

Government College of Arts, Science and Commerce Sankhalim - Goa

Accredited by NAAC (2017) with 'A' Grade (CGPA 3.17/4.00)

Affiliated to the Goa University

NIRF Ranking Band 201-300

(As per- 2023-24 Ranking Survey)



*Transforming lives since
1988*



PROSPECTUS 2025-2026



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Established in 1988, this college was a pilot project of the Government of Goa, set up with the aim of bringing quality higher education to the youth of the hinterlands of Goa.

37 years later, this college has, and continues to produce some of the finest graduates in Goa.

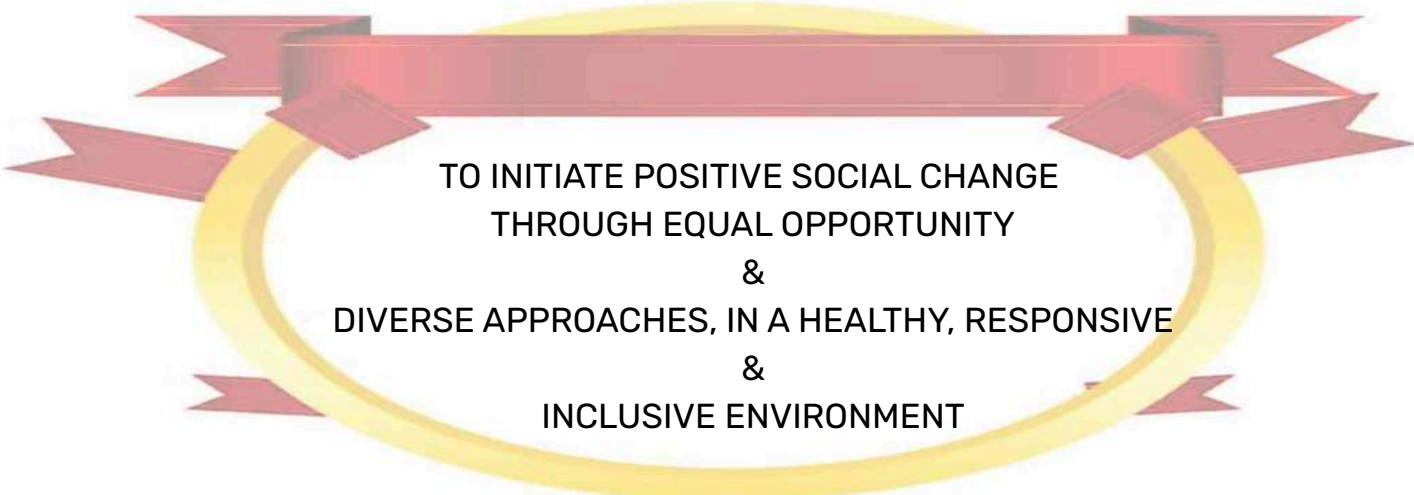
The alumni of this college, who are well-established persons not only in reputed institutions in Goa but also in India and abroad, are a testimony to the transformative spirit that is the hallmark of this college, which is now recognized as a centrifugal force impacting individual lives and society in general.

Vision



EMPOWERMENT
FOR SOCIAL TRANSFORMATION
THROUGH
HOLISTIC EDUCATION WITH
A HUMANE APPROACH

Mission



TO INITIATE POSITIVE SOCIAL CHANGE
THROUGH EQUAL OPPORTUNITY
&
DIVERSE APPROACHES, IN A HEALTHY, RESPONSIVE
&
INCLUSIVE ENVIRONMENT

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Principal's Welcome

"Education is the key that unlocks the golden door to freedom."

George Washington Carver

Dear Stakeholders,

Welcome to yet another academic year in our esteemed institution of higher learning. As we embark on the academic journey of 2025-26, we continue our commitment to providing quality education and holistic development for our students.

Apart from offering regular Undergraduate, Postgraduate, Postgraduate Diploma, and Doctoral Programs, our college is dedicated to enhancing students' skill sets through various Short-Term Certificate Courses. In line with this commitment, we are pleased to announce our collaboration with IIT, Honda to introduce additional Skill Development Courses. I am also pleased to announce our collaboration with the National Stock Exchange (NSE) for a Youth Skilling Program, which will equip students with essential financial literacy and market skills, preparing them for careers in the finance sector. These initiatives will equip our students with the confidence and expertise needed to navigate the ever-evolving job market.

Our college has already embraced the National Education Policy (NEP) 2020, implementing its guidelines from the previous academic year. We are determined to move forward in this direction, ensuring that our students receive an education that is in sync with modern industry demands and academic advancements.

As we step into this new academic year, I encourage all stakeholders—students, faculty, parents, and well-wishers—to actively participate in our collective mission of fostering knowledge, innovation, and nation-building. Together, let us empower our youth through accessible and quality higher education.

Wishing you all a successful and enriching academic year ahead!

*Prof. (Dr.) Namdev Gawas
Professor and Principal (Officiating)*

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OVERVIEW



Situated at the junction of two important talukas of Goa viz. Sattari and Bicholim, Government College of Arts, Science and Commerce, Sankhlim, Goa, caters to the higher education needs of students of almost 100 villages and is blessed with the unique distinction of a healthy

and delicate blend of the rural and the urban. Established way back in 1988 with a modest student strength of around 300 and a handful of teachers, the College has grown by leaps and bounds. Thirty-six years down the lane, the College today is a hub of multifarious curricular and co-curricular activities with more than 100 teaching staff coupled with more than 100 support staff, security and house-keeping, and students-enrolment crossing 1500, including foreign students! The pristine beauty of the location is harmoniously blended with the additions of space, books, technology and manpower to cater to the growing needs and demands of modern education.

Considering the location and the purpose for which this college was originally set up, the efforts are constantly on to be in sync with modern trends in education. The campus is fully networked and has facilities for use of Information and Computer Technology in the teaching-learning process. The college has State-of-the-Art Smart Classrooms, Virtual Studio, Auditorium, Digital Language Laboratory, Digital Economics Commerce-Mathematics Laboratory, Girls Hostel, besides providing automated library and gymnasium facilities. The stress is on the attainment of all-round development of the physical, intellectual and moral faculties of the students through wide ranging co curricular and extra-curricular activities. The Add-Ons in our system include

- Personality Development Programmes
- On the Job Training, Internships and Placements
- Field Trips
- A democratically elected Students' Council
- Freeships and Scholarships
- Awards and Prizes for academic excellence
- NSS
- NCC (for women)
- Red Ribbon Club (which aims at creating awareness about HIV and AIDS among students and society at large)
- Parent-Teachers Association (P.T.A.)
- Higher Secondary-Societal Linkages
- Grievances Redressal facility
- Professional Counselling
- Computer and Internet facilities
- Alumni Association
- A variety of Clubs/Associations/Cells organising competitions, awareness programmes, talks and interactions with eminent personalities from the respective fields.

The College offers bachelor's degrees in Arts, Science, Commerce and Vocational Studies under Choice Based Credit System and NEP 2020. The Arts stream has eight departments: English, Hindi, Marathi, Konkani, Economics, History, Geography and Political Science.

The Science stream offers courses in Physics, Chemistry, Mathematics, Zoology, Geology, Botany, Computer Science and Geography. The Commerce Department, apart from dealing with compulsory papers, offers specialisations in Accounting, Cost Accounting and Business Management. The B. Voc



Programme was started from the year 2022 to cater to the needs of the students aspiring for a degree in Vocational Studies. Four Master's degree programmes in Economics, Hindi, English and Mathematics have added additional value to this hub of education, which is also a recognised Research Center in Hindi and Economics.

The college has qualified Counsellors who provides counselling services to students. The Mentoring System of the college takes care of the individual needs of the students in the college.

Since the needs of society are changing and academic excellence alone is not enough, educated youth are under pressure to discover their potential/talents while pursuing their degree program itself. Hence, various certificate courses have been introduced; competitive activities and training programs are taken up from time to time. A variety of Clubs/Associations organise different Co-Curricular and Extra-Curricular activities throughout the year. The alumni of the college are invited to interact with the students and professionals; and experts visit the Campus to address the staff and students. The IQAD/IQAC of the college supervises the maintenance of quality in all the college activities and makes suitable suggestions for improvements.

A few of the National/State Level recognitions for the college include - The NAAC Accreditation (2017) with 'A' Grade (CGPA of 3.17/4.00), ranking among the Top 300 Colleges in India by NIRF, ranking among the Top 200 Colleges in India by India Today Ranking. The college library was awarded the 'Best Library Award' by the Government of Goa in 2019 and ranked 9th in NLIST Online Electronics Services, Gujarat, MHRD, Government of India in 2020. It is also registered for NDLI Club.

The college has worked out MOUs (Memorandum of Understanding) with other institutes of higher education and agencies/departments for an enhanced teaching learning experience. One of the proposals is to have Credit Transfers with eminent institutions like IIT, Mumbai in select courses.

The Science departments have well equipped laboratories and lab-staff. The spacious library, with a seating capacity of 150, houses more than 36548 books, 64 journals and 9 newspapers. It is enriched with E-resources- N List, DEL-NET, KNIMBUS, EPWRF Pearson E-books, old question papers, project-reports and maps. The library provides book-bank facilities to economically backward students and is fully automated. The Library undertakes training for students of Library Science for six months every year. It also provides the service of the Mobile Van Library from Central Library, Panjim, to our students, wherein they can borrow books of their choice.

'Latitude', the hall mark Research Journal of the college with the ISSN 2395- 2520, publishes research articles, reviews and popular readings by the staff of the college.

Apart from an auditorium with a seating capacity of 400 people, the College has a separate Seminar Hall/Virtual Studio, Meeting Room, Conference Room and a Counselling Room. The Sports Department has a Gymkhana with facilities for indoor games along with a well-equipped gymnasium, a qualified College Director of Physical Education and instructor in Physical Education and Sports. The work of developing the college ground and stadium is in full swing and a hostel for international and domestic female students was recently inaugurated in March 2024. The sports persons, NSS volunteers and NCC cadets of the College have excelled at both state and national level events and have brought laurels to the institution.

The College canteen is run by an independent contractor and can accommodate up to 300 people. The college bus with a driver and a cleaner, is used to give transport facilities to staff and students going for field/study trips, taking part in sports and extra-curricular activities outside the college.

We realise that in the modern world, education is no longer limited to lecturing in the confines of the four walls. It is the result of a healthy and harmonious blend and interaction of varied processes, technology and stakeholders. Every step that we take reminds us of our Vision and every effort takes us nearer to our Mission, and striving for excellence becomes a way of life ...



FACILITIES

- Placement Cell
- Well equipped Laboratories and Class Rooms
- Canteen
- Library with Lending, Reference, Reading Room and Internet Facilities
- Aesthetic and Disciplined Environment
- Grievance Redressal Facilities
- N.S.S.
- N.C.C. (Women)
- Professional Counselling
- Computer and Internet Facilities
- Indoor and Outdoor Sports Facilities
- Hostel Facility (Women)

ADD-ONS

- Co-curricular and extra-curricular activities
- Personality Development Programs
- On the Job Training
- Field Trips
- Interactions with Eminent Persons from different fields.
- Membership of Clubs and Associations
- Art and Skill-based courses



ADMISSIONS

Under Graduate Programmes

Eligibility

First Year:

- XII pass
- First attempt, 2024-25 students.

Second Year:

- Students who have enrolled with the College/Goa University at F.Y., have had requisite attendance at F.Y. in each paper of F.Y. in both semesters.

Third Year:

- Students who have passed I, II, III and IV semester exams.

Post Graduate Programmes

M.A./M.Sc.:

- The Students who have passed T.Y.B.A./B.Sc. Examination with a minimum of 40% marks and have answered the Ranking Test conducted by the Goa University in the relevant subjects.

All the admissions will be online. The details will be made available on the college website

SCHEME OF EXAMINATION

Under Graduate Programmes

Goa University has introduced National Education Policy 2020 from 2023-24 onwards.

(Brief Summary)

There shall be two modes of evaluation of the academic performance of the students offering the B.A. /B.Com /B.Sc. course, namely, the Intra-Semester Assessment (I.S.A.) and the Semester End Examination (S.E.E). A student is required to appear for I.S.A. as well as S.E.E. A student who does not appear for a minimum ISAs of a paper (as mentioned in Goa University Ordinance OA. 38) shall not be eligible to answer S.E.E. in that paper. Additionally, the student should maintain the minimum required attendance i.e. 75%.

Details regarding I.S.A., S.E.E. practical exams, passing in each head, improvement in score, mark sheets, supplementary exams and project work are printed in the handbook.

Post Graduate Programmes

As per Goa University Ordinance OA-35.

TEACHING DEPARTMENTS

ARTS :

- Economics, English, Hindi, History, Geography, Konkani, Marathi, Political Science

SCIENCE :

- Botany, Chemistry, Computer Science, Geography, Geology, Mathematics, Physics, Zoology

COMMERCE:

PG DEPARTMENT:

- Economics, English, Hindi, Mathematics

RESEARCH CENTRE:

- Economics, Hindi

List of Single majors and Double Majors offered in the College

Name of the Course	Single Major Programmes	Double Major Programmes	
		(60%)	(40%)
Bachelor of Arts	<ul style="list-style-type: none">• Economics• English• Hindi• Geography• Konkani• Marathi	History	Political science
		Political Science	History
Bachelor of Commerce	<ul style="list-style-type: none">• Financial Accounting• Cost Accounting• Business Management		
Bachelor of Science	<ul style="list-style-type: none">• Botany• Chemistry• Computer Science• Geography• Geology• Mathematics• Physics• Zoology		

COURSE STRUCTURE

Under Graduate Programmes: FYBA (240 seats)

General Guidelines:

- Each semester, students must select one major subject and one minor subject from the Arts discipline, ensuring that the minor is different from the major. Each paper shall be of 4 credits.
- The major and minor courses selected for sem I should be different from that of sem II
- Additional courses listed below are compulsory. Such as
 1. Any one (per semester) Skill Enhancement Courses (SEC) of 3 credits - Must be from same discipline (Arts)
 2. Any one (per semester) Multidisciplinary Course (MC) of 3 credits – Must be from a different discipline (commerce, Science). The available choices are :

Semester I	ZOO 131 Food, Nutrition and Health PHY 131 History of Physics COM 132 Fundamentals of Stock Market JOR-131 Basics of News
Semester II	ZOO 133 Public Health and Hygiene CSC 133 Cyber Security Essentials GEO 132 Physical Geology JOR-132 PR & Advertising

3. One AEC per semester : Semester I ENG 151- Communicative English: Spoken and Written (2 credits) Semester II ENG 152- Digital Content Creation in English
4. Two VAC per semester : Group A (compulsory) (2 credits) Group B (select any one)

	Semester I	Semester II
VAC Group A (Compulsory)	VAC 100 Environmental Studies-I	VAC 112 Green Energy Systems
VAC Group B (Select any one)	VAC 104 Constitutional Values and Obligation	VAC 117 Life Skills
	VAC 114 Health and Wellness	VAC 108 Introduction to the Folktales of India
	VAC III Awareness of Cyber Crime and Security	VAC 103 Sustainable Development and Ecology

COURSE STRUCTURE

Under Graduate Programmes: FYBA(240 seats)

The Major, Minor and Skill Enhancement Courses (SEC) offered by the various departments are mentioned below.

Semester	Major	Minor	SEC
Economics			
I	ECO-100 Introduction to Economics (4)	ECO-111 Political Economy (4)	ECO141 Data Analysis-I (3)
II		ECO113 Understanding Indian Economic Policy (4)	ECO-143 Data Analysis-II (3)
English			
I	ENG 100 Introduction to English Literature (4)	ENG 111 Science Fiction in English (4)	ENG 141 Soft Skills (3)
II			ENG 143 English for Competitive Exams (3)
Geography			
I	GOG 100 Foundations in Geography (4)	GOG 112 Geography of Climate Change (4)	GOG-141 Elements Of Environmental Impact Assessment (EIA) (3)
II		GOG-113 Application of Disaster Risk Reduction and Mitigation (4)	GOG-143 Environmental Journalism (3)

COURSE STRUCTURE**Under Graduate Programmes: FYBA(240 seats)**

Semester	Major	Minor	SEC
Hindi			
I	HIN-100 हिंदी कहानी साहित्य : परिचयात्मक अध्ययन (4)	HIN-111 हिंदी नाट्य साहित्य : परिचयात्मक अध्ययन (4)	HIN-141 वृत्तचित्र लेखन एवं निर्माण (3)
II			HIN-142 समाचार लेखन एवं प्रस्तुतीकरण (3)
History			
I	HIS 100 History of Goa(From Earliest times up to Liberation) (4)	HIS 111 Resistance to Colonial rule in Goa (4)	HIS 141 Introduction to Archaeology (3)
II		HIS 112 Goa Since Liberation (4)	HIS 142 Introduction to Museology (3)
Konkani			
I	KON 100 कोंकणी कथा परिचय (4)	KON 111 कोंकणी विनोदी निबंध (4)	KON-141 म्हायतीपट लेखन आनी निर्मिती प्रक्रिया (3)
II		KON 112 कोंकणी लोककलांची वळख (4)	KON 142 सुत्रसंचालन कौशल्य (3)

COURSE STRUCTURE

Under Graduate Programmes: FYBA(240 seats)

Semester	Major	Minor	SEC
Marathi			
I	MAR-100 In the Paradise of Marathi Story (4)	MAR 111 Goan Folk Culture and Folk Tradition (4)	MAR 141 Communication Skills: Compering (3)
II		MAR 112 One Act Play : A Form of Literature (4)	MAR-142 Film Appreciation (3)
Political Science			
I	POL 100 Introduction to Political Theory (4)	POL 111 Basic Concepts in Political Science (4)	POL-141 Leadership Skills in Politics (3)
II			POL 142 Introduction to Political Reporting (3)

COURSE STRUCTURE

Under Graduate Programmes: SYBA

General Guidelines:

Third Semester

- Students must select one major subject (two papers) from any four of the major/minor subjects selected in the previous semesters. Additionally, they must select one minor subject from the Arts discipline, ensuring that the minor is different from the major. Each paper shall be of 4 credits.
- Additional courses listed below are compulsory. Such as
 1. Any one Skill Enhancement Courses (SEC) of 3 credits - Must be from same discipline (Arts)
 2. Any one Multidisciplinary Course (MC) of 3 credits - Must be from a different discipline (Commerce, Science). The available choices are:
 - PHY 231 - Landmark Experiments in Physics
 - ZOO 231 - Standard First Aid
 - JOR-231 Broadcast Media
 3. One AEC from the available choices: KON-251 संभाषण कौशल्य (2)
 - MAR-251 व्यक्तिमत्त्व विकास (2)
 - HIN-251 संप्रेषण कौशल (2)

Fourth Semester

- Students must select:
 1. One major subject (four papers- three papers of 4 credits and One paper of 2 credits) from any major /minor subject selected in previous semesters.
 2. One VET paper of 4 credits (could be any paper from the same discipline)

COURSE STRUCTURE

Under Graduate Programmes: SYBA

The Major, Minor, VET and Skill Enhancement Courses (SEC) offered by the various departments are mentioned below.

