

NAME:

ROLL NO.



**CANARA COLLEGE**

M.G. ROAD, MANGALURU - 575003

# STUDENT HANDBOOK 2019-20



Ammembal  
Subba Rao Pai  
(1852-1909)

# STUDENT'S PERSONAL MEMORANDA

(2019-20)

Name of the Student:

Date of Birth:

Class:

Subject Combination:

Roll Number:

Register Number:

Name of Parents

Father:

Mother:

Telephone Number:

Permanent Address of Student:

Local Address of Student:

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Pin code:

Pin code:

Name of Academic Class Mentor:

Signature of Local Guardian:

Signature of Student:

Signature of Mother:

Identification Marks:

Signature of Father:

Blood Group:

Signature of Academic Class Mentor:



# CANARA COLLEGE

MANAGED BY CANARA HIGH SCHOOL ASSOCIATION, MANGALURU  
RE-ACCREDITED BY NAAC AND AFFILIATED TO MANGALORE UNIVERSITY

## STUDENT HANDBOOK 2019-20 (CALENDAR)

**THEME OF THE YEAR  
"CHANGING WITH TIMES"**

MAHATMA GANDHI ROAD, KODIALBAIL,  
MANGALURU - 575003, D.K., KARNATAKA  
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[www.canaracollege.com](http://www.canaracollege.com)

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## DIVINE PRAYER

सह नावतु। सह नौ भुनक्तु।  
सह वीर्यं करवावहै।  
तेजस्विनावधीतमस्तु मा विद्विषावहै ॥  
ॐ शान्तिः शान्तिः शान्तिः ॥

May the Eternal guard us both!  
May the Eternal nourish us both!  
May we both be energetic!  
May our studies become illuminative!  
May no difference arise between us!  
Peace, Peace, Peace!

ಸಹ ನಾವವತು ಸಹ ನೌ ಭುನಕ್ತು ।  
ಸಹ ವೀರ್ಯಂ ಕರವಾವಹೈ ॥  
ತೇಜಸ್ವಿನಾವಧೀತಮಸ್ತು ಮಾ ವಿದ್ವಿಷಾವಹೈ ।  
ಓಂ ಶಾಂತಿಃ ಶಾಂತಿಃ ಶಾಂತಿಃ ॥

ನಮಗಿಬ್ಬರಿಗೂ ರಕ್ಷಣೆಯಿರಲಿ, ನಮಗಿಬ್ಬರಿಗೂ ಪೋಷಣೆ ಸಿಗಲಿ  
ನಾವಿಬ್ಬರೂ ಕ್ರಿಯಾಶೀಲರಾಗಿರಲಿ,  
ನಮ್ಮಿಬ್ಬರ ಅಧ್ಯಯನವೂ ತೇಜಸ್ವಿಯಾಗಿರಲಿ  
ನಾವಿಬ್ಬರೂ ದ್ವೇಷಿಸದಿರಲಿ, ಶಾಂತಿ, ಶಾಂತಿ, ಶಾಂತಿ ಸದಾ ಇರಲಿ  
ಇದೇ ಪರಮಾತ್ಮನಲ್ಲಿ ನಮ್ಮಿಬ್ಬರ (ಗುರುಶಿಷ್ಯರ) ಪ್ರಾರ್ಥನೆ.

Education is manifestation of God, which is already within,  
Education is not just power, but also empowerment.

**Swami Vivekananda**

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# CANARA COLLEGE

## VISION

**“To be an Institute of the highest repute and produce good educated citizens who shall strive and cater to the needs of Mankind.”**

## MISSION

We firmly believe in instilling life-long learning experience that enables a potential knowledge seeker to lead a righteous life by inculcating faith in divinity, infusing love for knowledge, thriving strength of mind, devoted to serve mankind, striving to self-control which are core to one's holistic transformation.

We affirm to create and sustain a learning environment which is value-centered, intellectually challenging, aesthetically inspiring and culturally vibrant.

## NATIONAL INTEGRATION PLEDGE

I solemnly pledge to work with dedication to preserve and strengthen the freedom and integrity of the Nation.

I further affirm that I shall never resort to violence and that all differences and disputes relating to religion, or political or economic grievance should be settled by peaceful and constitutional means.

## COLLEGE PRAYER

ಎಲ್ಲಿ ಮನಕಳುಕಿರದೊ ಎಲ್ಲಿ ತಲೆ ಬಾಗಿರದೊ |  
ಎಲ್ಲಿ ತಿಳಿವಿಗೆ ತೊಡಕು ತೋರದಿಹುದಲ್ಲಿ ||  
ಎಲ್ಲಿ ಮನೆಯೊಕ್ಕಟ್ಟು ಸಂಸಾರ ನೆಲೆಗಟ್ಟು |  
ಧೂಳೊಡೆಯದಿಹುದೊ ತಾನಾಡಿನಲ್ಲಿ ||  
ಎಲ್ಲಿ ಸತ್ಯದಗಾಧ ನೆಲೆಯಿಂದ ಸವಿಮಾತು |  
ಸಲ್ಲಲಿತ ನಡೆಯಿಂದ ಮುಂಬರಿವುದಲ್ಲಿ ||  
ಎಲ್ಲಿ ದಣಿವಿರದ ಸಾಧನೆಯು ಸಫಲತೆ ಕಡೆಗೆ |  
ತೋಳ ನೀಡಿಹುದೋ ತಾನಾಡಿನಲ್ಲಿ ||  
ಎಲ್ಲಿ ಸುವಿಚಾರ ಜಲದೊಸರು ನಿರ್ಮಲ ಹರಿದು |  
ಕಾಳು ರೂಢಿಯ ಮರಳೊಳಿಂಗಿ ಕೆಡದಲ್ಲಿ ||  
ಎಲ್ಲಿ ನೀನೆಮ್ಮ ಚಿಂತನವನುದ್ಯಮವ ಸುವಿ-  
ಶಾಲತೆಯ ಪೂರ್ಣತೆಗೆ ಮುನ್ನಡೆಸುವಲ್ಲಿ ||  
ಅಲ್ಲಿಯಾ ಬಂಧನರಹಿತ ಸುಖದ ಸ್ವರ್ಗದಲಿ |  
ಪಾಲಿಸೈ ಪಿತ ನಮ್ಮ ನಾಡೆಚ್ಚಿರಲಿ ||

ಅನುವಾದ: ಎಂ. ಎನ್. ಕಾಮತ್  
ಟಾಗೋರರ ಗೀತಾಂಜಲಿಯಿಂದ

Where the mind is without fear  
and the head is held high  
Where knowledge is free  
Where the world has not been broken up into  
fragments by narrow domestic walls  
  
Where words come out from the depth of truth,  
Where tireless striving stretches  
its arms towards Perfection  
Where the clear stream of reason has not lost its way  
into the dreary desert sand of the dead habit  
  
Where the mind is led forward by thee  
into ever widening thought and action  
Into that heaven of freedom, my father  
let my Country awake!

**Rabindranath Tagore**  
"Geethanjali"



### 3. FIVE PRINCIPLES (PANCH SHEELA) OF VALUE EDUCATION

ಮೌಲ್ಯ ಶಿಕ್ಷಣಕ್ಕೆ ಪಂಚಶೀಲೆ



*JIJNASA should be based on Shradha and not on curiosity. This love of knowledge should inspire the student to pursue studies with great energy. But this energy should be controlled through Samyama and finally it should be channelized into social service.*

## **4. ABOUT CANARA COLLEGE**

### **HISTORY AND ORIGIN**

June 30, 1891 is a golden letter day in the history of Canara, because it was on this auspicious day that the seed of "CANARA", a great Educational Institution was sown by that great legendary soul, Sri Ammembal Subba Rao Pai who along with four visionaries accomplished this noble task in the form of Canara High School. With a view to encouraging the education of girls, he started the Canara Girls' High School, indeed a revolutionary step considering the then prevalent values and attitude of the people towards girl's education at that time. This initiative was backed by measuring out a fistful of day's rice, set apart by ladies of the area. The proceedings of the same were used for the noble cause of education. This was called as "Mushti" (Fistful) Fund. The decision to venture Canara College was in response to the growing demand for collegiate education at then from the old students and well-wishers of the Canara High School Association, and a general need to have an institution of higher learning which could impart the qualitative education at an affordable cost in Mangaluru. The encouraging support of the philanthropic public of Mangaluru soon resulted in the establishment of Canara College. The foundation stone of the College building was laid on July 12, 1972 by Dr. A. P. Pai, Senior Life Member of the College Committee. The College is indebted to its past President, the Late Sri U. Gopalkrishna Nayak, who was instrumental in the edifice of the new buildings for the three High Schools, Junior College and the present First Grade College as well. The College building was declared open on July 04, 1973, by Mr. Holck Larsen, the then Chairman and Managing Director of Larsen & Toubro Ltd.

### **OUR MILESTONES**

Milestones are significant events in the lifetime of every institution be it in terms of achievements or the number of years of existence. Canara has had many milestones to celebrate and also opportunities to introspect on the past. The rush for admissions in the college has induced the management to expand in different fields of studies. The Canara Group of Educational Institutions today with its fourteen institutions imparts education from Pre-Kindergarten (Pre-KG) to Post Graduation (PG) studies. As we progressively march ahead in this noble vision, we are glad to remark that Canara College is a name to reckon within the district of Dakshina Kannada as Canarites walk with heads held high and feet grounded firm on the sands of knowledge. Like a tree that depends on continuous supply of life from earth, the Institution has been sustained by its proud alumni associates, generation after generation and of course, by Divine grace.

## **PROFILE OF THE INSTITUTE**

Canara College with its noble vision to prepare educationally strong and culturally vibrant students; is a prestigious institute for higher learning, well acclaimed to have its deep-rooted existence since 1973 with its moral ideals, rich core values and fusion of cultural ethos. It has a glorious history and legacy in the field of imparting value-based, character building education to its aspirants. True to its motto of "Educating for Righteous Life" and philosophy of commitment towards offering quality education at affordable cost, it is located centrally in the coastal educational hub of Mangaluru city. The institution is a Konkani Linguistic Minority Institution, governed and managed by Canara High School Association, Mangaluru, reaccredited by NAAC and affiliated to Mangalore University.

It offers undergraduate programmes such as Bachelor of Commerce and B.Com. Professional (with Coaching for CA and CS), Bachelor of Science (B. Sc.) with specialisations in PCM, PMC, and BZC, Bachelor of Computer Applications (BCA), Bachelor of Business Administration (BBA) and a Post Graduate programme in Commerce (M. Com.).

## **EXPANSION**

Today, Canara College has been recognised and identified as a premier institution in the combined district of Dakshina Kannada and Udupi. The rush for admission in the college induced the management to expand in different fields of studies and an additional section was introduced in Commerce with computer Application as an option in 1996 and BCA course was started in 2001. Ph.D. Programme in Sanskrit was started in 2002. These additional courses forced the expansion of our infrastructure for housing Computer, Laboratory, Library and Reading Room and additional class rooms. This required large funds exceeding a crore of rupees. As in the past, the bountiful grace of Providence once again came to the rescue of the C.H.S. Association in meeting the cost of the expansion. A large-hearted response from an alumnus of our mother institution, Late Sri G. Sanjeeva Shenoy of Bombay, who came with a munificent donation of Rs. 1 crore saved the situation. The Foundation Stone for a five storeyed building facing M.G. Road was laid by the donor on the Founder's Day, 19th November 1995 and the building was inaugurated on 9th June, 1997.

Our Management has spread its wings of expansion, by including Business Management Course. Understanding the requirement and demand in the job market, the management has introduced BBM course from academic year 2007-08.

The Post-Graduate centre has been established and Post Graduate course in Commerce has commenced from the academic year 2012-13.

## **THE COLLEGE CREST**

To place before you the aims of your education in this temple of learning and the heights to which you must aspire and grow, you have the crest of the Institution.

The vision of our Pioneers was to provide complete education which would integrate the ancient Indian ethos with modern, scientific and technological forefront. The Vedic Mantra “Vidya Kamadhenu” meaning “Vidya is a Kamadhenu”, which gives you whatever you desire was a crystallization of this ideal. This indeed led to the embracing of the recumbent Kamadhenu as pictured in the Puranas as the crest of the Institution. The Kamadhenu rests under the Kalpataru with all the signia of royalty like the crown, the elephant, and the umbrella as depicted in the tree. Its four legs symbolize the four Vedas, and it treats the four Purusharthas. Also seen in the crest is the citation from the Upanishad as uttered by the Guru to the departing shishya “Satyam Vada Dharmam Chara.” This instruction from the Guru provides a rule of conduct that even today cannot be improved upon.

## **OUR MOTTO**

Where there is education there is progress and upliftment. It is not necessary to take up severe penance in order to attain knowledge, but is enough if one performs his duties with utmost righteousness and dedication to God. With a motto of “Educating for Righteous Life”, every student who passes through the portals of this temple of learning must aspire to be the life-long learners with a blend of moral conduct so that it can enable them to win highest knowledge and thus lead a righteous life. Go forth, live according to this because nothing is supreme than the ‘Law of Righteousness’. We hope your life measure up to the expectation of our crest and motto.

## **OUR PHILOSOPHY**

“Commitment to quality education for all at affordable cost.”

## **OUR QUALITY STATEMENT**

“Committed to Innovate, Inspire and Impact in creating educationally empowered, culturally vibrant and globally competent humans who are able to lead a righteous life.”

## **OUR GOALS AND OBJECTIVES**

1. To educate for righteous life.
2. To impart qualitative, value-based, and character-building education to its aspirants.
3. To instill in our students the qualities of self- discipline, commitment and integrity and make them worthy citizens of the nation.
4. To prepare our students for rich personal and professional lives coupled with positions of leadership, service and citizenship in a global context.

