(1)			2
Student Training Activity: Clubs & Committees/ NSS/NCC				(1)				1
Total	30 (22)	30 (23)	30 (22)	30 (24)	30 (26)	30 (26)	180	143

Part I & II – 24 Credits; Part III – 87 Credits; Part IV -29 Credits;
Part V -3 Credits

Total number of Credits = 143

Total number of Hours = 180

Courses may be structured using Lecture (L), Tutorial (T), Practicum (P) and Skill (S) components, depending on the nature of the course.

Science Structure

Course	S I	S II	S III	S IV	S V	S VI	Total	
							H	C
Part I – Language	6(3)	6(3)	6(3)	6(3)			24	12
Part II – English	6(3)	6(3)	6(3)	6(3)			24	12
Part III								

Major/Core Courses	5(5)	5(5)	5(5)	5(5)	5(5)+ 5(5)+ 5(5)	5(5)+ 5(5)+ 5(5)	50	50
Major/Core Lab Courses	3(2) =2P+1T	3(2) =2P+1T	3(2) =2P+1T	3(2) =2P+1T	6(3)	8(4)	26	15
Core Research Project					5(3)		5	3
Elective Course - Allied / Discipline Specific Elective Course (L, T and P represents the Lecture, Tutorial and Practicum hours respectively)	4(3) =3L+1T	4(3) =3L+1T	4(3) =3L+1T	4(3) =3L+1T	-	4(3) =3L+1T	20	15
Elective (Allied) Lab Course	2(1)	2(1)	2(1)	2(1)			8	4
Part IV								
Multidisciplinary & Skill Development								
Non Major Elective			2(2)	2(2)			4	4
Skill Enhancement Course	2(2)	2(2)	2(2)				6	6
Foundation Course	2(2)						2	2
Internship					(2)		-	2
Professional Competency Skill					2(1)	2(2)	4	3
MOOC		2(2)					2	2
Skill Development Training	(1)							1
Value, Environmental & Experiential Learning								
Field project		(1)						1
Environmental Sustainability and Social Responsibility				2(2)			2	2
Constitutional Rights					2(2)		2	2

Gender Equity						1(1)	1	1
Value Education for Life - I		(1)						1
Value Education for Life - II				(1)				1
Community Engagement Activity: RUN				(1)				1
Part V (Co-curricular Credits - Non-CGPA)								
Value-added Courses			(1)		(1)			2
Student Training Activity: Clubs & Committees/NSS/ NCC				(1)				1
Total	30 (22)	30 (23)	30 (22)	30 (24)	30 (27)	30 (25)	180	143

Part I & II – 24 Credits; Part III – 87 Credits; Part IV -29 Credits;
Part V -3 Credits

Total number of Credits = 143

Total number of Hours = 180

Courses may be structured using Lecture (L), Tutorial (T), Practicum (P), and Skill (S) components, depending on the nature of the course.

9. Credits

Credit refers to the weightage given to a course, usually in relation to the instructional hours assigned to it and the quantum of work a student is required to put in for a particular course. The total minimum credits required for the award of UG Degree is 143 credits.

National Credit Framework (NCrF)

UG Programme

Semester	NCrF Level
Semester I	4.5
Semester II	4.5

Semester III	5.0
Semester IV	5.0
Semester V	5.5
Semester VI	5.5

10. Extra credits (Maximum 5 credits)

Extra credits can be acquired by taking up the following:

i. International Academic Visits:

Students can earn up to 2 extra credits by participating in approved international academic activities such as academic tours, training programmes, laboratory visits, student exchange programmes, internships, workshops, conferences or collaborative learning programmes conducted abroad, subject to the following conditions:

- The activity should be approved by the institution/department prior to participation.
- The programme should have a minimum duration of five working days.
- Students should submit a participation/completion certificate issued by the host institution or organization.
- A detailed report and presentation of the learning outcomes should be submitted to the department.
- Credits should be awarded based on the duration, academic relevance, and satisfactory completion of the programme.
- A maximum of 2 extra credits can be earned under this category during the programme of study.

ii. MOOCs / Self –Learning Courses

1 credit for a course (maximum 2 courses).

iii. Sports Representation – (Maximum 5 credits)

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

iv. Research Articles:

Publication in Journals (International/National) (max.2 papers with 2 credits each)

Peer-reviewed journals or any
journal with ISSN/ ISBN - 1 credit.

SCOPUS / Web of Science (Science Disciplines)
and UGC Care List – Category II
(Arts and Humanities Disciplines) - 2 credits

or

Presentation in Seminars/ Conferences/ Workshops/ Webinars

1 credit for each research paper (Maximum 2 credits)

v. Entrepreneurship Initiatives:

Founders of Start Steps - 2 credits

Co-Founders of Start Steps - 1 credit

Udhayam /MSME Registered

Start Steps and Small Scale Industries - 3 credits

Innovative Start Steps with

Successful Business Scaling

(turnover of ₹1 lakh or more per year) - 5 credits

Initiating startups during the period of

pre-incubation, incubation and startup - 5 credits

vi. Innovative Prototypes & Business models - 2 credits

vii. Students who obtain Global Certifications can earn 2 credits

viii. Students who successfully complete institution approved Value Added Courses beyond the two mandatory courses shall be awarded 2 Extra Credits for each additional course. A student may earn a maximum of 4 credits through additional Value Added Courses during the programme.

11. Pedagogy

Each Course is designed with Lectures / Tutorials / Laboratory or Field Work / Seminar / Practical Training / Assignments or Report

Writing/ Book review / Group Discussion/ Flipped / Blended/ Open Book Test/ Problem Solving/ Inquiry based Learning/ Debate/ Experiential Learning etc. to meet effective teaching, learning and evaluation requirements.

12. Examination Pattern

Each paper carries an internal component. There is a passing minimum for external component. A minimum of 40% in the external examination and an aggregate of 40% is required. There is no minimum pass mark for the continuous internal assessment.

i. Part I – Tamil, Part II – English, Part III - (Core Course/ Elective Course)

Ratio of Internal and External= 25:75

Continuous Internal Assessment (CIA)

Internal Components and Distribution of Marks

Components	Marks
Internal test (2) - 40 marks	10
Quiz (2) - 20 marks	5
Item 1 (Any one) - (i) Experiential Learning Method: Demonstration, Field Visit, Inquiry-based Learning, Role Play (Skit), Model Making, Exhibition, Industrial Visit, Hands-on-training (ii) Participative Learning Methods: Poster Presentation, Seminar, Group Discussion, Mind Mapping, Group Activity, Book Review, Brainstorming (iii) Problem Solving Methods: Assignments, Case Study Presentation, Quiz (iv) Blended Learning or Flipped Classroom.	10
Item 2 (Any one) - Assessment Method: Open book test, Quiz, Slip test, Short test, Class test, Book Review, Assignment, Seminar, Case Study (Total -20 marks)	
Total	25

Question Pattern

Internal Test	Marks	External Exam	Marks
Part A 3 x 1 (No choice)	3	Part A 10 x 1 (No choice)	10
Part B 3 x 3 (Open choice-Three out of Five)	9	Part B 5 x 3 (Open choice- Five out of Eight)*	15
Part C 2 x 5 (Internal choice)	10	Part C 5 x 5 (Internal choice)	25
Part D 1 x 8 (Internal choice)	8	Part D 5 x 8 (Internal choice)	40
Part E 1 x 10 (Internal choice)	10	Part E 1 x 10 (Internal choice)	10
Total	40	Total	100

* Part B will have open choice. Question 6 in the Internal Examination and Question 16 in the External Examination are compulsory.

ii. Lab Course:

Ratio of Internal and External= 25:75

Total: 100 marks

Internal Components and Distribution of Marks

Internal Components	Marks
Performance of the Experiments	5
Regularity in attending practical and submission of records	5
Record	5
Model exam	10
Total	25

Question pattern

External Exam	Marks
Major Practical	75
Minor Practical / Spotters /Record	
Total	75

iii. Core Research Project

Ratio of Internal and External = 25:75

Components	Marks
Internal (Supervisor)	
I Review	5
II Review	5
Report	15
Internal Marks	25
External (External Examiner)	
Report	40
Viva-voce	35
External Marks	75
Total	100

Part - IV

i. Non-major Elective I and II and Foundation Course

Ratio of Internal and External = 25: 75

Internal Components and Distribution of Marks

Components	Marks
Internal test (2) – 25 marks	10
Quiz (2) – 20 marks	5
Item 1 (Any one) - (i) Experiential Learning Methods: Demonstration, Field Visit, Inquiry-based Learning, Role Play (Skit), Model Making, Exhibition, Industrial Visit, Hands-on-training (ii) Participative Learning Methods: Poster Presentation, Seminar, Group Discussion, Mind Mapping, Group Activity, Book Review, Brainstorming (iii) Problem Solving Methods: Assignments, Case Study Presentation, Quiz	10

(iv) Blended Learning or Flipped Classroom. Item 2 (Any one) - Assessment Methods: Open book test, Quiz, Slip test, Short test, Class test, Book Review, Assignment, Seminar, Case Study (Total -20 marks)	
Total	25

Question Pattern

Internal Test	Marks	External Exam	Marks
Part A 4 x 1 (MCQ)	4	Part A 10 x 1 (MCQ)	10
Part B 3 x 4 (Open choice - three out of five)	12	Part B 5 x 4 (Open choice - five out of eight)	20
Part C 1 x 9 (Open choice - one out of three)	9	Part C 5 x 9 (Open choice - five out of eight)	45
Total	25	Total	75

ii. Skill Enhancement Course and Professional Competency Skill

Test	Marks
Internal	25
External	75
Total	100

Component and Distribution of Marks		Marks
Internal Assessment (Skill Assessment)	Attendance & Participation	5
	Continuous Skill Practice / Lab Performance	10
	Assignment / Mini Activity / Record	10
Total		25

Component and Distribution of Marks		Marks
External Assessment (Activity / Skill Assessment)	Practical Demonstration / Skill Performance	40
	Project / Product / Prototype / Activity Output	20
	Viva Voce / Presentation	15
Total		75

iii. Environmental Sustainability and Social Responsibility

Internal Components	Marks
Project Report	15
Viva voce	10
Total	25

Question Pattern

External Exam	Marks
Written Test: Open choice – 5 out of 8 questions (5 x 15 marks)	75

iv. Internship

Components	Marks
Industry Contribution	50
Report & Viva-voce	50
Total	100

v. Value Education for Life -I, Value Education for Life -II, Constitutional Rights and Gender Equity

Internal Components

Component	Marks
Project - Album on current issues	25
Group Activity	25
Total	50

External Components

Components		Marks
External Assessment		
Written Assessment	Essay / case analysis on ethics, rights, or social issues	20
Presentation / Group Discussion	Thematic presentation on societal challenges - Background / Concept, Current Issues / Case Study Analysis, Solutions / Suggestions, Conclusion	15
Viva Voce / Oral Evaluation	Understanding, application, and reflection	15
Total		50

vi. Skill Development Training - Certificate Course:

Components	Marks
Attendance & Participation	50
Skill Test	50
Total	100

vii. Field Project:

Components	Marks
Field Work	50
Field Project Report & Viva-voce	50
Total	100

Co-Curricular Courses:

i. Value-Added Courses:

Components	Marks
Internal	50
External	50
Total	100

ii. Student Training Activity: Clubs and Committees

Compulsory for all I & II year students (1 credit).