Semester	Major	Minor	SEC
		VET	
Economics			
III	ECO 200 Microeconomics- I (4) ECO-201 Macroeconomics-I (4)	ECO 211 Primary Survey and Analysis (4)	ECO-241 Data Analysis-III (3)
IV	ECO-202 Microeconomics -II (4) ECO-203 Macroeconomics -II (4) ECO-204 Indian Economy (4) ECO-205 Development Economics-I (2)	ECO 221 Decision Making with Spreadsheets-I (4)	
English			
III	ENG-200 British Literature: 14 th to 17 th Centuries (4) ENG 201 Goan Literature in English Translation (4)	ENG 221 News Reporting and Editing (4)	ENG -241 Learning English Language through Literature (3)
IV	ENG 202 British Literature :18 th and 19 th Century (4) ENG 203 Ecology and Literature (4) ENG 204 Diasporic Goan Literature (4) ENG 205 Dalit Literature (2)	ENG 221- News Reporting and Editing (4)	

COURSE STRUCTURE

Under Graduate Programmes: SYBA

Semester	Major	Minor	SEC
		VET	
Geography			
III	GOG 200 Development of Geographic Thought (4) GOG-201 Geography of Resources-I (4)	GOG 211 Economic Geography (4)	GOG-241 Traditional Knowledge System In Resource Management (3)
IV	GOG-202 Principles of Population Geography (4) GOG-203 Geopolitical Geography (4) GOG-204 Physical Landscape of India (4) GOG-205 Physical Geography of Goa (2)	GOG 221 Travel and Tourism Operations in Geography (4)	
Hindi			
III	HIN-200 हिंदी गद्य : कथा साहित्य एवं एकांकी (4) HIN-201 हिंदी काव्य 1960 तक (4)	HIN- 211 हिंदी गीत और ग़ज़ल (4)	HIN-241 अनुवाद (3)
IV	HIN 202 साठोत्तरी हिंदी काव्य (4) HIN 203 रचनाकार का विशेष अध्ययन : भीष्म साहनी (4) HIN 204 लोकसाहित्य (4) HIN 205 हिंदी निबंध (2)	HIN 221 प्रयोजनमूलक हिंदी (4)	

COURSE STRUCTURE
Under Graduate Programmes: SYBA

Semester		Major	Minor	SEC
			VET	
History				
III	60%	HIS-200 History of Ancient India from earliest times to 8th Century C.E (4)	HIS 211 History of Food in India (4)	HIS - 241 History, Features Writing and Journalism (3)
	40%	HIS-201 History of South India (4th to 16th Century) (4)		
IV	60%	HIS 202 History of India (1206-1707 C.E.) (4) HIS- 204 India's Struggle for Freedom (1857-1947) (4) HIS-205 Ancient Civilizations Egypt and Greece (Earliest Times to 500 C.E.) (2)	HIS 221 Heritage Tourism in India (4)	
	40%	HIS-203 History of the Marathas (1630-1818 C.E)-I (4)	HIS 221 Heritage Tourism in India (4)	

COURSE STRUCTURE
Under Graduate Programmes: SYBA

Semester	Major	Minor	SEC
		VET	
Konkani			
III	KON- 200 नाटक: सिद्धांत आनी उपयोजन (4) KON- 201 प्रसार माध्यमांखातीर लेखन (4)	KON- 211 गोंयचे पारंपारीक वेवसाय (4)	KON- 241 कार्यावळ वेवस्थापन कौशल्य (3)
IV	KON- 202 कविता सिद्धांत आनी उपयोजन (4) KON- 203 कोंकणींतलें बाल साहित्य (4) KON- 204 कोंकणी तियात्र: सिद्धांत आनी (4) उपयोजन KON- 205 कोंकणी नेमाळ्यांचो इतिहास (2)	KON- 221 कोंकणीचो संगणकी वापर (4)	
Marathi			
III	MAR 200 Poetry : A Form of Literature (4) MAR 201 Travelogue : A Form of Literature (4)	MAR - 211 Proof reading and editing skills (4)	MAR - 241 Communication Skills : Interviewing (3)
IV	MAR - 202 Marathi Grammar (4) MAR - 203 Kavyashastra (4) MAR - 204 Charactersketch (2) MAR - 205 Goan freedom struggle and Marathi Literature (4)	MAR - 221 Writing skills for Media (4)	

COURSE STRUCTURE
Under Graduate Programmes: SYBA

Semester		Major	Minor	SEC
			VET	
Political Science				
III	60%	POL 200 Indian Constitution (4)	POL 211 Political and Social Issues in India (4)	POL-241 Local Self Governments in Goa (3)
	40%	POL 200 Indian Constitution (4)		
IV	60%	POL 202 Public Administration (4) POL 203: Government and Politics of Goa (4) POL-205 Politics in Digital Age (2)	POL 221 Community Engagement and Political Participation (4)	
	40%	POL 202 Public Administration (4)		

COURSE STRUCTURE

Under Graduate Programmes: TYBA

Fifth Semester

- Students must continue with the same major subject selected in the previous (fourth) semester. The major subject will have four papers- three papers of 4 credits and One paper of 2 credits.
- Additionally they must select one VET paper of 4 credits (could be any paper from the same discipline).
- One Internship of 2 credits must also be completed.

Sixth Semester

- Students must continue with the same major subject selected in the previous (fifth) semester. The major subject will have four papers of 4 credits each. This will include one project paper.
- Additionally they must select one VET paper of 4 credits (could be any paper from the same discipline).

The papers offered by the various departments are as mentioned below.

Paper Type	Semester V	Semester VI
Economics		
Major	ECO-300 Basic Statistics (4) ECO -301 Public Finance (4) ECO- 302 Research Methodology (4) ECO- 303 Development Economics- II (2)	ECO-304 Environmental Economics (4) ECO-305 Growth Economics (4) ECO- 306 International Economics (4) ECO-307 Project (4)
VET	ECO- 321 Decision Making with Spreadsheets-II (4)	ECO-323 Econometrics for Social Science (4)
English		
Major	ENG -300 Literary Criticism: From the Classical to the Modern (4) ENG -301 Modern European Drama (4) ENG -302 British Literature: Early 20th Century (4) ENG -303 Modern Indian Writing in English Translation (2)	ENG -304 Postcolonial Literatures (4) ENG -305 Women's Writing (4) ENG -306 Popular Literature (4) ENG -307 Project (4)
VET	ENG -321 Creative Writing (4)	ENG -322 The Mechanics of Print and Digital Writing (4)

COURSE STRUCTURE

Under Graduate Programmes: TYBA

The papers offered by the various departments are as mentioned below.

Paper Type	Semester V	Semester VI
Geography		
Major	GOG-300 Principles Geomorphology (4) GOG-301 Principles Of Remote Sensing (4) GOG-302 Statistical Methods In Geography (4) GOG-303 Economic Landscape Of Goa (2)	GOG-304 Principles Of Climatology (4) GOG-305 Fundamentals Of Geographical Information System (4) GOG-306 Economic Landscape Of India (4) GOG-307 Project (4)
VET	GOG-321 Application Of Field Study And Survey Techniques In Geography (Vocational) (4)	GOG-322 Applied Travel And Tourism Geography (Vocational) (4)
Hindi		
Major	HIN-300 हिंदी साहित्य का इतिहास : आदिकाल से रीतिकाल तक (4) HIN-301 अस्मितामूलक विमर्श (4) HIN-302 रचनात्मक लेखन (4) HIN-303 हिंदी आत्मकथा साहित्य (2)	HIN-304 हिंदी साहित्य का इतिहास: आधुनिक काल (4) HIN-305 भारतीय साहित्य (4) HIN-306 साहित्य : विचार एवं दर्शन (4) HIN-307 प्रकल्प कार्य (4)
VET	HIN-321 जनसंचार एवं पत्रकारिता (4)	HIN-322 साहित्य और सिनेमा (4)

COURSE STRUCTURE
Under Graduate Programmes: TYBA

Semester		Major	VET
History			
V	60%	HIS-300 Rise of the Modern West (4) HIS-302 India Since Independence(4) HIS-303 Historical Method (2)	HIS-321 Indian Culture and Heritage (VET) (4)
	40%	HIS-301 World Revolutions (4)	
VI	60%	HIS- 304 Modern Europe (1815-1945) (4) HIS-307 (Project) (4)	HIS-322 Studying Films Representing History (VET) (4)
	40%	HIS-305 Contemporary World (4) HIS 306 History of USA (1861-1963) (4)	

COURSE STRUCTURE

Under Graduate Programmes: TYBA

The following papers will be offered by the various departments as mentioned below.

Paper Type	Semester V	Semester VI
Konkani		
Major	KON-300 कोंकणी भाशेचो उगम आनी उदरगत (4) KON-301 कोंकणी कथेंतले प्रवाह (4) KON- 302 कोंकणीचो व्याकरणीक अभ्यास (4) KON-303 कोंकणींतलें ललितेतर साहित्य (2)	KON- 304 पुर्विल्ल्या कोंकणी साहित्याचो इतिहास (4) KON- 305 कोंकणी बोलींचो अभ्यास (4) KON- 306 कोंकणी कादंबरीचो अभ्यास (4) KON- 307 Project (4)
VET	KON- 321 इलॅक्ट्रॉनिक पत्रकारिता (4)	KON- 322 प्रशासकीय वेव्हारांतली (4)

Marathi		
Major	MAR -300 Ancient History of Marathi Literature Beginning till 1650 (4) MAR -301 Rasa Theory and Poetic Appreciation (4) MAR -302 Pre-liberation Goan Magazines (2) MAR - 303 Trends in Marathi Literature post 1960 (4)	MAR - 304 Ancient History of Marathi Literature (1650 -1818) (4) MAR - 305 Autobiography : A form of Literature (4) MAR - 306 Literary Criticism (4) MAR - 307 Project (4)
VET	MAR - 321 Dialogues and Screenplay Writing (04)	MAR - 322 Writing for the Web in Marathi (04)

COURSE STRUCTURE
Under Graduate Programmes: TYBA

Semester		Major	VET
Political Science			
V	60%	POL-300 India's Defence and Security (4) POL-302 Indian Political Thinkers (4) POL-303 People's Movements in Goa (2)	
	40%	POL-302 Indian Political Thinkers (4)	
VI	60%	POL-304 Western Political Thinkers (4) POL-306 India's Foreign Policy (4) POL-307 Project (4)	
	40%	POL-304 Western Political Thinkers (4)	

Under Graduate Programmes: FYBSc (176 seats)

- Each semester, students must select one major subject and one minor subject from the science discipline, ensuring that the minor is different from the major. Each paper shall be of 4 credits.
- The major and minor courses selected for semester I should be different from that of semester II
- Additional courses listed below are compulsory. Such as
 1. Any one (per semester) Skill Enhancement Courses (SEC) of 3 credits- Must be from same discipline (Science)
 2. Any one (per semester) Multidisciplinary Course (MC) of 3 credits- Must be from a different discipline (Commerce, Arts). The available choices are:

Semester I: COM 132 Fundamentals of Stock Market (3)
OR
HIS 131 Indigenous Heritage of Goa (3)

Semester II: COM 137- Tourism and Hospitality Management (3)
OR
ECO-132 Globalization (3)
 3. One AEC per semester of 2 credits each. The available options are mentioned below:

Semester I ENG 151- Communicative English: Spoken and Written

Semester II ENG 152- Digital Content Creation in English
 4. Two VAC per semester of 2 credits each : Group A (compulsory)

Group B (select any one)

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COURSE STRUCTURE

Under Graduate Programmes: FYBSc (176 seats)

- **The Major, Minor and Skill Enhancement Courses (SEC) offered by the various departments are as mentioned below.**

Semester	Major	Minor	SEC
Botany			
I & II	BOT 100 Fundamentals of Botany (4)	BOT 111 Plants in Everyday Life (4)	BOT 141 Nursery and Gardening (3)
Chemistry			
I & II	CHC 100 Fundamentals of Chemistry (4)	CHC 111 Basic Concepts in Chemistry (4)	CHC 141 Water and soil analysis (3) OR CHC 142 Skills in Qualitative Organic Analysis (3)
Computer Science			
I	CSA 100 Problem Solving and Programming (4)	CSC 112 Computer Software Fundamentals (4)	CSC 142 Multimedia and Web Design (3)
II		CSC 114 Social Media Marketing (4)	CSC 149 Data and Business Analytics (3)
Geography			
I	GOS-100 Foundations In Physical Geography (4)	GOS-111 Natural Hazards And Disaster Risk Reduction (4)	GOS-141 Exploring Digital Cartography: Concepts and Applications (3)
II		GOS-112 Climate Change And Natural Resource Management (4)	GOS-142 Digital Cartography and Map Design (3)

COURSE STRUCTURE

Under Graduate Programmes: FYBSc (176 seats)

Semester	Major	Minor	SEC
Geology			
I	GEO- 100 Introduction to Mineralogy and Petrology (4)	GEO-111 Introduction to Geology (4)	GEO-141 Introductio n to Remote Sensing and Drone Photography (3)
II			GEO-142 Water Quality Assessment (3)
Maths			
I	MAT-100* Foundational Mathematics (4)	MAT-112 Elementary Statistics (4)	MAT-141 Numerical Analysis using Python/Sage Math (3)
II			MAT-142 Statistical Methods Using R/SPSS/PSPP (3)
Physics			
I	PHY-100 Foundations of Physics (4)	PHY-111 Everyday Physics (4)	PHY 141 Basic Experimental Techniques (3)
II			PHY-144 PCB Designing (3)
Zoology			
I	ZOO 100 Amazing World of Animals (4)	ZOO 111 Understanding Applications of Zoology(4)	ZOO- 141 Skills for Zoologists (3)
II			ZOO- 143 Aquarium Fish Keeping(3)

COURSE STRUCTURE

Under Graduate Programmes: SYBSc

General Guidelines:

Third Semester

- Students must select one major subject (two papers) and one minor subject from the major/minor subjects selected in the previous two semesters, ensuring that the minor is different from the major. Each paper shall be of 4 credits.
- Additional courses listed below are compulsory. Such as
 1. Any one Skill Enhancement Courses (SEC) of 3 credits- Must be from same discipline (Science)
 2. Any one Multidisciplinary Course (MC) of 3 credits – Must be from a different discipline (Commerce, Arts). The available choices are: COM 234- Personal Investment and Tax Planning (3)
POL231 - Contemporary Global Issues (3)
 3. One AEC of 3 credits from the available choices: KON-251 संभाषण कौशल्य (2)
MAR-251 व्यक्तिमत्त्व विकास (2)
HIN-251 संप्रेषण कौशल (2)

Fourth Semester

- Students must select:
 1. One major subject (four papers- three papers of 4 credits and One paper of 2 credits) from any major or minor subject selected in previous semesters.
 2. One VET paper of 4 credits (could be any paper from the same discipline)

COURSE STRUCTURE

Under Graduate Programmes: SYBSc

- **The Major, Minor, Skill Enhancement (SEC) and VET Courses offered by the various departments are as mentioned below.**

Paper Type	Semester III	Semester IV
Botany		
Major	BOT 200 Diversity of Microbes and Non-flowering plants (4) BOT 201 Plants physiology (4)	BOT 202 Anatomy and Reproductive Biology of Flowering plants (4) BOT 203 Cell Biology and Plant Biochemistry (4) BOT 204 Biofertilizers (4) BOT 205 Palynology (2)
Minor	BOT 221 Plant-Animal Interactions (4)	
SEC	BOT 241 Herbal Technology (3)	
VET		BOT 221 Techniques in floral arrangement (4)
Chemistry		
Major	CHC-200 Concepts in Inorganic and Physical Chemistry (4) CHC-201 Concepts in Organic and Analytical Chemistry (4)	CHC-202 Organic Chemistry -I (4) CHC-203 Inorganic Chemistry -I(4) CHC-204 Physical Chemistry -I (4) CHC-205 Pharmaceutical Chemistry-I (2)
Minor	CHC-211 Basic Industrial chemistry (4)	
SEC	CHC-241 Mathematical Aspects and Computer in Chemistry (3) OR CHC 242 Introductory Skills in Green Chemistry (3) OR CHC 243 Drug Synthesis and Analysis (3)	
VET		CHC-221 Basic of Chemical Laboratory management (4)

COURSE STRUCTURE
Under Graduate Programmes: SYBSc

Paper Type	Semester III	Semester IV
Computer Science		
Major	CSC200 Programming using C++ (4) CSC201 Mathematical Foundations for Computer Science (4)	CSC202 Data Structures and Algorithms(4) CSC203 Object Oriented Technologies (4) CSC204 Operating Systems (4) CSC205 Operating Systems Lab(2)
Minor	CSC 213 Computer Organisation (4)	
SEC	CSC 241 Mobile App Development (3)	
VET		CSC221 Introduction to Python Programming (4)
Geography		
Major	GOS-200 Cartographic Techniques In Geography (4) GOS -201 Understanding Social And Cultural Geography (4)	GOS -202 Fundamentals Of Geomorphology and Geotectonics (4) GOS -203 Geography Of Flora And Fauna (4) GOS -204 Geography Of Population (4) GOS -205 Physical Geography Of India (2)
Minor	GOS -211 Ecology, Environment And Sustainable Development (4)	
SEC	GOS-241 Principles And Practices Of Composting (3)	
VET		GOG -221 Spatial Planning For Tourism Operations (4)

COURSE STRUCTURE
Under Graduate Programmes: SYBSc

Geology

Paper Type	Semester III	Semester IV
Major	GEO-200 Structural Geology and Physical Geology (4) GEO-201 Principles of Stratigraphy and Palaeontology (4)	GEO-202 Descriptive Mineralogy (4) GEO-203 Introduction to Mining Geology (4) GEO-204 Geotectonics and associated Rocks (4) GEO-205 Geology of Goa (2)
Minor	GEO-211 The Changing Earth (4)	
SEC	GEO-241 Crystals and Gemstones (3) OR GEO-242 Introduction to GIS(3)	
VET		GEO-221 Introduction to Engineering Geology (4)

Mathematics

Major	MAT-200* Calculus of One Variable (4) MAT-201 Ordinary Differential Equations (4)	MAT-202* Analysis (4), MAT-203#* Linear Algebra (4), MAT-204 Basic Number Theory (4), MAT-205 Analytical 2D Geometry (2)
Minor	MAT-211 Matrix Algebra (4)	
SEC	MAT-241 Technical Typesetting Using LaTeX (3)	
VET		MAT-221 Probability Theory (4)

COURSE STRUCTURE
Under Graduate Programmes: SYBSc

Physics

Paper Type	Semester III	Semester IV
Major	PHY-200 Properties of Matter of Sound (4) PHY-201 Heat and Thermodynamics (4)	PHY-202 Electronics (4) PHY203-Optics and Modern Physics (4) PHY204-Classical Mechanics-I (4) PHY-205 Mathematical Methods of Physics (2)
Minor	PHY-211 Electricity and Magnetism (4)	
SEC	PHY 241 Introduction to Latex and open source plotting software (3)	
VET		PHY-221 Communication Physics (4)

Zoology

Major	ZOO 200: Biology of Non Chordates(4) ZOO 201: Cell Biology and Genetics (4)	ZOO 202: Biology of Chordates (4) ZOO 203:Biochemistry (4) ZOO 204 : Vertebrate Anatomy (4) ZOO 205 : Basic Entomology (2)
Minor	ZOO 211: Vector Borne Diseases (4)	
SEC	Zoology-ZOO 242: Wildlife and Ecotourism (3)	
VET		ZOO 212: Bioinstrumentation (4)

COURSE STRUCTURE

Under Graduate Programmes: TYBSc

General Guidelines:

Fifth Semester

- Student will continue with the same major subject selected in the previous semester and study four major papers offered by the department. Three papers shall be of 4 credits each and one paper of 2 credits.
- Additionally student will select one VET paper of 4 credits (could be any paper from the same discipline)
- One Internship of 2 credits must also be completed.