## **CREDOS**

Thus a Canarite,

- Cultivates a passion for life-long learning and an inspiring experience to lead a righteous life.
- Elicits persistent perseverance in pursuit of perfection and excellence in all spheres of life.
- Is committed to uphold moral, spiritual and ethical values and social responsibility as a responsible professional and worthy citizen.
- Is an effective problem solver who approaches the challenges with curiosity, critical thinking and creativity.
- Takes pride in being a proud Alumnus and cherishes the prolific learning experience in this Institution.

## 5. SUCCESSION LIST OF PRESIDENTS

### (Canara High School Association)

1891 to 1909	Sri M. Ramachandrayya
1909 to 1921	Sri Dewan Bahadur A.Venkatramana Pai
1921 to 1941	Sri A. Srinivasa Pai
1942 to 1964	Sri Rao Bahadur Dr. M. Keshava Pai
1964 to 1969	Sri M. Annappa Kamath
1969 to 1972	Sri Sujir Panduranga Nayak
1972 to 1981	Sri U. Gopalakrishna Nayak
1981 to 1991	Sri K. P. J. Prabhu
1991 to 1999	Sri K. P. Kasturi, B.Sc. D.M.I.T
1999 to 2007	Sri B. Narayana Shenoy
2007 to 2012	Dr. U. S. Mohandas Nayak
2012 onwards	Sri S. S. Kamath, B.Com., F.C.A

## 6. GOVERNING COUNCIL OF THE COLLEGE

<b>President</b>	Sri S. S. Kamath, B.Com., F.C.A.
<b>Vice President</b>	Sri M. Annappa Pai, B.E.
<b>Hon. Secretary</b>	Sri M. Ranganath Bhat, B.Tech
<b>Correspondent</b>	Sri Maroor Sudhir Pai
<b>Treasurer</b>	Sri P. Gopalakrishna Shenoy, B.E.
<b>Alternate Treasurer</b>	Sri M. Vaman Kamath, M.Com., F.C.A.
<b>Members</b>	Sri M. Padmanabha Pai, B.E. Sri M. Ganesh Kamath, B.Sc. Sri Kochikar Sudhakar Pai, B.E. Sri Basti Purushotham Shenoy, B.Tech (Mech) Dr. P. Umananda Mallya, M.D. (Ortho), M.S. (Ortho) Sri Gopalkrishna Shenoy, B.E. Sri K. Suresh Kamath, B.Com. LLB Sri Srikanth Pai Kasturi, B.E.
<b>Special Invitee</b>	Sri M. M. Kamath, B.E.

## 7. COLLEGE STAFF 2019-20

### Principal

Dr. K.V. Malini, M.Sc., Ed., Ph.D.	Associate Professor & Principal
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### Deans of the Departments

Dr. Kalpana J. Prabhu	Humanities
Mrs. Sandhya B.	Basic Science
Mrs. Dejjamma A.	Commerce
Mrs. Pushpalatha	Business Administration
Mrs. Jayabharathi K.P.	Computer Science & Applications
Mrs. Aparna Kamath	PG Commerce

### Department of English

Dr. Bhuvana Ramachandran, M.A., Ph.D.	Assistant Professor & Head
Mr. Pramod Kumar P.S., M.A., KSET	Assistant Professor
Mrs. Rithika S. Das, M.A., MBA, LLB	Lecturer

### Department of Kannada

Mrs. Vani U.S., M.A., M.Phil., NET	Assistant Professor & Head
Mrs. Thara Kumari, M.A.	Associate Professor

### Department of Hindi

Dr. Kalpana J. Prabhu, M.A., M.Com., Ph.D.	Assistant Professor, Head & Dean
Mrs. Sujatha G. Nayak, M.A., M.Phil	Assistant Professor

### Department of Sanskrit

Dr. Shantala Vishwasa, Vidwath, M.A., Ph.D.	Assistant Professor & Head
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### Department of Economics

Dr. Roopa K., M.A., Ph.D.	Assistant Professor (on Deputation)
Dr. Prashanth, M.A., Ph.D.	Assistant Professor & Head
Mrs. Savitha, M.A., M.Phil., LLM	Assistant Professor
Mrs. Savitha G., M.A.	Lecturer

### Department of Political Science & General Studies and Human Rights

Mrs. Prameela K., M.A.	Assistant Professor (on Deputation)
Dr. Ganesh Shetty U., M.A., Ph.D.	Assistant Professor & Head

### Department of Physics

Dr. Ashakiran Pakkala, M.Sc., M.Phil, Ph.D.	Assistant Professor & Head
Mrs. Sukhalatha, M.Sc., M. Phil.	Assistant Professor

Dr. Yashodhara I., M.Sc., Ph.D.	Assistant Professor
Mr. Raveesha P. M., M.Sc. B.Ed.	Lecturer

### Department of Chemistry

Dr. K.V. Malini, M.Sc., Ed., Ph.D.	Associate Professor & Principal
Mrs. Sandhya B., M.Sc.	Associate Professor, Head & Dean
Mrs. Roopashri K.P., M.Sc., KSET	Assistant Professor
Ms. Vindya B.B., M.Sc.	Lecturer
Ms. Soujanya D., M.Sc.	Lecturer

### Department of Mathematics

Dr. Premalatha V., M.Sc., M.Phil, Ph.D.	Assistant Professor & Head
Ms. Keerthi K., M.Sc.	Lecturer
Mrs. Poornima, M.Sc.	Lecturer

### Department of Botany

Ms. Madhushree, M.Sc.	Lecturer & Head
Mr. Manohara Acharya, M.Sc., M.Phil.	Lecturer

### Department of Zoology

Mrs. Sushama C., M.Sc., DCA	Assistant Professor & Head
Mrs. Pushpanjali S., M.Sc., B.Ed.	Lecturer
Mrs. Nishvitha Shetty, M.Sc., DCA	Lecturer

### Department of Commerce

Mrs. Dejjamma A., M.Com., M.Phil.	Assistant Professor, Head & Dean
Mrs. Anasuya Bhagvath, M.Com., M.Phil.	Assistant Professor
Mrs. Seema Prabhu S., M.Com., M.Phil., M.A.(Eco.) DCA	Assistant Professor
Mrs. Sushma R. Shetty, M.Com., LLB	Assistant Professor
Mrs. Smitha M., M.Com.	Assistant Professor
Mrs. Usha Nayak, M.Com.	Assistant Professor
Mrs. Ashalatha, M.Com., M.Phil.	Assistant Professor
Mrs. Lavina S. Noronha, M.Com.	Assistant Professor
Mrs. Vinoda V. Nayak, M.Com.	Assistant Professor
Mrs. Rashmi, M.Com.	Assistant Professor
Mrs. Jayashree Shetty, MBA, M.Com., NET	Assistant Professor
Mrs. Swathi Nayak, M.Com.	Assistant Professor
Mr. Ashwil Karkera K., M.Com.	Lecturer



Ms. Kavyashree K., M.Com.	Lecturer
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### Department of Business Administration

Mrs. Pushpalatha, M.Com., M.Phil.	Assistant Professor, Head & Dean
Mrs. Dhanyashree, MBA, M.Com., KSET	Assistant Professor
Mrs. Laxmi Hegde, M.Com.	Lecturer
Mr. Hardik P. Chauhan, MBA, M.Com.	Lecturer
Ms. Priyanka, MBA	Lecturer
Ms. Shilpa Bhat M., M.Com.	Lecturer

### Department of Computer Science & Applications

Mrs. Jayabharathi K.P., M.Sc.(Mat.Sc.), M.Sc.(IT), PGDCA., M.Phil, M.Tech(IT)	Assistant Professor, Head & Dean
Mrs. Babitha S., M.Sc., PGDCA, M.Phil., PGDGC	Assistant Professor
Mrs. Prathima V. Baliga, M.Sc.(IT)	Assistant Professor
Mrs. Adithi Nayak, B.E.	Assistant Professor
Mrs. Rajyalaxmi, MCA, M.Sc.	Assistant Professor
Mrs. Vijetha Bhat, MCA., PGDCA	Assistant Professor
Mrs. Shailaja Kumari, MCA, M.Phil.	Assistant Professor
Mrs. Sudha Nayak, M.A., APGDCA, DIP	Lab. Instructor
Mrs. Amitha Poojary, PGDCA, MBA	Lab. Instructor
Ms. Meghana B.A., BCA	Lab. Instructor

### Post-Graduate Department of Commerce

Mrs. Aparna Kamath, M.Com., PGDBA, NET	Assistant Professor, Head & Dean
Ms. Megha Kamat, M.Com., NET	Assistant Professor
Mrs. Archana Kamath, M.Com.	Assistant Professor
Mrs. Asha Jyothi, M.Com., PGDCA	Lecturer

### Physical Education

Mr. Avinash, M.P.Ed., M.A. (Kan), KSET	Physical Education Director
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### Library & Information Centre

Mrs. Rekha Devi K., M.A., M.L.I.Sc.	Librarian
Mrs. Shruthi G., B.A., M.L.I.Sc.	Library Assistant
Ms. Namratha, Dip. in Lib.Sc.	Library Clerk Cum Typist

**Administrative Staff**

Mrs. Kasturi K.	First Div. Clerk
Mr. Krishnananda D.	Sec. Div. Clerk
Mr. Sridhar Prabhu, M.Com.	First Div. Clerk
Mrs. Shanthy Nayak, B.Com.	First Div. Clerk
Mrs. Vidya D. Kini, M.A.	Sec. Div. Clerk
Mrs. Radhika Bhat, B.Com.	Sec. Div. Clerk

**Support Staff**

Mr. Dinesh R.K.	Attender
Mrs. Parvathi K.	Attender
Mr. B. Venkappa Naik	Attender
Mrs. Pushpalatha Pai K.	Attender
Mr. Gajanana Kini K.	Attender
Mr. Sudesh Kumar	Attender
Mr. Ramesh	Attender
Mrs. Bharathi N. Shenoy	Attender
Mr. Prashanth Kumar	Attender
Mr. Krishna M.	Peon
Mrs. Mohini Ramesh	Peon

## 8. ASSIGNMENT OF RESPONSIBILITIES FOR THE ACADEMIC YEAR 2019-20

IQAC Coordinators	Dr. Premalatha V. Mr. Hardik P. Chauhan
NAAC Steering Coordinator	Mrs. Dejamma A.
Student Welfare Mentors - UG Section	Mrs. Vani U. S. Mrs. Prathima V. Baliga Dr. Prashanth
Student Welfare Mentor - PG Section	Ms. Megha Kamat
Staff Welfare Association Secretary	Dr. Ganesh Shetty U.

### Administrative Committees

Academic Planning and Assessment Committee	Principal IQAC Coordinators Deans of all the Departments
Admissions and Renewal of Admissions	Principal Deans of all the Departments
College Prospectus	Mr. Hardik P. Chauhan
Handbook and Calendar Committee	Mrs. Seema Prabhu S. Mrs. Sushma R. Shetty
Academic Time Table Committee	Mrs. Dejamma A. Mrs. Pushpalatha Dr. Ashakiran Pakkala Mrs. Sandhya B. Mrs. Sushama C. Mrs. Jayabharathi K. P.
Coordinators for B. Com Professional Programme	Mrs. Anasuya Bhagvath Mrs. Vinoda V. Nayak
Examination Committee - UG Section	Dr. Ashakiran Pakkala Mrs. Dhanyashree Mrs. Vinoda V. Nayak Mrs. Sujatha G. Nayak Mrs. Vijetha Bhat Mrs. Pushpanjali S.
Examination Committee - PG Section	Mrs. Aparna Kamath Mrs. Shanthi Nayak
College Website, Documentation and IQAC Bulletin Committee	
Web Administrator	Mrs. Prathima V. Baliga
Convener	Mrs. Shailaja Kumari
Members	Mrs. Swathi Nayak Mrs. Adithi Nayak Mr. Pramod Kumar P. S. Mrs. Archana Kamath Mr. Raveesha P.M.

Appraisal Committee	Mrs. Prathima V. Baliga Mrs. Usha Nayak Mrs. Roopashree K. P. Ms. Shilpa Bhat M. Academic Class Mentors of all the classes
Students' Attendance Monitoring Committee	Mrs. Jayabharathi K. P. Dr. Yashodhara I. Mr. Hardik P. Chauhan Mrs. Usha Nayak Mrs. Adithi Nayak Mr. Pramod Kumar P. S. Ms. Soujanya D.
Faculty Teaching Monitoring Committee	Mrs. Pushpalatha Mrs. Thara Kumari Mrs. Vijetha Bhat Mrs. Usha Nayak
Internal Disciplinary Committee	Student Welfare Mentors Deans of all the Departments IQAC Coordinators
UGC Coordination Committee	Dr. Premalatha V. Mrs. Dejamma A. Dr. Kalpana J. Prabhu Mr. Hardik P. Chauhan
Library Advisory Committee	Mrs. Rekha Devi Dr. Kalpana J. Prabhu Mrs. Rashmi Mrs. Adithi Nayak Mrs. Pushpanjali S.
Anti-Ragging and Anti-Sexual Harassment Cell	Mrs. Lavina S. Noronha Mrs. Sushma R. Shetty
Estate Management Committee	Mr. Avinash Mr. B. Venkappa Naik Mr. Krishna M. Mr. Dinesh R.K. Mr. Ramesh
Media, Publicity and Photography Committee	Mrs. Thara Kumari Mrs. Anasuya Bhagvath Dr. Shantala Vishwasa
Linkages, Consultancies and Collaborations	Mrs. Seema Prabhu S. Mrs. Dejamma A.
Special Event Planning and Review Committee	Event Conveners Staff Welfare Association Secretary IQAC Coordinators

## Subject Associations

Commerce Association	Mrs. Anasuya Bhagvath Mrs. Lavina S. Noronha
Management Association	Mrs. Laxmi Hegde Ms. Priyanka
Science Association	Mrs. Sukhalatha Ms. Madhushree
IT Association	Mrs. Rajyalaxmi Mrs. Vijetha Bhat

## Literary / Multilingual Associations

Convener	Dr. Shantala Vishwasa
English Association	Mrs. Rithika S. Das
Hindi Sangh	Mrs. Sujatha G. Nayak
Kannada Sangha	Mrs. Thara Kumari
Sanskrit Sangha	Dr. Shantala Vishwasa
Konkani Bhasha Vidyarthi Mandal	Mrs. Swathi Nayak
Tulu Sangha	Ms. Keerthi K.