Component	Marks
Attendance	50
Participation	50
Total	100

iii. Community Engagement Activity: Reaching the Unreached Neighbourhood (RUN)

Components	Marks
Attendance & Participation	50
Field Project	50
Total	100

Self Learning Course

Ratio of Internal: External = 50:50

Exam	Marks
Internal	50
External	50

13. Outcome Based Education (OBE)

(i) Knowledge levels for assessment of Outcomes based on Blooms Taxonomy

S. No.	Level	Parameter	Description
1	KI	Knowledge/ Remembering	It is the ability to remember the previously learned
2	K2	Comprehension/ Understanding	The learner explains ideas or concepts
3	K3	Application/Applying	The learner uses information in a new way
4	K4	Analysis/Analysing	The learner distinguishes among different parts
5	K5	Evaluation/Evaluating	The learner justifies a stand or decision
6	K6	Synthesis /Creating	The learner creates a new product or point of view

ELECTIVE / ALLIED COURSES OFFERED BY UG DEPARTMENTS

Departments of Sciences

Department	Semester	Title of the Course	Course Code	Students who can opt
Mathematics	I	Algebra and Differentiable Equations	MU261EC1	Physics, Chemistry (A Stream)
	II	Vector Calculus and Fourier Series	MU262EC1	
	III	Mathematical Statistics	MU263EC1	Mathematics
	IV	Probability Theory	MU264EC1	
Physics	I	Allied Physics I for Mathematics	PU261EC1	Mathematics
	II	Allied Physics II for Mathematics	PU262EC1	
	III	Allied Physics I for Chemistry	PU263EC1	Chemistry (Both A and B Stream)
	IV	Allied Physics II for Chemistry	PU264EC1	
Chemistry	I	Chemistry for Life Sciences - I	CU261EC1	Botany, Zoology
	II	Chemistry for Life Sciences - II	CU262EC1	
	III	Chemistry for Physical Sciences - I	CU263EC1	Physics

	IV	Chemistry for Physical Sciences - II	CU264EC1	
Botany	I	Allied Botany - I	BU261EC1	Chemistry (B Stream)
	II	Allied Botany - II	BU262EC1	
	III	Allied Botany - III	BU263EC1	Zoology
	IV	Allied Botany - IV	BU264EC1	
Zoology	I	Animal Diversity - I	ZU261EC1	Chemistry / Botany
	II	General Zoology - I	ZU262EC1	
	III	Animal Diversity - II	ZU263EC1	
	IV	General Zoology - II	ZU264EC1	
Computer Science	I	Numerical Methods Using C	SU261EC1	Computer Science
	II	Discrete Mathematics	SU262EC1	
	III	Web Technology	SU263EC1	
	IV	Database Management System	SU264EC1	
Costume Design & Fashion	I	Sewing Technology	DU261EC1	Costume Design and Fashion
	II	Textile Wet Processing	DU262EC2	
	III	Fabric Structure and Design	DU263EC1	
	IV	Textile Testing and Quality Control	DU264EC1	

Artificial Intelligence & Data Science	I	Mathematical Foundations for Artificial Intelligence	IU261EC1	Artificial Intelligence & Data Science
	II	Quantitative and Analytical Skills	IU262EC1	
	III	Data Structures Using Python	IU263EC1	
	IV	3D Printing and Prototyping	IU264EC1	

Departments of Arts and Commerce

Department	Sem ester	Title of the Course	Course Code	Students who can opt
English	I	Social History of England	EU261EC1	English
	II	History of English Literature Interdisciplinary	EU262EC1	
	III	Literary Genres and Terms Interdisciplinary	EU263EC1	
	IV	Writing for the Web	EU264EC1	
History	I	Fundamentals of Tourism	HU261EC1	History
	II	Introduction to Archaeology	HU262EC1	
	III	Modern Governments	HU263EC1	
	IV	Working of Indian Constitution	HU264EC1	

Economics	I	Principles of Marketing	FU261EC1	Economics
	II	Introduction to E- Commerce	FU262EC1	
	III	Rural Economics	FU263EC1	
	IV	Research Methods in Economics	FU264EC1	
Commerce	I	Indian Economic Development	AU261EC1	Commerce
	II	Tourism Marketing	AU262EC1	
	III	E-Commerce	AU263EC1	
	IV	Business Mathematics	AU264EC1	
English Literature with Media Communication	I	Mass communication and Journalism	GU261EC1	English Literature with Media Communication
	II	Computers in Media Communication	GU262EC1	
	III	Fundamentals of Media Communication	GU263EC1	
	IV	Digital Media Production	GU264EC1	
Corporate Secretaryship	I	Corporate E-Management	JU261EC1	Corporate Secretaryship
	II	Legal Aspects of Securities and Financial Markets	JU262EC1	

	III	Strategic Business Economics	JU263EC1	
	IV	Business Analytics and Statistics	JU264EC1	
Commerce with Computer Applications	I	Computer Application in Business	KU261EC1	Commerce with Computer Applications
	II	Web Designing	KU262EC1	
	III	Business Mathematics & Statistics	KU263EC1	
	IV	E-Commerce	KU264EC1	

The only way to do great work is to love what you do.

- Steve Jobs

The future belongs to those who believe in the beauty of their dreams.

- Eleanor Roosevelt

The direction in which education starts a man will determine his future in life.

- Pluto

Postgraduate Programme

**(For the candidates admitted from the
academic year 2026-2027 onwards)**

Learning Outcomes-based Curriculum Framework (LOCF)
with Choice Based Credit System (CBCS)

1. Eligibility

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

ARTS

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

SCIENCE

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

ii) Degree

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

2. Duration

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

3. LOCF with CBCS System

Learning Outcome-Based Curriculum Framework is a student-centric teaching and learning methodology where the course delivery and assessment are planned to achieve, stated objectives and outcomes. It focuses on measuring performance of the student i.e., outcomes at different levels. The main feature of the CBCS is to make postgraduate education student centric, allowing students to choose inter-disciplinary, intra-disciplinary courses, skill-oriented courses (even from other disciplines according to their learning needs, interests and attitude) with optimal flexibility for students on par with global standards.

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

4. Courses

I. Curricular Courses:

The following are the various categories of courses offered in the PG programmes:

Arts and Commerce - Core Courses, Elective Courses

Science – Core Courses, Lab Courses, Elective Courses

(i) Core Courses:

These courses should compulsorily be studied by a candidate as a core requirement.

(ii) Elective Courses:

The college provides all information to students regarding Elective Courses as to enable them to choose the relevant ones.

(iii) Core Research Project:

Each candidate shall be required to take up an individual project of regional relevance and submit it at the end of the third semester. The Head of the Department shall assign the Guide who, in turn, will suggest the Project Work to the student in the beginning of the final year. The Project will be evaluated by an internal and an external

examiner nominated by the Controller of Examinations. The candidate concerned will have to defend her Project through a Viva-voce.

(iv) Research, Review and Publication Skills:

This course develops systematic skills in research design, literature review, data collection, analysis and interpretation, along with professional ethics in research; Equips learners with competencies in scientific writing, citation practices, research integrity and ethical publication in scholarly journals.

(v) Skill Enhancement Course (SEC):

These courses focus on developing skills or proficiencies in the student, and aim at providing hands-on training.

(vi) Internship:

Internship during the first-year vacation, i.e., during summer vacation between semester II and III for atleast twenty-five days, will help the students gain valuable work experience, that connects classroom knowledge to real world experience and to narrow down and focus on the career path. Internship Report should be submitted to the Controller of Examination through respective departments.

(vii) Field Project:

Minimum seven days with one credit is mandatory for all I PG students to undertake at the end of semester I which has to be relevant to society.

(viii) Massive Open Online Courses (MOOCs):

The students have to undergo one four-week course of their choice to earn the mandatory 2 credits, in the second semester.

II. Co-curricular Courses:

(i) Life Skill Development I &II: (1 credit each)

Life Skill Development is offered to the PG students in order to mould them into responsible individuals. External Examination is conducted at the end of the II & IV Semesters.

(ii) Value-added Courses:

Students can choose the courses offered by the institution.

(iii) Community Engagement Activity (UBA):

This extension activity is offered for 30 hours.

(iv) Library Hour:

One hour per week is allotted as library hour which can be allocated by the departments.

5. Course Coding and Classification:

The following code system (11 alphanumeric characters) is adopted for Postgraduate courses:

Department Code	PG	Year of Revision	Semester	Course Specification	Course number
X	P	26	1-4	CC/CP	1,2,3 etc

6. Course Specifications:

CC - Core Course IS - Internship
CP - Core Practical SE - Skill Enhancement
RP - Research Project FP - Field Project

7. Course Classification

The courses offered are classified as New Courses, Multidisciplinary, Interdisciplinary and Industry 4.0, as courses catering to Employability, Entrepreneurship and Skill Development and Research Oriented, as courses of local, national, regional and global relevance and, as courses based on Cross Cutting Issues such as Gender Equity, Environment and Sustainability, Human Values, Professional Ethics and Indian Knowledge System.

8. Course Structure

Distribution of Hours (H) and Credits (C)

Curricular Courses

Arts & Commerce Structure

Course	SEMESTER				Total	
	I	II	III	IV	Hours	Credits
Core Course	5(4)+ 5(4)+ 5(4)+ 5(4)	5(4)+ 5(4)+ 5(4)	5(4)+ 5(4)+ 5(4)	5(4)+ 5(4)+ 5(4)+ 5(4)	75	59

Core Research Project			5(3)			
Elective Course	5(3)	5(3) + 4(3)+ 4(3)	5(3)	5(3)	28	18
Research, Review and Publication Skills			5(2)		5	2
Skill Enhancement Course (Discipline Specific - Emerging Trends)	3(2) 2(1)			3(2) 2(1)	10	6
Field Project (Discipline Specific Skill)		(1)				1
MOOC		2(2)			2	2
Internship			(2)			2
Co-Curricular Credits (Non-CGPA)						
Life Skill Development-I		(1)				1
Life Skill Development-II				(1)		1
Value-Added Courses		(1)		(1)		2
Community Engagement Activity		(1)				1
Total	30(22)	30(27)	30(22)	30(24)	120	95

Total number of Credits = 95

Total number of Hours = 120

Courses may be structured using Lecture (L), Tutorial (T), Practicum (P), and Skill (S) components, depending on the nature of the course.

Science Structure

Course	SEMESTER				Total	
	I	II	III	IV	Hours	Credits
Major / Core Course	5(5)+ 5(5)+ 5(5)	5(5)+ 5(5)	5(5)+ 5(5)	5(5)+ 5(5)	45	45
Major / Core Lab Course	6(3)	6(3)	6(3)	6(3)	24	12
Core Research Project			5(3)		5	3
Elective Course	5(3)	5(3)+ 5(3)	5(3)	5(3)+ 5(3)	30	18
Research Review and Publication Skills			4(2)		4	2
Skill Enhancement Course (Discipline Specific- Emerging Technology)	4(2)	2(1)	-	4(2)	10	5
Field Project (Discipline Specific Skill)		(1)				1
MOOC		2(2)			2	2
Internship			(2)			2
Co-Curricular Credits (Non-CGPA)						
Life Skill Development –I		(1)				1
Life Skill Development –II				(1)		1
Value-Added Courses		(1)		(1)		2
Community Engagement Activity		(1)				1
Total	30(23)	30(26)	30(23)	30(23)	120	95

Total number of Credits = 95

Total number of Hours = 120

Courses may be structured using Lecture (L), Tutorial (T), Practicum (P), and Skill (S) components, depending on the nature of the course.

9. Credits

Credit refers to the weightage given to a course, usually in relation to the instructional hours assigned to it and a quantum of work a student is required to put in for a particular course. The total minimum credits, required for awarding PG Degree is 95.

National Credit Framework (NCrF)

PG Programme

Semester	NCrF Level
Semester I	6.5
Semester II	6.5
Semester III	7
Semester IV	7

10. Extra credits (Maximum 5 credits)

Extra credits can be acquired by taking up the following:

i. International Academic Visits:

Students can earn up to 2 extra credits by participating in approved international academic activities such as academic tours, training programmes, laboratory visits, student exchange programmes, internships, workshops, conferences or collaborative learning programmes conducted abroad, subject to the following conditions:

- The activity should be approved by the institution/department prior to participation.
- The programme should have a minimum duration of 5 working days.

- Students should submit a participation/completion certificate issued by the host institution or organization.
- A detailed report and presentation of the learning outcomes should be submitted to the department.
- Credits should be awarded based on the duration, academic relevance, and satisfactory completion of the programme.
- A maximum of 2 extra credits can be earned under this category during the programme of study.

ii. MOOCs / Self –Learning Courses

1 credit for a course (maximum 2 courses).

iii. Sports Representation – (Maximum 5 credits)

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

iv. Research Articles:

Publication in Journals (International/National) (max.2 papers with 2 credits each)

Peer-reviewed journals or any
journal with ISSN/ ISBN - 1 credit.

SCOPUS / Web of Science (Science Disciplines)
and UGC Care List – Category II
(Arts and Humanities Disciplines) - 2 credits (or)

Presentation in Seminars/ Conferences/ Workshops/ Webinars

1 credit for each research paper (Maximum 2 credits)

v. Entrepreneurship Initiatives:

Founders of Start Steps	- 2 credits
Co-Founders of Start Steps	- 1 credit
Udhayam /MSME Registered Start Steps and Small Scale Industries	- 3 credits

Innovative Start Steps with
Successful Business Scaling
(turnover of ₹1 lakh or more per year) - 5 credits
Initiating startups during the period of
pre-incubation, incubation and startup - 5 credits

vi. Innovative Prototypes & Business models - 2 credits

vii. Students who obtain **Global Certifications** can earn 2 credits

viii. Students who successfully complete institution approved Value Added Courses beyond the two mandatory courses shall be awarded 2 Extra Credits for each additional course. A student may earn a maximum of 4 credits through additional Value Added Courses during the programme.