Sixth Semester

- Student will continue with the same major subject selected in the previous semester and study four major papers offered by the department. All papers shall be of 4 credits each. This will include one project paper.
- Additionally student will select one VET paper of 4 credits (could be any paper from the same discipline)

The Major and VET Courses offered by the various departments are as mentioned below.

Botany		
	Semester V	Semester VI
Major	BOT 300 Plant Taxonomy and Phylogeny (4) BOT 301 Cytogenetics and Plant Breeding (4) BOT 302 Microbiology and Plant Pathology (4) BOT 303 Field Botany (2)	BOT 304 Plant Tissue Culture (4) BOT 305 Plant Ecology and Phytogeography (4) BOT 306 Molecular Biology and Genetic Engineering (4) BOT 307 Minor Project (4)
VET	BOT 321 Mushroom Cultivation Technology (4)	BOT 322 Post-harvest Technology of Fruits and Vegetables (4)

Chemistry		
	Semester V	Semester VI
Major	CHC 300 Organic Chemistry -II (4) CHC 301 Inorganic Chemistry -II (4) CHC 302 Physical Chemistry -II (4) CHC 303 Green Chemistry Techniques (2)	CHC 304 Advanced organic Chemistry -I (4) CHC 305 Advanced inorganic Chemistry -I (4) CHC 306 Advanced physical Chemistry -I (4) CHC 307 Project (4)
VET	CHC 321 Chemistry of food and nutrients (4)	CHC 322 Instrumentation and Analysis (4)

COURSE STRUCTURE
Under Graduate Programmes: TYBSc

Paper Type	Semester V	Semester VI
Computer Science		
Major	CSC300 Database Management System (4) CSC301 Computer Networks (4) CSC302 Software Engineering (4) CSC303 DBMS lab (2)	CSC304 Cloud Computing (4) CSC305 Foundation of Data Science (4) CSC306 Software Quality Assurance (4) CSC307 Project 4
VET	CSC321 Python for Data Science (4)	CSC324 R programming for Data Science (4)
Geography		
Major	GOS -300 Fundamental Of Atmospheric Sciences And Climatology (4) GOS -301 Fundamentals Of Aerial Photography And Remote Sensing (4) GOS -302 Geostatistics (4) GOS -303 Economic Geography Of India (2)	GOS -304 Geographical Information System (GIS) &GPS (4) GOS -305 Soil Geography (4) GOS -306 Geographic Data Analysis (4) GOS -307 Project (4)
VET	GOG -321 Application Of Field Study And Survey Techniques In Geography (4)	GOG-322 Applied Travel And Tourism Geography (4)
Geology		
Major	GEO-300 Ore Genesis (4) GEO-301 Structural Geology (4) GEO-302 Igneous Petrology - I (4) GEO-303 Optical Mineralogy (2)	GEO-304 Sedimentary Petrology-I (4) GEO-305 Metamorphic Petrology-I (4) GEO-306 Indian Stratigraphy (4) GEO-307 Project (4)
VET	GEO-321 Hydrogeology (4) OR GEO-322 Gemmology (4)	GEO-323 Introduction to Environmental Geology(4) OR GEO-324 Geoheritage (4)

COURSE STRUCTURE
Under Graduate Programmes: TYBSc

Paper Type	Semester V	Semester VI
Mathematics		
Major	MAT-300 Riemann Integration and Improper Integrals (4), MAT-301 Group Theory I (4), MAT-302 Metric Spaces (4), MAT-303 Analytical 3D Geometry (2)	MAT-304 Group Theory II (4), MAT-305 Complex Analysis (4), MAT-306 Vector Calculus (4) MAT-307 Project (4)
VET	MAT-321 Linear Programming Problems (4)	MAT-324 Operations Research (4)
Physics		
Major	PHY-300 Analogue and Digital Electronics (4) PHY-301 Atomic and Molecular Physics (4) PHY302 Physics Laboratory I (4) PHY-303 Special Theory of Relativity (2)	PHY-304 Electromagnetic (4) PHY-305 Quantum Mechanics I (4) PHY-306 Physics Laboratory II (4) PHY-307 Project (4)
VET	PHY-321 Experimental Physics (4)	PHY-324 Solid State Devices and Instrumentation (4)
Zoology		
Major	ZOO 300 Molecular Biology (4) ZOO 301 Human Physiology (4) ZOO 302 Histology and Endocrinology (4) ZOO 303 Bio-entrepreneurship (2)	ZOO 304 Concepts in Genetic Engineering (4) ZOO 305 Evolution (4) ZOO 306 Biochemistry of Metabolic Processes (4) ZOO 307 Minor Project (4)
VET	ZOO 321 Biostatistics and Data Analytics (4)	ZOO 322 Environmental Impact Assessment (4)

COURSE STRUCTURE

Under Graduate Programmes: FYBCom (180 seats)

General Guidelines:

- Each semester, students must select one major subject and one minor subject from the Commerce discipline.
- Additional courses listed below are compulsory. Such as
 1. Any one (per semester) Skill Enhancement Courses (SEC)- Must be from same discipline (Commerce)
 2. Any one (per semester) Multidisciplinary Course (MC) – Must be from a different discipline (Science, Arts). The available choices are:
 - Semester I: ZOO-131 Food, Nutrition and Health (03)
OR
GOG-131 Astronomical Geography (03)
OR
HIS 131 Indigenous Heritage of Goa (3)
 - Semester II: CSC-133 Cyber Security Essentials (03)
OR
GEO-132 Physical Geology (03)
OR
ECO-132 Globalization (03)
 3. One AEC per semester :
 - Semester I ENG 151- Communicative English: Spoken and Written
 - Semester II ENG 152- Digital Content Creation in English
 4. Two VAC per semester : Group A (compulsory)
Group B (select any one)

	Semester I	Semester II
VAC Group A (Compulsory)	VAC 100 Environmental Studies-I	VAC 112 Green Energy Systems
VAC Group B (Select any one)	VAC 104 Constitutional Values and Obligation	VAC 117 Life Skills
	VAC 114 Health and Wellness	VAC 108 Introduction to the Folktales of India
	VAC III Awareness of Cyber Crime and Security	VAC 103 Sustainable Development and Ecology

COURSE STRUCTURE

Under Graduate Programmes: FYBCom (180 seats)

Semester	Major	Minor	SEC
I	COM-100 Financial Accounting (04)	COM-111 Principles and Practice of Management (04)	COM-145 Innovation and Start-ups (03)
			COM-143 Soft Skills and Personality Development (03)
II	COM-101 Elements of Cost (04)	COM-112 Fundamentals of Banking (04)	COM-148 Corporate Secretaryship (03)

COURSE STRUCTURE

Under Graduate Programmes: SYB.Com Semester III

General Guidelines:

- In the third semester, students must select one major subject and one minor subject from any of the specialization given below (major and minor from the same specialization):

- i) Financial Accounting
- ii) Cost Accounting
- iii) Business Management

- One compulsory major from the economics discipline.

- Additional courses listed below are compulsory. Such as

1. Any one Skill Enhancement Courses (SEC)- Must be from same discipline (Commerce)

2. Any one Multidisciplinary Course (MC) – Must be from a different discipline (Science, Arts). The available choices are:

Semester III: HIS-231 History of Ecology and Environment in India (3)

OR

CHC-231 Environmental sustainability (3)

OR

POL-231 Contemporary Global Issues (3)

3. Any one AEC of 2 credits. The available choices are as follows

HIN-251 – Sampreshan Kaushal

OR

MAR-251 – Vyaktimatva Vikas (Personality Development)

OR

KON-251 – Sambhashan Kaushallyam

COURSE STRUCTURE

Under Graduate Programmes: SYBCom

SEMESTER III		
Category	Course Title	Course Code
Major	(Compulsory for all specialisations) Public Economics (4)	COM-200
Major (Choose any one specialisation)	Financial Accounting : Government Accounting (4)	CFA-201
	Cost Accounting : Methods of Costing I (4)	CCA-201
	Business Management : Marketing Management (4)	CBM-201
Minor (Choose as per specialisation)	Financial Accounting : Specialized Accounting (4)	CFA-211
	Cost Accounting : Business Environment (4)	CCA-211
	Business Management : Business Finance (4)	CBM-211
SEC (Choose Any One)	Personal Financial Planning (3)	COM-243
	Introduction to Auditing (3)	COM-244
	Accounting Software Application (3)	COM-241

COURSE STRUCTURE

Under Graduate Programmes: SYB.Com Semester IV

General Guidelines:

- In fourth semester, students must select three major subject and one minor subject(VET) from any of the specialisation given below (major and minor from the same specialisation):
 - i) Financial Accounting
 - ii) Cost Accounting
 - iii) Business Management
- One compulsory major from the Economics discipline.

COURSE STRUCTURE

Under Graduate Programmes: SYBCom

SEMESTER IV		
Category	Course Title	Course Code
MAJOR	(Compulsory for all specialisations) Fundamentals of Macroeconomics for Business (4)	COM-202
MAJOR	FINANCIAL ACCOUNTING	
	Financial Statement Analysis (4)	CFA-203
	Indirect Taxes (4)	COM-204
	Forensic Accounting (2)	CFA-205
	COST ACCOUNTING	
	Methods of Costing II (4)	CCA-203
	Indirect Taxes (4)	COM-204
	Marginal Costing(2)	CCA-205
	BUSINESS MANAGEMENT	
	Services marketing (4)	CBM-203
	Event management (4)	CBM-204
	Brand Management (2)	CBM-205
MINOR (Any one from the chosen specialisation)	FINANCIAL ACCOUNTING	
	Accounting For Service Organisation (VET) (4)	COM-221
	COST ACCOUNTING	
	Strategic Performance Management (VET) (4)	CCA-221
	BUSINESS MANAGEMENT	
	Digital Marketing (VET) (4)	CBM-221

COURSE STRUCTURE

Under Graduate Programmes: TYB.Com

General Guidelines:

Fifth Semester

- Student will continue with the same specialisation selected in the previous semester and study three major papers offered by the Commerce department and one compulsory major from the Economics discipline.
- Three papers shall be of 4 credits each and one paper of 2 credits and an Internship of 2 credits.
- Additionally, student will select one Minor(VET) paper of 4 credits from the same specialisation.

Sixth Semester

- Student will continue with the same specialisation selected in the previous semester and study three major papers offered by the Commerce department and one compulsory major from the Economics discipline. All papers shall be of 4 credits each. This will include one project paper.
- Additionally student will select one VET paper of 4 credits (could be any paper from the same discipline)

COURSE STRUCTURE

Under Graduate Programmes: TYBCom

SEMESTER V		
Category	Course Title	Course Code
Major	Indian Economy (4)	COM-300
Major	Financial Accounting	
	Advanced Corporate Accounting (4)	CFA-301
	Direct Tax – I (4)	COM-302
	Research Process (2)	COM-303
	Cost Accounting	
	Techniques of Costing (4)	CCA-301
	Direct Tax – I (4)	COM-302
	Research Process (2)	COM-303
	Business Management	
	Human Resource Management (4)	CBM-301
	Retail Management (4)	CBM-302
	Research Process (2)	COM-303
Minor	Financial Accounting	
	Principles and Practice of Auditing (VET) (4)	CFA-321
	Cost Accounting	
	Cost and Management Audit (VET) (4)	CCA-321
	Business Management	
	Supply Chain and Logistic Management (VET) (4)	CBM-321
Internship	Financial Accounting	
	Internship (2)	COM-361
	Cost Accounting	
	Internship (2)	COM-361
	Business Management	
	Internship (2)	COM-361

COURSE STRUCTURE
Under Graduate Programmes: TYBCom

SEMESTER VI		
Category	Course Title	Course Code
Major	International Economics (4)	COM-304
Major	Financial Accounting	
	Financial Reporting and Sustainability Practices (4)	CFA-305
	Direct Tax – II (4)	COM-306
	PROJECT (4)	CFA-307
	Cost Accounting	
	Corporate restructuring and valuation (4)	CCA-305
	Direct Tax – II (4)	COM-306
	PROJECT (4)	CCA-307
	Business Management	
	Entrepreneurship Development (4)	CBM-305
	International Marketing (4)	CBM-306
	PROJECT (4)	CBM-307
Minor	Financial Accounting	
	E-filing of Income Tax and GST returns (VET) (4)	COM-322
	Cost Accounting	
	E-filing of Income Tax and GST returns (VET) (4)	COM-322
	Business Management	
	Tourism and Travel Management (VET) (4)	CBM-322

COURSE STRUCTURE

Under Graduate Programmes: B.Voc

B. Voc. Degree in Banking, Financial Services and Insurance

	Semester V	Semester VI
General Education	VOG 501 Direct Tax 1 (3) VOG 502 Portfolio Management (3) VOG 503 Financial Statement Analysis and interpretation (3) VOG 504 Lab Work in E-Accounting (3)	VOG601 Direct Tax II (3) VOG602 Indirect Taxes (GST) (2) VOG603 Micro Finance (3) VOG604 Financial Services (3) VOP605 Lab Work in GST (1)
Skill Development Qualification Pack	VOS506 Accounts Executive- I (4) VOS507 Accounts Executive- II (3) VOS508 Accounts Executive- III (4) VOS509 Accounts Executive- IV (4) VOS510 Accounts Executive- V (3)	VOS 606 Goods and Services Tax Accounts Assistant -I (4) VOS607 Goods and Services Tax Accounts Assistant -II (3) VOS608 Goods and Services Tax Accounts Assistant- III (4) VOS609 Goods and Services Tax Accounts Assistant-IV (4) VOS610 Goods and Services Tax Accounts Assistant- V (3)

Note: Skill Development Qualification Pack from the Sector Skill Council is subject to change based on industry updates.

SHORT TERM CERTIFICATE COURSES

Undergraduate

Short-Term Certificate Courses (STCC) provide undergraduate students with an opportunity to gain specialized knowledge and practical skills beyond their regular curriculum. These courses enhance their academic learning, improve employability, and help in career exploration. STCC programs also bridge the gap between theory and practice, offering hands-on experience in various disciplines. Additionally, they strengthen resumes, provide a competitive edge for higher studies or job applications, and encourage interdisciplinary learning. By completing STCC programs, students can develop industry-relevant skills, boost confidence, and gain insights into emerging fields of study. The following departments offer STCC programs for undergraduate students:

Department of Botany

- Organic farming and Sustainable Agriculture
- Entrepreneur Botany

Department of Chemistry

- “Lab to Industries: Best Practices and Applications in Chemistry”

Department of Commerce

- Tally Prime Pro with GST
- Fundamentals of Photography
- Prime Pro with GST
- Profile Building for Commerce Students

Department of Computer Science

- PHP Programming Computer Architecture

Department of Economics

- Mutual Fund Certification

Department of English

- Writing Right: Essential Skills for Effective Official Correspondence’
- ‘Basics of English Grammar’

Department of Geography

- Introduction to QGIS for Geographic Analysis
- Tourism Planning and Development

Department of Geology

- Fundamentals of Quantum Geographical Information System
- Basic Sediment Sample Processing Techniques in Sedimentary Geochemistry
- Basics of AutoCAD

Department of Hindi

- लोकनृत्य कौशल
- चित्रकला कौशल : कावी, चित्तर, मधुबनी कला
- आरी कला कौशल
- कृत्रिम पुष्प निर्माण कौशल

Department of Konkani

- Personality Development
- Writing for Media

Department of Marathi

- चित्रपक आस्वाद : एक कौशल्य
- वेब कंटेंट लेखन - एक कौशल्य

SHORT TERM CERTIFICATE COURSES

Undergraduate

Department of Mathematics

- Mathematical skills for Competitive Exams
- Vedic Mathematics- for Competitive Exams.