## Aptitude Associations

Fine Arts Association	Dr. Bhuvana Ramachandran Mrs. Sandhya B. Mrs. Rekha Devi K. Mrs. Thara Kumari Mrs. Ashalatha Mr. Avinash Mrs. Savitha Ms. Kavyashree K.
Nature Club	Mrs. Sushama C. Mrs. Nishvitha Shetty
Mangala Magazine (Annual and Wall) Editorial Board	Mr. Pramod Kumar P. S. Mrs. Vani U. S. Mrs. Rekha Devi K. Dr. Shantala Vishwasa Mrs. Sujatha G. Nayak Mrs. Rithika S. Das Mrs. Rajyalaxmi Ms. Madhushree

## Welfare Committees

Alumni Associates	Dr. Bhuvana Ramachandran Ms. Megha Kamat
Parent Teachers Association	Principal IQAC Coordinators Student Welfare Mentors

Career Guidance, Placement and Entrepreneurship Development Cell	Mrs. Pushpalatha Mrs. Babitha S. Mrs. Asha Jyothi
Consumer Forum	Mrs. Ashalatha Mrs. Jayashree Shetty
Human Rights, Equal Opportunity and Electoral Literacy Cell	Dr. Ganesh Shetty U. Mr. Avinash Mrs. Savitha G.
Intellectual Property Rights Cell	Mrs. Savitha Ms. Priyanka
Human Values and Professional Ethics Cell	Dr. Kalpana J. Prabhu Dr. Shantala Vishwasa
College Choir	Mrs. Laxmi Hegde Mrs. Swathi Nayak
Student Counseling	Mrs. Babitha S.

### Co-Curricular Activities

Games and Sports Association	Mr. Avinash Mr. Pramod Kumar P.S. Mrs. Rashmi Mr. Manohara Acharya
National Service Scheme (NSS)	Mrs. Seema Prabhu S. Ms. Vindya B. B.
National Cadet Corps (NCC)	Mr. Avinash
Youth Red Cross (YRC)	Mrs. Smitha M. Mrs. Roopashri K. P.
Rovers and Rangers	Mrs. Dhanyashree Mr. Ashwil Karkera K.

### 9. RESEARCH AND DEVELOPMENT CENTRES

Centre for Advanced Studies in Commerce and Management (CASCMA)	Mrs. Rashmi Mrs. Dhanyashree Mrs. Aparna Kamath
Centre for Women and Gender Studies (CWGS)	Mrs. Sushma R. Shetty Mrs. Sukhalatha Ms. Megha Kamat
Centre for Advanced Studies in Science and Technology (CASST)	Dr. Yashodhara I. Ms. Keerthi K. Mrs. Babitha S.

## 10. COMPOSITION OF INTERNAL QUALITY ASSURANCE CELL (IQAC)

No.	Name of the Member	Designation
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### CORE MEMBERS

1.	<b>Dr. K. V. Malini</b> Principal	Chairperson
2.	<b>Dr. Premalatha V.</b> Asst. Professor & Head, Dept. of Mathematics	Coordinators
3.	<b>Mr. Hardik P. Chauhan</b> Lecturer, Dept. of Business Administration	
4.	<b>Mrs. Dejamma A.</b> Asst. Professor, Dean, Dept. of Commerce	NAAC Steering Coordinator

### ASSOCIATE MEMBERS (Criterion-Wise & Administrative Representatives)

5.	<b>Mrs. Sandhya B.</b> Assoc. Professor & Dean of Basic Science	Head, Criterion I
6.	<b>Mrs. Jayabharathi K. P.</b> Asst. Professor & Dean, Dept. of Computer Science & Applications	Head, Criterion II
7.	<b>Mrs. Seema Prabhu S.</b> Asst. Professor, Dept. of Commerce	Head, Criterion III
8.	<b>Mrs. Lavina S. Noronha</b> Asst. Professor, Dept. of Commerce	Head, Criterion IV
9.	<b>Dr. Kalpana J. Prabhu</b> Asst. Professor & Dean of Humanities	Head, Criterion V
10.	<b>Mrs. Pushpalatha</b> Asst. Professor & Dean, Department of Business Administration	Head, Criterion VI
11.	<b>Mrs. Aparna Kamath</b> Asst. Professor & Dean, Dept. of PG Commerce	Head, Criterion VII
12.	<b>Dr. Ganesh Shetty U.</b> Asst. Professor & Head, Dept. of Political Science	Secretary, Staff Welfare Association
13.	<b>Mrs. Prathima V. Baliga</b> Asst. Professor, Dept. of Computer Science	Web Administrator
14.	<b>Mrs. Radhika Bhat</b> Sec. Div. Clerk	Administrative Staff

### ADVISORY MEMBERS

15.	<b>Mr. M. Ranganath Bhat</b> Hon. Secretary, CHS Association	Management Nominees
16.	<b>Mr. Maroor Sudhir Pai</b> Correspondent, Canara College	
17.	<b>Prof. M. Sathish Bhat</b> Educationist	Educational Expert
18.	<b>Mr. Mithun Bhat Kakunje</b> Director, Kakunje Group of Companies	Industry Representative

19.	<b>Mr. Praveen Prabhu</b> President, Alumni Association	Alumni Member
20.	<b>Mr. Mohammad Rafik S.</b> President, PTA Executive Committee	Parent Representative
21.	<b>Student Welfare Leader</b> Student Welfare Council	Student Representative

### 11. ACADEMIC CLASS MENTORS FOR THE ACADEMIC YEAR 2019-20

Class	Name of the Academic Class Mentors
I B.Sc. (PCM)	Dr. Yashodhara I.
I B.Sc. (BZC)	Mrs. Pushpanjali S.
I B.Sc. (PMC)	Ms. Keerthi K.
I B.C.A.	Mrs. Shailaja Kumari
I B.B.A.	Mrs. Laxmi Hegde
I B.Com. A	Mrs. Thara Kumari & Mrs. Rithika Das
I B.Com. B	Mrs. Sujatha G. Nayak & Mrs. Swathi Nayak
I B.Com. C	Dr. Ganesh Shetty U. & Ms. Shilpa Bhat M.
I B.Com. D	Mrs. Vani U.S. & Ms. Kavyashree K.
II B.Sc. (PCM)	Ms. Soujanya D.
II B.Sc. (BZC)	Ms. Madhushree
II B.Sc. (PMC)	Mrs. Babitha S.
II B.C.A.	Mrs. Adithi Nayak
II B.B.A.	Ms. Priyanka
II B.Com. A	Dr. Shantala Vishwasa & Mrs. Savitha G.
II B.Com. B	Dr. Kalpana J. Prabhu & Mrs. Smitha M.
II B.Com. C	Dr. Bhuvana Ramachandran & Mrs. Savitha
II B.Com. D	Dr. Prashanth & Mr. Pramod Kumar P.S.
III B.Sc. (PCM)	Mrs. Sukhalatha
III B.Sc. (BZC)	Mrs. Roopashri K.P.
III B.Sc. (PMC)	Mrs. Vijetha Bhat
III B.C.A.	Mrs. Rajyalaxmi
III B.B.A.	Mrs. Dhanyashree
III B.Com. A	Mrs. Ashalatha & Mrs. Dejamma A.
III B.Com. B	Mrs. Lavina S. Noronha & Mr. Ashwil Karkera K.
III B.Com. C	Mrs. Usha Nayak & Mrs. Jayashree Shetty
III B.Com. D	Mrs. Sushma R. Shetty & Mrs. Rashmi



## **12. FEE SCHEDULE**

1. Every student shall be liable to pay the fees for the whole term at the time of admission.
2. If a student fails to pay his fees on the day fixed for the purpose, he/she shall have to pay a fine at the rate of Rs.10 per day. If the fee together with the fine is not paid within the last day for the fees collection with fines, the student's name shall be removed from the rolls. He/she will be re-admitted only after he/she pays all his/her arrears including fines and the re-admission fees.
3. The fees must be paid by cheque in the College office during the working hours: 9-30 a.m. to 1-30 p.m. on working days other than Saturday, and 9.30 a.m. to 12-00 noon on Saturdays.
4. A receipt signed by the Principal or his authorised person shall be issued for all payments.

## **13. IDENTITY CARDS**

Each student of this College is expected to possess an identity card with his/her photo affixed on it duly attested by the Principal. They are advised to keep the card with them always and use them on the appropriate occasions. It is mandatory for all the students to wear the Identity Card within the campus and shall produce it whenever asked for, especially when dealing with the office and library. Junior students of the College are asked to meet their respective Academic Class Mentors for getting them.

## **14. CODE OF CONDUCT FOR STUDENTS**

1. Be courteous to all and at all times.
2. Maintain highest standards of behaviour both inside and outside the College.
3. Treat College property as your own.
4. Maintain and uphold the dignity and fair name of the College in every possible way.
5. University education being a rare privilege and hence consider yourself to be one among the fortunate and privilege ones to attain it. Thus, as a potential knowledge seeker, you must possess preparedness and urge for continuous learning with sincere dedication, be dynamic and optimistic with widened intellectual horizons and thus transform to be professional. Hence, be a responsible partner in enabling us to transform you better with least enforcement of regulations.

## 15. DISCIPLINE

### Dress Code: Uniform

Students shall wear uniform as specified by the College on all working days in a week, days of examination and national days.

### Dress code for boys:

Boys are not allowed to

- Wear caps, scarves and other fashion accessories.
- Shave heads, wear ear rings.

With a view to promote professional etiquette and modesty in grooming, the College insists upon clean shaving to boys. However, if bearded it should be closely trimmed. Peculiar hairstyles are strictly prohibited.

### Dress code for girls:

Lady students are not allowed to

- Alter the uniform in any manner
- Attend classes with dark lips and coloured hair
- Let their hair loose
- Wear Head Scarf

### Dress code on Special Days:

Sports Day: Uniform or track Suit

Canfest: As specified by the Conveners

**Parents are asked to co-operate in making these norms acceptable to students by encouraging them to understand the dress ethics.**

### CELL PHONES / MOBILE PHONES

1. As per the General Regulations and Code of Conduct of the College, mobile phones are strictly forbidden inside the College campus.
2. However, the College allows the students to carry mobile phones provided they have to be kept in **switched off mode** only.
3. Even if the mobile phones are found in silent or vibrating mode or found to be used by any student it will be confiscated and progressively fined.
4. Confiscated mobile phones will not be returned until the end of the semester.
5. There will be surprise raids to classrooms by a squad appointed by the Principal to ensure its compliance.
6. Students are not supposed to play or listen to music using mobile phones or any other electronic devices in the College campus.

## **(A) GENERAL**

1. Ragging in the College campus is strictly forbidden. If any incident of ragging comes to the notice of the college authority the concerned student shall be expelled from the college after conducting an enquiry if the student is found guilty.
2. Every student is expected to salute the members of the staff when he/she meets them on the first occasion of the day.
3. The morning session will begin with a prayer. At the prayer bell, all students will stand up in their respective classes for the duration of the prayer.
4. Each class or a batch of students will be in the charge of an Academic Class Mentor who will keep a close watch over the attendance, progress and conduct of the students.
5. Students must refrain themselves from smoking, use / consumption of tobacco in any form, alcohol and drugs.
6. Irregular attendance, habitual late coming, discourtesy towards teachers and other staff, and continued inefficiency or indifference to College work, obscenity in word or act, damaging College property, participation in agitational activities, misconduct, strikes etc. are sufficient reasons for punishment by the Principal like suspension from the College, withholding of scholarships and free ships, imposition of fine, censure etc. including dismissal from the College or refusal of admission in the succeeding year.
7. The students are required to improve and maintain consistency in their performance in the University / College examinations to secure admission in the consecutive year.
8. Wilful damage to the property of the College books, furniture, water, gas and electrical installations etc., will have to be paid for. In case of damage to college property, the cost of repair and any other charges will be collected from the student or students known to him, immediately concerned. But if the persons who caused damage are unknown, the cost of repair etc. may be collected equally from all the students in the college. The decision of the Principal is final in all these matters.
9. While the College does not hold itself responsible for conduct outside its premises, the Principal may take cognisance of any serious misconduct outside which is likely to reflect upon the reputation of the College, and take such action against the offender's he deems fit and proper. Such students may be refused readmission after the end of the year.
10. No student of the College shall take part in any campaign, demonstration, political agitation, protest, strike, hartal or stayagraha that is directed against the

College, University or Government. Students engaged in such activities are liable to be dismissed.