11. Pedagogy

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

12. Examination Pattern

Each paper carries an internal component. There is a passing minimum for external component. A minimum of 50% in the external examination and an aggregate of 50% is required. There is no minimum pass mark for the continuous internal assessment.

Curricular Courses:

i. Core Course / Elective Course

Internal:External- 25:75

Continuous Internal Assessment (CIA)

Internal Components and Distribution of Marks

Components	Marks
Internal test (2) (40 marks)	10

Quiz (2) (20 marks)	5
Seminar (10 marks)	5
Item 1 (Any one) - (i) Experiential Learning Methods: Demonstration, Field Visit, Inquiry-based Learning, Role-Play (Skit), Model Making, Exhibition, Industrial Visit, Hands-on-training (ii) Participative Learning Methods: Poster Presentation, Seminar, Group Discussion, Mind Mapping, Group Activity, Book Review, Brainstorming (iii) Problem Solving Methods: Assignments, Case Study Presentation, Quiz (iv) Blended Learning or Flipped Classroom. Item 2 (Any one) - Assessment Methods: Open book test, Quiz, Slip test, Short test, Class test, Book Review, Assignment, Seminar, Case Study (Total -20 marks)	5
Total	25

Question Pattern

Internal Test	Marks	External Exam	Marks
Part A 3 x 1 (No choice)	3	Part A 10 x 1 (No choice)	10
Part B 3 x 3 (Open choice-Three out of Five)	9	Part B 5 x 3 (Open choice- Five out of Eight)*	15
Part C 2 x 5 (Internal choice)	10	Part C 5 x 5 (Internal choice)	25
Part D 1 x 8 (Internal choice)	8	Part D 5 x 8 (Internal choice)	40
Part E 1 x 10 (Internal choice)	10	Part E 1 x 10 (Internal choice)	10
Total	40	Total	100

* Part B will have open choice. Question 6 in the Internal Examination and Question 16 in the External Examination are compulsory.

ii. Core Lab Course

Ratio of Internal and External= 25:75

Total: 100 marks

Internal Components and Distribution of Marks

Internal Components	Marks
Performance of the Experiments	5
Regularity in attending practical and submission of records	5
Record	5
Model exam	10
Total	25

Question pattern

External Exam	Marks
Major Practical	75
Minor Practical / Spotters /Record	
Total	75

iii. Core Research Project

Ratio of Internal and External 25: 75

Components	Marks
Internal (Supervisor)	
I Review	5
II Review	5
Report	15
Internal Marks	25
External (External Examiner)	
Report	40
Viva-voce	35
External Marks	75
Total	100

iv. Skill Enhancement Course

Ratio of Internal and External = 25: 75

Components	Marks
Internal	25
External	75
Total	100

Component and Distribution of Marks		Marks
Internal Assessment (Skill Assessment)	Attendance & Participation	5
	Continuous Skill Practice / Lab Performance	10
	Assignment / Mini Activity / Record	10
Total		25

Component and Distribution of Marks		Marks
External Assessment (Activity / Skill Assessment)	Practical Demonstration / Skill Performance	40
	Project / Product / Prototype / Activity Output	20
	Viva Voce / Presentation	15
Total		75

v. Internship

Components	Marks
Industry Contribution	50
Report & Viva-voce	50
Total	100

Co-Curricular Courses

(i) Life Skill Development

Internal Component

Components		Marks
Life Skill Development -I	Album (20 pages)	30
	Group Activity (Group of 5 students)	20
	Total	50
Life Skill Development -II	Case Study (30 pages)	50
	Total	50

External Components

Component and Distribution of Marks		Marks
External Assessment	Essays or reflections	20
	Presentation or group discussion on relevant social themes	15
	Oral presentation or evaluation	15
	Total	50

(ii) Field Project

Components		Marks
Field Work		50
Field Project Report & Viva-voce		50
Total		100

(iii) Value-Added Courses

Components	Marks
Internal	50
External	50
Total	100

(iv) Community Engagement Activity-UBA

Internal Component

Component	Marks
Attendance (Field Work)	30

Participation	20
Total	50

External Component

Component	Marks
Group Project Report/ Case Study (10-15 pages in print)	50
Total	50

Self Learning Course

Evaluation	Marks
Internal	50
External	50
Total	100

13. Outcome Based Education (OBE)

(i) Knowledge levels for assessment of Outcomes based on Blooms Taxonomy

S.No.	Level	Parameter	Description
1	K1	Knowledge/ Remembering	It is the ability to remember the previously learned
2	K2	Comprehension/ Understanding	The learner explains ideas or concepts
3	K3	Application/ Applying	The learner uses information in a new way
4	K4	Analysis/ Analysing	The learner distinguishes among different parts
5	K5	Evaluation/ Evaluating	The learner justifies a stand or decision
6	K6	Synthesis / Creating	The learner creates a new product or point of view

EXAMINATION GUIDELINES

- Students who have completed at least one internal test and other internal components are permitted to write the external examination.
- Students can apply through online for the semester examination.
- Hall tickets can be downloaded from the College website prior to the examination.
- Semester examination will be for 3 hours, conducted at the end of the semester, by the Controller of Examinations. Double valuation system is followed for PG.
- If the difference between the two valuations exceeds 15 marks, the Controller of Examinations may recommend for a third valuation by another external examiner.

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

- The timetable for semester examination will be published by the Controller of Examinations two weeks prior to the date of commencement of examinations.

Evaluation

- i. The performance of a student in each course is evaluated in terms of percentage of marks with a provision for conversion to grade points.
- ii. Evaluation for each course will be done by Continuous Internal Assessment (CIA) by the Course teacher as well as by an end semester examination and will be consolidated at the end of the semester.
- iii. There shall be examinations at the end of each semester, for odd semesters in October/November and for even semesters in April / May.

- iv. A candidate who does not pass the examination in any course(s) shall be permitted to reappear in the subsequent examinations to be held in October / November or April / May. However, candidates who have arrears in Practical Examination(s) shall be permitted to reappear for their arrears only along with Regular Practical examinations in the respective semester.
- v. Viva-voce: Each candidate shall be required to appear for Viva-voce Examination in defence of the Project.
- vi. The results of all the examinations will be published in the college website.
- vii. For UG students, a minimum of 40% in the external examination and an aggregate of 40% is required. For PG students a minimum of 50% in the external examination and an aggregate of 50% is required. There is no minimum pass percentage for the CIA.

Results

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

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

Revaluation

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

Reappearance for Arrear Course

Students can take up arrear examinations along with the subsequent regular end semester examinations. The candidates with arrears will be permitted to appear for the arrear examinations in the same syllabus for a period of 3 years from the year of normal completion of the same course (for UG 3+2 years and for PG 2+2 years).

Reappearance for Theory Papers

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

Supplementary Examination for Final Semester

For the outgoing students a supplementary examination will be conducted within ten days after the semester examination results, to help them to get their degrees without delay. UG and PG students can appear for only two arrears in the supplementary examination. The question paper pattern for supplementary examination will be the same as the regular examination for each subject. Candidates, who are writing the supplementary examination are required to submit the filled in application form and pay the examination fee as specified.

Addressing Grievances

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

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

- a. Such appeals should be made to the course teacher(s) immediately after receiving the valued scripts.
- b. If additional clarification is necessary, the student should approach the Head of the Department. The HOD will try to sort out the problem and initiate all efforts to settle the matter amicably.
- c. If not satisfied with (a) and (b) the student shall, within 3

days, make a written appeal to the Principal through the HOD/ Controller of Examinations who will forward the same to the Grievance Appeal Committee for further review. The decision of the Grievance Appeal Committee shall be the final.

Semester Examination Question Papers

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

Condonation

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

No Dues

Clearance of fee dues is a pre-requisite for

1. Issue of Hall ticket for the semester examination.
2. Getting Transfer Certificate from the college.

Conferment of the Degree

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

Continuous Internal Assessment Calculation

Internal External Ratio 25:75

(i) Internal Test Calculation

$$\frac{\text{Internal 1} + \text{Internal 2}}{80} \times 10 = 10 \text{ Marks}$$

(ii) Quiz Calculation

$$\frac{\text{Best Quiz}}{20} \times 5 = 5 \text{ Marks}$$

(iii) Assignment Calculation

$$\frac{\text{Item 1} + \text{Item 2} + \text{Item 3}}{30} \times 10 = 10 \text{ Marks}$$

Total Marks = 25 Marks

Grading System for semester examination

Calculation of Grade Point Average for End Semester Examination:

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

For the entire programme:

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

Sum of the multiplication of grade points by the credits
of the entire programme CGPA

Sum of the credits of the courses of the entire
programme Where

C_i - Credits earned for course i in any semester

G_i - Grade point obtained for course i in any semester

n - semester in which such courses were credited

Final Result

Conversion of Marks to Grade Points and Letter Grade

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

Overall Performance

CGPA	Grade	Classification of Final Results
9.5-10.0	O+	First Class – Exemplary*
9.0 and above but below 9.5	O	
8.5 and above but below 9.0	D++	First Class with Distinction*
8.0 and above but below 8.5	D+	
7.5 and above but below 8.0	D	First Class
7.0 and above but below 7.5	A++	
6.5 and above but below 7.0	A+	
6.0 and above but below 6.5	A	Second Class
5.5 and above but below 6.0	B+	
5.0 and above but below 5.5	B	
4.0 and above but below 5.0 (UG)	C	Third Class
0.0 and above but below 4.0 (UG) 0.0 and above but below 5.0 (PG)	U	Reappear

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

CLUBS, CELLS, COMMITTEES AND FORUMS

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

1. Administrative Affairs

Board of Management

Dr. Sr. Jacqueline Pragasam	: President
Dr. Sr. P. Leema Rose	: Local Animator
Dr. Sr. M. Mary Gilda	: Secretary
Dr. Sr. S. Sahayaselvi	: Principal
Dr. Sr. K. Francy	: Vice Principal
A. Selva Asha (alias) Sr. Asha	: Office Superintendent / Bursar
Sr. A. Shanthi Alphonse	: Member
Dr. Sr. S. Antin Mary	: Member
Dr. Sr. S. Sebastiammal	: Member
Sr. Prema Xavier	: Member

College Management Committee

Dr. Sr. Jacqueline Pragasam	: President
Dr. Sr. P. Leema Rose	: Local Animator
Dr. Sr. M. Mary Gilda	: Secretary
Dr. Sr. S. Sahayaselvi	: Principal
Dr. Sr. K. Francy	: Vice Principal
A. Selva Asha (alias) Sr. Asha	: Office Superintendent / Bursar
Dr. J. Christy Celine Mary	: Staff Representative

Governing Body

Dr. Sr. Jacqueline Pragasam	: Chairperson
Provincial, Madurai Province	
Dr. Sr. M. Mary Gilda	: Vice Chairperson
Secretary	
Dr. Sr. K. Francy	: Management Representative
Vice Principal	

Dr. Sr. P. Leema Rose : Management Representative
Asst. Professor, Dept. of Botany

Dr. Sr. S. Antin Mary : Management Representative
Asst. Professor, Dept. of Mathematics

Dr. M. Priya Dharshini : Staff Representative
Asst. Professor, Dept. of Physics

Dr. X. Venci Candida : Staff Representative
Asst. Professor, Dept. of Zoology

A. Selva Asha (alias) Sr. Asha : Administrative Officer

Dr. M. Daniel : Educationist
Professor, Centre for Nonlinear
Dynamics School of Physics,
Bharathidasan University,
Tirchirappalli

Dr. P. Victoria Thangam : State Govt. Nominee
R.J.D. of Collegiate Education,
Thirunelveli

Dr. Y. Srinivas : University Nominee
Professor, Centre for Geotechnology,
Manonmaniam Sundaranar University,
Thirunelveli

Dr. A. Anami Augustus Arul : Special Invitee
Assistant Professor,
Department of Botany