Department of Physics

- Fundamentals of nanomaterials :synthesis and characterisation
- House Wiring course

Department of Political Science

- Consumer Rights & Safeguards
- Political Psychology (PoliPsych)

Department of Zoology

- Fundamentals of Forensic Science ,Unveiling the basics
- Genomics and Bioinformatics
- First responder course in basic animal rescue, pet care and rehabilitation protocols

M.A & M.Sc. Programmes

OA-35 Ordinance governing the M.A., M.Sc. & M.Com. programmes of study conducted by the on-campus Departments of the Goa University and its affiliated colleges in the Faculties of Languages and Literature, Social Science, Natural Science, Life Science and Environment and commerce and Management, based on the choice Based credit system of instruction (Effective from Academic year 2022-23 onwards). (GU Ref. No. 2/688/2022-Legal (Vol. XXIV)/453 Dated 19th August 2022)

OA-35.1 General

The eligibility, procedure and conditions for admission to the M.A., M.Sc. and M. Com Programmes and the rules governing (i)reservation of seats for each Department, (ii) merit list, (iii) registration and payment of fees shall be as provided in the respective Ordinances/notifications

OA-35.2 Programme Structure

1. The Programme shall be based on a system of time-integrated units called Credits, under the Choice Based Credit System (CBCS) and shall comprise Core Courses, Elective Courses (Discipline specific, Research specific and Generic) and Dissertation.

2. A student shall be eligible for the award of a Masters Degree on successful completion of a minimum of 80 Credits.

3. The total number of 80 Credits shall comprise 32 Credits of Core Courses (Compulsory); 32 Credits of Elective Courses; 16 Credits of Dissertation (Compulsory).

4. A student shall be required to obtain 56 Credits from the parent Discipline, out of which 32 Credits shall be Discipline Specific Core; minimum 8 Credits shall be Discipline Specific Elective Courses; and 16 Credits for the Dissertation or Internship (as applicable). Out of the remaining 24 Credits, 12 Credits shall be Research Specific Elective Courses and 12 Credits shall be Generic Elective Courses.

5. The Courses may comprise only theory, theory and tutorial or only practical, or any other activity as specified by the respective Board of Studies.

6. Elective Courses may also comprise self-learning Courses in the form of field work, project, summer training, online SWAYAM Courses, and other such Courses; the Board of Studies shall recommend and specify the Credits for these activities.

7. A student shall also be permitted to obtain additional Credits. The degree/final grade shall be awarded /computed based on her/his performance in the Core Courses and the best performance in the Elective Courses and Dissertation/ Internship, to fulfill the minimum number of Credits required for the award of the Master"s Degree or Post Graduate Diploma. Additional Credits, if any, shall be indicated in the final transcript/mark sheet.

8. A student shall be permitted to register for Courses outside the University with any other Higher Education Institutions registered with the ABC and transfer the Credits to Goa University through ABC, subject to the provisions of the Ordinance relating to the Academic Bank of Credits.

9. A Course may be a minimum of 1 Credit an up to maximum of 6 Credits.

10. One credit of a Theory course shall be equivalent to 15 contact hours of learning activities including lecture, group discussion, seminar, problem solving, tutorial.

11. One Credit of a Practical Course shall be equivalent to 30 clock hours of laboratory /field work / study tour, that is, 15 practical sessions each of 2 clock hours duration, or its equivalent.

12. Ordinarily, the ratio of Credits between theory and practical/laboratory/field Core Courses shall be 2:1 or as recommended by the concerned Board of studies.

13. The Disciplines/Schools/Colleges shall notify the Core and Elective Courses offered to students for the following Semester. The Disciplines/Schools/Colleges shall also provide for an adequate number of Elective Courses in case a student desires to obtain all Credits from the parent Discipline.

14. Permission of the Vice-Chancellor shall be obtained before the commencement of teaching of an Elective Course for which less than five students are enrolled.

15. Dissertation shall be of 16 Credits and shall be compulsory for the award of a Masters Degree for the students of Programmes where Dissertation is a part of the curriculum. This shall not be

applicable for Programmes where Internship is considered in lieu of Dissertation.

15. A Core Course offered by a Discipline other than the parent Discipline may be opted for by a student as an Elective Course (outside the discipline) provided the pre-requisites defined by the concerned Board of Studies are fulfilled by the student.

OA-35.4 DISSERTATION/INTERNSHIP

- Ordinarily, the Dissertation/Internship shall be spread over the Third and/or Fourth Semesters. However, in case of two-year Programmes, the DFC may consider reducing it to one Semester if the student is eligible to complete the Masters Programme in Three Semesters.
- The DFC shall decide the modalities relating to Dissertation/Internship.
- The topic of the Dissertation shall be finalized by the student in consultation with the Research Supervisor/Research Mentor by the beginning of the Academic Year in which they are pursuing their Dissertation.
- The DFC shall decide the distribution/number of students to be allotted to a Research Supervisor.
- A student shall declare, in the prescribed proforma, that the Dissertation is her/his own original work and that all the sources used are duly acknowledged.
- The Research Supervisor shall certify, in the prescribed proforma, that the Dissertation is a work of the student completed under her/his supervision.
- A student shall submit their Dissertations to the School /College through the Research Supervisor not later than one week before the end of the Semester. Ordinarily, no student shall be permitted to submit the Dissertation after the due date.
- A student shall submit a soft copy and a spiral bound copy of the Dissertation to the School/College in the standard format as notified by Goa University for the Ph.D. Programme.

OA-18A.5 Scheme of Examination

- The assessment of all Courses including Dissertation and Internship shall comprise continuous Intra-Semester Assessment (ISA) and Semester End Assessment (SEA) and shall be fully internal, carried out by the teacher teaching the Course. If the teacher/s who had taught the course is/are no longer associated with the School/College, the Dean/Programme Director/ Principal shall appoint a paper setter cum evaluator. (a) Each teacher of the concerned Course shall be the examiner for the portion s/he has taught. The teacher of the Course shall be the Course Coordinator and shall coordinate the teaching, examination and evaluation (both ISA and SEA) of the Course and maintain records of all the assessments. (b) When more than one teacher is involved in teaching a Course, one teacher preferably a regular teacher shall be identified as the Course Coordinator by the DFC.
- The ISAs may be Written/Oral, Open/Closed book, Scheduled/ Surprise, Objective /Multiple-choice, Short-answer type, Essay type, Seminar, Assignment, Viva-Voce, Peer group assessment, Class participation as described in the Course outline.
- For each Theory Course, a written or any other evidence-based component shall constitute at least 50% of ISA and SEA.
- A Course shall have a "single passing-head" based on the combined performance at the ISA and SEA. Fractional marks shall be rounded off to the nearest integer only at the time of calculating the Course Grade.

OA-35.6 EVALUATION OF COURSES

- A One Credit Course shall carry 25 marks. All other Courses shall carry marks proportionate to the number of Credits.
- The weightage for the ISA and SEA for both theory and practical Courses shall be 60% and 40% respectively.
- There shall be four ISA"s for each Course of two or more Credits, each of 20%, for a total of 60% of total marks of the Course. Out of four IAS"s best three ISA"s shall be considered.

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- However, for a 1 Credit Course, only two ISAs shall be conducted and evaluated for 60% of the total marks of the Course and the best ISA will be considered.
- All internal assessments shall be completed by the last teaching day of the Semester.
- The duration of all written SEA examinations carrying 25 marks or less, shall be of one hour; SEA carrying above 25 marks and up to 50 marks, shall be of two hours; SEA carrying 50 marks and above, shall be of three hours.
- The duration of SEA of all Laboratory/Field Courses shall be decided by the respective Board of Studies.

OA-35.7 Evaluation of Dissertation/ INTERNSHIP

- The Research Supervisor along with the faculty members of the concerned Discipline shall assess the Dissertation work.
- The SEA component of 50% marks shall be in the form of a presentation by the student to be assessed by the faculty members of the Discipline including the Research Supervisor. The soft copy of the Research Report shall be made available to all the faculty members of the Discipline.
- To pass in the Dissertation /Internship (in lieu of Dissertation) a student has to secure a minimum Grade of „P“ as indicated under OA-35.8.1.
- There shall be no revaluation of Dissertation
- A student who fails in the Dissertation/Internship (in lieu of Dissertation) shall have to repeat the Dissertation/Internship.

OA-35.8 Award of Grades

- Marks awarded in each Course shall be represented in the form of Grades in the grade sheet issued at the end of each Semester. The Final result shall be declared as Cumulative Grade Point Average (CGPA).
- The marks awarded in the ISA and SEA shall be added for awarding the grade for each Course, as indicated in the table below:

Range of Percentage	Grades	Grade Points
85-100	O (Outstanding)	10
75-<85	A+(Excellent)	9
65-<75	A(Very Good)	8
55-<65	B+(Good)	7
50-<55	B(Above Average)	6
45-<50	C(Average)	5
40-<45	P(Pass)	4
0-<40	F(Fail), Ab(Absent)	0

- Every student shall have to secure a minimum of "P" Grade to pass the Course.
- The provisions for the award of Entitlement marks under OA 5.16 shall be applicable to the Credit based Masters Programmes. However, the provisions for the award of Grace marks shall not be applicable.
- (a) Students who do not secure a minimum of "P" Grade in Core Courses shall have the option of answering the SEA in the following Semester(s), or to repeat the Course by registering for the Course whenever it is offered in the regular Programme.
- (b) In the case of Elective Courses, a student shall have the option of answering SEA in the following Semester(s), or to repeat the Course by registering for the Course whenever it is offered in the regular Programme, or register for an alternative Elective Course to secure the requisite number of Credits.
- (c) Appearance in minimal number of ISAs (50%), and in the SEA, shall be compulsory for passing.

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- (d) There shall not be any supplementary examinations for SEA. However, repeat examinations shall be conducted as per the allotted time frame for SEA in the academic calendar. In such cases, the ISA score shall be carried forward. However, if the candidate is re-registering for a course, neither the ISA nor the attendance of the previous attempt shall be carried forward.
- The weighted grade points of a Course shall be calculated by multiplying the Grade Points (G_i) scored by a student, into the number of Credits of the respective Course.
- The Cumulative Grade Point Average (CGPA) shall be calculated on completion of 80 Credits. (c) CGPA is the sum of the product of the number of Credits and Grade Points divided by the sum of the number of Credits as specified under OA-35.8.6(e). The CGPA shall be calculated as follows:

$$CGPA = \frac{\sum(C_i \times G_i)}{\sum C_i}$$

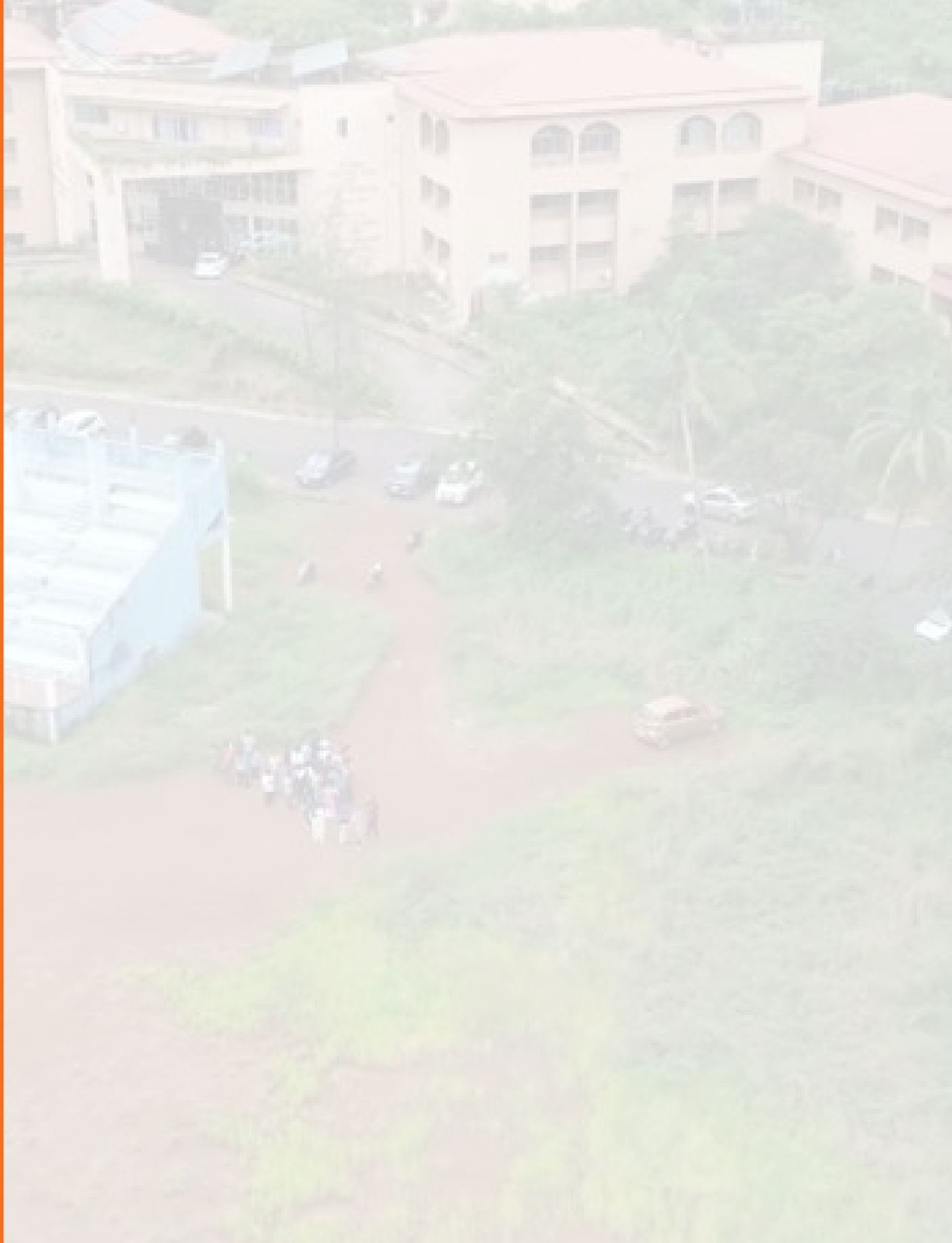
- Where C_i is the number of credits of the i^{th} course and ' G_i ' is the grade point scored by the student in the i^{th} course.
- The CGPA shall be rounded off to two decimal points and recorded in the transcripts. (e) For calculating CGPA, all the Core Courses (48 Credits including Dissertation/Internship) and best of the grades obtained for Elective Courses equaling 32 Credits shall be considered. (f) Wherever the number of best Elective Credits are more than 32, the Grade Point of an Elective Course having the least Grade Point amongst these, shall be computed for a lesser number of Credits, so as to obtain a total of 32 Elective Credits. Such reduction in the weightage shall be reflected in the
- For each Course a student securing 'F' or 'Ab' Grade in the Course shall not be entitled to earn any Credits for that Course.
- The CGPA shall be converted to the Final grade, as shown in the table below:

CGPA	Grades
10.0	O (Outstanding)
9.0-<10.0	A+ (Excellent)
8.0-<9.0	A (Very Good)
7.0-<8.0	B+ (Good)
6.0-<7.0	B (Above Average)
5.0-<6.0	C (Average)
4.0-<5.0	P (Pass)
< Required Credits for awards of the Degree	F (Fail)

- In the case where CGPA is higher than the indicated upper limit in the two decimal digits by a factor of ≥ 0.005 , then the higher grade will be awarded. Example: A candidate with $CGPA \geq 4.995$ will be awarded 'C' Grade. A candidate who has not earned required Credits to be awarded the Degree, shall be given a Final Grade 'F' and be declared as 'Fail'.
- A student who has not completed the Programme in four Semesters, shall be permitted to re-register for additional Semester(s) and opt for Courses, provided that these Courses are available for instruction in the School/College. This shall be subject to the provision of maximum duration for completion of a Programme as specified in the relevant Ordinances. Such students(s) shall be treated as supernumerary for the particular Course.
- A student desiring to improve her/his final Grade on completion of the Master's Degree Programme, shall be permitted to reappear only in the SEA component of one or more theory courses of her/his choice, provided that:
 - (i) S/he had answered the Course/s during the Programme.
 - (ii) Such examinations shall be conducted as recommended by the DFC.
- A student shall also be permitted to re-register as a regular student for one or more Theory Courses and appear for both the ISA and SEA components for improving her/his Final Grade.

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- The request for improvement shall be made within two years of declaration of the final results.
- The best Course-wise performance of the candidate shall be considered for the final grade.
- A fresh Grade Sheet shall be issued only if there is an improvement in grades.
- The concerned School/College shall conduct examinations for such candidates.