11. Students who do not live with their parents or guardians must live in a Hostel or in lodging approved by the Principal.
12. No meeting shall be convened, no person shall be invited to address the students, no publication shall be issued without the permission of the Principal.
13. Students of the College are not allowed to play in any outside team without the Principal's permission.
14. The Principal, in consultation with the Staff Council, shall have the power to rusticate any student from the College, if in the opinion of the Council, his continuation in the College is not desirable in the interest of discipline in the College.
15. The rules of behaviour in the laboratory is published in the departmental notice board at the beginning of the academic year. Students are expected to strictly abide by the rules.
16. Unauthorised books / magazines are not to be brought to the College.
17. Students coming to College by two-wheeler should possess a valid license. They are expected to park their vehicles only in the Parking Longue in an appropriate manner. Entry of four wheelers into the campus is strictly prohibited.
18. Any attempt made to tarnish the name of any person in any form on a social media (such as Facebook, Whatsapp, E-mail, Instagram, Twitter, SMS, etc.) is a serious punishable offence under Cyber Crime. Defaulters will have to face legal consequences and dismissal.
19. No cake cutting and celebrations are allowed inside the college campus.
20. College is a temple of learning, hence will not entertain any religious affiliation to come in the way of institutional discipline and its functioning. Also, it will strictly follow and adhere to the common College timings.
21. There is nothing that can substitute for self-discipline and a serious devotion to duty, a spirit of respect and love for all that is good, noble and beautiful in life. The College expects students to keep their vision and aspirations high and solicit total cooperation of parents to minimize the necessity of enforcing excessive rules and regulations.
22. The students are expected to treat the College as their own and must cooperate in its efficient, uninterrupted and smooth functioning.
23. Use of explosives, smearing colours, bursting crackers and such other uncommon acts are strictly prohibited in the College campus.
24. Playing, hooting, whistling, producing peculiar noises or shouting inside the College building or in the classrooms is strictly prohibited.

## **(B) TO PARENTS AND GUARDIANS**

1. Parents and guardians are earnestly requested to keep in touch with the Principal from time to time regarding the progress and conduct of their wards, and to meet the Principal at least once a term to ascertain the progress and conduct of their wards.
2. Parents and guardians are particularly requested to see that their wards reside in proper lodgings approved by the Principal and keep themselves in touch with the students from time to time.
3. While every effort will be made to inform the parents or guardians about any instance of serious misconduct on the part of their ward, the authorities of the College do not bind themselves to intimate in advance to the parent or guardian any action which they are compelled to take either during the year or at the end of the year against the student in the best interest of the tone and discipline of the College.
4. Parents are reminded that they are not absolved of their responsibility once their sons/daughters are admitted to the college. The college expects parents or guardians to co-operate with the college authorities in the education of their children. They should follow the student's progress in studies and his/her general conduct in and outside the college. Their co-operation is solicited specially to ensure regular attendance of classes.

## **(C) IN THE CLASS-ROOM**

1. Students are not allowed to loiter about in the premises of the College during working hours. Leisure hours must be spent either in the library or reading room in quiet study. Students should move from one classroom to another in an orderly and disciplined manner. All movements in the College must conform to the standard of academic decorum and dignity.
2. The college timings are as follows:  

Monday to Friday: 9:15 AM to 12:25 PM and  
1:15 PM to 4:10 PM

Saturday : 9:15 AM to 12:25 PM.
3. Students should note the following schedule of bells:  

**9.20 First Bell** : This bell rings to get the students into the classes.  
**9.25 Second Bell** : This bell rings to bring the teacher to the Classroom  
**9.28 Third Bell** : This bell is for the college Prayer.  
**9.30 Fourth Bell** : The Classes will commence.

## 16. DISCIPLINARY RULES

The Disciplinary Rules for the students of affiliated colleges framed by the University were approved by the Syndicate at its meeting dated 9-8-1984, and communicated to the colleges in the Notification No.MU/ACC/A3/MISC/13/84-85 dated 13-9-1984.

### **As per the rules, the following will constitute acts of indiscipline:**

a. **Minor acts of indiscipline:** Causing disturbance within the college premises, Laboratory or Reading Room, Common room, or play ground; diverting the attention of the students from the Lectures or of the Lecturers from teaching, insubordination and disrespect to the Lecturers, within or outside the College premises, habitual distraction to class work, disturbing class from outside, loitering aimlessly in the corridors, making noise and disturbing the classes, picking up quarrel with the staff, teaching or non-teaching, or with other students and any other act or acts which the Principal may deem as minor act or acts of indiscipline.

b. **Major acts of indiscipline:** Repetition of minor acts of indiscipline in spite of repeated warnings and penalties imposed; attending the college without prescribed uniform or dressed in a manner contrary to social norms prevailing from time to time; indecent exposure in a provocative manner, behaving in a manner tending to rouse baser passions among the members of the same or opposite sex; disfiguring the walls, floors, furniture etc. of the College, by writing offensive and indecent slogans; wanton destruction of College properties, instigating others to commit acts of indiscipline; organisation of movements subversive of discipline of the College; physical intimidation of law abiding students; indulging in criminal acts of any kind a rousing communal and caste feelings among students; demonstration of disloyalty to the country, its Constitution and its flag. ragging of any kind tending to cause physical and mental torture to other students, or forcing others to submit to indignity and nuisance, playing in matches against the officially sponsored team of the College, attending the College in a drunken state and indulging in unseemly behaviour, using opiates of any kind, bringing to the College whistles, drums, blow pipes and such other instruments with the intention of creating noise and disturbing the peace of the college; smoking and consumption of tobacco in any form within the College campus, bringing and playing cassettes or tuning radios inside the class or outside during class hours and any other act or acts which the Principal considers as major acts of indiscipline. No relaxation in disciplinary rules will be allowed **for any reason.**

### **Nature of penalties and authorities empowered to impose them:**

<b>1. Penalties for Minor acts of indiscipline</b>	<b>Authority empowered to impose them</b>
(i) Issue of warning	Teacher, Head of the Department or the Principal

(ii) Sending the student out of his / her class and not letting him / her into class for a maximum of 4 consecutive periods.	Teacher
(iii) Imposing a fine not exceeding Rs. 500/-	Principal
<b>2. Penalties for major acts of indiscipline:</b>	<b>Authority empowered to impose them</b>
(i) Suspension from College	Principal
(ii) Asking the parent to withdraw the Student from the College	Principal
(iii) Rustication from the College	University Syndicate on the recommendations of the Vice Chancellor after considering the report of the Principal.

The college will follow the procedure in imposing penalties on the students as per the procedure laid down under chapter II of the Disciplinary Rules.

#### **Acts of indiscipline / misconduct outside the College campus:**

- I. The Principal shall not ordinarily take cognisance of act/acts of indiscipline committed by a student outside the College campus.
- II. But if he receives intimation in writing from the authorities of law and order or magistrate regarding arrest and detention of a student on a charge of criminal act/acts committed outside the College, the Principal shall place him under suspension until he is released on bail or otherwise.
- III. If the Principal is informed in writing by the authorities of law and order or a magistrate that a student of the College has been convicted to imprisonment for an offence inviting moral turpitude, the Principal shall, in addition to placing him under suspension at once, report the matter to the Vice-chancellor.
- IV. The Vice-Chancellor shall place the matter before the Syndicate which shall rusticate him from the College.
- V. If on appeal the conviction is set aside, his rustication shall ipso facto cease and the Principal shall report the same to the University.

#### **17. ATTENDANCE**

1. Students should attend classes regularly.
2. Absence from the class should properly be accounted for in the Leave record.
3. Attendance is taken every hour at the commencement of the class.
4. Leave is noted/sanctioned by appropriate authority as indicated separately on the Leave Record Form. No student is allowed to attend the classes on the subsequent day unless leave has been noted/sanctioned by appropriate authority.

5. The Leave Notes should be presented in the prescribed forms, available in the office, to the Principal under the following circumstances:
  - a. Absence for the classes over two days;
  - b. Absence for tests and examinations;
  - c. Absence on the reopening day, after holidays
  - d. Absence on special occasions declared specifically by the Principal, like College Day, Sports Meet etc.
6. In case of leave or illness for more than two days, the Principal may insist on the production of a Medical Certificate from a Registered Medical Practitioner approved by the College before going to regular classes. Under no circumstances medical certificates for earlier absence will be accepted at a later stage.
7. Prior permission from the Principal should be obtained for absence over two days. In unavoidable circumstances, the application for leave should reach the Principal at least within five days of absence.
8. The Student's name is liable to be struck off the rolls of the College whenever one is absent for over 10 days without prior permission from the Principal.
9. College has adopted Online attendance recording system. At the end of the day message of absence will be sent to the registered mobile number of the parents/ Guardian.
10. Students are warned that they should get a minimum of 75% of the attendance for each subject, failing which they will not be eligible to appear for University examination or for promotion to the next higher class. The Principal will not recommend applications for condonation of attendance if the absence, in his opinion, cannot be justified.

## **18. LEAVE NOTE**

1. If the absence is only for one hour, the student will seek written permission from the concerned teacher.
2. If the absence is for more than one hour and up to two days, leave will be sanctioned by the Academic Class Mentor only.
3. If the absence is for three days or more, the parent's signature must invariably be obtained, and the leave will be noted or sanctioned by the Principal. (Separate application form available in the office is to be used.)

However, in all the above cases, the leave note should be signed by the Parent / Guardian.

The following are authorized to issue the attendance certificates:

- a. Games/Sports - Physical Director
- b. NSS activities - NSS Officer
- c. College work & Inter-College activities - Student Welfare Mentors or Principal



## **19. STUDENT WELFARE MENTORS**

The college has appointed student welfare mentors to supervise and guide the students in their activities. He/she is also in charge of Students - Grievance Cell, which assists them to redress their grievances.

## **20. MANGALORE UNIVERSITY REGULATIONS**

### **Regulations Governing Credit Based Semester Scheme for Bachelor Degree Programmes in the Faculties of Arts, Science and Commerce**

*(Framed under Section 44 (1) (c) of the KSU Act 2000)*

#### **The Salient Features of the Credit Based Semester Scheme:**

- a) Each course shall carry certain number of credits.
- b) The degree programmes are structured on semester basis.
- c) The subjects of study include foundation courses, general studies and interdisciplinary subjects.
- d) The students are required to take part in co-curricular and extracurricular activities and their participation is compulsory as a part of the credit-based system.
- e) The declaration of result is based on the aggregate percentage of marks obtained as well as on Grade Point Average earned.

#### **1. DURATION OF THE PROGRAMMES:**

The duration of Bachelor Degree Programmes shall extend over six semesters (three academic years) of 16 weeks each. Each semester shall consist of 16 weeks of study (excluding the time spent for the conduct of final examination of each semester).

#### **2. MAXIMUM PERIOD FOR COMPLETION OF THE PROGRAMME:**

The maximum period for completion of a degree / diploma programme shall be double the duration stipulated for programme (excluding the internship) reckoned from the year of admission (inclusive of the year of admission) to the programme. However, in the case of one and two year programmes, the maximum period for completion shall be three and five years respectively.

A candidate who fails to complete the programme within the prescribed maximum period, he/she shall be permitted to take the examination subject to the following conditions:

- a) He/she shall write the examination as per the existing syllabus for the programme / course / paper/s.
- b) If the programme / course / subject / paper/s is changed / discontinued, he/she shall be permitted to write the examination in the prevalent

programme / course / paper/s or equivalent programme / course / paper/s as decided by the Equivalence Committee.

- c) He shall pay a special examination fee prescribed by the University from time to time.
- d) These rules shall also be applicable to programmes / courses where there is provision for improvement.

(Assented by the Chancellor on 16.4.2008)

### 3. MEDIUM OF INSTRUCTION:

The medium of instruction and examination shall be English/      Kannada.

### 4. SUBJECTS OF STUDY:

Subjects of study shall comprise the following:

#### 4.1 GROUP- I: LANGUAGES:

The candidate shall opt for General and Communicative English as compulsory subject and one of the languages listed below:

- (a) Kannada, Sanskrit, Hindi
- (b) In addition to General and Communicative English, a candidate shall opt for any one of the two languages studied at the Pre-University or equivalent level. However, he/she may opt for Kannada even if it is not studied at the Pre-University or equivalent level. With the permission of the University a candidate may opt for any other language listed above even if he/she has not studied that language at the Pre-University or equivalent level.

#### 4.2 COMBINATION OF SUBJECTS:

- a) A candidate shall opt for not more than two languages under optionals.
- b) A candidate opting for Chemistry as an optional subject shall also opt for Mathematics and Physics.
- c) A candidate opting for Computer Science as an optional subject shall also opt Physics and Mathematics.
- d) A candidate opting for Chemistry as an optional subject shall also opt Botany and Zoology as optional subject.

#### 4.3 Group III:

- a) **Foundation Courses** (Common for all courses): (i) Constitution of India and (ii) Human Rights, Gender and Environmental Studies shall be as compulsory subjects, alternately, in the first and second semesters.
- b) **General Studies:** It shall be studied as compulsory subject in the III semester of B.A./B.Sc. degree programmes.

- c) **Interdisciplinary Subjects:** Computer Applications or Human rights as prescribed by the University shall be studied in the IV semester of BA/B.Sc. degree programmes.
- d) An Interdisciplinary Subjects which a student opts for shall be other than those studied under optionals.

#### 4.4 Co & Extra Curricular Activities:

A student shall opt for any one of the following activities in the first four semesters offered in the college:

- a) N.S.S. / Youth Red Cross / N.C.C./ Rovers & Rangers.
- b) Sports and Games
- c) Other Extra-Curricular Activities as prescribed by the university.

Evaluation of Co & Extra Curricular Activities is as per the procedure evolved by the university from time to time.

#### 5. ATTENDANCE:

A candidate who does not satisfy the requirement of attendance even in one subject shall not be permitted to take the whole University examination of that semester and he/she shall seek re-admission to that semester in a subsequent year.

#### 6. MINIMUM FOR A PASS:

- 6.1 No candidate shall be declared to have passed the Semester Examination as the case may be under Group I / Group II / Group III (except in Co. and Extra-curricular activities) unless he/she obtains not less than 35% marks in written examination and 35% marks in the aggregate of written examination and internal assessment put together in each of the subjects, 35% marks in written examination (for subjects with practicals) and 35% marks in Project work & viva wherever prescribed.
- 6.2 If a candidate fails in any subject, either in theory or in practicals, he/she shall appear for that subject only at any subsequent regular examination, within the maximum period prescribed for completing the programme. He/she must obtain the minimum marks for a pass in that subject (theory and practicals separately) as stated in para (6.1) above.