Dr. Sheeba Daniel : Special Invitee
Assistant Professor,
Dept of Chemistry

Dr. Sr. S. Sahayaselvi : Ex-Officio
Principal

Administrative Team

Dr. Sr. S. Sahayaselvi : Principal

Dr. Sr. M. Mary Gilda : Secretary

Dr. Sr. K. Francy : Vice Principal-1

Dr. S. Mary Mettilda Bai	: Vice Principal-2
Dr. M. Priya Dharshini	: Dean of Academic Affairs
Dr. S. Mary Pearly Sumathi	: Dean of Academic Affairs
Dr. P. Sathya	: Dean of Academic Affairs
Dr. A. Anami Augustus Arul	: Controller of Examinations
Dr. A. Lesly Fathima	: Assistant Controller of Examinations
Dr. C. Nirmala Louis	: Dean of Research
Dr. V. Virgin Nithya Veena	: Dean of Online Education
Dr. X. Venci Candida	: Director of IQAC
Ms. A. Anishya Dani	: Joint Director of IQAC
Dr. T. Sheeba Helen	: Dean of Student Affairs
Dr. Selva Mary Gokila S. George	: Dean of Student Affairs
Dr. M. Maria Helen Janoba	: Dean of Student Affairs
Dr. M. Anitha Malbi	: Dean of International Affairs
Dr. V. Pradeepa	: Dean of Extension Services
Dr. Jeni Chandar Padua	: Dean of Entrepreneurship & Career Development
Dr. K. Jeya Daisy	: Dean of External Affairs
Dr. S. Ajith Sinthuja	: Coordinator of CCFD
Dr. Sheeba Daniel	: Coordinator of IIC

Planning, Review and Evaluation Committee

Dr. Sr. M. Mary Gilda	: Secretary
Dr. Sr. S. Sahayaselvi	: Principal
Dr. Sr. K. Francy	: Vice Principal-1
Dr. S. Mary Mettilda Bai	: Vice Principal-2
Dr. M. Priya Dharshini	: Dean of Academic Affairs
Dr. A. Anami Augustus Arul	: Controller of Examinations
Dr. C. Nirmala Louis	: Dean of Research
Dr. V. Virgin Nithya Veena	: Dean of Online Education
Dr. X. Venci Candida	: Director of IQAC
Dr. T. Sheeba Helen	: Dean of Student Affairs

Dr. M. Anitha Malbi	: Dean of International Affairs
Dr. V. Pradeepa	: Dean of Extension Services
Dr. Jeni Chandar Padua	: Dean of Entrepreneurship & Career Development
Dr. K. Jeya Daisy	: Dean of External Affairs
Dr. J. Christy Celin Mary	: Director of Physical Education
Dr. S. Thenmozhi	: Coordinator of PTA
Dr. S. Panimaya Mercy	: Coordinator of UBA
Dr. S. Sujitha	: Director of Placement and Training
Ms. A. R. Jemi	: Coordinator of RUN
Dr. S. Ajith Sinthuja	: Coordinator of CCFD
Dr. Sheeba Daniel	: Coordinator of IIC
Dr. S. J. Jenepha Mary	: Coordinator of Alumnae
Dr. V. Jeya Kala	: Librarian
Ms. A. Antony Usha Kumari	: Non Teaching Staff
Ms. E. Lourdes Jeffy	: President, Student Council

Finance Committee

Dr. Sr. S. Sahayaselvi	: Principal & Chairperson
A. Selva Asha (alias) Sr. Asha	: Office Superintendent
Dr. C. Braba	: Staff Representative
Ms. A. Mary Onita	: Office Staff
Mr. Bhaskaran	: Auditor

Finance Sub-Committee

Dr. Sr. S. Sahayaselvi	: Principal & Chairperson
Dr. Sr. M. Mary Gilda	: Secretary
A. Selva Asha (alias) Sr. Asha	: Office Superintendent
Dr. S. Jameela	: Member
Ms. S. Josephine Panimaya Rushia	: Member
Mr. Bhaskaran	: Auditor

Purchase Committee

Dr. Sr. M. Mary Gilda	: Secretary
Dr. Sr. S. Sahayaselvi	: Principal
Dr. Sr. K. Francy	: Vice Principal
A. Selva Asha (alias) Sr. Asha	: Office Superintendent / Financial Officer
Dr. S. Thenmozhi	: Senior Faculty
Dr. M. Anitha Malbi	: Senior Faculty
Mr. X. Anto Valan	: Member
Mr. K. Rajan	: Member
Mr. A. Robin	: Member

2. Crossian Centre for Academic Affairs

Deans of Academic Affairs

Dr. M. Priya Dharshini	: Dean of Academic Affairs
Dr. S. Mary Pearly Sumathi	: Dean of Academic Affairs
Dr. P. Sathya	: Dean of Academic Affairs

Admission Committee

Dr. Sr. S. Sahayaselvi	: Principal & Chairperson
Ms. P.T. Anbu Hannah Dora	: Senior Faculty (UG)
Dr. S. Mary Mettilda Bai	: Senior Faculty (PG)
Dr. Sr. P. Leema Rose	: Co-opt
Heads of all the Departments and I Year class teachers	

Curriculum Steering Committee

Dr. Sr. S. Sahayaselvi	: Principal
Dr. M. Priya Dharshini	: Dean of Academic Affairs
Dr. S. Mary Pearly Sumathi	: Dean of Academic Affairs
Dr. P. Sathya	: Dean of Academic Affairs
Dr. A. Anami Augustus Arul	: Controller of Examinations
Dr. X. Venci Candida	: Director of IQAC
Heads of all the Departments	

Board of Studies

The entire faculty of the department, external subject experts, University nominee, an alumna, a representative from the industrial/ Corporate / the allied sector.

Academic Council

Dr. Sr. S. Sahayaselvi	: Principal
Dr. Y. Srinivas Professor, Department of Geo-Technology, M.S. University, Tirunelveli	: Member
Dr. C. Kannan Professor, Department of Chemistry, M.S. University, Tirunelveli	: Member
Dr. S. Uma Maheswari Professor, Department of Bio-Technology, M.S. University, Tirunelveli.	: Member
Mr. M. Joseph Benedict	: Advocate, Ex. President, Nagercoil Bar Council
Mr. A. Paul	: Industrialist Infinisol Technology Pvt. Ltd.
Mr. A. Amirtha Rajan	: Auditor, A John Morris & Co
Dr. R. Azhagu Raj	: Educationalist
Dr. M. Priya Dharshini	: Dean of Academic Affairs
Dr. S. Mary Pearly Sumathi	: Dean of Academic Affairs
Dr. P. Sathya	: Dean of Academic Affairs
Dr. A. Anami Augustus	: Controller of Examinations
Dr. X. Venci Candida	: Member Secretary
Dr. S. Mary Mettilda Bai	: Senior Faculty
Dr. C. Nirmala Louis	: Senior Faculty
Dr. S. Thenmozhi	: Senior Faculty

Dr. T. Sheeba Helen	: Senior Faculty
Heads of all the Departments	: Chairpersons of the Board of Studies

Examination Committee

Dr. Sr. S. Sahayaselvi	: Principal & Chairperson
Dr. A. Anami Augustus Arul	: Controller of Examinations
Dr. A. Lesly Fathima	: Assistant Controller of Examinations
Dr. M. Priya Dharshini	: Dean of Academic Affairs
Dr. P. Sathya	: Representative of Skill Enhancement and Certificate Courses
Dr. X. Venci Candida	: Director of IQAC
Dr. S. Regi	: Representative of Social Sciences
Dr. J. Vinoliya Josephine Mary	: Representative of Life Sciences
Dr. M. Justin Buela	: Representative of Languages
Dr. R. Krishna Priya	: Representative of Physical Sciences
Ms. A. Mary Usha	: Representative, COE Section

Award Committee

Dr. Sr. S. Sahayaselvi	: Principal & Chairperson
Dr. Sr. M. Mary Gilda	: Secretary
Dr. A. Anami Augustus Arul	: Controller of Examinations
Dr. A. Lesly Fathima	: Assistant Controller of Examinations
Dr. M. Michael Babu	: University Nominee
Dr. Gnana D. Hans	: University Nominee
Dr. S. Thenmozhi	: Representative of Languages
Dr. M. Anitha Malbi	: Representative of Physical Sciences
Dr. P. T. Arokya Glory	: Representative of Life Sciences

Dr. S. Panimaya Mercy : Representative of Social Sciences

Grievance Appeal Committee

Dr. Sr. S. Sahayaselvi : Principal & Chairperson
 Dr. A. Anami Augustus Arul : Controller of Examinations
 Dr. A. Lesly Fathima : Assistant Controller of Examinations

Heads of all the Departments

College Staff Council

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 Dr. Sr. M. Mary Gilda : Secretary
 Dr. Sr. K. Francly : Vice Principal-1
 Dr. S. Mary Mettilda Bai : Vice Principal-2
 Dr. M. Priya Dharshini : Dean of Academic Affairs
 Dr. S. Mary Pearly Sumathi : Dean of Academic Affairs
 Dr. P. Sathya : Dean of Academic Affairs
 Dr. A. Anami Augustus Arul : Controller of Examinations
 Dr. A. Lesly Fathima : Assistant Controller of Examinations

 Dr. C. Nirmala Louis : Dean of Research
 Dr. V. Virgin Nithya Veena : Dean of Online Education
 Dr. X. Venci Candida : Director of IQAC
 Ms. A. Anishya Dani : Joint Director of IQAC
 Dr. T. Sheeba Helen : Dean of Student Affairs
 Dr. M. Anitha Malbi : Dean of International Affairs
 Dr. V. Pradeepa : Dean of Extension Services
 Dr. Jeni Chandar Padua : Dean of Entrepreneurship & Career Development

 Dr. K. Jeya Daisy : Dean of External Affairs
 Dr. S. Ajith Sinthuja : Coordinator of CCFD
 Dr. Sheeba Daniel : Coordinator of IIC
 Dr. S. Sujitha : Director of Placement & Training

Heads of all the Departments

Dr. J. Christy Celin Mary	: Director of Physical Education
Dr. V. Jeyakala	: Librarian
Dr. S. Panimaya Mercy	: Teaching Staff Club Secretary
Ms. A. Antony Usha Kumari	: Non-teaching Staff Representative

Remedial Programme Committee

Dr. P.T. Arokya Glory	: Coordinator
Dr. M. Abila Jeba Queen	: Representative from each Department

OBE Committee

Dr. Sr. S. Sahayaselvi	: Principal
Dr. A. Anami Augustus Arul	: Controller of Examinations
Dr. A. Lesly Fathima	: Assistant Controller of Examinations
Dr. M. Priya Dharshini	: Dean of Academic Affairs
Dr. V. Sujin Flower	: Coordinator
Ms. J.C. Mahizha	: Member

NEP Committee

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Dr. V. Virgin Nithya Veena	: Coordinator, Dean of Online Education
Dr. A. Anami Augustus Arul	: Controller of Examinations
Dr. P. Sathya	: Dean of Academic Affairs
Dr. X. Venci Candida	: Director of IQAC
Dr. S. Regi	: Senior Faculty, Department of History
Dr. S. Sujitha	: Senior Faculty, Department of Mathematics

Dr. S. Mary Pearly Sumathi	: Senior Faculty, Department of Commerce
Dr. V. Sujin Flower	: OBE Coordinator
Dr. C. Nirmala Louis	: Dean of Research
Mr. G. Arul Jerald Prakash	: Educationist
Director of Kerala State Science and Technology Museum	
Mr. Savari Praveen Kumar	: Industrialist
Director of Infinisol Technology Pvt. Ltd.	
Mr. A. Aniesh Darrel	: Entrepreneur
Mr. X. Anto Valan	: Administrative Staff Representative
Ms. S. Saundarya Lakshmi (I M.A English)	: Student Representative

IKS Cell

Dr. R. Abilasha	: Coordinator
Dr. J. Befija Minnie	: Dept. of Mathematics
Dr. Sr. S. Sebastiammal	: Dept. of Physics
Dr. B.T. Delma	: Dept. of Chemistry
Dr. J. Celin Pappa Rani	: Dept. of Botany
Dr. S. Bhuvaneshwari	: Dept. of Zoology
Dr. K. S. Soumya	: Dept. of History
Dr. S. Panimaya Mercy	: Dept. of Economics
Dr. C. Braba	: Dept. of Commerce
Dr. M. Justin Buela	: Dept. of Tamil
Dr. J. Bhavani	: Dept. of English
Ms. P. T. Anbu Hannah Dora	: Dept. of French
Ms. J. Anto Hepzie Bai	: Dept. of Computer Science (S.F)
Dr. S. Immaculate Shyla	: Dept. of Artificial Intelligence & Data Science (S.F)

Ms. A. Asheeni	: Dept. of Costume Design & Fashion (S.F)
Dr. R. Evalin Latha	: Dept. of Commerce (S.F)
Dr. K. Shajitha	: Dept. of Corporate Secretaryship (S.F)
Dr. J. Jani Mercybai	: Dept. of B.Com with CA (S.F)
Dr. M. Jasmine Vinoja	: Dept. of Tamil (S.F)
Ms. J.S. Monika	: Dept. of English Literature with Media Communication (S.F)
Mr. Ashok B. Robinson	: Dept. of Social Work (S.F)

Crossian Centre for Environmental Studies

(Part IV - EVS, Eco-club & Green Audit)