Post Graduate Programmes
M.A. Economics

Part I

Course Type	Semester I	Semester II
Discipline Specific Core	ECO-500 Microeconomics (4) ECO-501 Macroeconomics (4) ECO-502 Public Economics and Public Policy (4) ECO-503 Statistics For Economic Analysis (4)	ECO-504 Mathematics for Economic Analysis (4) ECO-505 Economic Growth and Development (4) ECO-506 International Trade and Finance (4) ECO-507 Introduction to Econometrics (4)
Discipline Specific Elective (Any one per semester)	ECO-521 Indian Economy (4) ECO-522 Environmental Economics (4) ECO-523 Introduction to Game Theory (4) ECO-524 Economics of Regional Integration (4) ECO-525 Indian Public Finance (4) ECO-526 Human Resource Development (4) ECO-527 Labour Economics (4)	

Part II

Course Type	Semester III	Semester IV
Generic Elective	ECO-621 Indian Agriculture (4) ECO-622 Health Economics (4) ECO-623 Introduction to Finance (4) ECO-624 Evolution of Economic Thought (4) (Any 3 of the above)	-
Research Specific Elective (any two for semester III and any one for semester IV)	ECO-600 Research Methodology in Economics (4) ECO-601 Data Sources for the Indian Economy (4) ECO-602 Techniques of Geo-spatial analysis (4) ECO-603 Introduction to Spatial Economics (4) ECO-604 Time Series Econometrics (4) ECO-605 Comparative Economic Systems (4)	
Discipline Specific Dissertation	-	ECO-651 Dissertation (16)

Post Graduate Programmes
M.A. English

Part I

Course Type	Semester I	Semester II
Discipline Specific Core	ENG-500 Literary Criticism (4) ENG-501 Shakespeare: Plays (4) ENG-502 English Novel (4) ENG-503 English Drama (4)	ENG-504 English Poetry (4) ENG-505 Novel as a Major Literary Form (4) ENG-506 Linguistics (4) ENG-507 American Literature (4)
Discipline Specific Elective	ENG-525 Commonwealth Literature (4)	ENG-524 Study of a Major Playwright: Harold Pinter (4) OR ENG-524 Study of a Major Poet: T.S. Eliot (4)

Part II

Course Type	Semester III	Semester IV
Generic Elective	ENG-621 Indian Writing in English (4) ENG-623 Contemporary Indian English Fiction (4) ENG-625 Creative Writing (4)	
Research Specific Elective	ENG-602 Cultural Studies: Theory and Practice (4) ENG-604 Readings in Contemporary Theory (4)	ENG-600 Feminism: Theory and Praxis (4) OR ENG-603 Goa: Cultural Perspectives (4)
Discipline Specific Dissertation		ENG-651 Dissertation (16)

Post Graduate Programmes

M.A. Hindi

Part I

Course Type	Semester I	Semester II
Discipline Specific Core	HIN-500 भाषाविज्ञान (4) HIN-501 मध्यकालीन काव्य : व्यावहारिक समीक्षा (4) HIN-502 भारतीय काव्यशास्त्र (4) HIN-503 हिंदी कथा साहित्य (4)	HIN-504 हिंदी भाषा : लिपि एवं व्याकरण (4) HIN-505 पाश्चात्य काव्यशास्त्र (4) HIN-506 आलोचक और आलोचना (4) HIN-507 नाटक एवं रंगमंच (4)
Discipline Specific Elective	HIN-522 आधुनिक हिंदी काव्य : व्यावहारिक समीक्षा (4)	HIN-523 आधुनिक गद्य की अन्य विधाएँ (4) HIN-527 हिंदी क्षेत्रों में अध्ययन- यात्रा (2) HIN-528 भाषा और साहित्य : सामाजिक एवं सांस्कृतिक सर्वेक्षण (2)

Part II

Course Type	Semester III	Semester IV
Optional Generic	HIN-623 भारतीय साहित्य (4) HIN-624 जनसंचार एवं पत्रकारिता (4) HIN-628 अनुवाद अध्ययन (4)	
Research Specific Elective	HIN-600 शोध प्रविधि (4) HIN-603 साहित्य : विचार एवं दर्शन (4)	HIN-605 हिंदी गद्य : विविध विमर्श (4)
Discipline Specific Dissertation		HIN-675 लघु शोध प्रबंध (16)

Post Graduate Programmes
M.Sc. Mathematics

Part I

Course Type	Semester I	Semester II
Discipline Specific Core	MAT-500 Real Analysis (4 credit) MAT-501 Linear Algebra (4 credit) MAT-502 Algebra (4 credit) MAT-503 Complex Analysis (4 credit)	MAT-504 Topology (4 Credit) MAT-505* Differential Equations (4 Credit) MAT-506 Several variable calculus (4 Credit) MAT-507 Functional Analysis (4 Credit)
Discipline Specific Elective (4 credits per semester)	MAT-521 Mathematical Methods (4 credit) MAT-522 Difference Equations (4 credit) MAT-523 Special Functions (4 credit) MAT-524 Partial Differential Equations (4 credit) MAT-525 Integral Equations (4 credit) MAT-526 Finite Element Method (4 Credit) MAT-527 Combinatorics (4 Credit) MAT-528 Computational Mathematics using Python (2 Credit) MAT-529 Elementary Number Theory (2 Credit) MAT-530 Discrete Mathematical Structures (4 Credit)	

Part II

Course Type	Semester III	Semester IV
Optional Generic (any three for semester III)	MAT-621 Basic Mathematics for Social Science (4 Credit) MAT-622 Operations Research (4 Credit) MAT-623 Mathematics for Financial Management and Insurance (4 Credit) MAT-624 Mathematics for Financial Market (4 Credit) MAT-625 Latex for Mathematics (2 Credit) MAT-626 Probability and Statistics (4 Credit)	
Research Specific Optional (any two for semester III and any one for semester IV)	MAT-600 Mathematical Modelling (4 Credits) MAT-601 Algebraic Topology (4 Credits) MAT-602 Number Theory (4 Credits) MAT-603 Lie Algebra (4 Credits) MAT-604 Graphs and Networks (4 Credits) MAT-605 Advanced Graph Theory (4 Credits) MAT-606 Measure Theory-I (4 Credits) MAT-607 Measure Theory-II (4 Credits) MAT-608 Functional Analysis-II (4 Credits) MAT-609 Symmetry Methods for Differential Equations (4 Credits)	
Discipline Specific Dissertation		MAT-651 Discipline Specific Dissertation (16 Credit)

SHORT TERM CERTIFICATE COURSES

Postgraduate and Research

For postgraduate students and researchers, STCC programs focus on advanced methodologies, interdisciplinary learning, and research techniques. They provide exposure to modern analytical tools, experimental approaches, and specialized areas of study, equipping participants with the expertise required for academic research, industrial applications, and innovation.

By integrating theoretical concepts with real-world applications, STCC programs help students at all levels enhance their skills, broaden their knowledge base, and gain a competitive edge in their respective fields. Upon successful completion, participants receive a certificate, adding value to their academic and professional journey. The following departments offer STCC programs for PG and research students:

Department of Economics (PG)

- Research Methodology in Economics and Academic Writing
- Basic Data Analysis using Jamovi
- Techniques of Geospatial Analysis

Department of English (PG)

- Doing Research in English Literature: Steps, Procedures and Essential Know-How
- NET/SET training sessions

Department of Hindi (PG)

- नेट-सेट परीक्षा में सफलता पाने की दिशा में अनिवार्य कौशल
- देवनागरी टंकण कौशल
- हिंदी उच्चारण एवं लेखन कौशल
- शांति और शक्ति का मार्ग: सूर्य नमस्कार और ध्यान

Department of Hindi (Research Centre)

- अकादमिक लेखन कौशल : उचित संदर्भ एवं साहित्यिक चोरी की रोकथाम

Department of Marathi

- चचत्रपट आस्वाद - एक कौशल
- वेब कंटेंट लेखन - एक कौशल

REFUND OF FEES (Under Graduate & Post Graduate Programmes)

(As per Circular No. GU/36/Acad-PG/Refund of Fees/2017/1322/446 dated: 17/05/2017)

If a student chooses to withdraw from the programme of study in which he/she is enrolled, the following four tier system shall be followed for the refund of fees remitted by him/her.

Sr. No.	Point of time when notice of withdrawal of admission is served to the college/University	% of refund of Aggregate fees*
1	15 days before the formally notified last date of admission	100% #
2	Not more than 15 days after the formally notified last date of admission	80%
3	More than 15 days but less than 30 days from formally notified last date of admission.	50%
4	More than 30 days after formally notified last date of admission	00%

(* Inclusive of tuition fees and non tuition fees but exclusive of Caution Deposit and Security Deposit)

In case of (1) in the table above, 10% of the aggregate fees shall be deducted as processing charges from the refundable amount.

- Fees shall be refunded to an eligible student within fifteen days from the date of receiving a written application from him/her in this regard.
- The students who have already been admitted to a programme of the University and have paid the fees and are subsequently admitted to another programme shall have to pay the fees for the final admission and claim the refund of fees paid earlier, in which case no administrative charges shall be deducted from fees paid earlier by the student.
However, if the fees payable for both the programmes are the same, the fees paid earlier shall be transferred to the final programme where admission is sought.
- All other cases of the refund of the fees will be decided on case to case basis on its merit.

COLLECTION OF DOCUMENTS

Under Graduate Programmes

Bonafide/Attempt/Character/Leaving Certificate shall be issued after four days from the date of application.

- If a student loses the mark sheet and wishes to apply for a duplicate mark sheet, a police complaint has to be filed (FIR) and an affidavit supporting the cause has to be enclosed to the forwarding application. Duplicate mark sheet will be issued after a period of 15 days from the date of application. A search fee of Rs. 105/- per year from the year of examination and Rs. 200/- for the mark sheet will be charged for the same.
- The application for the issue of a Duplicate Identity Card has to be enclosed with an affidavit supporting the cause. The Duplicate Identity Card will be issued two days after the date of application. The fees for the same will be Rs. 50/-
- If the original mark sheet in the first instance is not collected within the notified time, there will be a search fee of Rs. 50/- if collected in the same year and Rs. 105/- per year thereafter.

Post Graduate Programmes

As per the Goa University procedure

GENERAL REGULATIONS

- All the students are responsible to the college Principal and all teachers for their general conduct both inside and outside the college.
 - All extra and co-curricular activities conducted in the name of the college, either within or outside, will require prior permission from the Principal/ Convenor, Students Welfare Committee/ Director of the Association.
 - No Society, Association or Union will be formed in the college and no person invited to address any meeting without the Principal's prior permission.
 - No student will collect any money within or outside the college campus, using the college name in any form as contribution for extra or co-curricular activities or for charity, without the prior permission of the Principal. In case the permission is granted, a complete account of the money so collected should be prepared and submitted within a period of 15 days from the completion of the event.
 - A student registered in a Semester/Term/Year, for any course (degree or diploma), shall be required to have a minimum cumulative attendance of 75% of the total lectures and practicals prescribed for the course during that Semester/term/year. Although the attendance shall be cumulative for all the papers/courses taken together, in the given Semester/Term/Year, a student shall be required to have a minimum of 50% attendance in any individual paper/ course.
 - Notices once displayed on the Notice Board/Website are deemed final and official communication to all.
 - The students must always come well-groomed and with a proper/decent hair style. No fancy hair styles are allowed.
 - If for any reason, the continuance of a student in the college is detrimental to the best interest of the college, the Principal can ask such a student to leave the college without assigning further reasons.
 - In extreme cases, the student may be rusticated or dismissed from the college.
 - No visitors/ outsiders are allowed in the college to meet the students, unless permitted by the college authorities. Visitors will particularly not be permitted to meet students while a lecture/practical session is in progress except under exigencies, with prior permission of the Principal.
 - The college will hold in reserve the semester end exam results of those students who fail to clear their dues (breakage, damage, loss etc.) and return library books by the end of the academic year.
 - Students must compulsorily wear college uniform while attending classes in college campus.
 - The Principal's decision in all matters of the college will be final and binding on all the students.
 - No entry for vehicles violating the provisions of the Motor Vehicles Act in force in the State.
- Students, Staff and Visitors have to compulsorily follow the regulations given by the College authorities from time to time regarding the parking in the College Campus.
- No entry in the College Campus without permission.

ATTENDANCE RULES (Summary) (As per Goa University Ordinance OA-17)

Every student should have a minimum cumulative attendance of 75% of the total lectures and practicals prescribed for the course, and a minimum of 50% attendance in each individual paper, failing which they will not be eligible to appear for the Semester End Examination. Such students will have to seek re admission to the course in the subsequent academic semester.

Absence on medical grounds and on grounds of representing the college for co-curricular activities shall be condoned as per the college and Goa University rules. Students are advised to read and follow the detailed rules pertaining to "Attendance" printed in the college Handbook section.

DO'S & DONT'S

Do's

- Do carry/wear your identity card at all times. You may be asked to leave the campus if you don't. Apply for a duplicate I-card in case yours is lost.
- Do be on time for all your lectures/practicals. You may not be allowed to enter the classroom/labs late.
- Do take care of the college property and keep it clean and tidy.
- Do submit your filled in justification form in case you remain absent for lectures/practicals/1.S.A.'s/ S.E.E.'s within three days of your rejoining the college.
- Do read all the notice Boards and visit the College website regularly.
- Do meet the Principal/Vice-Principal in case you have any problem or grievance pertaining to the college.
- Do participate in the co-curricular & extra-curricular activities of the college during your spare time.
- Do be courteous to other students and to all the teaching and administrative staff.
- Do maintain good moral and social behaviour at all times.
- Do wear college uniform.

Don't's

- Do not use unbecoming/indecent language or conduct in the class/campus. This may lead to suspension or dismissal.
- Do not attend lectures other than your own, except with special permission from the lecturer concerned.
- Do not damage the fixtures and fittings in the college campus.
- Do not smoke, consume liquor, drugs or other intoxicants.
- Do not use mobile/cell phones in the classrooms, laboratories and library.
- Do not talk/discuss/create disturbance in the Library.
- Do not indulge in ragging. Ragging in any form is strictly prohibited and is punishable by Law.

IMPORTANT INSTRUCTIONS

- Minimum 75% cumulative (taken for all courses together) attendance at the end of a semester is mandatory for a student to appear for Semester End examination.
- Attendance for the minimum number of ISAs in a semester is compulsory for a student to appear for Semester End examination.
- Absence on medical ground will be dealt with as per Ordinance OA-17 of the Goa University.
- Do not keep money, mobile phones and other valuables in your bags unattended in classrooms, library, laboratories and canteen. The college will not be responsible for any loss.

RESERVATION UNDER VARIOUS CATEGORIES

As per the revised guidelines of the UGC, reservation of seats in case of Scheduled Caste (SC) and Scheduled Tribe (ST) candidates for admission to various programmes of study in the College shall be on the basis of the reservation policy of the State Government.

2% of seats in each of the programmes of study, subject to a minimum of one seat, shall be reserved for candidates belonging to SC category.

12% of seats in each of the programmes of study, subject to a minimum of one seat, shall be reserved for candidates belonging to ST category. Candidates applying for admission under these categories shall be required to submit a certificate to that effect issued by the officer of the rank of the Deputy Collector or above.

27% of total seats, subject to a minimum of two seats, for admission to various programmes of study, shall be reserved for candidates belonging to other backward classes (OBC) of the State of Goa as per the directives of the State Government. Candidates applying under this category shall be required to submit a certificate issued to that effect by the officer of the rank of the Mamlatdar or above.

5% of total seats, subject to a minimum of one seat for admission to various programmes of study shall be reserved for PwD (Persons with Disability) (as per State Government directives).

10% of total seats, shall be reserved for EWS (Economically Weaker Sections)
Seats falling vacant under any of the above reserved categories shall be filled from the general category candidates with the approval of the Directorate of Higher Education, Govt. of Goa.

15% of seats, over and above the allotted number of seats, shall be reserved as supernumerary seats for the overseas candidates, who are eligible for admission and are recommended by Govt. of India under scholarship from Govt. of India or under exchange programme (ICCR Programme). These seats shall be filled in accordance with the U.G.C. guidelines.

Out of the 15% supernumerary seats, one seat in each program will be reserved for Kashmiri Migrants (KM) as per the directives of the U.G.C.

Note: Percentage of seats mentioned above is subject to change depending upon the directives of the State Government.

EXAMINATION RULES & REGULATIONS

Rules are subject to change as per Amendments & Notifications received from Goa University from Time to Time

Scheme of Examination: (As per Goa University Ordinance OA 38)

There shall be two modes of evaluation of the academic performance of the students offering the B.A/B.Com./B.Sc course, namely, the Intra-Semester Assessment (ISA) and the Semester End Examination (SEE), hereinafter mentioned as ISA and SEE respectively, for convenience. A student shall be required to appear for ISA as well as SEE.

Intra-Semester Assessment (I.S.A):

- The ISA (Intra-Semester Assessment) for each paper shall be conducted twice/thrice in a given Semester, once through a test and the other by using alternate modes of evaluation such as assignment, presentation, orals etc. Generally, ISA for a given paper shall be conducted by the teacher/s teaching that paper. ISA may also be conducted for the Practical component of a paper that has more than one practical credits. The schedule for the ISA shall be notified to all at the beginning of the semester. The marks of ISA shall be communicated to the students within two weeks.
- The ISA tests shall carry 20% of maximum marks allotted for the paper/course.
- Usually, the I.S.As will be conducted during July, August and September for Odd semesters and during the January, February and March for Even semesters. The students who fail to appear for the test due to a genuine reason shall be given another opportunity by the end of September/April on a date pre-determined by the College. The other mode of ISA will be completed as decided by the teacher but before the end of the semester.
- A student who does not appear for a minimum of one/ two ISAs (depending on the credits) of a paper shall not be eligible to answer SEE of that paper.
- The student who remains absent for any ISA, should submit the justification letter in the prescribed format available in the office, to the Principal, **immediately after joining the college after the period of absence.**
- **Repeat ISA's will be given only if absence is on genuine grounds.**

Semester End Examination (S.E.E):

- The SEE (Semester End examination) shall be conducted at the conclusion of a given semester. Semester End Examination shall cover the course of studies prescribed for the concerned/respective Semester.
- A candidate shall be considered to have successfully fulfilled the requirements of a Semester and deemed eligible to appear for the Semester End Examination provided he/she fulfills the minimum attendance requirements (75%) as per the relevant rules of the University and has appeared for 2 ISAs. A candidate, failing to fulfill these conditions, shall have to repeat the semester.
 - a) The duration of an S.E.E. theory paper carrying 60 or 80 marks shall be of two hours.
 - b) The duration of an S.E.E. theory paper carrying 120 marks shall be of three hours.
 - c) The duration of an S.E.E. theory paper carrying 20/40 marks shall be of one hour.
- There shall be no revaluation of answer books of the candidates at Semester-I to Semester-IV examinations. However, the existing provisions in the University for revaluation/verification shall be applicable to Semester V and VI. Personal verification of marks shall be granted to the candidate in the presence of the principal and the Examiner concerned, provided he has applied for the same along with payment of prescribed fees within one week of the declaration of result. The following shall be the procedure for the verification of marks.
- On a notified day and time, which should not be later than 10 days after the receipt of application from the candidate, he/she shall be shown the answer book in the chamber of the Principal/Vice-Principal in the presence of the Examiner concerned.

EXAMINATION RULES & REGULATIONS

- If the candidate is not satisfied with the result on personal verification of answer book, he may apply to the College Grievance Committee within a week.
- The college Grievance Committee shall take appropriate action as per the relevant Ordinance and inform the candidate of the decision taken accordingly.

Practical Examination

- Examination(s) in Laboratory exercise shall be conducted for courses/papers having practical(s) component. Marks shall be allotted for journal/lab record book, field work, experiment assigned to the candidate and oral/viva voce during this examination. The allotment of marks shall be broadly as follows: 20% for journal(s), 60% for the experiment and 20% for the oral(s).
- Candidates shall be required to submit the journal/record book while entering the laboratory to appear for the practical examination.
- A candidate may be permitted, strictly on medical or other genuine grounds, to appear for practical examination out of turn, irrespective of the timetable and the batch allotted to him/her, in the examination programme for Semester-V and Semester-VI issued by the University.