#### 7. CLASSIFICATION OF SUCCESSFUL CANDIDATES:

The results of successful candidates at the end of VI semester shall be classified on the basis of aggregate marks obtained in all the six semesters and the aggregate Grade Point Average (GPA).

### 7.1 Declaration of Class on the basis of Percentage of Aggregate Marks:

First Class with Distinction	70% and above
First Class	60% and above but less than 70%
High Second Class	55% and above but less than 60%
Second Class	50% and above but less than 55%
Pass Class	35% and above but less than 50%

7.2 The candidates who pass all the semester examinations in the first attempt in three years are eligible for ranks provided they secure 60% and above marks or at least an A grade.

7.3 A candidate who passes the semester examinations in parts is eligible for only class and not for ranking.

### 21. INTERNAL ASSESSMENT MARKS

1. The internal assessment marks shall be based on two tests or one test and one assignment and Paper presentation/Seminar/Project/ G.D. etc. The average of the two shall be taken as the internal assessment marks.
2. The marks of the internal assessment shall be published on the notice board of the college for information of the students.
3. There shall be no minimum in respect of internal assessment marks.
4. Internal assessment marks shall be shown separately in the marks card. A candidate, who has failed or rejected the results, shall retain the internal assessment marks.

### 22. MEDICAL EXAMINATION

Students are required to attend the medical examination as per the regulations of the university. They must report to the doctor on the prescribed dates. Medical test for female students is Conducted by a lady doctor.

### 23. ISSUE OF CERTIFICATES

1. Transfer and all other certificates shall be issued only on payment of all the fees and other dues to the College by the student. Two term fees should be paid if the student has attended any of the classes for any day during the term.
2. Transfer and other Certificates, in the case of a student who withdraws from the institution at the end of the First Year/Second Year course, will be issued only after the declaration of the result of University Examinations.
3. The official Conduct Certificate is a document which a student has to earn by his conduct and behaviour during his College course and it shall be issued to him only by the Principal. It will not be issued as a matter of course, and the Principal may refuse the Conduct Certificate to any student whose conduct, in his opinion, has not been satisfactory.

4. Pass Certificate of University Examinations will be issued by the University on application to the Registrar Evaluation after payment of the prescribed fee.

#### **24. ACADEMIC CLASS MENTORS**

1. The tutorial system in the College is organised with a view to develop effectively the student-teacher relationship on an intimate, mutually helpful and co-operative basis.
2. Each student is placed under the charge of an Academic Class Mentor. About 30 students are assigned to each Academic Class Mentor.
3. The students are encouraged to take their Academic Class Mentor as their local guardian within the College. They should meet their Academic Class Mentor as often as possible within the College and discuss with them freely and frankly all their problems connected with the College and their studies.
4. The parents of students are also advised to contact the respective Academic Class Mentor at least once a term to know the attendance and progress of their wards.
5. The report about each student will be submitted to the Principal by the respective Academic Class Mentor every term. Leave application by the student should be submitted through them. A progress report will be sent to the parents at the end of the First and the Second term by the respective Academic Class Mentors.

#### **25. ACADEMIC PRIZES**

- A. All rank holders in the University Examinations.
- B. General Proficiency Prizes based on University Examinations: Only the student who obtains the highest aggregate of marks in the University examination is entitled to a prize subject to the following conditions.
  1. He should have passed in all the subjects.
  2. The aggregate marks obtained by the candidate should not be below 50%.
- C. Subject Proficiency Prizes based on University Examinations - Student fulfilling the following conditions is eligible:
  1. He should have passed in all the subjects.
  2. He should secure not less than 50% in the particular subject.
- D. Prizes for outgoing students based on the Final Year University Examinations.
- E. Students who have scored highest marks in the qualifying examination and discontinued their studies in the college are not eligible for endowment prizes.

**Note:** Good conduct and attendance are requisite conditions for obtaining a prize. If the one who obtains the highest marks fails to fulfil this condition, it is left to the discretion of the Principal to award the prize to the next in merit.

## 26. RANK LIST (UNIVERSITY EXAMS)

YEAR	NAME OF THE STUDENT	SUBJECT	RANK
1975	Vidya Pai P.	II B.Sc. (RR) Group I	I Rank
	Shalini Bai M.	II B.Sc. (RR) Group I	III Rank
	Varadaraj Mallya	II B.Com. (RR) Group I	V Rank
	Srinivas Rao K.	II B.Com. (RR) Group I	VIII Rank
	Vatsala	II B.Com. (RR) Group I	IX Rank
	Poomima Baliga Bantwal	II B.A. (RR) Group I	IV Rank
	Prabha Prabhu M.	II B.A. (RR) Group I	IV Rank
Geetha Shenoy Kudpi	II B.A. (RR) Group I	V Rank	
1976	Sumana K.P.	III B.Sc. (RR)	II Rank
	Poomima Baliga B.	III B.A. (RR)	VI Rank
	Chitra Kamath V.	III B.A. (RR)	VII Rank
	Prabha Prabhu M.	III B.A. (RR)	X Rank
	Sudhakara Baliga B.	III B.Com. (RR)	X Rank
	Malathi V.	II B.A. (RR) Group I	VII Rank
1977	B. Shivananda Prabhu	III B.Com. (RR)	IX Rank
	Malathi V.	III B.A.(RR)	I Rank
1978	Vasantha Kini U.	III B.Com. (RR)	I Rank
	Vijaya Nayak U.	III B.Com. (RR)	II Rank
	Vishwanatha Kamath M.	III B.Com. (RR)	VIII Rank
1979	Vaman Kamath M.	III B.Com. (RR)	VI Rank
1980	Jayanth Kini U.	III B.Com. (MR)	III Rank
1981	Renuka Panchamal	III B.Com. (MR)	I Rank
1982	Veena Prabhu M.	III B.Sc. (MR)	III Rank
	Vikram Bordvekar	III B.Sc. (MR)	IX Rank
1983	Anupama Ail	III B.Sc. (MR)	II Rank
	Sujatha Kini S.	III B.Sc. (MR)	VII Rank
	Jayalaxmi G.	III B.Sc. (MR)	VIII Rank
	Kavitha Kamath V.	III B.Com. (MR)	VIII Rank
1984	Sudhakara D. Nayak	III B.Com.	I Rank
	Vasantha Madhava Prabhu	III B.Com.	II Rank
	Krishna Rao M.	III B.Com.	III Rank
	Prakash Kumar	III B.Com.	X Rank
	Vasanthalatha Saralaya K.	III B.Sc.	III Rank
1985	Vidya Bai Panchmal	III B.Com.	X Rank
1986	M.A. Rekha	III B.Sc.	II Rank
	Sumana Prabhu	III B.Sc.	X Rank
	Sunil Shenoy	III B.Com.	IV Rank
1987	Shanathi Kamath K.	III B.Com.	II Rank
	Nayana Shenoy	III B.Com.	VIII Rank
	Kalpana N. Nayak	III B.Com.	X Rank
	Sudha Kamath	III B.Sc.	VII Rank

<b>YEAR</b>	<b>NAME OF THE STUDENT</b>	<b>SUBJECT</b>	<b>RANK</b>
<b>1988</b>	Vani M.	III B.Com.	II Rank
	Sudha K.	III B.Com.	V Rank
	Latha Shetty P.	III B.Sc.	X Rank
<b>1989</b>	K. Shyamala Shenoy	III B.Com.	II Rank
	Anupama K.	III B.Com.	X Rank
	Sujaya Kumari	III B.Sc.	VIII Rank
<b>1990</b>	Muralikrishnan R.	III B.Sc.	V Rank
	Archana Kamath M.	III B.Sc.	X Rank
	Sushma Rao K.	III B.Com.	III Rank
	Vinaya Prabhu K.	III B.Com.	IV Rank
	Anantha Shenoy C.	III B.Com.	V Rank
<b>1991</b>	Gayathri Prabhu G.	III B.Com.	II Rank
<b>1992</b>	Vaidehi Manjeshwar	III B.A.	I Rank
<b>1993</b>	Vivek A. Nayak	III B.Com.	V Rank
<b>1994</b>	Rekha Gogia	III B.Com.	II Rank
	Sudhakara Mallya	III B.Com.	V Rank
	Mamatha Pai	III B.Com.	VIII Rank
	Nandini Mallya	III B.Sc.	V Rank
	Rekha Prabhu	III B.Sc.	X Rank
<b>1995</b>	Rajesh Prabhu C.	III B.Com.	II Rank
	Yvette Dolly Lobo	III B.Com.	VII Rank
	Savitha K.A.	III B.Com.	X Rank
	Udaya Prabhu B.	III B.Sc.	IV Rank
	B. Nagalaxmi Pai	III B.Sc.	VII Rank
	Mangala K.	III B.Sc.	VIII Rank
<b>1996</b>	K. Jayalaxmi Shenoy	III B.Com.	IX Rank
	Vidya Pai D.	III B.Com.	X Rank
<b>1997</b>	Sushma U.	III B.Com.	I Rank
	Jayendra Baliga	III B.Sc.	V Rank
	Mamatha Kini	III B.Sc.	IX Rank
<b>1998</b>	Shanthala Baliga B.	III B.Sc.	I Rank
	Santhosh Prabhu G.	III B.Com.	V Rank
	Deepa Pai	III B.Com.	VIII Rank
	Sujay Kamath K.	III B.Com.	IX Rank
<b>1999</b>	Supriya	III B.Sc.	IV Rank
	Jenifer	III B.Com.	VII Rank
	Sandhya Bhandary S.	III B.Com.	VIII Rank

<b>YEAR</b>	<b>NAME OF THE STUDENT</b>	<b>SUBJECT</b>	<b>RANK</b>
<b>1999</b>	G. Bindu	III B.Com.	X Rank
<b>2000</b>	Gurudath Rao H.	III B.Sc.	I Rank
	Pramod Venkatesh Kamath	III B.Com.	I Rank
	K. N. Chandrika	III B.Sc.	III Rank
	Shreevathsa	III B.Com.	IV Rank
	Ujwal Ail	III B.Sc.	VII Rank
	Praveen Prabhu K.	III B.Sc.	VIII Rank
	Nagalaxmi K.L.	III B.Sc.	IX Rank
<b>2001</b>	Sushma N.	III B.Sc.	II Rank
<b>2002</b>	Gowri M. Kamath	III B.Com.	VII Rank
	Madhumathi Pai	III B.Com.	X Rank
<b>2003</b>	Prashanth Baliga	III B.Com.	IV Rank
	Rashmi	III B.Sc.	V Rank
	Aparna Bhandary	III B.Com.	VI Rank
	Padmanabha Bhat	III B.Com.	VII Rank
<b>2004</b>	Arundathi Nayak	III B.Sc.	II Rank
	Smitha Savithri Bhat	III B.Sc.	II Rank
	Rajesh Pai	III B.Com.	VII Rank
	Pradeep Bhat	III B.Com.	X Rank
<b>2005</b>	Niveditha Prabhu	III B.C.A.	II Rank
	Akshaya Rao C.	III B.Com.	III Rank
<b>2007</b>	Ashwini Bhat	III B.Com.	II Rank
	Archana Nayak U.	III B.Com.	IV Rank
	Latha K.	III B.Com.	V Rank
	Deepthi Nayak S.	III B.Com.	VII Rank
<b>2008</b>	Prasanna Shenoy	III B.Com.	II Rank
	Prajna K.J.	III B.C.A.	VI Rank
<b>2009</b>	Arati	III B.Com.	III Rank
<b>2010</b>	Nikitha Prabhu	III B.Com.	VI Rank
	Sriram Bhat	III B.Com.	IX Rank
<b>2011</b>	Shilpa Bhandary B.	III B.Com.	II Rank
	Krathika C. Mallya	III B.Com.	VII Rank
<b>2012</b>	Pavithra	III B.C.A.	VII Rank
	Gokul K.S.	III B.Com.	X Rank
<b>2013</b>	Prithvi U. Karkera	III B.A.	III Rank



YEAR	NAME OF THE STUDENT	SUBJECT	RANK
2013	Arpitha P.	III B.A.	V Rank
2014	Raksha Kini	III B.Com.	II Rank
2015	Apoorva N. Shenoy	III B.Com.	VI Rank
	Ashwitha Marate	III B.Sc.	IX Rank
2016	Priya Kamath	II M.Com.	VIII Rank
2017	Shrestalaxmi	III B.Com.	X Rank

#### Ph.D. Awardees - Under C.I.S.R.S.

1.	Dr. Jayashankar K.
2	Dr. Ramakrishnan
3.	Dr. Suresh
4.	Dr. Padmanabha Marathe
5.	Dr. Raman Vasudevan
6.	Dr. Mahabaleshwara Bhat
7.	Dr. Aravinda Narasimha Bhat
8.	Dr. Adiga Madhusudhana
9.	Dr. Hayavadana Upadhyaya J.
10	Dr. Krishna Prasad K.H.
11	Dr. Karthik H.C.
12	Dr. Shamprasad D.
13	Dr. A. Ganesh Bhat

#### 27. LIBRARY RULES

- Library will be kept open from 9.00 a.m. to 5.00 p.m. on all working days and from 9.30 a.m. to 4.30 p.m. during vacation.
- Readers shall maintain strict silence within the library premises.
- Marking with pen or pencils on the books of the library is strictly forbidden.
- Each student will be issued one borrower's ticket which entitles him to borrow one book at a time, and the ticket will have to be returned to the Librarian at the end of the year.
- If the ticket is lost, the fact must be immediately reported to the Librarian & a duplicate ticket will be issued after paying a penalty fee of Rs.25/-
- The timings for issue and return of books are as follows:

Return of books	Issue of books
9-00 a.m. to 11-30 a.m.	9.00 a.m. to 12.30 p.m. (Borrowers Card)
	12.30 p.m. to 4 p.m. (Identity Card)
	1.00 p.m. to 4 p.m. (Readers Club)

7. A book may generally be kept for one week, and the due date will be stamped on the due date slip. In case the due date falls on a holiday, the book shall be returned on the next working day. The book may, however, be renewed for another week, if there is no other application for the same.
8. A student, who fails to return the book on the due date will be fined Rs.1.00 per book per day and during examination time Rs. 2.00 per book per day.
9. If a book is not returned to the library within a month, the matter will be reported to the Principal.
10. Books lost, torn, defaced, marked or damaged in any way shall have to be replaced by the borrower along with the fine as fixed by the Principal.
11. A book may be reserved for a reader provided he makes an application to the Librarian for the same before 10 a.m. The book should be collected within 24 hrs. after the Librarian informs that the book is available.
12. Students should note that the Library must not be used as a common room and must be made use of only for the purpose of study. Any misbehaviour of the students inside the Library will be reported to the Principal by the Librarian and he/she will not be given any Library facility until he/she gets Principal's permission.
13. Any book lent out may be recalled by the Principal at any time even before the due date of returning.