Dr. M.F. Anne Feril	: Coordinator of Eco-Club
Dr. A. Anat Jaslin Jini	
Dr. A. Babila Kingsly	
Dr. Sr. P. Leema Rose	: Coordinator of Green Audit
Dr. S. Prakash Shoba	
Dr. J. Celin Pappa Rani	
Dr. W. Wincy	
Mr. M.J. Jeevakarunyam	
Mr. G. Maria Antony Michael	
Mr. X. Anto Valan	

Crossian Centre for Women Empowerment

(Part V - Gender Equity and Inclusivity & Women's Cell)

Dr. C. Josephine Priyatharshini	: Coordinator of Women's Cell
Dr. J. Bhavani	
Dr. M. Antilin Princela	

Crossian Centre for Human Rights, Justice and Ethics

(Part V - HRE & Legal Literacy Committee)

Dr. J. Befija Minnie	: Coordinator of Legal literacy Committee
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Ms. C. Nesavathy

Dr. N. Saromi

Crossian Center for Skill Development (Certificate Courses and Value Added Courses)

Ms. J.C. Mahizha : Coordinator

Dr. M.F. Anne Feril

Dr. S. Virgin Jeba

Dr. S. Rekha

Ms. J. Anto Hepzie Bai

Dr. A. Sameema

Dr. R. Sreedevi

Dr. A. Babila Kingsly

Ms. T. Anbu

3. Online Education

Dr. Sr. S. Sahayaselvi : Principal

Dr. V. Virgin Nithya Veena : Dean of Online Education,
(SPOC - SWAYAM, NPTEL)

Dr. P.T. Arokya Glory

Dr. S.J. Jenepha Mary

Dr. A. Annie Divya Mahisha

Dr. R. Sreedevi

Dr. F. Fanax Femy

Dr. M. Antilin Princela

Ms. M. Arorose Apciniya

4. Crossian Centre for Research & Development

Research Advisory Committee

Dr. Sr. S. Sahayaselvi : Principal

Dr. Sr. K. Francy : Vice Principal

Dr. C. Nirmala Louis : Dean of Research

Dr. Snow J. Sharmilla : Coordinator

Dr. S. Regi
Dr. S. Mary Mettilda Bai
Dr. M. Anitha Malbi
Dr. M. Justin Bucla
Dr. V. Shally
Dr. M. F. Anne Feril
Dr. M.K. Angel Jebitha
Dr. S. Vimal Dolli
Dr. S. Mary Pearly Sumathi
Dr. A.R. Florence

Research Ethics Committee (All Research Guides)
Commerce

Dr. Sr. Sahayaselvi
Dr. S. Mary Pearly Sumathi
Dr. C. Braba
Dr. G. Hesil Jerda
Dr. C. K. Sunitha

Tamil

Dr. S. Thenmozhi
Dr. V. Antony Prakash Babila
Dr. S. Sunitha
Dr. M. D. Arun Mozhi Nangai
Dr. M. Mabel Edel Queen
Dr. S. Ancy Mol

English

Dr. Alby Grace
Dr. H. Jimsy Asha
Dr. V. Virgin Nithya Veena
Dr. M. F. Anne Feril
Dr. Selva Mary Gokila S. George
Dr. P. Sathya
Dr. R. Abilasha

History

Dr. S. Regi

Dr. I. Jalaja Kumari

Dr. K. S. Soumya

Economics

Dr. S. Jeni Sanjana

Dr. S. Vimal Dolli

Mathematics

Dr. M. K. Angel Jebitha

Dr. S. Sujitha

Dr. V. Sujin Flower

Dr. J. Befija Minnie

Dr. K. Jeya Daisy

Physics

Dr. C. Nirmala Louis

Dr. V. Shally

Dr. M. Priya Dharshini

Dr. A. Lesly Fathima

Dr. R. Krishna Priya

Dr. M. Abila Jeba Queen

Dr. S. Sonia

Dr. P. Aji Udhaya

Dr. Sr. S. Sebastiammal

Dr. S.J. Jenepha Mary

Chemistry

Dr. M. Anitha Malbi

Dr. R. Gladis Latha

Dr. Sr. K. Francy

Dr. S. Ajith Sinthuja

Dr. Sheeba Daniel

Dr. Y. Christabel Shaji

Botany

Dr. A. Anami Augustus Arul

Dr. Bojaxa A. Rosy

Zoology

Dr. S. Mary Mettilda Bai

Dr. J. Vinoliya Josephine Mary

Dr. A. Shyla Suganthi*

Dr. P.T. Arokya Glory

Dr. Jeni Chandar Padua

Dr. C. Josephine Priyatharshini

Dr. X. Venci Candida

Dr. S. Prakash Shoba

Dr. C. Anitha

*Retired Faculty

Crossian Research Forum

Dr. Sr. S. Sahayaselvi	: Principal & Chairperson
Dr. C. Nirmala Louis	: Dean of Research
Dr. Snow J. Sharmilla	: Coordinator
Dr. V. Sujin Flower	: Dept. of Mathematics
Dr. S. Sonia	: Dept. of Physics
Dr. Y. Christabel Shaji	: Dept. of Chemistry
Dr. Bojaxa A. Rosy	: Dept. of Botany
Dr. C. Anitha	: Dept. of Zoology
Dr. I. Jalaja Kumari	: Dept. of History
Dr. S. Panimaya Mercy	: Dept. of Economics
Dr. C. Braba	: Dept. of Commerce
Dr. S. Thenmozhi	: Dept. of Tamil
Dr. F. Fanax Femy	: Dept. of Computer Science (S.F)
Ms. T. Anbu	: Dept. of Artificial Intelligence & Data Science (S.F)
Dr. R. Evalin Latha	: Dept. of Commerce (S.F)
Dr. J. Jemi Rooth Kanosa	: Dept. of Corporate Secretaryship (S.F)

Ms. Nitha Justin	: Dept. of B.Com with CA (S.F)
Dr. M. Mabel Edel Queen	: Dept. of Tamil (S.F)
Dr. J. Sharmila	: Dept. of English Literature with Media Communication (S.F)
Dr. E. Sathia Raj	: Dept. of Social Works (S.F)
Dr. V. Jeyakala	: Librarian
Ms. R. Susmitha Sharu	: Research Scholar (Arts)
Ms. M. Merisha	: Research Scholar (Science)
Ms. S. Jones Kala	: Non Teaching Staff

5. Internal Quality Assurance Cell (IQAC)

Administrative Officers

Dr. Sr. M. Mary Gilda	: Secretary
Dr. Sr. S. Sahayaselvi	: Principal & Chairperson
Dr. Sr. K. Francy	: Vice Principal- 1
Dr. S. Mary Mettilda Bai	: Vice Principal- 2
Dr. X. Venci Candida	: Director of IQAC
Mrs. A. Anisha Dani	: Joint Director of IQAC
Dr. M. Priya Dharshini	: Dean of Academic Affairs
Dr. A. Anami Augustus Arul	: Controller of Examinations
Dr. C. Nirmala Louis	: Dean of Research
Dr. V. Virgin Nithya Veena	: Dean of Online Education
Dr. T. Sheeba Helen	: Dean of Student Affairs
Dr. M. Anitha Malbi	: Dean of International Affairs
Dr. V. Pradeepa	: Dean of Extension Services
Dr. Jeni Chandar Padua	: Dean of Entrepreneurship & Career Development
Dr. K. Jeya Daisy	: Dean of External Affairs
Dr. S. Ajith Sinthuja	: Coordinator of CCFD
Dr. S. Sujitha	: Director of Placement and Training
Dr. Sheeba Daniel	: Coordinator of IIC

Sr. A. Shanthi : Junior Assistant
 Dr. V. Jeya Kala : Librarian
 Ms. E. Lourdes Jeffy : IQAC Student Representative
 (III BA English Literature with Media)
 Ms. A. Angelin Heba Grace : IIC Student Representative
 (III BA English Literature)
 Ms. N. Susvika : Clubs and Committees
 (II B.Com. Corporate Secretaryship) Student Representative

External Members

Dr. R. Azhagu Raj : External Expert
 Assistant Professor & Director of IQAC
 St. Xavier's College (Autonomous)
 Palayamkottai

Dr. T.V. Binu : External Expert
 Assistant Professor
 Department of Botany
 St. Joseph's College (Autonomous)
 Irinjalakuda, Thrissur, Kerala

Mr. W. Arul Jerald Prakash : Industrialist

Dr. M. Jayalakshmi : Alumini
 Associate Professor & Head
 Department of Immunology,
 School of Biological Sciences,
 Madurai Kamaraj University,
 Madurai

Members

Dr. A. Anat Jaslin Jini : Dept. of Mathematics
 Dr. S. Virgin Jeba : Dept. of Physics
 Dr. S. Ajith Sinthuja : Dept. of Chemistry
 Dr. J. Albino Wins : Dept. of Botany
 Dr. S. Prakash Shoba : Dept. of Zoology
 Dr. S. Mary Judit : Dept. of History
 Sr. X. Berchmans Prema : Dept. of Economics

Dr. G. Hesil Jerda	: Dept. of Commerce
Dr. M. Justin Buela	: Dept. of Tamil
Dr. A. Annie Divya Mahisa	: Dept. of English
Dr. J. Christy Celine Mary	: Dept. of Physical Education
Dr. J. Jackulin Reeja	: Dept. of Computer Science (S.F)
Dr. S. Immaculate Shyla	: Dept. of Artificial Intelligence & Data Science (S.F)
Dr. R. Sreedevi	: Dept. of Commerce (S.F)
Dr. K. Shajitha	: Dept. of Corporate Secretaryship (S.F)
Dr. J. Jani Mercybai	: Dept. of B.Com. with CA (S.F)
Dr. T. Menaka	: Dept. of Costume Design and Fashion (S.F)
Dr. S. Ancy Mole	: Dept. of Tamil (S.F)
Ms. X. Keerthi	: Dept. of English Literature with Media Communication (S.F)
Mrs. J. Mary Deeba	: Dept. of Social Work (S.F)
Ms. A. Shiny	: ERP Admin

6. Institution's Innovation Council (IIC)

Core Committee

Dr. Sr. S. Sahayaselvi	: Principal & President
Dr. S. Vimal Dolli	: Vice President & Coordinator of NISP
Dr. Sheeba Daniel	: Convener
Dr. A. Jancy Vini	: Coordinator of Internship
Dr. R. Krishna Priya	: Coordinator of Innovation
Dr. S. Sonia	: Coordinator of Research & Development
Dr. C. Anitha	: Coordinator of IPR
Dr. P. Aji Udhaya	: Coordinator of Social Media
Ms. C. Nesavathy	: Coordinator of Startup

Expert Committee

Dr. Lourdes Poobala Rayan	: Incubator
Mr. G. Arul Jerald Prakash	: Incubator
Dr. M.S. Starvin	: Incubator
Mr. Gigin Durai	: Patent Expert
Mr. N. Rahul	: Start-up Founder
Mr. S. Ajith Kumar	: Start-up Founder
Mr. G. Christ Jose	: Start-up Founder
Ms. Bhagyalekshmi (Alumni)	: Entrepreneur

Sub Committees

i Internship Cell

Dr. A. Jancy Vini	: Coordinator
Dr. Sr. S. Sebastiamml	
Dr. J. Anne Mary Leema	

ii Innovation Cell

Dr. R. Krishna Priya	: Coordinator
Dr. S. Lizy Roselet	
Dr. F. Fanax Femy	

iii Intellectual Property Rights (IPR) Cell

Dr. C. Anitha	: Coordinator
Dr. A. Anat Jaslin Jini	
Dr. B. T. Delma	

iv Social media Cell

Dr. P. Aji Udhaya	: Coordinator
Ms. M. Maria Helen Jenoba	
Dr. J. Jemi Rooth Kanosa	

v Startup Cell

Ms. C. Nesavathy	: Coordinator
Ms. B.K. Binisha Joji	
Dr. B. Antony Pratheesha	

vi Research & Development (R&D) Cell

Dr. S. Sonia	: Coordinator
--------------	---------------

Dr. Snow J. Sharmila

Dr. C. Braba

7. Holy Cross Innovation and Incubation Centre (HCIIC)

Dr. Sr. Jacqueline Pragasam	: President
Dr. Sr. S. Sahayaselvi	: Vice President
Dr. Sr. S. Sebastiammal	: Treasurer
Dr. Sr. K. Francy	: Secretary
Dr. Sheeba Daniel	: Joint Secretary
Dr. Sr. M. Mary Gilda	: Executive committee member
Dr. Sr. P. Leema Rose	: Executive committee member
Dr. Sr. M.S. Ruba	: Executive committee member
Dr. Sr. S. Antin Mary	: Executive committee member
Dr. A. Anami Augustus Arul	: Executive committee member
Dr. Jeni Chandar Padua	: Executive committee member
A. Selva Asha (alias) Sr. Asha	: Executive committee member
Sr. A. Shanthi	: Executive committee member