Passing in each Head

- A theory paper carrying 100 marks shall have ISA component of 20 marks and an SEE component of 80 marks. For a 75 marks theory paper, the ISA component shall be of 15 marks and the SEE component shall be of 60 marks. A theory paper carrying 50 marks shall have an ISA component of 10 marks and SEE component of 40 marks.
- A student shall be required to score a minimum of 40% of maximum marks in ISA + SEE. Additionally, a minimum score of 40% is required in practical component to pass in a paper in Semesters I to VI.

Improvement in Score

- Improvement of Performance shall be permitted to a student who has passed the UG Degree Examination. The student shall be required to appear again only in the SEA component of the papers of Semesters I to VIII Examinations, excluding the Project, Dissertation, Internship, and Practical component.
- Students are permitted to appear for improvement in any five Major (Core) courses for improvement.
- Students shall appear for the improvement examinations along with the regular students.
- The performance of a student, who appears under this provision and fails to improve, shall be ignored.
- The student availing of this provision shall be considered to have passed under improvement and this fact shall be recorded in the statements of marks and other relevant documents.
- The student shall be required to surrender the original statement of marks and other relevant documents at the time of receiving the fresh statement of marks in the event of improvement of performance.
- A student can appear for improvement only once in a Course under this clause.
- Students may seek improvement of performance no later than two years after the declaration of final results for the award of Certificate or Diploma or Degree, but within 7 years of the total duration of the Programme. A student shall not be eligible to apply for improvement of performance during the pursuance of a Programme.

EXAMINATION RULES & REGULATIONS

Mark sheets:

- The semester wise aggregate marks secured by the candidate in Semester I to Semester-IV examinations along with the paper-wise marks secured in Semester-V shall be indicated in the statement of marks issued to the candidate for Semester-V. Similarly, the semester-wise aggregate marks secured by the candidate in Semester-I to Semester-V examinations along with paper-wise marks secured in Semester-VI shall be indicated in the final statement of marks issued to the candidate after the semester-VI examination for the B.A/B.Com/B.Sc degree course. In case the student passes any semester or part thereof in the second appearance, it shall be so indicated in the statement of marks of Semester-V and Semester-VI.
- An unsuccessful candidate who obtains the minimum percentage of marks prescribed for passing in a subject (theory/practical) shall be exempted from reappearing in that subject. He/She shall be declared to have passed the full examination on his passing in the remaining subjects.

Special Supplementary Examination:

- Students are permitted to appear in a special examination, conducted preferably after 15 days from the declaration of results of Semester IV, for those who have any backlogs of all Semesters including Semester I irrespective of whether a student has already attempted 4 times in the said examination.

Project Work:

- T.Y. Project work guidelines are available in the library and with the Projects Guides.

AWARD OF GRADES

A Grade Certificate shall be issued to all the registered students after every Semester based on the grades earned. The Grade Certificate will display the course details (code, title, number of credits, grade secured). Marks awarded in each Course shall be represented in the form of Grades in the grade sheet issued at the end of each semester.

Letter Grade shall be the index of the performance of students in a said Course, denoted by letters O, A+, A, B+, B, C, P and F and calculated based on Grade Point and marks obtained for each Course, as shown in the table below:

Letter Grade	Grade Point	Marks%
O (Outstanding)	10	85-100
A+ (Excellent)	9	75-<85
A (Very Good)	8	65-<75
B+ (Good)	7	55-<65
B (Above Average)	6	50-<55
C (Average)	5	45-<50
P (Pass)	4	40-<45
F (Fail)	0	0-<40
Ab (Absent)	0	

A student shall be required to score a minimum of 'P' grade in ISA, SEE and practical components taken together to pass in a Course in Semesters I to VI.

OA 35.8 Grade Point Average (GPA)

The grade sheet in every semester shall reflect Semester Grade Point Average (SGPA) and Cumulative Grade Point Average (CGPA). The Final result shall be declared as Final Grade Point Average (FGPA), earned at the end of the Programme, which shall be a measure of overall cumulative performance of a student over Semesters I-VI.

The SGPA/CGPA/FGPA shall be converted to a Letter Grade, as shown in the table below:

CGPA	Grades
10.0	O (Outstanding)
9.0-<10	A+ (Excellent)
8.0-<9.0	A (Very Good)
7.0-<8.0	B+ (Good)
6.0-<7.0	B (Above Average)
5.0-<6.0	C (Average)
4.0-<5.0	P (Pass)
Less than required credits or CGPA <4.0	F (Fail)

LIBRARY: GENERAL RULES

The readers of the College Library are instructed to observe the following rules and regulations, violation of which shall result in preventing them from using the Library facilities, throughout the year.

- The Library will remain open on all the working days from 8.30 a.m to 4.00 p.m. Book issue timings should be noted separately.
- Absolute silence is to be maintained in the Library. No conversation or discussion is allowed.
- Eating, smoking and use of MOBILE PHONES in the library is strictly PROHIBITED.
- While entering the Library, every reader/user should enter his/her name and other details in the Entry Register maintained at the counter.
- Each student will get two Library Cards and one Reference Card. In case of loss of cards, the student must report immediately to the librarian.
- Each student can borrow two books at a time i.e one book per card for a period of one week. In case of more demand for any book, the period of borrowing may be reduced. One book can also be borrowed for overnight use by producing Reference Card.
- Reference Books/works such as Dictionaries, Encyclopedias, Year Books, Periodicals, News papers, Question paper sets, will be issued on Reference Card and they should be read only in the Library and are not to be taken out.
- Exchange of Library Cards, Reference Card and Library books is not allowed.
- Borrowers whilst receiving a book must examine it and report to the Library staff, any damage that may be found therein. If they fail to do so, they may be held responsible for any damage that may be detected later on whilst returning the book.
- If anyone fails to return the books within the specified time, a fine of Rs. 2/- (Rupees two only) per day including holidays will be charged. The amount may be increased in case of more demand for the book.
- The book may be renewed once only, if the same is not in demand and is not reserved by any other reader.
- If a particular book is lost or damaged, the borrower is liable to replace the book or should pay three times the cost of the book. In case of rare books or out of print books etc. the amount may be increased which will be decided by the Library Committee.
- Students/Staff can avail photocopying & internet facility in the Library at concessional rates.
- In case of any difficulties regarding the library or if any help is required in getting proper books etc. students/staff are advised to consult the Librarian.
- The students are liable for punishment or fine/disciplinary action if they either misbehave or damage the books or any other property of the college Library.
- Students and staff are advised to make use of Library, as much as possible, but in dignified manner.

ORDINANCE OA-17 RELATING TO MINIMUM ATTENDANCE

Ordinance OA-17 relating to Minimum attendance for eligibility to appear for Examinations conducted by Goa University

Objective: To ensure regular attendance during every form of interactive instruction pertaining to the teaching of all the Undergraduate and Post Graduate Courses offered by Goa University.

General:

(I) Attendance criteria under this Ordinance shall be brought to the notice of all the enrolled students by the concerned Institution/Department at the beginning of the academic year and the same shall be enforced strictly. (ii) The teacher(s) concerned shall engage not less than the actual number of lectures/ practicals prescribed for the particular paper/course in the syllabus. The Principal or Dean of the College/Head of the PG Department shall ensure that the teachers in the College/Department actually engage not less than the actual number of lectures/ practicals prescribed for the paper/course. {Note: "course" refers to Laboratory Course/Optional Course/Compulsory Course or other similar instructional courses}. (III) Generally, when a teacher misses some lectures/tutorials/practicals one or more days then that teacher shall engage those lectures/tutorials/practicals on other day (s) and shall maintain the record of the same.

OA-17.3 Attendance and eligibility to appear for Examinations (1) The attendance shall be taken by the teacher for each lecture/tutorial/practical or any other component of teaching separately. He/She shall maintain such a paper/course-wise Attendance register. (ii) Attendance shall be taken on a day to day basis for all the students and shall be cumulative of all the months of the Semester/Term/Year (in case of annual examination), as the case may be, for deciding the eligibility to appear for the respective examination. The statement of the attendance shall be prepared paper/course-wise and month-wise and the same shall be displayed on the Notice Board. A copy of this statement shall be sent to the University for records. (iii) If more than the prescribed number of Lectures/Practical for a paper/course have been engaged by the teacher(s), then, for the purpose of compilation of attendance, the number of lectures actually engaged as well as attended shall be proportionately scaled down with respect to the prescribed number of lectures/practical for the paper/course. (iv) A student registered in a Semester/Term/Year, for any Course (degree or diploma), shall be required to have a minimum cumulative attendance of 75% of the total lectures and practical prescribed for the course during that Semester/Term/Year. Although the attendance shall be cumulative for all the papers/courses taken together, in the given Semester/Term/Year, a student shall be required to have a minimum of 50% attendance in any individual paper/course. (v) A student, having less than 75% cumulative attendance in a Semester/Term/Year and/or less than 50% attendance in individual paper/course, shall not be eligible to appear for that semester/Term/Annual Examination. Such student shall have to seek re-admission to the Course/Programme during the subsequent Academic Year/Term/Semester by paying requisite fees. However, such student shall not be treated as fresh applicant for the admission if the re-admission is in the same institution. Readmission to professional colleges for the First Year of the course shall be as per the admission rules for these courses. These students shall not answer CET. (vi) For a student registered for subject/ subjects having practical component, attendance for both theory and practical component shall be treated separately for the requisite attendance mentioned above. (vii) Attendance of a student in an institution for a course shall be transferred to another institution if the student continues the same course in the new institution. (viii) A student representing the Institution /University/State/Country in extracurricular activities such as NCC/NSS/Sports/Cultural events, on obtaining prior approval of the Principal/Dean/Head of Department, shall be treated as "on duty" at the lectures/practical missed by him/her and shall be marked as 'D' in the Attendance Register.

Absence due to such activities shall be supported by documentary evidence issued by appropriate authority such as Commanding Officer of NCC, Director of Youth Affairs, Director/Asstt. Director of Sports in Government/University or an authorized official of these and other similar bodies. However in such case, for the purpose of compilation of cumulative as well as paper/course-wise attendance, the number of lectures/practicals for the paper/course shall be calculated after adding the lectures/practicals under 'D' and considered as such.

e.g { (No. of lectures/practicals +D) ÷ (No. of lectures/practicals engaged) x100

(ix) Absence on medical grounds for more than four continuous working days is required to be supported with a Medical Certificate which should be submitted within seven days after rejoining the class. Absence on medical grounds shall be offset against the 25% concession in the attendance already granted. However, if such absence exceeds 25% and is found genuine, the student may request for the condonation of the same. The Principal/Dean/Head of the Department shall examine such absence on a case-to-case basis. (x) Any case not covered under the above clauses but recommended by the Principal/Dean/Head of the Department for condonation shall be referred to a Committee consisting of

(i) Vice-Chancellor (Chairman), (ii) Registrar and (iii) Principal of the Institution/Dean of the College/Head of the Department concerned, as members. (xi) For Courses which are governed by the regulations of central governing bodies such as MCI,DCI,AICTE,CCIM, the norms prescribed by the respective bodies shall be followed with regard to the minimum attendance requirements.(xii) A student, who has any grievance about the attendance record, may bring the same to the notice of the Head of the PG Department/Dean or Principal of the College, in writing, within three days from the date of its display on the Notice-Board. The Head of the PG Department/Dean or Principal of the College on receipt of such a complaint, shall verify the accuracy of attendance records and allow the aggrieved student to inspect the records if necessary, and shall dispose of the complaint preferably within a period of seven days.

AWARDS & SCHOLARSHIPS

The College has various awards for the students excelling in academics instituted by various individuals/departments/companies.

- Permanent Annual Awards for top scorers at T.Y.B.A/B.Com/B.Sc. University Exams from the interest on the Fixed deposit of Rs.4000/- instituted by the Students' Council of 1993-94.
- Domingos Mendes Memorial Annual Award instituted by Dr. Gervasio Mendes in memory of his late father to the student securing First rank in the college at T.Y.B.Com. University Exam.
- Dept. of Economics Award to the top scorer in Economics at T.Y.B.A. University Exams, instituted by faculty members of the department of Economics, Prof. Dr. Gervasio S.F.L. Mendes, Prof. Dr. Seema Rath, Dr. Agnela Dias, Ms. Shilpa Satoskar, Mr. Satish Sawal, Dr. Guruprasad Naik and Mr. Akhil Gawas.
- Dept. of English Award instituted by Mr. Sharat Jamkhandi, Ms. Anita Jacob, Dr. Ambika Kamat and Ms. Anjali Mascarenhas for the top scorer in English at T.Y.B.A. Exam
- Raghuvir Sirsat Memorial Annual Award instituted by Prof. Soniya Sirsat in memory of her father to the student securing the highest marks in Hindi Honours at the T.Y.B.A. Examination.
- Raghuvir Sirsat Memorial Annual Award instituted by Prof. Soniya Sirsat in memory of her father to the student securing the highest marks in Hindi Honours at the M.A. Examination.
- Prof. Sneha Mahambre Award to the top scorer in Marathi at T.Y.B.A. University Exam.
- Ms. Sunita Kanekar Award to the top scorer in Konkani T.Y.B.A. University Exam.
- Prize sponsored by the college to the student for securing First place in College at University Exams at F.Y.B.A./B.Sc./B.Com., S.Y.B.A./B.Sc./B.Com., T.Y.B.A./B.Sc./B.Com.
- Late Vasant Samant Award instituted by Dr. Purnakala Samant in memory of her late father to the top scorer in Chemistry paper-I, at the T.Y.B.Sc. University Exams.
- Late Hanumant Chodankar award instituted by Mr. Ashok Chodankar for the top scorer in Organic Chemistry at T.Y.B.Sc University Exams.

- Late Mahadev Chodankar Award instituted by Mr.Ashok Chodankar for the top scorer in Chemistry at T.Y.B.Sc. University Exams.
- Late Remedio Vincent Pereira award instituted by Ms. Rosalina De Silva for scoring highest marks in Inorganic Chemistry paper at University Exams.
- Novartis India Ltd Award for the top scorer in Chemistry at T.Y.B.Sc. Exams.
- Late Manguesh Mosso Parab Gaonkar Award instituted by Ms. Manda Parab in memory of her late grandfather for the student ranking first in College at T.Y.B.Com University Exams.
- Department of Computer Science Award instituted by the teachers of the department to the student who secures highest marks in the papers of Computer Science at T.Y.B.Sc. University Exams.
- Award instituted by Mr. Uday Joshi, Ex-A.E., P.W.D., Valpoi, Goa, in memory of his late father, for the student securing highest marks in Mathematics at S.Y.B.Sc Exams.
- Award instituted by Mr D.G. Bandiwadekar, Associate Professor and Head. Dept. of Mathematics, in loving memory of his father late Shri Ganapatrao Bandiwadekar for the Student standing first in TYBSc Mathematics.
- Department of Sports and Physical Education and Sports award for Best outgoing Sportsman and Best outgoing Sportswoman.
- Late Alok Pradip Shirodkar Award for outstanding Sportsperson and needy student of the College.
- Best Library User Award instituted by Mr Samir Fatte, College Librarian.
- Award instituted by Mr. D.G. Bandiwadekar Associate Professor and Head Dept. of Mathematics for the student standing first in MSc, Mathematics.
- Award instituted by Dr. Suman Tari, Assistant Professor in Zoology, in loving memory of her father late Digambar Gad for the student scoring highest marks in Zoology at TYBSc exams.
- Cash prize of Rs. 4000/- each to student securing top 3 ranks in GU-ART examination in Applied Geology instituted by Mr. Dattaraj Jawdekar and Mr. Brahmanand Sawant.
- Late Rajaram Shenai Salgaoncar Memorial Award instituted by Dr. Ambika Kamat in memory of her late grandfather, to a student of M.A. English for securing highest marks in the college in paper 'Literary Criticism'.
- Award instituted by Dr. Sharmila Dessai, alumni of the college for the student securing highest marks in M.A. Economics.
- Award instituted by Dr. Vanita Patil, Associate Professor in Commerce, in loving memory of her mother late Vimal Patil for the best NCC Cadet.
- Award instituted by Mr. Sharat Jamkhani, Ms. Anita Jacob, Dr. Ambika Kamat and Ms. Anjali Mascarenhas for standing first in M.A. English Part II
- Award instituted by Dr. Arati Panshekar, Assistant Professor in Geography, in loving memory of her grandfather late Chandru Dhaku Panshekar for the student scoring highest marks in Geography at TYBA University Examination.

Merit Scholarships and Financial Aid

- The College awards Merit Scholarships to provide incentives to students to excel in examinations. The first 3 students in a class, (not division), will be awarded the first, second and third Merit Scholarship, provided they obtain at least 60% marks in the examinations. Merit Scholarships for the 1st Semester of the Academic year will be awarded on the basis of the marks of the previous year end examination. Merit scholarships for the Second Semester will be awarded on the basis of the First Semester End Examinations'. In matters of dispute, the decision of the Principal will be final and binding.
- Dr. Joydeep Bhattacharjee Scholarship for needy students.
- Late Alok Shirodkar Memorial Scheme for Financial Assistance.