## **28. BOOK BANK**

Standard text-books on different subjects will be lent to deserving students under the Book Bank Scheme of the College. Only one book will be issued per student which may be retained by him/her till the issue of admission tickets. However, books can be retained against deposits as fixed by the librarian.

## **29. STUDENTS INSURANCE POLICY**

All the bonafide students of this institution and the members of the staff come under "Insurance Policy". The premium, towards the same is paid by the College from Parent-Teachers' Association fund.

In case of an accident, resulting in minor injuries, the compensation will be the expenses incurred by the person in a hospital or Nursing home but not exceeding Rs. 500/-. To claim the same, the person has to be hospitalised for a day.

In case of an accident resulting in loss of limbs, eyes, ears etc., the compensation will be Rs. 5,000/10,000 depending on the nature of loss.

## **30. RULES OF RAILWAY CONCESSIONS**

Railway concession forms will be issued to the following category of students:

- Students coming from far off places for their journey from home to College and return and during approved holidays and vacation.
- Students going on educational tours under the care of a teacher for approved College tours and excursions.
- For students to participate in games and sports.

### **31. STUDENT WELFARE COUNCIL**

The Student Welfare Council plays a significant role towards achieving certain objectives :

1. To encourage participation of students in activities.
2. To strengthen cordial relation between students and staff.

The Student Welfare Council is guided by the Student Welfare Mentors. Co-Curricular and Extra-Curricular activities will be conducted under the Student Welfare Council for the proper development of personality of students. The College provides many opportunities to participate in the various co-curricular and extracurricular activities.

1. The Associations are run under the guidance of the Principal and the Members of the Staff.

2. The following Associations and Research & Development Centres will be responsible for organising co-curricular & extra-curricular activities in the College:

#### **Co-Curricular Activities**

- Games & Sports
- N.S.S.
- N.C.C.
- Youth Red Cross
- Rovers and Rangers

#### **Extra-Curricular Activities (Broad Areas)**

##### **Subject Associations**

- Commerce Association
- Management Association
- Science Association
- I.T. Association

##### **Literary /Multilingual Associations**

- English Association
- Hindi Sangh
- Kannada Sangha
- Samskrit Sangha
- Konkani Bhasha Vidyarthi Mandal (KBVM)
- Tulu Sangha

### **Aptitude Associations**

- Fine Arts Association
- Nature Club
- Mangala Magazine (Annual & Wall)

### **Welfare Associations**

- Career Guidance, Placement & ED Cell
- Consumer Forum
- Human Rights, Equal Opportunity & Electoral Literacy Cell
- Intellectual Property Rights Cell
- Human Values & Professional Ethics Cell

### **Research and Development Centres**

- Centre for Advanced Studies in Commerce & Management (CASCMA)
- Centre for Women and Gender Studies (CWGS)
- Centre for Advanced Studies in Science & Technology (CASST)

3. Membership of these Associations and R & D Centres is open to all students of the College who desire to participate in these activities.

The Student Welfare Council of the college consists of all the Class representatives and Secretaries and Joint Secretaries of all the associations and R & D Centres. The office bearers are elected by the students in a democratic way. The rules regarding the conduct of election will be notified by the Principal and such rules are binding on all concerned.

### **32. ADD-ON AND CERTIFICATE COURSES**

Add-on and Certificate courses are offered to students to enable them to acquire additional knowledge and skills in different spheres of study.

### **33. REMEDIAL COACHING CLASSES**

Remedial coaching classes for the academically weaker students will be conducted.

### **34. NATIONAL SERVICE SCHEME**

The college has two NSS units having 200 volunteers. NSS being a two-year course, the First-Degree students may be preferred with a view that those students may have better opportunities to devote themselves to the cause of NSS. The students who have completed two years under NSS shall not be continued. NSS Certificates will be issued by the University to the students on successful completion of two-year course.

### **35. GAMES & SPORTS**

The College provides for outdoor games like Cricket, Ball Badminton, Foot Ball, Basket Ball, Kabaddi, Volley Ball, Tennis, Hand ball & Athletics, Gym. In addition, facilities are provided for indoor games like table-tennis, chess and carroms, Badminton, Weight lifting, Power lifting, best physique. Intramural competitions are conducted in the

above-mentioned events. Athletic events are being conducted during the Annual Sports Meet.

### **36. MANGALA - THE COLLEGE MAGAZINE (ANNUAL AND WALL)**

'Mangala' - College Wall Magazine is a weekly bulletin published under the guidance of a staff member and a student editorial committee. The purpose of wall magazine is to give scope for the expression of talents of the students. Students are invited to contribute essays, poems, short stories, articles, drawings and paintings which are scrutinized by the editorial committee before publication. Selected articles will be recommended for the College annual 'Mangala'.

### **37. ALUMNI ASSOCIATION**

Alumni Association of the College consists of all former students and graduates of the College who, on paying the prescribed subscription fee, become life/annual members. The subscription is payable by students of the College while taking their respective Transfer Certificates. It is obligatory for every old student to enrol himself as a member of the above Association. A sum of Rs. 100/- will be collected at the time of obtaining marks card. The object of the Association is to maintain among the members an abiding interest in the welfare of their Alma Mater.

### **38. THE PARENT - TEACHERS' ASSOCIATION**

(Rules and Regulations of the Association as adopted in its first General Body Meeting held on October 8, 1983 and as amended from time to time)

#### **1. Aims and Objectives:**

- To enable the parents of the students of Canara College, Mangaluru, to involve in the educational process of their wards and help to develop the College into an ideal institution.
- To facilitate joint efforts by the parents and teachers in ensuring continuous improvement of the curricular, co-curricular and extra-curricular activities as an integral part of quality education imparted in the College.
- To chalk out specific programmes and organise specific activities, inside and outside the College, to bring about a healthy participation in the growth of their children and the College.
- To collect and deploy resources and to do all such other acts as are necessary for successfully carrying out all the above programmes and activities.

#### **2. Membership:**

- All parents, of the students on the roll of the College, become Members of the Association.

- All members of the teaching staff, the Librarian and the Physical director on the pay roll of the College, become members of the Association automatically.

### **3. The General body:**

All the members of the Association [as in 2(a) & (b) above] together constitute the General Body of the Association.

### **4. The Executive Committee:**

The Executive Committee shall consist of twelve members of whom:

- a) six members shall be parents elected by the General Body at its meeting, two each of whom, preferably, representing parents of students from Science, Commerce, BBA and BCA faculties.
- b) the Principal of the College, the Student Welfare Mentors of the College and four other members of the staff nominated by the Principal shall be representing the staff.
- c) In addition, the Secretary of Canara High School Association or the member of the Canara High School Association who is in direct charge of the administration of the College shall be a permanent invitee.

### **5. Office-Bearers of the Association:**

**The President:** The Executive Committee shall elect one amongst them as the President of the Committee who will also be the President of the Association. The tenure of the President shall be for the period ending with the next annual general meeting.

**The Secretary:** The Principal of the College shall be the ex-officio Secretary to the Executive Committee as well as that of the Association.

### **6. Meetings:**

The General Body shall meet generally once in an academic year. The Secretary shall issue a circular to all parents informing the date, time and the venue at least 14 days before the actual date of the meeting. If, however, for any adequate and appropriate reason, the General Body Meeting cannot be held as prescribed here, the Secretary shall notify such change in date, time and venue to each parent through a letter giving not less than a clear 14 days' notice, the date of the meeting excluded.

### 39. SCHOLARSHIPS / FINANCIAL ASSISTANCE TO STUDENTS

Sl.No	Name of the Scholarship	Eligibility
1	MHRD Scholarship (Online)	Selection from Government on the basis of merit
2	Karepass (Online Fee Concession Scheme) for OBC Students	Selection from Government on the basis of merit
3	Post Matric Scholarship to SC/ ST Students (Online)	Income limit below Rs. 2,50,000
4	Scholarship to the children of Beedi Workers (Online)	Selection from Government on the basis of merit
5	Endowment Scholarship from C.H.S. Association	Merit Cum Poverty
6	Mangaluru City Corporation incentive awards to SC/ ST Students of Mangaluru	Domicile within Mangaluru City Corporation Limits
7	Mangaluru City Corporation incentive awards apart from SC/ST students of Mangaluru	Domicile within Mangaluru City Corporation Limits
8	Canara Foundation Scholarship	Students studying in I B.Sc. who secured highest marks in PUC
9	Scholarship to Physically handicapped students	Student physically handicapped
10	Students Welfare Fund	Merit Cum Poverty
11	T.A.Pai Datti endowment	Students studying in I B.A., I B.Sc., I B.Com., who secured highest marks in PUC in Canara P.U. College
12	C.V.Raman Scholarship	Marks 70 % and above in II PUC & studying in I B.Sc. with Physics, Chemistry, Maths, Botany and Zoology
13	'Sanchi Honnamma' – Government of Karnataka Scholarship	Marks 60% and above in II PUC
14	Post Matric Scholarship to Muslim Minority Students (Online)	Marks above 50% in II PUC

### PRIVATE SCHOLARSHIPS/LOANS

1	Shri Kashimutt Samsthan Welfare Fund
2	Saraswathi Krishna Kamath Charity Scholarship
3	Arbettu Vaman Kamath Foundation Scholarship
4	Dempo Charities Trust Scholarship
5	S. Jindal Foundation Scholarship
6	G.S.B. League Scholarship (Mumbai, Wadala)

#### 40. YEARLY PLAN OF ACTION (2019 -2020)

##### DEPARTMENTS

<b>Department of English</b>	Workshop on “Soft Skills Development”	August
	Outreach Programme	September
<b>Department of Kannada</b>	Vidyarthigalalli Vachanabhiruchi	July
	Interaction with Mangalamukhi	August
	Lekhakiyondige Mathukathe	January
	Kavayathri Jyothi Chelairu Jothe Samvada	February
	Bharathesha Vaibhava – Ondu Vishleshane	March
<b>Department of Hindi</b>	Outreach Programme	July
	Hindi Day Celebration	September
	Outreach Programme	February
	• Certificate Course in Translation	
<b>Department of Sanskrit</b>	Kargil Dinotsav	July
	Shravana Sambhrama	August
	Seminar for Students – ‘Science in Sanskrit’ in Association with ONGC, Sanskrit Promotion Foundation, Delhi	February
	Sanskrit Quiz	February
	• Certificate Course on “Sanskrit Truthiya”	
<b>Department of Economics</b>	Awareness Programme on Stock Market	July
	Industrial Visit	August
	Bank Visit	September
	Awareness Programme on Mutual Fund	February
	Budget Analysis	March
<b>Department of Political Science &amp; G.S.H.R.</b>	Constitution Awareness Programme	July
	Guest Lecture on “Mahatma Gandhi and Youth in India”	October
	World Human Rights Day Celebration	December
	Talk on “Women and Human Rights in India”	March
<b>Department of Physics</b>	Collage & Quiz Competition	July
	Paper Presentation, Seminars	August
	Pick & Speak and Pick & Act	September
	Research Lab Visit	February
<b>Department of Chemistry</b>	Model Making	July
	Basic Science Lab	August
	Quiz	September
	“Catch Them Young”	December
	Industrial Visit	January
	Chem Rangoli Competition and Exhibition	February
	Career Guidance	March
<b>Department of Mathematics</b>	Guest Lecture on “Career Guidance”	July
	Talk on “Recent Developments in Maths”	August



	Extension Activities	August
	Quiz Competition	February
<b>Department of Botany</b>	Week Plant Programme	July
	Vanamahotsava Celebration	July
	Guest Talk on "Indian Traditional Medicinal System "	August
	Field Visit for I BZC Students	August
	Guest Talk on "Plant Grafting and Plant Breeding Techniques"	January
	Field Visit for III BZC Students	March
	<b>Department of Zoology</b>	Preparation of Compost Using Compost Pot
Guest Lecture on "Black Gold Compost"		July
Field Visit for II BZC Students		September
Biological Study Tour for III BZC Students		February
Field Visit for II BZC Students		January
<b>Department of Commerce</b>	Guest Lecture on "Need for Insurance"	July
	Guest Lecture on "Learning Commerce through Gamification"	July
	Extension Activity	July
	Guest Lecture on "Job Attitudes"	August
	Extension Activity	August
	Talk on "Entrepreneurship Opportunities – Start Up Initiatives"	August
	Guest Lecture on "Cyber Crime"	September
	Guest Lecture on "Investment Opportunities in Stock Market"	September
	CANCON – 2019 (National Conference)	September
	Awareness Programme on "Choosing Marketing as Specialization "	October
	Guest Lecture on "RTI And IT Act"	October
	Industrial Visit for First and Second Year Students	October
	Model Bank Project and Exhibition	October
	Talk on "Seed Money for Business"	January
	Guest Lecture on "Digital Commerce"	January
	Extension Activity	February
	Guest Lecture on "Stock Exchange"	February
	Talk on "GST Return Filing"	March
	Industrial Visit for Final Year Students	March
	• Certificate Course on "Practical Accounting"	
	Guest Lecture on "Corporate Governance"	July
	Guest Lecture on "Financial Analysis"	August