8. Crossian Centre for Entrepreneurship & Career Development

Core Committee

Dr. Sr. S. Sahayaselvi	: Principal
Dr. Jeni Chandar Padua	: Dean of Entrepreneurship & Career Development
Ms. A. Judes Jalaja	: Project Coordinator
Dr. J. Jani Mercybai	: Treasurer

Sub committees

i. Startup TN

Dr. S. Bhuvaneshwari	: Coordinator
Dr. A. Sameema	
Ms. T. Anbu	

ii. Entrepreneurship Development Institute of India (EDII-TN)

Dr. J. Bhavani : Coordinator
Dr. S. Jameela
Ms. B.S. Saravana Bala

iii. Startup Cell of IIC

Ms. C. Nesavathy : Coordinator
Ms. B.K. Binisha Joji
Dr. B. Antony Pratheesha

iv. Competitive Examination Committee

Dr. Bojaxa A. Rosy : Coordinator
Dr. K. Baby
Ms. X. Keerthi

9. Crossian Centre for Faculty Development

Dr. Sr. M. Mary Gilda : Secretary
Dr. Sr. S. Sahayaselvi : Principal
Dr. Sr. K. Francy : Vice Principal- 1
Dr. S. Mary Mettilda Bai : Vice Principal- 2
Dr. S. Ajith Sinthuja : Coordinator
Dr. P. Sathya : Dean of Academic Affairs
Dr. A. Lesly Fathima : Assistant Controller of Examinations

Dr. A. Jancy Vini : Member
Ms. A. R. Jemi : Member
Dr. M. Abila Jeba Queen : Member
Dr. B. T. Delma : Member
Ms. A. Shiny : ERP Admin

Information and Technology Club

Ms. J. Anto Hepzie Bai : Coordinator
Ms. Nitha Justin
Mr. X. Anto Valan

10. Crossian Centre for Student Affairs

Student Council

Dr. Sr. S. Sahayaselvi	: Principal
Dr. T. Sheeba Helen	: Dean of Student Affairs
Dr. Selva Mary Gokila S. George	: Dean of Student Affairs
Dr. M. Maria Helen Janoba	: Dean of Student Affairs
Ms. E. Lourdes Jeffy	: President, Student Council (III BA English Literature with Media Communication)
Ms. A. Angelin Heba Grace	: Vice President, Student Council (III BA English)
Ms. N. Susvika	: Secretary, Student Council (II B.Com. Corporate Secretaryship)
Ms. Rono Jeba Catherin	: Joint Secretary, Student Council (II Commerce S.F)

Department Representatives & Class Representatives

Student Grievance Cell

Dr. Sr. S. Sahayaselvi	: Principal
Dr. Sr. K. Francy	: Vice Principal-1
Dr. S. Mary Mettilda Bai	: Vice Principal-2
Dr. T. Sheeba Helen	: Dean of Student Affairs
Dr. Selva Mary Gokila S. George	: Dean of Student Affairs
Dr. M. Maria Helen Janoba	: Dean of Student Affairs
Dr. A. Anami Augustus Arul	: Controller of Examinations

Internal Complaints Committee

Dr. Sr. S. Sahayaselvi	: Principal
Dr. Sr. K. Francy	: Vice Principal-1
Dr. S. Mary Mettilda Bai	: Vice Principal-2
Dr. T. Sheeba Helen	: Dean of Student Affairs
Dr. Selva Mary Gokila S. George	: Dean of Student Affairs

Dr. M. Maria Helen Janoba : Dean of Student Affairs
 Dr. A. Anami Augustus Arul : Controller of Examinations
 Adv. Jeya Rani : Advocate
 Ms. E. Lourdes Jeffy : President, Student Council
 (III BA English Literature with Media Communication)
 Ms. A. Angelin Heba Grace : Vice President, Student Council
 (III BA English)
 Ms. N. Susvika : Secretary, Student Council
 (II B.Com. Corporate Secretaryship)
 Ms. Rono Jeba Catherin : Joint Secretary, Student Council
 (II Commerce S.F)

Anti-Eve Teasing Committee /Anti-Sexual Harassment Committee

Dr. Sr. K. Francy : Vice Principal-1
 Dr. S. Mary Mettilda Bai : Vice Principal-2
 Deans of Student Affairs
 Heads of the Departments
 Student Council Members

Anti-Drug Awareness Committee

Dr. Sr. K. Francy : Vice Principal-1
 Dr. S. Mary Mettilda Bai : Vice Principal-2
 Deans of Student Affairs
 Heads of the Departments
 Student Council Members

Mental Wellbeing Club

Dr. A. Arul Mary Lubeeth, M.D : Psychotherapist
 Dr. G. Monic Leka : Counsellor
 Dr. Fr. Francis Xavier Nelson : Counselling Ministry of
 Kottar Diocese
 Dr. Sr. S. Antin Mary : Staff Representative
 Sr. X. Berchmans Prema : Staff Representative
 Heads of the Departments

Discipline Committee / Anti-Ragging Committee

Dr. Sr. K. Francy	: Vice Principal-1
Dr. S. Mary Mettilda Bai	: Vice Principal-2 & Coordinator
Dr. T. Sheeba Helen	: Dean of Student Affairs
Dr. Selva Mary Gokila S. George	: Dean of Student Affairs
Dr. M. Maria Helen Janoba	: Dean of Student Affairs
Dr. J. Christy Celine Mary	: Physical Education
Dr. J. Befija Minnie	: Dept. of Mathematics
Dr. S.J.Jenepha Mary	: Dept. of Physics
Dr. W. Vincy	: Dept. of Botany
Dr. S. Rekha	: Dept. of Zoology
Dr. R. Suji	: Dept. of History
Dr. A. Sameema	: Dept. of Economics
Dr. G. Sahaya Shiny	: Dept. of Commerce
Ms. K.B. Steffi	: Dept. of English
Dr. V.S. Harilakshmi	: Dept. of Computer Science (S.F)
Ms. K. Sus Priya	: Dept. of Artificial Intelligence & Data Science (S.F)
Ms. A. Asheeni	: Dept. of Costume Design & Fashion (S.F)
Dr. C.K. Sunitha	: Dept. of Commerce (S.F)
Dr. X. Maria Muthu Shanthini	: Dept. of Corporate Secretaryship (S.F)
Dr. David Appathurai	: Dept. of B.Com with CA
Dr. J. Maria Prabina Sackaria	: Dept. of English Literature with Media Communication (S.F)
Dr. M. Shirly Treasa	: Dept. of Chemistry (S.F)
Dr. E. Sathia Raj	: Dept. of Social Work (S.F)
Ms. E. Lourdes Jeffy	: President, Student Council (III BA English Literature with Media Communication)
Ms. A. Angelin Heba Grace	: Vice President, Student Council (III BA English)

Ms. N. Susvika : Secretary, Student Council
(II B.Com. Corporate Secretaryship)
Ms. Rono Jeba Catherin : Joint Secretary, Student Council
(II Commerce S.F)
Mr. F. Melgias : Non-teaching Staff
Mr. P. Valan Peter : Non-teaching Staff
Heads of the Departments

Culturals Club

Dr. M. Mabel Edel Queen : Coordinator - 1
Dr. G. Sahaya Shiny : Coordinator - 2
Dr. K. Jeya Daisy : Dept. of Mathematics
Dr. S. Sonia : Dept. of Physics
Dr. L. Deva Vijila : Dept. of Chemistry
Dr. Bojasa A. Rosy : Dept. of Botany
Dr. S. Bhuvaneshwari : Dept. of Zoology
Dr. V. Pradeepa : Dept. of History
Dr. A. Babila Kingsly : Dept. of Economics
Dr. Snow J. Sharmilla : Dept. of English
Dr. J. Anne Mary Leema : Dept. of Computer Science (S.F)
Ms. M.C. Emilda : Dept. of Artificial Intelligence
& Data Science (S.F)
Ms. B.K. Binisha Joji : Dept. of Costume Design and
Fashion (S.F)
Dr. M. Sorna Priya : Dept. of Commerce (S.F)
Dr. K. Shajitha : Dept. of Corporate
Secretaryship (S.F)
Dr. J. Jani Merybai : Dept. of B.Com. with CA (S.F)
Dr. J. Sharmila : Dept. of English Literature with
Media Communication (S.F)
Ms. J. Mary Deebea : Dept. of Social Work (S.F)
Mr. K. Rajan : Non- Teaching Staff
Mr. A. Robin : Non-Teaching Staff

Sports Committee

Dr. Sr. S. Sahayaselvi	: Principal
Dr. Sr. K. Franci	: Vice Principal-1
Dr. J. Christy Celin Mary	: Director of Physical Education
Dr. C. Josephine Priyatharshini	: Member
Dr. B. Antony Pratheesha	

Quiz Club

Dr. M. Abila Jeba Queen	: Coordinator
Dr. S. Lizy Roselet	
Ms. X. Keerthi	

Inter Collegiate Competitions

Dr. S. Jeni Sanjana	: Coordinator
Ms. A.R. Jemi	
Dr. S. Lizy Roselet	
Dr. B. Antony Pratheesha	
Student Council Members	

Placement and Career Guidance Cell

Dr. S. Sujitha	: Director of Placement & Training
Mr. G. Christ Jose	: Placement Officer

Department Faculty Coordinators

Dr. L. Jesmalar	: Dept. of Mathematics
Dr. R. Krishna Priya	: Dept. of Physics
Dr. L. Deva Vijila	: Dept. of Chemistry
Dr. A.R. Florence	: Dept. of Botany
Dr. A. Punitha	: Dept. of Zoology
Dr. R. Suji	: Dept. of History
Dr. S. Jeni Sanjana	: Dept. of Economics
Dr. G. Hesil Jerda	: Dept. of Commerce
Dr. S. Fransta Darshana	: Dept. of English
Ms. Nitha Justin	: Dept. of Computer Science (S.F)

Ms. A. Asheeni	: Dept. of Costume Design & Fashion (S.F)
Ms. K. Sus Priya	: Dept. of Artificial Intelligence & Data Science (S.F)
Dr. M. Sorna Priya	: Dept. of Commerce (S.F)
Dr. X. Maria Muthu Shanthini	: Dept. of Corporate Secretaryship (S.F)
Dr. R. Eveline Shindya	: Dept. of English Literature with Media Communication (S.F)
Mr. Ashok B. Robinson	: Dept. of Social Work (S.F)
Ms. V. Sakila	: Non-teaching Staff
Mr. M. Agnes Amuthan	: Non-teaching Staff

Health and Hygiene Committee

Dr. L. Deva Vijila	: Coordinator
Dr. N. Saromi	: Member
Dr. Sr. Jenifer	
Sr. Sahayarani	
Sr. Fathima Louis	

Library Committee & Readers Forum

Dr. Sr. S. Sahayaselvi	: Principal
Dr. Sr. K. Francy	: Vice Principal-1
Dr. V. Jeyakala	: Librarian
Heads of all the Departments	

Campus Animation Team

Dr. Sr. S. Sebastiammal	: Coordinator
Dr. M. D. Arunmozhi Nangai	
Dr. S. Fransta Darshana	
Dr. C.K. Sunitha	
Dr. V. Jeyakala	: Librarian
Ms. A. Antony Usha Kumari	: Non-teaching staff
Ms. R. Virgin Suvees	: Non-teaching staff
Mr. M. Julibar Euprin Xavier	: Non-teaching staff

College Choir
Student Sisters

Divyangjan Cell

Dr. A.R. Florence : Coordinator
Dr. K. S. Soumya
Dr. R. Eveline Shindya

SC / ST Cell

Dr. S. Rekha : Coordinator
Ms. M. Arorose Apciniya

Student Welfare Fund Committee

Dr. Alby Grace : Coordinator
Dr. L. Jesmalar : Member

Hostel

Dr. Sr. S. Sahayaselvi : Principal & Chief Warden
Dr. Sr. S. Antin Mary : Warden
Sr. X. Berchmans Prema : Warden
Sr. Elsy Thatla : Mess in Charge
Ms. S. Snehavalli : Assistant Warden

11. Crossion Centre for Higher Education

Dr. Sr. S. Sahayaselvi : Principal
Dr. M. Anitha Malbi : Dean of International Affairs
Ms. P.T. Anbu Hanna Dora
Dr. R. Abilasha
Ms. M.C. Emilda
Heads of the Department