Other Government Scholarships

1. Rajiv Gandhi Shiksha Sahayya Yojana Scholarship to Economically Backward Class students who fulfill the following conditions:
 - a) The income of parents/legal guardian from all sources does not exceed Rs. 40,0001 p.a.
 - b) He/She has secured a minimum of 45% marks at the last qualifying examination.
 - c) He/She is a resident of Goa.
2. Post Matric Scholarship to Scheduled Caste/Other backwards class students:

The students who belong to Scheduled Caste/Other Backward Class so specified in relation to Goa are eligible, provided they have passed the last qualifying examination of recognized University/Board. Only one student in the family is entitled for such Scholarship.
3. Scholarships to handicapped students:
 - a) The student should possess a minimum disability of 40%.
 - b) The student should have secured a minimum of 45% marks in the previous annual examination.
 - c) The annual income of the parents should not exceeds Rs. 25,000/- from all sources.
4. SC/ST/Orphans should apply for Government of India Scholarship. (Details are available in the college office)
5. Scheme for Promotion of Science Education
6. Merit Scholarship to the children of school Teachers:

The children of working school teachers, who have obtained first class at SSC examination held in March/April are eligible to apply for the same if their parents income is less than Rs.2,30,001/ per annum by allowing standard deduction.
7. Other Government Schemes and Freeships:
 - a) Scheme for the grant of educational concession to the children of Freedom Fighters.
 - b) Freeships for children of Service Personnel.
 - c) Govt. of India Scholarships to the students from non Hindi speaking states for Post Matric studies in Hindi.
 - d) Scholarships for minority communities.
 - e) Bursary Scheme from State Government.
 - f) Fee-Waives scheme for SC/ST students pusuing higher education.
 - g) Dayanand Bandodkar Scheme for Higher Education for orphans.
 - h) Scholarship for College and University students by MHRD.
 - i) Gagan Bharari Shiksha Yojana for students belonging to Dhangar Community
9. PostMatric Scholarship
 - a) Freeships to children of persons from Armed forces killed or disabled.
 - b) Financial assistance from the Institute of Public Assistance.
 - c) National Loan Scholarship
10. Students' Aid Fund:

The objective of this fund is to render financial assistance to poor students to meet partly or fully their tuition fees or to purchase books or similar other expenses.

The student who fails in the annual examination will not be eligible for assistance. However, on passing in subsequent attempt he/she may be considered for the assistance for the next higher class. The income of parents of the applicant student should not exceed Rs. 300,000/- per annum.

The applicant will have to produce income certificate from the prescribed authority as per Government instructions. Maximum limit of assistance per student under this fund will be Rs. 3000/- per annum. The beneficiary should not be in receipt of any other scholarship/assistance, except merit scholarship.

Ten Best All-rounders

Ten students who have excelled in various curricular and co curricular activities during the academic year are selected as the 'All Rounders' of the year. The selection is based on points scored by the students for excelling in the academic field and other activities of the College. Guidelines for the selection of the 'All Rounders' will be displayed on the College Notice Boards.

Best Outgoing Students

To encourage students to collaborate actively with the College activities, one T.Y. Student is selected and crowned ceremoniously as the Best Outgoing Student at the end of the academic year. The selection is based on the students' involvement and active participation in various College programmes, during their three year career in the College. Other factors like good behavior, academics etc. are also taken into account. The Convenors of various Associations, Committees /Clubs/Units along with the Principal will decide on the selection.



ANTI-RAGGING ACT, 2009

Students should note that it is mandatory to file online anti-ragging undertaking. The link for online anti-ragging undertaking, https://www.antiragging.in/Site/Affidavits_registration_form.aspx is available on the College website. After filing the online anti-ragging undertaking, the students should download, print and submit the same in the college office.

ANNEXURE III

UNIVERSITY GRANTS COMMISSION BAHADURSHAH ZAFAR MARG NEW DELHI 110002
UGC REGULATIONS ON CURBING THE MENACE OF RAGGING IN HIGHER EDUCATIONAL INSTITUTIONS, 2009
(under section 26 (I)(g) of the University Grants Commission Act, 1956) Dated 17th June, 2009.
F.1-16/2007 (CPP-TT) PREAMBLE

In view of the directions of the Hon'ble Supreme Court in the matter of "University of Kerala V. Council, Principals, Colleges and others" in SLPNo.24295 of 2006 dated 16.05.2007 and that dated 8.05.2009 in Civil Appeal number 887 of 2009 and in consideration of the determination of the Central Government and the University Grants Commission to prohibit, prevent and eliminate the scourge of ragging including any conduct by any student or students whether by words spoken or written or by an act which has the effect of teasing, treating or handling with rudeness a fresher or any other student, or indulging in rowdy or undisciplined activities by any student or students which causes or is likely to cause annoyance, hardship or psychological harm or to raise fear or apprehension thereof in any fresher or any other student or asking any student to do any act which such student will not in the ordinary course do and which has the effect of causing or generating a sense of shame, or torment or embarrassment so as to adversely affect the physique or psyche of such fresher or any other student, with or without an intent to derive a sadistic pleasure or showing off power, authority or superiority by a student over any fresher or any other student, in all higher education institutions in the country, and thereby, to provide for the healthy development, physically and psychologically, of all students, the University Grants Commission, in consultations with the Councils, brings forth this Regulation. In exercise of the powers conferred by Clause (g) of sub-section (1) of Section 26 of the University Grants Commission Act, 1956, the University Grants Commission hereby makes the following Regulations, namely:

Title, commencement and applicability.

These regulations shall be called the "UGC Regulations on Curbing the Menace of Ragging in Higher Educational Institutions, 2009" They shall come into force from the date of their publication in the Official Gazette.

They shall apply to all the Institutions coming within the definition of an University under sub section (f) of section (2) of the University

Grants Commission Act, 1956 and to all institutions deemed to be a university under Section 3 of the University Grants Commission Act, 1956 to all other higher educational institutions, or elements of such universities or institutions, including its departments, constituent units and all the premises, whether being academic, residential, playgrounds, canteen, or other such premises of such universities, deemed universities and higher educational institutions, whether located within the campus or outside and to all means of transportations of students, whether public or private, accessed by students for the pursuit of studies in such universities deemed universities and higher educational institutions.

Objectives:

To prohibit any conduct by any student or students whether by words spoken or written or by an act which has the effect of teasing treating or handling with rudeness a fresher or any other student, or indulging in rowdy or indiscipline activities by any student or students which causes or is likely to cause annoyance, hardship or psychological harm or to raise fear or apprehension thereof in any fresher or any other student or asking any students to do any act which such student will not in the ordinary course do and which has the effect of causing or generating a sense of shame, or torment or embarrassment so as to adversely affect the physique or psyche of such fresher or any other student, with or without an intent to derive a sadistic pleasure or showing off power, authority or superiority by a student over any fresher or any other student, and thereby, to eliminate ragging in all its forms from universities, deemed, universities and other higher educational institutions in the country by prohibiting it under these Regulations, preventing its occurrence and punishing those who indulge in ragging as provided for in these regulations and the appropriate law in force.

What constitutes Ragging:- Ragging constitutes one or more of any of the following acts:

Any conduct by any student or students whether by words spoken or written or by an act which has the effect of teasing, treating or handling with rudeness a fresher or any other student. Indulging in rowdy or undisciplined activities by any student or students which causes or is likely to cause annoyance, hardship, physical or psychological harm or to raise fear or apprehension thereof in any fresher or any other student.

Asking any student to do any act which such student will not in the ordinary course do and which has the effect of causing or generating a sense of shame, or torment or embarrassment so as to adversely affect the physique or psyche of such fresher or any other student.

Any act by a senior student that prevents, disrupts or disturbs the regular academic activity of any other student or a fresher. Exploiting the services of a fresher or any other student for completing the academic tasks assigned to an individual or a group of students.

Any act of financial extortion or forceful expenditure burden put on a fresher or any other student by students.

Any act of physical abuse including all variants of it sexual abuse, homosexual assaults, stripping, forcing obscene and lewd acts, gestures, causing bodily harm or any other danger to health or person.

Any act or abuse by spoken words, emails, post, public insults which would also include deriving perverted pleasure, vicarious or sadistic thrill from actively or passively participating in the discomfiture to fresher or any other student.

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Definitions:

In these regulations unless the context otherwise requires:

"Act" means, the University Grants Commission Act, 1956 (3 of 1956)

"Academic year" means the period from the commencement of admission of students in any course of study in the institution up to the completion of academic requirements for the particular year.

"Anti-Ragging Helpline" means the Helpline established under clause (a) of Regulations 8.1 of these Regulations.

"Commission" means the University Grants Commission.

"Council" means a body so constituted by an Act of Parliament or any Act of any State Legislature for setting, or co-ordinating or maintaining standard in the relevant areas of higher education, such as the All India Council for Technical Education (ATCTE), the Bar Council of India (BCI), the Dental Council of India (DCI), the Distance Education Council (DEC), the Indian Council of Agricultural Research (ICAR), the Indian Nursing Council (INC), the Medical Council of India (MCI), the National Council for teacher Education (NCTE), the Pharmacy Council of India (PCI), etc, and the State Higher Education Councils.

"District Level Anti-ragging Committee" means the committee, headed by the District Magistrate, constituted by the State Government, for the control and elimination of ragging in institutions within the jurisdiction of the district.

"Head of the institution" means the Vice-Chancellor in case of a university or a deemed to be university, the Principal or the Director or such other designation as the executive head of the institution or the college referred.

"Fresher" means a student who has been admitted to an institution and who is undergoing his/her first year of study in such institutions. "Institution" means a higher educational institution including, but not limited to a university, a deemed to be university, a college, an institute, an institution of national importance set up by an Act of Parliament or a constituent unit of such institutions, imparting higher education beyond 12 years of schooling leading to, but not necessarily culminating in, a degree (graduate, postgraduate and/or higher level) and/or to a university diploma.

"NAAC" means the National Academic and Accreditation Council established by the Commission under section 12 (ccc) of the Act. "State Level Monitoring Cell" means the body constituted by the State Government for the control and elimination of ragging in institutions within the jurisdiction of the State, established under a state Law or on the advice of the Central Government, as the case maybe.

(2) Words and expressions used and not defined herein but defined in the Act or in the General Clauses Act, 1897, shall have the meanings respectively assigned to them in the Act or in the General Clauses Act, 1897, as the case may be.

5. Measures for prohibition of ragging as the institution level:

a) No institution or any part of it thereof, including its elements, including, but not limited to, the departments, constituent units, colleges, centers of studies and all its premises, whether academic, residential, playgrounds, or canteen, whether located within the campus or outside, and in all means of transportation of students, whether public or private, accessed by students for the pursuit of studies in such institutions shall permit or condone any reported incident of ragging in any form, and all institutions shall take all necessary and required measures, including but not limited to the provisions of these Regulations, to achieve the objective of eliminating ragging within the institution or outside.

b) All institutions shall take action in accordance with these Regulations against those found guilty of ragging and/or abetting ragging actively or passively, or being part of a conspiracy to promote ragging.

6. Measures for prevention of ragging at the institution level

6.1 An institution shall take the following steps in regard to admission or registration of students namely

a) Every public declaration of intent by any institution, in any electronic, audiovisual or print or any other media, for admission of students to any course of study shall expressly provide that ragging is totally prohibited in the institution, and anyone found guilty of ragging and/or abetting ragging, whether actively or passively, or being a part of a conspiracy to promote ragging is liable to be punished in accordance with these Regulations as well as under the provisions of any penal law for the time being in force.

b) The brochure of admission/instructions booklet or the prospectus, whether in print or electronic format, shall prominently print these Regulations in full. Provided that the institution shall also draw attention to any law concerning ragging and its consequences, as may be applicable to the institutions publishing such brochure of admission/instructions booklet or the prospectus. Provided further that the telephone numbers of the Anti-Ragging Helpline and all the important functionaries in the institution, including but not limited to the Head of the institution, faculty members, members of the Anti-ragging Committee and anti Ragging Squads, District and Sub Divisional authorities, Wardens of hostel, and other functionaries or authorities where relevant shall be published in the brochure of admission/instructions booklet or the prospectus.

c) Where an institution is affiliated to a University and publishes a brochure of admission/instruction booklet or a prospectus, the affiliating university shall ensure that the affiliated institution shall comply with the provisions of clause (a) and clause (b) of regulation 6.1 of these Regulations.

d) The application form for admission, enrolment or registration shall contain an affidavit, mandatorily in English and in Hindi and/or in one of the regional languages known to the applicant, as provided in the English language in Annexure to these regulations, to be filled up and signed by the applicant to the effect that he/she has read and understood the provisions of these Regulations as well as the provision of any other law for the time being in force, and is aware of the prohibition of ragging and the punishment prescribed, both under penal laws as well as under these Regulations and also affirm to the effect that he/she has not been expelled and/or debarred by an institution and further aver that he/she would not indulge, actively or passively, in the act or abet the act of ragging and if found guilty of ragging and/or abetting ragging, is liable to be proceeded against under these regulations or under any penal law or any other law for the time being in force and such action would include but it is not limited to debarment or expulsion of such student.

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e) The application form for admission, enrolment or registration shall contain an affidavit, mandatorily in English and in Hindi and/or in one of the regional languages known to the parents/guardians of the applicant, as provided in the English language in Annexure I to these Regulations, to be filled up and signed by the parents/guardian of the applicant to the effect that he/she has read and understood the provisions of these Regulations as well as the provisions of any other law for the time being in force, and is aware of the prohibition of ragging and the punishments prescribed, both under penal laws as well as under these Regulations and also affirm to the effect that his/her ward has not been expelled and/or debarred by any institution and further aver that he/her ward would not indulge, actively or passively, in the act or abet the act of ragging and if found guilty of ragging and/or abetting ragging, his/her ward is liable to be proceeded against under these Regulations or under any penal law or any other law for the time being in force and such action would include but is not limited to debarment or expulsion of his/her ward.

f) The application for admission shall be accompanied by a document in the form of, or annexed to, the School Leaving Certificate/Transfer Certificate/Migration Certificate/Character Certificate reporting on the inter-personal/social behavioural pattern of the applicant, to be issued by the School or institution last attended by the applicant, so that the institution can thereafter keep watch on the applicant, if admitted, whose behavior has been commented in such document.

g) A student seeking admission to a hostel forming part of the institution, or seeking to reside in any temporary premises not forming part of the institution, including a private commercially managed lodge or hostel, shall have to submit additional affidavits countersigned by his/her parents/guardians in the form prescribed in Annexure I and Annexure II to these Regulations respectively along with his/her application.

h) Before the commencement of the academic session in any institution, the Head of the Institution shall convene and address a meeting of various functionaries/agencies, such as Hostel Warden, representatives of students, parents/guardians, faculty, district administration including the police, to discuss the measures to be taken to prevent ragging in the institution and steps to be taken to identify those indulging in or abetting ragging and punish them.

i) The institution shall, to make the community at large and the students in particular aware of the dehumanizing effect of ragging, and the approach of the institution towards those indulging in ragging, prominently display posters depicting the provisions of penal law applicable to incidents of ragging and the provisions of these Regulations and also any other law for the time being in force, and the punishments thereof, shall be prominently displayed on Notice Boards of all departments, hostels and other buildings as well as at places, where students normally gather and at places, known to be vulnerable to occurrences of ragging incidents.

j) The institution shall request the media to give adequate publicity to the law prohibiting ragging and the negative aspects of ragging and the institution's resolve to ban ragging and punish those found guilty without fear or favour.

k) The institution shall identify, properly illuminate and keep a close watch on all locations known to be vulnerable to occurrences of ragging incidents.

l) The institution shall tighten security in its premises, especially at vulnerable places and intense policing by Anti-Ragging Squad, referred to in these Regulations and volunteers, if any, shall be resorted to at such points at odd hours during the first few months of the academic session.

m) The institution shall utilize the vacation period before the start of the new academic year to launch a publicity campaign against ragging through posters, leaflets and such other means, as may be desirable or required, to promote the objectives of these Regulations.

n) The faculties/departments/units of the institution shall have induction arrangements, including those which anticipate, identify and plan to meet any special needs of any specific section of students, in place well in advance of the beginning of the academic year with an aim to promote the objectives of this Regulation.

o) Every institution shall engage or seek the assistance of professional counselors before the commencement of the academic session, to be available when required by the institution, for the purposes of offering counseling to fresher and to other students after the commencement of the academic year.

p) The head of the institution shall provide information to the local authorities, the details of every privately commercially managed hostels or lodges used for residential purposes by students enrolled in the institution and the head of the institution shall also ensure that the Anti-Ragging squad shall ensure vigil in such locations to pre-vent the occurrence of ragging therein.

6.2 An institution shall, on admission or enrolment or registration of students, take the following steps, namely:

a) Every fresh student admitted to the institution shall be given a printed leaflet detailing to whom he/she has to turn to for help and guidance for various purposes including addresses and telephone numbers, so as to enable the student to contact the concerned person at any time, if and when required, of the Anti-Ragging Helpline referred to in these Regulations, Wardens, head of the institution, all members of the anti-ragging squads and committees, relevant district and police authorities.

b) The institution, through the leaflet specified in clause (a) of regulation 6.2 of these regulations shall explain to the fresher, the arrangements made for their induction and orientation which promote efficient and effective means of integrating them fully as students with those already admitted to the institution in earlier years.

c) The leaflet specified in clause (a) of Regulation 6.2 of these Regulations shall inform the freshers about their rights as bonafide students of the institution and clearly instructing them that they should desist from doing anything, with or against their will, even if ordered to by the seniors students, and that any attempt of ragging shall be promptly reported to the Anti-Ragging Squad or to the Wardens or to the Head of the institution, as the case may be.

d) The leaflet specified in clause (a) of Regulation 6.2 of these Regulations shall contain a calendar of events and activities

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laid down by the institution to facilitate and complement familiarization of freshers with the academic environment of the institution.

e) The institution shall, on the arrival of senior students after the first week or after the second week, as the case may be, schedule orientation programmes as follows:; namely, (i) joint sensitization programme and counseling of both freshers and senior students by a professional counselor, referred to in clause (o) of Regulation 6.1 of these Regulations, (ii) joint orientation programme of freshers and seniors to be addressed by the Head of the institution and the anti-ragging committee, (iii) organization on a large scale of cultural, sport and other activities to provide a platform for the freshers and seniors to interact in the presence of faculty members, (iv) in the hostel, the warden should address all students, and may request two junior colleagues from the college faculty to assist the warden by becoming resident tutors for a temporary duration, (v) as far as possible faculty members should dine with the hostel residents in their respective hostels to instill a feeling of confidence among the freshers.

f) The institution shall set up appropriate committees, including the course-in-charge, student advisor, Wardens and some senior students as its members, to actively monitor, promote and regulate healthy interaction between the Freshers, junior students and senior students,

g) Freshers or any other student(s), whether being victim, or witnesses, in any incident of ragging, shall be encouraged to report such occurrence and the identity of such informants shall be protected and shall not be subject to any adverse consequence only for the reason for having reported such incidents.

h) Each batch of Freshers, on arrival at the institution, shall be divided into small groups and each such group shall be assigned to a member of the faculty, who shall interact individually with each member of the group every day for ascertaining the problems or difficulties, if any faced by the fresher in the institution and shall extend necessary help to the fresher in overcoming the same.

i) It shall be the responsibility of the member of the faculty assigned to the group of Freshers, to coordinate with the Wardens of the hostel and to make surprise visits to the rooms in such hostels, where a member or members of the group are lodged and such member of faculty shall maintain a diary of his/her interaction with the Freshers under his/her charge.

j) Freshers shall be lodged, as far as may be, in a separate hostel block, and where such facilities are not available, the institution shall ensure that access of seniors to accommodation allotted to Freshers is strictly monitored by wardens, security guards and other staff of the institution.

k) A round the clock vigil against ragging in the hostel premises, in order to prevent ragging in the hostels after the classes are over, shall be ensured by the institution.

l) It shall be the responsibility of the parents/guardians of Freshers to promptly bring any instance of ragging to the notice of the Head of the Institution.

m) Every student studying in the institution and his/her parents/guardians shall provide the specific affidavits required under clauses (d), (e) and (g) of Regulation 6.1 of these regulations at the time of admission or registration, as the case may be, during each academic year.

n) Every institution shall obtain the affidavit from every student as referred to above in clause (m) of Regulations 6.2 and maintain a proper record of the same and to ensure its safe upkeep thereof, including maintaining the copies of the affidavit in an electronic form, to be accessed easily when required either by the Commission or any of the Councils or by the institution or by the affiliating University or by any other person or organization authorized to do so.

o) Every student at the time of his/her registration shall inform the institution about his/her place of residence while pursuing the course of study, and in case the student has not decided his/her place of residence or intends to change the same, the details of his place of residence shall be provided immediately on deciding the same, and specifically in regard to a private commercially managed lodge or hostel where he/she has taken up residence.

p) The Head of the institution shall, on the basis of the information provided by the student under clause (o) of Regulation 6.2, apportion sectors to be assigned to members of the faculty, so that such member of faculty can maintain vigil and report any incident of ragging outside the campus or enroute while commuting to the institution using any means of transportation of students, whether public or private.

q) The Head of the institution shall at the end of each academic year, send a letter to the parents/guardians of the students who are completing their first year in the institution, informing them about these Regulations and any law for the time being in force prohibiting ragging and the punishment thereof as well as punishments prescribed under the penal laws, and appealing to them to impress upon their wards to desist from indulging in ragging on their return to the institution at the beginning of the academic session next.