<b>Department of Business Administration</b>	Workshop on “Capacity Development” for PU Students of Mangaluru City	September
	Extension Activities	September
	National / International Educational Tour	December
	Sankalp -2020 (National Conclave)	February
	Workshop By MSNM, Bondel	March
	Extension Activities	March
	Industrial Visit	March
<b>Department of Computer Science and Applications</b>	Extension Activity for the School Children on Basic Internet Concepts and Exhibition on Hardware Components of Computer System	July
	Workshop on “Wikipedia – Uploading and Modifying “in Association with Karavali Wikimedian	July
	Talk on “What After Graduation - Higher Studies or Job?”	September
	Workshop on “Assembling the Hardware Components in a Computer System”	December
	Guest Lecture on “Emerging Trends in Software Industries”	February
	<ul style="list-style-type: none"> <li>• Certificate Course on “Video Editing and Google Documents”</li> </ul>	
<b>Department of P.G. Studies in Commerce (M. Com)</b>	Freshers’ Day	August
	Guest Lecture on “Soft Skills Development”	August
	Extension Activity	August
	“Lakshya” (Interclass Commerce Fest)	September
	Extension Activity	September
	Paper Presentation Competition	October
	Saplings Planting Programme	October
	Extension Activity	November
	Extension Activity	January
	Extension Activity	February
	Traditional Day	March
	CAN- ARENA 2020 (Intercollegiate Fest)	March
	Extension Activity	April
<b>Physical Education</b>	Interclass Indoor Games Competition	July/ August
	National Sports Day Celebration	August
	Sports Quiz	August
	Honouring The Sports Achievers	August
	Outdoor Games Competition	September to December
	Annual Sports Meet	December
	Intercollegiate Tournament	January

	Festival Match for Teaching and Non-Teaching Staff	December/January
<b>Library and Information Centre</b>	"Canart" Exhibition	July
	Bhajan Sandhya	August
	Ranganathan's Day	August
	Sharada Pooja Celebration	October
	Book Exhibition	January
	Book Review	January
	"Odu Baa" – Visit to Besant Primary School	February

**YEARLY PLAN OF ACTION (2019 -2020)**  
**ASSOCIATIONS**

**Staff Welfare Association**

Spiritual Discourse	July
Staff Enrichment Programme	January
"Staff Day" Celebration	March

**Student Welfare Council**

Orientation for First Year Degree Students	June
International Drug Awareness Day	June
Student Welfare Council Inauguration	July
Guru Poornima Celebration	July
Kargil Divas	July
Raksha Bandhan Celebration	August
Independence Day	August
Teachers' Day	September
World AIDS Day	December
Union Day & College Day	January
Republic Day	January

**Subject Associations**

<b>Commerce Association</b>	Training for Fest Preparation	July
	Product Launch Competition	July
	Workshop on "Personality Development"	July
	Business World (Interclass Commerce & Management Fest)	August
	Guest Lecture on "Business Ethics"	August
	Extension Activity	August
	Extension Activity	September
	Canfest – Commercica	January
	Extension Activity	February

<b>Management Association</b>	Guest Lecture on “Mutual Funds and SIP”	July
	Management Games – Team Building Activity	July
	Workshop on “Stress Management”	August
	Guest Lecture on “Leadership Skills”	August
	Local Industrial Visit	August
	Business World (Interclass Commerce & Management Fest)	August
	Field Visit to NMPT	September
	Talk on “Entrepreneurship Development”	January
	Innovative Product Launch	January
	Canfest – Commercial	January
	Local Industrial Visit	February
	Talk on “Communication Skills”	February
	Treasure Hunt and Management Related Competitions	March
	<ul style="list-style-type: none"> <li>• Certificate Course on “Essentials of Management Development “</li> </ul>	
<b>Science Association</b>	Basic Science Lab	August
	Collage Competition	August
	Wealth Out of Waste	September
	Canfest - Scientica	January
	“I Remember Now” – Memory Test	February
	Quiz Competition	February
	Extension Activity	February
	Industrial Visit	March
<b>I.T. Association</b>	Guest Lecture on “Big Data Analytics”	July
	IT Collage	August
	Tik Tok Awareness Programme	September
	Digital Payment Systems (Apps) – Outreach Programme	December
	Workshop on PageMaker/ Financial Tally with GST/ After Effects	December
	Guest Lecture On “Role of IT in Global Market”	February
	Group Discussion On “Cyber Security and its Effects”	February
	Extension Activity	March

### Literary / Multilingual Associations

<b>Literary / Multilingual Associations</b>	Guest Lecture on Life’s Value in “Manku Thimmana Kagga”	July
	Extension Programme	August
	Language Festival	September

	Extension Programme	October
	Workshop on "Chutuku Sahithya Rachane"	February
	Workshop on Language Skills	February
	Field Visit to Rani Abbaka Vastu Sangrahalaya, B.C Road	March
	Field Visit to Samskrith Grama , Matturu, Shivamoga	March
<b>Konkani Bhasha Vidyarthi Mandal (KBVM)</b>	Konkani Poem Recitation Competition	July
	Konkani Word Play	July
	Konkani Bhajan Competition	July
	Visit to Vishwa Konkani Kendra	August
	Akashvani Programme by KBVM Students	August
	Konkani Manyatha Divas Celebration	August
	Konkani Proverb Competition	September
	Extension Activity	October
	Konkani Intercollegiate Competition	December
	Short Movie Making	December
	Konkani Bhasha Project	January
	Article Writing	January
	Konkani Folk Song Competition	January
	Konkani Mathra Bhasha Day Celebration	February
	Konkani Quiz	February
	Cooking Competition	March
Heritage Tour	March	
<b>Tulu Sangha</b>	Programme on "Aatidonji Koota"	July
	Talk on "Tulunada Samskrithi"	August
	Visit to Museum	September
	Talk on "Tulunada Kreedde"	February
	Field Activity	March

### Aptitude Associations

<b>Fine Arts Association</b>	Abhivyaktha 2019	August
	Interclass Variety Competition	January
	• Certificate Course on "Folk Dance", "Drama" and "Yakshagana"	
<b>Nature Club</b>	Talk on "Vermi Composting"	July
	Disease Awareness Programme	March
	Project on "Vermi Composting "	Round the year
	Plantation	June - Oct.
	Listing and Identifying Flora & Fauna of College Campus	Round the year

## Welfare Committees

<b>Career Guidance, Placement and ED Cell</b>	Career Guidance and Counselling Programme	July
	Workshop on "Resume Designing"	August
	Training on "Online Assessment, Telephonic/ Skype Interviews"	August
	Interaction with Companies	September
	Soft Skill Training Programme	February
	Reviews and Reanalysis	March
<b>Consumer Forum</b>	Guest Lecture on "Consumer Rights & Protection"	July
	Guest Lecture on "Misleading Advertisements"	August
	Poster Writing Competition	August
	Collage Making Competition	September
	Essay Competition	September
	Extension Activity	September
	Project Discussion	December
	Celebration of National Consumer Day	December
	Guest Lecture on "Food Adulteration"	January
	Pick and Speak Competition	January
	Practical Training	January
	Written Test and Viva- Voce	February
	Extension Activity	March
	Celebration of World Consumer Day	March
<b>Human Rights, Equal Opportunity and Electoral Literacy Cell</b>	Guest Lecture on "Human Rights"	July
	Debate on "Mercy Killings"	July
	Discussion on "Terrorism and Human Rights"	August
	Quiz Competition – "Human Rights"	September
	Collage Competition – "Human Rights Violation Issues"	September
	Essay Writing Competition - "Human Rights"	January
	Voting Awareness Programme	January
	Talk on "Honour Killings"	February
	Chinthana – Manthana on Human Rights	February
	Pick & Speak Competition – "Human Rights Violation"	March
<b>Intellectual Property Rights Cell</b>	Talk on "Intellectual Property Rights"	July
	Talk on "Intellectual Property Law"	August
	Guest Lecture on "Copy Rights & Its Importance"	September
	Guest Lecture on "Relevancy of Patents and Trade Marks"	February
	Guest Lecture on "Trading Rights"	March
<b>Human Values and Professional</b>	Programme on "Personality Development"	June
	Programme on "Practical Values required by Youths of Today"	September

<b>Ethics Cell</b>	Special Talk on “Professional Ethics”	December
	Programme on “Career Guidance and Values”	February

### Co-Curricular Activities

<b>National Service Scheme (NSS)</b>	Talk on “Drug Abuse and Illicit Trafficking”	June
	Workshop on “Life Saving Skills”	July
	Campus Cleaning	July
	Training Programme on “NSS Songs”	July
	NSS Songs Competition	August
	One Day Camp at Adopted Village	August
	Workshop on Skit and Mime	August
	Sadbhavana Day Celebration	August
	Blood Donation Camp	September
	“Swaccha Gelathi” Programme	September
	Campus Cleaning	September
	NSS Day Celebration	September
	Annual Special Camp at Adopted Village	December
	“Srujana 2020”	January
	One Day Camp	January
	Workshop on “Life Skills”	February
	Awareness Programme on “Water Conservation”	February
	Campus Cleaning	February
	National Integration Day Celebration	February
	HIV Awareness Programme	March
Talk on “Ways to Lead a Healthy Life”	March	
<b>Youth Red Cross (YRC)</b>	Training on First Aid	July
	Awareness Programme on “Rain Water Harvesting”	July
	Celebration of Geneva Convention Day	August
	Soft Skills Training Programme	August
	Extension Activity	August
	Quiz Competition	September
	Blood Donation Camp	September
	A day with “Divyang” on World Disabled Day	December
	National Youth Day Celebration	January
	Life Skill Training	January
	Training Programme on “Road Safety”	February
	One day camp on “Disaster Management and its Preparedness”	February
	Extension Activity	February
	Demonstration on Fire Fighting	March
Visit to Old Age Homes	March	
<b>Rovers and Rangers</b>	Vanamahotsava	July
	Kargil Vijaya Divas	July

	Malaria Awareness Campaign	August
	Rain Water Harvesting Programme	August
	Cleanliness Drive	September
	Literacy Drive	September
	International Day for Disabled Person	December
	Rallies on Social Environmental Issues	January
	Youth Day Celebration	January
	Community Work	January
	Trekking	January
	Training Programme on First Aid	February
	Disaster Preparedness	February
	Youth Parliament	February
	Life Skill Development	March
	Moot Trekking	March

### Research & Development Centres

<b>Centre for Advanced Studies in Commerce &amp; Management (CASCMa)</b>	Workshop on "Basic Research Framework"	August
	Session on "How to Prepare a Research Paper"	August
	Session on "Literature Review"	August
	Guest Lecture on "Cyber Security for Girls"	September
	Intercollegiate Workshop on "Developing a Questionnaire"	January
	Session on "Self-Motivation"	February
	Workshop on "Professional Ethics"	March
	Session on "Business Correspondence"	March
	Aptitude Test	March
• Certificate Course on "Research Methodology"		
<b>Centre for Women &amp; Gender Studies (CWGS)</b>	Workshop on "Gender Awareness and Sensitivities"	August
	Awareness Programme on "Women's Health and Hygiene"	September
	Awareness Programme on "Sexual Harassment in Workplace"	October
	Guest Lecture on "Cyber Safety for Girls"	February
	International Women's Day Celebration	March
<b>Centre for Advanced Studies in Science &amp; Technology (CASST)</b>	Inauguration of CASST	July
	Educational Visit to Research Institution	August
	Extension Activity	September
	Workshop	January



## JUNE 2019

DATE	DAYS		PARTICULARS
1	SAT		
2	SUN		
3	MON		
4	TUE		
5	WED		
6	THUR		
7	FRI		
8	SAT		
9	SUN		
10	MON		
11	TUE		
12	WED		
13	THUR		
14	FRI		
15	SAT		
16	SUN		
17	MON		Commencement of the Academic Year Efficiency Enhancement Programme to Administrative and Support Staff
18	TUE		Orientation and Capacity Building Programme to Teaching Faculty
19	WED		Orientation to First Year Students
20	THUR	L	Commencement of I, III and V Semester Classes
21	FRI	L	International Yoga Day
22	SAT	L	
23	SUN		
24	MON	L	
25	TUE	L	
26	WED	L	International Day Against Drug Abuse
27	THUR	L	
28	FRI	L	
29	SAT	L	
30	SUN		
L= Lectures			

## JULY 2019

DATE	DAYS		PARTICULARS
1	MON	L	World Doctors' Day, Chartered Accountants' Day
2	TUE	L	
3	WED	L	
4	THUR	L	
5	FRI	L	IQAC Meeting
6	SAT	L	Staff Meeting
7	SUN		
8	MON	L	
9	TUE	L	
10	WED	L	
11	THUR	L	World Population Day
12	FRI	L	Inauguration of Student Welfare Council
13	SAT	L	
14	SUN		
15	MON	L	
16	TUE	L	Guru Poornima
17	WED	L	
18	THUR	L	
19	FRI	L	
20	SAT	L	
21	SUN		
22	MON	L	
23	TUE	L	
24	WED	L	
25	THUR	L	
26	FRI	L	Kargil Vijay Diwas
27	SAT	L	
28	SUN		
29	MON	L	
30	TUE	L	
31	WED	L	