12. Crossian Centre for Outreach Programmes / Extension Services

Dr. Sr. S. Sahayaselvi : Principal
Dr. V. Pradeepa : Dean of Extension Services

i. AICUF, Xavier Board and AIACHE

Dr. Sr. S. Antin Mary : Coordinator
Dr. A. Annie Divya Mahisa
Dr. R. Suji

ii. Consumer Club

Dr. C. Braba : Coordinator
Dr. V. Sujin Flower
Dr. J. Sharmila

iii. Eco-Club

Dr. M.F. Anne Feril : Coordinator
Dr. A. Anat Jaslin Jini
Dr. A. Babila Kingsly

iv. Electoral Literacy Club

Dr. I. Jalaja Kumari : Coordinator
Dr. K. Baby

v. Green, Environment and Energy Audit

Dr. Sr. P. Leema Rose : Coordinator
Dr. S. Prakash Shoba
Dr. J. Celin Pappa Rani
Dr. W. Wincy
Mr. M.J. Jeevakarunyam
Mr. G. Maria Antony Michael
Mr. X. Anto Valan

vi. ISO Audit

Dr. A. Punitha : Coordinator
Dr. J. Albino Wins
Dr. J. Jackulin Reeja

vii. Legal Literacy Committee

Dr. J. Befija Minnie : Coordinator

Ms. C. Nesavathy

Dr. N. Saromi

viii NCC

Dr. S. Sunitha : Care Taker Officer,
3 (TN) Naval Unit

Ms. C. Nesavathy : Member

Mr. M. Agnes Amuthan : Non Teaching Staff

ix. NSS, Red Ribbon & Road Safety Club

Dr. V. Arunmozhi Nangai : Programme Officer- Unit 77

Dr. Y. Christabel Shaji : Programme Officer -Unit 76

Dr. S. Ancy Mole : Programme Officer -Unit 240

Ms. J.S. Monika : Programme Officer- Unit 239

x. Rotaract Club

Ms. K. B. Steffi : Coordinator

Dr. A. Jancy Vini

Dr. J. Celin Pappa Rani

xi RUN Programme

Ms. A.R. Jemi : Coordinator

Dr. S. Sujitha : Dept. of Mathematics

Dr. S. Virgin Jeba : Dept. of Physics

Dr. Sheeba Daniel : Dept. of Chemistry

Dr. J. Albino Wins : Dept. of Botany

Dr. C. Anitha : Dept. of Zoology

Dr. K. Baby : Dept. of History

Dr. S. Vimal Dolli : Dept. of Economics

Dr. G. Hesil Jerda : Dept. of Commerce

Dr. R. Abilasha : Dept. of English

Ms. B.S. Saravana Bala : Dept. of Computer Science (S.F)

Ms. M.C. Emilda : Dept. of Artificial Intelligence
& Data Science (S.F)

Ms. B.K. Binisha Joji	: Dept. of Costume Design & Fashion (S.F)
Dr. R. Evalin Latha	: Dept. of Commerce (S.F)
Dr. J. Jemi Rooth Kanosa	: Dept. of Corporate Secretaryship (S.F)

xii UBA Cell

Dr. S. Panimaya Mercy	: Coordinator
Dr. Sr. S. Antin Mary	: Dept. of Mathematics
Dr. P. Aji Udhaya	: Dept. of Physics
Dr. M. Antilin Princela	: Dept. of Chemistry
Dr. W. Wincy	: Dept. of Botany
Dr. S. Prakash Shoba	: Dept. of Zoology
Dr. S. Mary Judit	: Dept. of History
Dr. M.F. Anne Feril	: Dept. of English
Dr. J. Jackulin Reeja	: Dept. of Computer Science (S.F)
Dr. N. Saromi	: Dept. of Commerce (S.F)
Mr. Ashok B. Robinson	: Dept. of Social Work (S.F)

xiii. Women's Cell

Dr. C. Josephine Priyatharshini	: Coordinator
Dr. J. Bhavani	
Dr. M. Antilin Princela	

xiv. Youth Red Cross

Dr. S. Fransta Darshana	: Coordinator
Dr. A. Punitha	
Dr. X. Maria Muthu Shanthini	

xv. YUVA Tourism Club

Dr. K. S. Soumya	: Coordinator
Dr. S. Mary Judit	

13. Crossian Centre for External Affairs

Dr. Sr. S. Sahayaselvi	: Principal
Dr. Sr. M. Mary Gilda	: Secretary
Dr. K. Jeya Daisy	: Dean of External Affairs

i. Parent Teacher Association (PTA)

Dr. Sr. S. Sahayaselvi	: Principal
Dr. Sr. M. Mary Gilda	: Secretary
A. Selva Asha (alias) Sr. Asha	: Office Superintendent
Dr. S. Thenmozhi	: Coordinator
Dr. C. Josephine Priyatharshini	
Dr. J. Anne Mary Leema	
Dr. R. Eveline Shindya	
Mr. K. Rajan	: Non-teaching Staff
Ms. V. Jemila	

ii. Alumnae Association

Dr. Sr. S. Sahayaselvi	: Principal
Dr. Sr. M. Mary Gilda	: Secretary
Dr. S. J. Jenepha Mary	: Coordinator
Dr. S. Mary Mettilda Bai	
Dr. M. Anitha Malbi	
Dr. Alby Grace	
Dr. I. Jalaja Kumari	
Dr. A. Anami Augustus Arul	
Dr. S. Mary Pearly Sumathi	
Dr. K. Jeya Daisy	
Ms. J. Anto Hepzie Bai	
Ms. J. Mary Deebea	
Dr. M. Maria Helen Janoba	
Dr. J. Jenifer	
Dr. S. Immaculate Shyla	
Sr. X. Berchmans Prema	
Sr. A. Shanthi	

Ms. T. Sahaya Shobia : Non- Teaching Staff
Alumnae of the Staff

iii. Honouring the Retirees

Teaching Staff

Dr. S. Panimaya Mercy

Dr. S. Ajith Sinthuja

Non-Teaching Staff

Ms. A. Antony Usha Kumari

Ms. C. Starlin Beril

Mr. M. Agnes Amuthan

14. Crossian Centre for Documentation

i. Handbook Committee

Dr. Sr. S. Sahayaselvi : Principal
Dr. S. Thenmozhi : Coordinator
Ms. A. Judes Jalaja : Member
Mr. J. Antony Merlin : Graphic Designer

ii. College Website & Documentation Committee

Dr. S. Ajith Sinthuja : Coordinator
Dr. P. Aji Udhaya : Documentation
Dr. Snow J. Sharmilla : Documentation
Dr. P.T. Arokya Glory : Member
Ms. B. S. Saravana Bala : Member
Ms. M. Arorose Apciniya : Member
Ms. A. Shiny : ERP Admin
Mr. J. Antony Merlin : Graphic Designer

iii. Magazine Committee

Dr. Sr. S. Sahayaselvi : Principal
Dr. L. Jesmalar : Coordinator

Dr. A.R. Florence	: Member
Dr. M. Sorna Priya	: Member
Ms. K. Sus Priya	: Member
Mr. J. Antony Merlin	: Graphic Designer

iv. Calendar Committee

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Dr. S. Thenmozhi	: Coordinator
Ms. A. Judes Jalaja	: Member
Mr. J. Antony Merlin	: Graphic Designer

v. Master Timetable

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vi. Campus News

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“All knowledge that the world
has ever received comes
from the mind; the infinite
library of the universe is in your
own mind.”

- Swami Vivekanand

ACADEMIC CALENDAR

JUNE 2026

Date	Day	Tentative Working Day	Tentative Day order	Events	Important Days
1	Mon				
2	Tue				
3	Wed				
4	Thu				
5	Fri				World Environment Day
6	Sat				
7	Sun				
8	Mon				
9	Tue				
10	Wed				
11	Thu				
12	Fri				
13	Sat				
14	Sun				World Blood Donor Day
15	Mon	1	G	Odd Semester Begins	
16	Tue	2	I		
17	Wed	3	II	Classes Begins For I U.G. & I.P.G.	
18	Thu	4	III		
19	Fri	5	IV		
20	Sat				International Yoga Day
21	Sun				
22	Mon	6	V		
23	Tue	7	VI		
24	Wed	8	I		
25	Thu	9	II		
26	Fri	Govt.Holiday			Muharram
27	Sat	RUN/CEC			
28	Sun				
29	Mon	10	III		
30	Tue	11	IV		

JULY 2026

Date	Day	Tentative Working Day	Tentative Day order	Events	Important Days
1	Wed	12	V	Holy Spirit Mass	
2	Thu	13	VI	Investiture Ceremony of Students Council	
3	Fri	14	I		
4	Sat	RUN/CEC			
5	Sun				
6	Mon	15	II		
7	Tue	16	III		
8	Wed	17	IV		
9	Thu	18	V		
10	Fri	19	VI	Online Class	
11	Sat				
12	Sun				
13	Mon	20	I		
14	Tue	21	II		
15	Wed	22	III		World Youth Skills Day
16	Thu	23	IV		
17	Fri	24	V		
18	Sat	25	VI	Online Class	
19	Sun				
20	Mon	26	I		
21	Tue	27	II		
22	Wed	28	III		
23	Thu	29	IV	Muthamil Vizha	
24	Fri	30	V		
25	Sat	RUN/CEC			
26	Sun				
27	Mon	31	VI		
28	Tue	32	I		World Nature Day
29	Wed	33	II		
30	Thu	34	III		
31	Fri	35	G	Sports Day & Library Day	

AUGUST 2026

Date	Day	Tentative Working Day	Tentative Day or der	Events	Important Days
1	Sat				
2	Sun			College Founding day	
3	Mon	36	I CIA		
4	Tue	37	I CIA		
5	Wed	38	I CIA		
6	Thu	39	I CIA		
7	Fri	40	I CIA		
8	Sat	41	I CIA		
9	Sun				
10	Mon	42	IV	Mother Founders Day Celebration	
11	Tue	43	V		
12	Wed	Local Holiday			Aadi Amavasai Festival International Youth Day
13	Thu	44	VI		
14	Fri	45	I		
15	Sat	Govt.Holiday CEC		Arts & Commerce Depts., Office, CoE	Independence Day
16	Sun				
17	Mon	46	II		
18	Tue	47	III		
19	Wed	48	IV	Shuttle Free Day	World Humanitarian Day
20	Thu	49	V	Last Date for I CIA Mark Entry	
21	Fri	50	VI	PTA Meeting	
22	Sat		RUN		
23	Sun				
24	Mon	51	I	Fine Arts – Off Stage Programme	
25	Tue	52	II	Fine Arts – Off Stage Programme	
26	Wed	Govt. Holiday			Miladi Nabi & Onam
27	Thu	53	G	Fine Arts – On Stage Programme	
28	Fri	Local Holiday			Sri Narayanaguru Jayanthi
29	Sat	54	G	Fine Arts – On Stage Programme	National Sports Day
30	Sun				
31	Mon	55	III		

SEPTEMBER 2026

Date	Day	Tentative Working Day	Tentative Day order	Events	Important Days
1	Tue	56	IV		
2	Wed	57	V		
3	Thu	58	G	Teacher's day Celebration	
4	Fri	Govt.Holiday			Krishna Jayanthi
5	Sat				Teacher's Day
6	Sun				
7	Mon	59	VI	Online Class	
8	Tue	60	I		
9	Wed	61	II		
10	Thu	62	III		
11	Fri	63	G & CD	Holy Cross Feast Day Celebration	
12	Sat		RUN		
13	Sun				
14	Mon	Govt.Holiday		Holy Cross Feast	Vinayagar Chaturthi
15	Tue	64	IV		
16	Wed	65	V		World Ozone Day
17	Thu	66	VI	No Phone Day	
18	Fri	67	I		
19	Sat				
20	Sun				
21	Mon	68	II	Semester Practical Exams Begin	International Day of Peace
22	Tue	69	III		
23	Wed	70	IV		
24	Thu	71	V		NSS Day
25	Fri	72	VI		
26	Sat	73	I		
27	Sun				World Tourism Day
28	Mon	74	II CIA		
29	Tue	75	II CIA		
30	Wed	76	II CIA		International Translation day