6.3 Every institution shall constitute the following bodies, namely, a) Every institution shall constitute a Committee to be known as the Anti-Ragging Committee to be nominated and headed by the Head of the institution, and consisting of representatives of civil and police administration, local media, Non Government Organizations involved in youth activities, representatives of faculty members, representatives of parents, representatives of students belonging to the Freshers category as well as senior students, non-teaching staff, and shall have a diverse mix of membership in terms of levels as well as gender, b) it shall be the duty of the Anti-Ragging Committee to ensure compliance with the provisions of these regulations as well as the provisions of any law for the time being in force concerning ragging and also to monitor and oversee the performance of the Anti-Ragging Squad in prevention of ragging in the institution. c) Every institution shall also constitute a smaller body to be known as the Anti-Ragging Squad to be nominated by the Head of the Institution with such representation as may be considered necessary for maintaining vigil, oversight and patrolling functions and shall remain mobile, alert and active at all times, Provided that the Anti-Ragging Squad shall have representation of various members of the campus community and shall have no outside representation,

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d) it shall be the duty of the Anti-Ragging Squad to be called upon to make surprise raids on hostels, and other places vulnerable to incidents of, and having the potential of, ragging and shall be empowered to inspect such places, e) It shall also be the duty of the Anti-ragging squad to conduct an on the spot enquiry into any incident of ragging referred to it by the Head of the institution or any member of the faculty or any member of the staff or any student or any parent or guardian or any employee of a service provider or by any other person, as the case may be, and the enquiry report along with recommendations shall be submitted to the Anti Ragging Committee for action under clause (a) Regulation 9.1 Provided that the Anti-Ragging Squad shall conduct such enquiry observing a fair and transparent procedure and the principles of natural justice and after giving adequate opportunity to the student or students accused of ragging and other witnesses to place before it the facts, documents and view concerning the incident of ragging, and considering such other relevant information as may be required, f) Every institution shall, at the end of each academic year, in order to promote the objectives of these regulations, constitute a Mentoring cell consisting of students volunteering to be Mentors for Freshers, in the succeeding academic year, and there shall be as many levels or tiers of Mentors as the number of batches in the institutions, at the rate of one Mentor for six Freshers and one Mentor of a higher level for six Mentors of the lower level, g) Every University shall constitute a body to be known as Monitoring Cell on ragging, which shall coordinate with the affiliated colleges and institutions under the domain of the University to achieve the objectives of these Regulations, and the Monitoring Cell shall call for reports from the Head of Institutions in regard to the activities of the Anti-ragging Committee, Anti Ragging Squad and the Mentoring Cells at the institutions, and it shall also keep itself abreast of the decisions of the District level Anti Ragging Committee headed by the District Magistrate, h) The Monitoring Cell shall also review the efforts made by institutions to publicize anti ragging measures, soliciting of affidavits from parents/guardians and from students, each academic year, to abstain from ragging activities or willingness to be penalized for violations, and shall function as the prime mover for initiating action on the part of the appropriate authorities of the university for amending the statutes or Ordinances or Byelaws to facilitate the implementation of anti ragging measures at the level of the institutions.

Every institution shall take the following other measures, namely, a) Each hostel or a place where groups of students reside, forming part of the institution, shall have a full time Warden, to be appointed by the institution as per the eligibility criteria laid down for the post reflecting both the command and control aspects of maintaining discipline and preventing incidents of ragging within the hostel, as well as the soft skills of counseling and communicating with the youth outside the class room situations, and who shall reside within the hostel, or at the very least, in the close vicinity thereof, b) The Warden shall be accessible at all hours and be available on telephone and other modes of communication, and for the purpose the Warden shall be provided with a mobile phone by the institution, the number of which shall be published among all students residing in the hostel, c) The institution shall review and suitably enhance the powers of Wardens and the security personnel posted in hostels shall be under the direct control of the Warden and their performance shall be assessed by them, d) The professional counselors referred to under clause (o) of regulation 6.1 of these regulations shall, at the time of admission, counsel freshers and/or any other student(s) desiring counseling in order to prepare them for the life ahead, particularly in regard to the life in hostels and to the extent possible, also involve parents and teachers in the counselling sessions, e) The institution shall undertake measures for extensive publicity against ragging by means of audio-visual aids, counselling sessions, workshops, painting and design competitions among students and such other measures as it may deem fit.

a) In order to enable a student or any person to communicate with the Anti-Ragging Helpline, every institution shall permit unrestricted access to mobile phones and public phones in hostel and campus, other than in class rooms, seminar halls, library, and in such other places that the institution may deem it necessary to restrict the use of phones, g) The faculty of the institution and its non-teaching staff, which includes but is not limited to the administrative staff, contract employees, security guards and employees or service providers providing services within the institution, shall be sensitized towards the ills of ragging, its prevention and the consequences thereof, h) The institution shall obtain an undertaking from every employer of the institution including all teaching and non-teaching members of staff, contract labour employed in the premises either for running canteen or as watch and ward staff or for cleaning or maintenance of the buildings, lawns and employees of service providers providing services within the institution, that he/she would report promptly any case of ragging which comes to his/her notice, i) The institution shall make provisions in the service rules of its employees for issuing certificates of appreciation to such members of the staff who report incidents of ragging, which will form part of their service record, j) The institution shall give necessary instructions to the employees of the canteen and messing, whether that of the institution or that of a service provider providing this service, or their employers, as the case may be, to keep a strict vigil in the area of their works and to report the incidents of ragging to the Head of the institution or members of the Ragging Squad or members of the Anti Ragging Committee of the Warden, as may be required, k) All Universities awarding a degree in education at any level, shall be required to ensure that institutions imparting instruction in such courses or conducting training programme for teachers include inputs relating to anti ragging and the appreciation of the relevant human rights, as well as inputs on topics regarding sensitization against corporal punishments and checking of bullying amongst students, so that every teacher is equipped to handle at least the rudiments of the counseling approach, l) Discreet random surveys shall be conducted amongst the freshers every fortnight during the first three months of the academic year to verify and crosscheck whether the institution is indeed free of ragging or not and for the purpose the institution may design its own methodology of conducting such surveys, m) The institution shall cause to have an entry apart from those relating to general conduct and behavior, made in the Migration/Transfer Certificate issued to the student while leaving the institution, as to whether the student has been punished for committing or abetting an act of ragging, as also whether the student has displayed persistent violent or aggressive behavior or any inclination to harm others, during his course of study in the institution,

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n) Notwithstanding anything contained in these Regulations with regard to obligations and responsibilities pertaining to the authorities or members of bodies prescribed above, it shall be the general collective responsibility of all levels and section of authorities or functionaries including members of the faculty and employees of the institution, whether regular or temporary, and employees of service providers providing service within the institution, to prevent or to act promptly against the occurrence of ragging or any incident of ragging which comes to their notice, o) The Heads of institutions affiliated to a University or a constituent of the University, as the case may be, during the first three months of an academic year, submit a weekly report on the status of compliance with Anti-Ragging measures under these Regulations, and a monthly report on such status thereafter to the Vice Chancellor of the University to which the institution is affiliated to or recognized by, p) The Vice Chancellor of each University, shall submit fortnightly reports of the University, including those of the Monitoring Cell on Ragging in case of an affiliating university, to the State Level Monitoring Cell. Action to be taken by the Head of the institution. On receipt of the recommendation of the Anti ragging Squad or on receipt of any information concerning any reported incident of ragging, the Head of institution shall immediately determine if a case under the penal laws is made out and if so, either on his own or through a member of the Anti Ragging Committee authorized by him in this behalf, proceed to file a First Information Report (FIR), within twenty four hours of receipt of such information or recommendation, with the police and local authorities, under the appropriate penal provisions relating to one or more of the following, namely,

Abetment to ragging, ii. Criminal conspiracy to rag, iii. Unlawful assembly and rioting while ragging, iv. Public nuisance created during ragging, v. Violation of decency and morals through ragging, vi. Injury to body causing hurt or grievous hurt, vii. wrongful restraint, viii. Wrongful confinement, ix. Use of criminal force, x. Assault as well as sexual offences or unnatural offences, xi. Extortion, xii. Criminal trespass, xiii. Offences against property, xiv. Criminal intimidation, xv. Attempts to commit any or all of the above mentioned offences against the victim(s), xvi. Threat to commit any or all of the above mentioned offences against the victim(s), xvii. Physical or Psychological humiliation, xviii. All other offences following from the definition of "Ragging" Provided that the Head of the institution shall forthwith report the occurrence of the incident of ragging to the District Level Anti-Ragging Committee and the Nodal officer of the affiliating University. If the institution is an affiliated institution. Provided further that the institution shall also continue with its own enquiry initiated under clause 9 of these Regulations and other measures without waiting for action on the part of the police/local authorities and such remedial action shall be initiated and completed immediately and in no case later than a period of seven days of the reported occurrence of the incident of ragging.

8. Duties and responsibilities of the Commission and the Councils.

8.1 The Commission shall with regard to providing facilitating communication of information regarding incidents of ragging in any institution, take the following steps, namely, a) The Commission shall establish fund and operate a toll-free Anti-Ragging Helpline, operational round the clock, which could be accessed by students in distress owing to ragging related incidents, b) Any distress message received at the Anti-Ragging Helpline shall be simultaneously relayed to the Head of the Institution, the Wards of the Hostels, the Nodal Officer of the affiliating University, if the incident reported has taken place in an institution affiliated to a University, the concerned District authorities and if so required, the District Magistrate, and the Superintendent of Police, and shall also be web enabled so as to be in the public domain simultaneously for the media and citizen to access it, c) The Head of the institution shall be obliged to act immediately in response to the information received from the Anti-Ragging Helpline as at sub-clause (b) of this clause, d) The telephone numbers of the anti-Ragging Helpline and all the important functionaries in every institution, faculty members, members of the anti ragging committee and anti ragging squad, district and sub-divisional authorities and state authorities, Wardens of hostels, and other functionaries or authorities where relevant, shall be widely disseminated for access or to seek help in emergencies, e) The Commission shall maintain an appropriate database to be created out of affidavits, affirmed by each student and his/her parents/guardians and stored electronically by the institution, either on its or through an agency to be designated by it. And such database shall also function as a record of ragging complaints received, and the status of the action thereon, f) The Commission shall make available the database to a non-government agency to be nominated by the Central Government to build confidence in the public and also to provide information of non compliance with these Regulations to the Councils and to such bodies as may be authorized by the Commission or by the Central Government, 8.2 The Commission shall take the following regulatory steps, namely, a) The Commission shall make it mandatory for the institution to incorporate in their prospectus, the directions of the Central Government or the State Level Monitoring Committee with regard to prohibition and consequences of ragging and that non-compliance with these Regulations and directions so provided, shall be considered as lowering of academic standards by the institution, therefore making it liable for appropriate action. b) The Commission shall verify that the institutions strictly comply with the requirement of getting the affidavits from the students and their parents/guardians as envisaged under these Regulations, c) The Commission shall include a specific condition in the Utilization Certificate, in respect of any financial assistance or grants in aid to any institution under any of the general or special schemes of the Commission, that the institution has complied with the anti-ragging measures, d) Any incident of ragging in an institution shall adversely affect its accreditation, ranking or grading by NAAC or by any other authorized accreditation agencies while assessing the institution for accreditation, ranking or grading purposes, e) The Commission may accord priority in financial grants in aid to those institutions, otherwise eligible to receive grants under section 12B of the Act, which report a blemish less record in terms of these being no reported incident of ragging, f) The Commission shall constitute an Inter Council Committee, consisting of representatives of the various Councils, the Non-Government agency responsible for monitoring the database maintained by the Commission under clause (g) of Regulation 8.1 and such other bodies in higher education, to coordinate and monitor the anti ragging measures in institutions across the country and to make recommendations from time to time, and shall meet at least once in six months each year,

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g) The Commission shall institute an Anti-Ragging Cell within the Commission as an institutional mechanism to provide secretarial support for collection of information and monitoring, and to coordinate with the State Level Monitoring cell and University Level Commission for effective implementation of anti-ragging measures, and the Cell shall also coordinate with the Non-Governmental agency responsible for monitoring the database maintained by the Commission appointed under clause (g) of Regulation 8. I.

9. Administrative action in the event of ragging

9.1 The institution shall punish a student found guilty of ragging after following the procedure and in the manner prescribed hereunder a) The Anti-Ragging Committee of the institutions shall take an appropriate decision, in regard to punishment or otherwise, depending on the facts of each incident of ragging and nature and gravity of the incident of ragging established in the recommendations of the Anti-ragging Squad, b) The Anti-ragging Committee may, depending on the nature and gravity of the guilt established by the Anti ragging Squad, award to those found guilty, one or more of the following punishment namely, i. Suspension from attending classes and academic privileges, ii. Withholding/withdrawing scholarship/fellowship and other benefits, iii. Debarring from appearing in any test/examination or other evaluation process, iv. Withholding results, v. Debarring from representing the institution in any regional, national or international meet, tournament, youth festival etc, vi. Suspension/expulsion from the hostel, vii. Cancellation of admission, viii. Rustication from the institution for period ranging from one to four semesters, ix. Expulsion from the institution and consequent debarring from admission to any other institution for a specified period. Provided that where the persons committing or abetting the act of ragging are not identified, the institution shall resort to collective punishment, c) An appeal against the order of punishment by the Anti Ragging Committee shall lie, i. in case of an order of an institution, affiliated to or constituent part, of a University, to the Vice Chancellor of the University, ii. in case of an order of a University, to its Chancellor, iii. in case of an institution of national importance created by an Act of Parliament to the Chairman or Chancellor of the institution, as the case may be. 9.2 where an institution being constituent of, affiliated to or recognized by a University, fails to comply with any of the provisions of these Regulations or fails to curb ragging effectively, such University may take any one or more of the following action, namely, i. withdrawal of affiliation/recognition or other privileges conferred. ii. Prohibiting such institution from presenting any student or students then undergoing any programme of study therein for the award of any degree/diploma of the University Provided that where an institution is prohibited from presenting its student or students, the Commission shall make suitable arrangements for the other students so as to ensure that such students are able to pursue their academic studies, iii. Withholding grants allocated to it by the university, if any, iv. Withholding any grants channelized through the university to the institution. v. Any other appropriate penalty within the powers of the university.

9.3 Where in the opinion of the appointing authority, a lapse is attributable to any member of the faculty or staff of the institution, in the matter of reporting or taking prompt action to prevent an incident of ragging or who display an apathetic or insensitive attitude towards complaints of ragging or who fail to take timely steps, whether required under these Regulations or otherwise, to prevent an incident or incidents of ragging, then such authority shall initiate departmental disciplinary action, in accordance with the prescribed procedure of the institution against such member of the faculty or staff. Provided that where such lapse is attributable to the Head of the institution, the authority designated to appoint such Head shall take such departmental disciplinary action, and such action shall be without prejudice to any action that may be taken under the penal laws for abetment of ragging for failure to take timely steps in the prevention of ragging or punishing any student found guilty of ragging.

9.4 The Commission shall, in respect of any institution that fails to take adequate steps to prevent ragging or fails to act in accordance with these Regulations or fails to punish perpetrators or incidents of ragging suitably, take one or more of the following measures, namely, i. withdrawal of declaration of fitness to receive grants under section 12B of the Act. ii. withholding any grant allocated. iii. Declaring the institution ineligible for consideration for any assistance under any of the General or special assistance programme of the Commission. iv. Informing the general public, including potential candidates for admission, through a notice displayed prominently in the newspaper or other suitable media and posted on the website of the Commission, declaring that the institution does not possess the minimum academic standards. v. Taking such other action within its powers as it may deem, fit and impose such other penalties as may be provided in the Act for such duration of time as the institution complies with provisions of these Regulations, Provided that the action taken under this clause by the Commission against any institution shall be shared with all Councils.

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*"The best gift you can give to yourself is Education.
It gives courage and confidence to walk strongly
on your own, on the super highway of life"
-A.P.J Abdul Kalam*



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