L= Lectures

## AUGUST 2019

DATE	DAYS		PARTICULARS
1	THUR	L	
2	FRI	L	
3	SAT	L	I Internal Assessment Examination
4	SUN		
5	MON	L	IQAC Meeting, Nagara Panchami
6	TUE	L	Staff Meeting
7	WED	L	
8	THUR	L	
9	FRI	L	Student Welfare Council Meeting
10	SAT	L	
11	SUN		
12	MON		Bakrid
13	TUE	L	
14	WED	L	
15	THUR		Independence Day, Rig Upakarma, Raksha Bandhan
16	FRI	L	
17	SAT	L	
18	SUN		
19	MON	L	World Photography Day
20	TUE	L	
21	WED	L	
22	THUR	L	
23	FRI		Shri Krishna Janmashtami
24	SAT	L	
25	SUN		
26	MON	L	
27	TUE	L	
28	WED	L	
29	THUR	L	National Sports Day
30	FRI	L	
31	SAT	L	
L= Lectures			

## SEPTEMBER 2019

DATE	DAYS		PARTICULARS
1	SUN		Gowri Pooja
2	MON		Shri Ganesh Chathurthi
3	TUE	L	
4	WED	L	
5	THUR	L	Teachers' Day, IQAC Meeting
6	FRI	L	Staff Meeting
7	SAT	L	Student Welfare Council Meeting
8	SUN		International Literacy Day
9	MON	L	
10	TUE		Muharram
11	WED	L	
12	THUR	L	
13	FRI	L	
14	SAT	L	II Internal Assessment Examination, Hindi Diwas
15	SUN		
16	MON	L	
17	TUE	L	
18	WED	L	
19	THUR	L	
20	FRI	L	
21	SAT	L	
22	SUN		
23	MON	L	
24	TUE	L	NSS Day
25	WED	L	
26	THUR	L	
27	FRI	L	
28	SAT		Mahalaya Amavasya
29	SUN		
30	MON	L	

L= Lectures

## OCTOBER 2019

DATE	DAYS		PARTICULARS
1	TUE	L	
2	WED		Gandhi Jayanthi
3	THUR	L	
4	FRI	L	IQAC Meeting
5	SAT	L	Staff Meeting
6	SUN		
7	MON		Maha Navami, Ayudha Pooja
8	TUE		Vijaya Dashami
9	WED	L	World Post Day
10	THUR	L	Student Welfare Council Meeting
11	FRI	L	
12	SAT	L	End of I, III and V Semester Classes
13	SUN		Maharshi Valmiki Jayanthi
14	MON		
15	TUE		
16	WED		
17	THUR		
18	FRI		
19	SAT		
20	SUN		
21	MON		Commencement of I, III and V Semester Examination
22	TUE		
23	WED		
24	THUR		
25	FRI		
26	SAT		
27	SUN		Naraka Chathurdashi, Deepavali
28	MON		Bali Padyami, Deepavali
29	TUE		
30	WED		
31	THUR		

L= Lectures

## NOVEMBER 2019

DATE	DAYS	PARTICULARS
1	FRI	Kannada Rajyothsava
2	SAT	
3	SUN	
4	MON	
5	TUE	
6	WED	
7	THUR	
8	FRI	
9	SAT	
10	SUN	Eid - Milad
11	MON	
12	TUE	
13	WED	
14	THUR	Children's Day
15	FRI	Kanakadasa Jayanthi
16	SAT	
17	SUN	
18	MON	
19	TUE	Founder's Day
20	WED	
21	THUR	
22	FRI	
23	SAT	
24	SUN	
25	MON	
26	TUE	
27	WED	
28	THUR	
29	FRI	
30	SAT	
L= Lectures		

## DECEMBER 2019

DATE	DAYS		PARTICULARS
1	SUN		World AIDS Day
2	MON	L	Commencement of II, IV and VI Semester Classes
3	TUE	L	
4	WED	L	
5	THUR	L	IQAC Meeting
6	FRI	L	Staff Meeting
7	SAT	L	Student Welfare Council Meeting
8	SUN		
9	MON	L	
10	TUE	L	Human Rights Day
11	WED	L	
12	THUR	L	
13	FRI	L	
14	SAT	L	
15	SUN		
16	MON	L	
17	TUE	L	
18	WED	L	
19	THUR	L	
20	FRI	L	
21	SAT	L	
22	SUN		
23	MON	L	
24	TUE		National Consumer Day
25	WED		Christmas
26	THUR		
27	FRI		
28	SAT		
29	SUN		
30	MON		
31	TUE		
L= Lectures			

## JANUARY 2020

DATE	DAYS		PARTICULARS
1	WED	L	
2	THUR	L	
3	FRI	L	
4	SAT	L	
5	SUN		
6	MON	L	IQAC Meeting
7	TUE	L	Staff Meeting
8	WED	L	Student Welfare Council Meeting
9	THUR	L	
10	FRI	L	
11	SAT	L	
12	SUN		National Youth Day
13	MON	L	
14	TUE		Makara Sankranthi
15	WED	L	CANFEST 2020
16	THUR	L	CANFEST 2020
17	FRI	L	SRUJANA 2020
18	SAT	L	Students' Union Day & College Day
19	SUN		
20	MON	L	
21	TUE	L	
22	WED	L	
23	THUR	L	
24	FRI	L	
25	SAT	L	
26	SUN		Republic Day
27	MON	L	
28	TUE	L	
29	WED	L	
30	THUR	L	Mahatma Gandhi's Martyrdom Day
31	FRI	L	

L= Lectures



## FEBRUARY 2020

DATE	DAYS		PARTICULARS
1	SAT		Mangaluru Rathothsava, Ratha Sapthami
2	SUN		Avabrittha Utsava
3	MON	L	I Internal Assessment Examination
4	TUE	L	
5	WED	L	IQAC Meeting
6	THUR	L	Staff Meeting
7	FRI	L	Student Welfare Council Meeting
8	SAT	L	
9	SUN		
10	MON	L	
11	TUE	L	
12	WED	L	
13	THUR	L	
14	FRI	L	
15	SAT	L	
16	SUN		
17	MON	L	
18	TUE	L	
19	WED	L	
20	THUR	L	
21	FRI		Maha Shivarathri
22	SAT	L	
23	SUN		
24	MON	L	
25	TUE	L	
26	WED	L	
27	THUR	L	
28	FRI	L	National Science Day
29	SAT	L	

L= Lectures

## MARCH 2020

DATE	DAYS		PARTICULARS
1	SUN		
2	MON	L	
3	TUE	L	
4	WED	L	
5	THUR	L	IQAC Meeting
6	FRI	L	Staff Meeting
7	SAT	L	Student Welfare Council Meeting
8	SUN		International Women's Day
9	MON	L	
10	TUE	L	
11	WED	L	
12	THUR	L	
13	FRI	L	
14	SAT	L	II Internal Assessment Examination
15	SUN		World Consumer Day
16	MON	L	
17	TUE	L	
18	WED	L	
19	THUR	L	
20	FRI	L	
21	SAT	L	World Forestry Day
22	SUN		World Water Day
23	MON	L	
24	TUE	L	
25	WED		Chandramana Yugadi
26	THUR	L	
27	FRI	L	
28	SAT	L	
29	SUN		
30	MON	L	
31	TUE	L	End of II, IV and VI Semester Classes
L= Lectures			

## APRIL 2020

DATE	DAYS		PARTICULARS
1	WED		
2	THUR		
3	FRI		
4	SAT		
5	SUN		
6	MON		
7	TUE		World Health Day
8	WED		Commencement of II, IV and VI Semester Examination
9	THUR		
10	FRI		
11	SAT		
12	SUN		
13	MON		
14	TUE		Ambedkar Jayanthi
15	WED		
16	THUR		
17	FRI		
18	SAT		
19	SUN		
20	MON		
21	TUE		
22	WED		World Earth Day
23	THUR		World Book Day
24	FRI		
25	SAT		
26	SUN		
27	MON		
28	TUE		
29	WED		
30	THUR		

L= Lectures

# RECORD OF ABSENCE – ODD SEMESTER

**75% ATTENDANCE IN EACH SUBJECT IS MANDATORY**

NAME:

CLASS:

ROLL NO.:

Sl No.	Date of Absence	Sessions (Hours)						Total No. of Hours	Reason for Absence	Signature of Parent / Guardian	Signature of Academic Class Mentor / Principal
		A.M.		P.M.							
		I	II	III	IV		V				
	Initial of Subject Teacher										
	Initial of Subject Teacher										
	Initial of Subject Teacher										
	Initial of Subject Teacher										
	Initial of Subject Teacher										
	Initial of Subject Teacher										
Name of Parent/ Guardian in full								Specimen Signature of Parent / Guardian			

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**75% ATTENDANCE IN EACH SUBJECT IS MANDATORY**

NAME:

CLASS:

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Sl No.	Date of Absence	Sessions (Hours)						Total No. of Hours	Reason for Absence	Signature of Parent / Guardian	Signature of Academic Class Mentor / Principal
		A.M.		P.M.							
		I	II	III	IV		V				
	Initial of Subject Teacher										
	Initial of Subject Teacher										
	Initial of Subject Teacher										
	Initial of Subject Teacher										
	Initial of Subject Teacher										
	Initial of Subject Teacher										
Name of Parent/ Guardian in full								Specimen Signature of Parent / Guardian			

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		A.M.		P.M.							
		I	II	III	IV		V				
	Initial of Subject Teacher										
	Initial of Subject Teacher										
	Initial of Subject Teacher										
	Initial of Subject Teacher										
	Initial of Subject Teacher										
	Initial of Subject Teacher										
Name of Parent/ Guardian in full								Specimen Signature of Parent / Guardian			







# RECORD OF ABSENCE – EVEN SEMESTER

75% ATTENDANCE IN EACH SUBJECT IS MANDATORY

NAME:

CLASS:

ROLL NO.:

Sl No.	Date of Absence	Sessions (Hours)						Total No. of Hours	Reason for Absence	Signature of Parent / Guardian	Signature of Academic Class Mentor / Principal
		A.M.		P.M.							
		I	II	III	IV						
	Initial of Subject Teacher										
	Initial of Subject Teacher										
	Initial of Subject Teacher										
	Initial of Subject Teacher										
	Initial of Subject Teacher										
	Initial of Subject Teacher										
Name of Parent/ Guardian in full								Specimen Signature of Parent / Guardian			

# RECORD OF ABSENCE – EVEN SEMESTER

75% ATTENDANCE IN EACH SUBJECT IS MANDATORY

NAME:

CLASS:

ROLL NO.:

Sl No.	Date of Absence	Sessions (Hours)						Total No. of Hours	Reason for Absence	Signature of Parent / Guardian	Signature of Academic Class Mentor / Principal
		A.M.		P.M.							
		I	II	III	IV						
	Initial of Subject Teacher										
	Initial of Subject Teacher										
	Initial of Subject Teacher										
	Initial of Subject Teacher										
	Initial of Subject Teacher										
	Initial of Subject Teacher										
Name of Parent/ Guardian in full								Specimen Signature of Parent / Guardian			

# RECORD OF ABSENCE – EVEN SEMESTER

75% ATTENDANCE IN EACH SUBJECT IS MANDATORY

NAME:

CLASS:

ROLL NO.:

Sl No.	Date of Absence	Sessions (Hours)						Total No. of Hours	Reason for Absence	Signature of Parent / Guardian	Signature of Academic Class Mentor / Principal
		A.M.		P.M.							
		I	II	III	IV						
	Initial of Subject Teacher										
	Initial of Subject Teacher										
	Initial of Subject Teacher										
	Initial of Subject Teacher										
	Initial of Subject Teacher										
	Initial of Subject Teacher										
	Initial of Subject Teacher										
Name of Parent/ Guardian in full								Specimen Signature of Parent / Guardian			





**TIME TABLE****2019-20**

	09.30 – 10.25	10.30 – 11.25	11.30 – 12.25	01.15 – 02.10	02.15 – 3.10	03.15 – 04.10
<b>MONDAY</b>						
<b>TUESDAY</b>						
<b>WEDNESDAY</b>						
<b>THURSDAY</b>						
<b>FRIDAY</b>						
<b>SATURDAY</b>						



# CANARA

**GROUP OF EDUCATIONAL INSTITUTIONS**  
**MANAGED BY CANARA HIGH SCHOOL ASSOCIATION**

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<b>CANARA HIGH SCHOOL, MAIN</b>	<b>1891</b>
<b>CANARA GIRL'S HIGH SCHOOL</b>	<b>1894</b>
<b>CANARA HIGH SCHOOL, URWA</b>	<b>1944</b>
<b>CANARA KANNADA HIGHER PRIMARY SCHOOL</b>	<b>1944</b>
<b>CANARA NURSERY SCHOOL</b>	<b>1947</b>
<b>CANARA ENGLISH HIGHER PRIMARY SCHOOL</b>	<b>1970</b>
<b>CANARA PRE-UNIVERSITY COLLEGE</b>	<b>1972</b>
<b>CANARA COLLEGE</b>	<b>1973</b>
<b>CANARA BALAWADI</b>	<b>1978</b>
<b>CANARA ENGLISH HIGHER PRIMARY SCHOOL, URWA</b>	<b>1989</b>
<b>CANARA NURSERY SCHOOL, URWA</b>	<b>1991</b>
<b>CANARA TENNIS ACADEMY</b>	<b>1997</b>
<b>CANARA ENGINEERING COLLEGE</b>	<b>2001</b>
<b>CANARA MONTESSORI</b>	<b>2009</b>
<b>CANARA HIGH SCHOOL - CBSE</b>	<b>2009</b>
<b>CANARA EVENING COLLEGE</b>	<b>2014</b>



# CANARA COLLEGE

MANAGED BY CANARA HIGH SCHOOL ASSOCIATION, MANGALURU  
RE-ACCREDITED BY NAAC AND AFFILIATED TO MANGALORE UNIVERSITY

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