OCTOBER 2026

Date	Day	Tentative Working Day	Tentative Day order	Events	Important Days
1	Thu	77	II CIA		
2	Fri	Govt.Holiday CEC			Gandhi Jayanti International Day of Non Violence
3	Sat				
4	Sun				World Animal Welfare Day
5	Mon	78	II CIA		
6	Tue	79	II CIA		
7	Wed	80	II		
8	Thu	81	III	Last date for II CIA Mark Entry	
9	Fri	82	IV	Fitness Day	
10	Sat				World Mental Health Day
11	Sun				
12	Mon	83	V	Appreciation Day	
13	Tue	84	VI	Project Viva Voce Examination (UG & PG)	
14	Wed	85	I	Part IV Semester Exam	International E-waste Day
15	Thu	86	II	Part IV Semester Exam	
16	Fri	87	III	Part IV Semester Exam	World Food Day
17	Sat				
18	Sun				
19	Mon	Govt.Holiday			Saraswathi Pooja
20	Tue	Govt.Holiday			Vijaya Dasami
21	Wed	88	IV	Completion of all Internal components & Mark Entry	
22	Thu	89	V		
23	Fri	90	VI	Signing of Consolidated CIA Mark statement & Last Working day for Staff & students	
24	Sat				
25	Sun				
26	Mon			Semester Exams Begin	
27	Tue				
28	Wed				
29	Thu				
30	Fri				
31	Sat				

NOVEMBER 2026

Date	Day	Tentative Working Day	Tentative Day order	Events	Important Days
1	Sun	Local Holiday			Union of Kanniyakumari with Tamil Nadu & All Saints Day
2	Mon				All Souls Day
3	Tue				
4	Wed				
5	Thu				
6	Fri			Semester Exams End	
7	Sat				
8	Sun	Govt.Holiday			Deepavali
9	Mon				World Legal Services Day
10	Tues			Certificate Course, Gene. Value Added Courses	World Science Day
11	Wed				National Education Day
12	Thu				
13	Fri			Semester Result	
14	Sat				Children's Day
15	Sun				
16	Mon				
17	Tue				International Students Day
18	Wed				
19	Thu				
20	Fri				
21	Sat				
22	Sun				
23	Mon	1	I	Even Semester Begins	
24	Tue	2	II		
25	Wed	3	III		
26	Thu	4	IV		National Constitution Day
27	Fri	5	V		
28	Sat				
29	Sun				
30	Mon	6	VI		

DECEMBER 2026

Date	Day	Tentative Working Day	Tentative Day order	Events	Important Days
1	Tue	7	I		
2	Wed	8	II		
3	Thu	Local Holiday			St. Xavier's Feast International Day of Disabled Persons
4	Fri	9	III	Online Class	Indian Navy Day
5	Sat				
6	Sun				
7	Mon	10	IV		
8	Tue	11	V		
9	Wed	12	VI		
10	Thu	13	I		World Human Rights Day
11	Fri	14	II		
12	Sat				
13	Sun				
14	Mon	15	III		
15	Tue	16	IV		
16	Wed	17	V		
17	Thur	18	VI		
18	Fri	19	I		
19	Sat	20	II		
20	Sun				
21	Mon	21	III		
22	Tue	22	G & CD	Christmas Day Celebration	National Mathematics Day
23	Wed	Local Holiday			Suchindram Therottam
24	Thu	Local Holiday			Christmas Eve
25	Fri	Govt.Holiday			Christmas
26	Sat				
27	Sun				
28	Mon	23	IV	Online Class	
29	Tue				
30	Wed				
31	Thu				New Year Eve

JANUARY 2027

Date	Day	Tentative Working Day	Tentative Day order	Events	Important Days
1	Fri	Govt.Holiday			New Year
2	Sat				
3	Sun				
4	Mon	24	V		
5	Tue	25	VI		
6	Wed	26	I		
7	Thu	27	II		
8	Fri	28	III		
9	Sat	29	IV		
10	Sun				
11	Mon	30	V		National Road Safety Week
12	Tue	31	VI		National Youth Day
13	Wed	32	I		
14	Thu	33	G & CD	Pongal Celebration	
15	Fri	Govt. Holiday			Pongal
16	Sat	Govt. Holiday			Thiruvalluvar Day
17	Sun	Govt. Holiday			Uzhavar Thirunal
18	Mon	34	I CIA		
19	Tue	35	I CIA		
20	Wed	36	I CIA		
21	Thu	37	I CIA		
22	Fri	38	I CIA		
23	Sat	Govt. Holiday & Local Holiday			Thaipooasam & Thuckalay Palli Festival
24	Sun				
25	Mon	39	I CIA		National Voters Day
26	Tue	Govt. Holiday	CEC	Science Depts., Lab & Library	Republic Day
27	Wed	40	II		
28	Thur	41	III		
29	Fri	42	IV	Shuttle Free Day	
30	Sat				
31	Sun				

FEBRUARY 2027

Date	Day	Tentative Working Day	Tentative Day order	Events	Important Days
1	Mon	43	V		
2	Tue	44	VI		
3	Wed	45	I		
4	Thu	46	II		World Cancer Day
5	Fri	47	III	Khadhi Day	
6	Sat	48	IV	Online Class	
7	Sun				
8	Mon	49	V		
9	Tue	50	VI		
10	Wed	51	I		
11	Thu	52	II	No Phone Day	
12	Fri	53	III	Last date for I CIA Mark Entry	
13	Sat	54	IV	PTA Meeting	National Women's Day
14	Sun				
15	Mon	55	V		
16	Tue	56	VI		
17	Wed	57	I		
18	Thu	58	II		
19	Fri	59	III		
20	Sat				
21	Sun				International Mother Language Day
22	Mon	60	IV		
23	Tue	61	V		
24	Wed	62	VI		
25	Thu	63	I		
26	Fri	64	G	College Day	
27	Sat				
28	Sun				National Science Day

MARCH 2027

Date	Day	Tentative Working Day	Tentative Day order	Events	Important Days
1	Mon	65	II		
2	Tue	66	III		
3	Wed	67	IV	Women's Day Celebration	
4	Thu	Local Holiday			Ayya Vaikundar Jeyanthi
5	Fri	68	V	Online Class	
6	Sat	Local Holiday			Maha Siva Rathiri
7	Sun				
8	Mon				International Women's Day
9	Tue	Local Holiday			Mandaicadu Bagavathi Amman Temple Feast
10	Wed	Govt. Holiday			Ramzan
11	Thu	69	VI		
12	Fri	70	I	Semester Practical Exams begin	
13	Sat	71			
14	Sun		II		
15	Mon	72	III		World Consumer Rights Day
16	Tue	73	IV		
17	Wed	74	V		
18	Thu	75	VI		
19	Fri	76	I		
20	Sat				
21	Sun				
22	Mon	77	II CIA		World Day for Water
23	Tue	78	II CIA		
24	Wed	79	II CIA		
25	Thu	80	II CIA		Maundy Thursday
26	Fri	Govt. Holiday			Good Friday
27	Sat				
28	Sun	Govt. Holiday			Easter
29	Mon	81	II CIA		
30	Tue	82	II CIA		
31	Wed	83	II		

APRIL 2027

Date	Day	Tentative Working Day	Tentative Day order	Events	Important Days
1	Thu	84	III	Thanks giving Holy Mass & Valedictory Function	
2	Fri	85	IV	Arts & Commerce - Send off, Science- Social Day	
3	Sat	86	V	Science- Send off, Arts & Commerce- Social Day	
4	Sun				
5	Mon	87	VI	Part- IV Exams	
6	Tue	88	I	Part- IV Exams & Last date for II CIA Mark Entry and completion of all components	
7	Wed	Govt. Holiday			Telugu New Year
8	Thu	89	II	Part- IV Exams & Signing of consolidated CIA mark statement	
9	Fri	90	III	Last Working day for Staff & Students	
10	Sat				
11	Sun				
12	Mon				
13	Tue				
14	Wed	Govt. Holiday			Tamil New Year & Dr. Ambedkar Jayanthi
15	Thu			Semester Examinations Begin	
16	Fri				
17	Sat				
18	Sun				
19	Mon				
20	Tue	Govt. Holiday			Mahavir Jayanthi
21	Wed				
22	Thu				
23	Fri				Earth Day
24	Sat				World Book Day
25	Sun				
26	Mon				
27	Tue				
28	Wed			Semester Examinations End	
29	Thu				
30	Fri				

MAY 2027

Date	Day	Tentative Working Day	Tentative Day order	Events	Important Days
1	Sat			International Worker's Day	
2	Sun				
3	Mon				
4	Tue				
5	Wed			Semester Results	
6	Thu				
7	Fri				
8	Sat				
9	Sun				
10	Mon			Internship Begins	
11	Tue				
12	Wed				
13	Thu				
14	Fri				
15	Sat				
16	Sun				
17	Mon				
18	Tue				
19	Wed				
20	Thu				
21	Fri				
22	Sat				
23	Sun				
24	Mon				
25	Tue				
26	Wed				
27	Thu				
28	Fri				
29	Sat				
30	Sun				
31	Mon				

ACADEMIC SCHEDULE ODD SEMESTER (2026 - 2027)

S. No	Academic Activity	
1	College Reopens	15.06.2026
2	College opens for I Years PTA Meet	17.06.2026
3	Student Induction Programme	17.06.2026 to 25.06.2026
4	Registration for Life Skill Training	29.06.2026
5	Payment of Semester Fee	15.06.2026 to 15.07.2026
6	Inauguration of the Office Bearers	02.07.2026
7	Internal Test - I	03.08.2026 to 08.08.2026
8	Industrial Visit	Choice of the Department (11.08.2026 to 31.08.2026)
9	PTA Meeting	21.08.2026
10	Fine Arts Week Celebration	24.08.2026 to 28.08.2026
11	Registration for Examination	07.09.2026 to 18.09.2026
12	Practical Examination for Science Departments	21.09.2026
13	Internal Test- II	28.09.2026 to 06.10.2026
14	Last working day	23.10.2026
15	Semester Exam Begins	26.10.2026
16	Semester Exam Ends	06.11.2026
17	Generic Value-added course / Certificate Course	10.11.2026
18	Publication of the Semester Exam Results	13.11.2026
19	Registration for Revaluation	14.11.2026
20	Publication of the Revaluation Results	30.11.2026

ACADEMIC SCHEDULE EVEN SEMESTER (2026 - 2027)

S. No	Academic Activity	
1	Even Semester Begins	23.11.2026
2	Payment of Semester Fee	24.11.2026 – 23.01.2027
3	Christmas Holidays	29.12.2026 – 31.12.2026
4	Internal Test - I	18.01.2027 – 25.01.2027
5	PTA Meeting	13.02.2027
6	Registration for Examination	15.02.2027 – 28.03.2027
7	Student Forum	01.03.2027 – 03.03.2027
8	Student Council Election	11.03.2027
9	Practical Examination for Science Departments	12.03.2027
10	Internal Test - II	22.03.2027 – 30.03.2027
11	Valedictory function	01.04.2027
12	Arts & Commerce- Send off Science- Social	02.04.2027
13	Arts & Commerce- Social Science- Send off	03.04.2027
14	Last working day	09.04.2027
15	Semester Exam Begins	15.04.2027
16	Semester Exam Ends	28.04.2027
17	Publication of the Semester Results	05.05.2027
18	Registration for Revaluation	07.05.2027
19	Internship	10.05.2027
20	Publication of the Revaluation Results	17.05.2027
21	Supplementary Theory Exams	19.05.2027
22	Publication of the Supplementary Exam Results	29.05.2027

LEAVE RECORD

[illegible]

LATE ATTENDANCE RECORD

[illegible]

RECORD OF MISDEMEANOUR

[illegible]

CIA MARKS (ODD)

Course	Course Code	Internal Test		Quiz		Class Test			Assign ment	Total

CIA MARKS (EVEN)

[illegible]

SUMMATIVE EXAMINATION SCHEDULE (ODD)

Date	Subject	
	Forenoon	Afternoon

Teacher's Initial**Parent's Initial**

SUMMATIVE EXAMINATION SCHEDULE (EVEN)

Date	Subject	
	Forenoon	Afternoon

Teacher's Initial

Parent's Initial

TIMETABLE (ODD)

DAY	1 9-9.55 am	2 9.55-10.45am	3 11.00- 11.50am	HOB 11.50-12.35pm	LUNCH BREAK		4 1.25-2.20pm	5 2.20-3.15pm
I				Clubs & Committees				
II				Remedial				
III				Career Excellence				
IV				Mentor				
V				Remedial				
VI								

TIMETABLE (EVEN)

DAY	1 9-9.55 am	2 9.55-10.45am	3 11.00- 11.50am	HOB 11.50-12.35pm	LUNCH BREAK		4 1.25-2.20pm	5 2.20-3.15pm
I				Clubs & Committees				
II				Remedial				
III				Career Excellence				
IV				Mentor				
V				Remedial				
VI								

Notes:

Notes:

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"The future belongs to those who believe in the beauty of their dreams."

– Eleanor Roosevelt

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