



CANARA COLLEGE

Mahatma Gandhi Road, Kodialbail, Mangaluru – 575 003,
Dakshina Kannada District, Karnataka

Managed by Canara High School Association, Mangaluru
Re-accredited by NAAC and Affiliated to Mangalore University



STUDENT HANDBOOK AND ACADEMIC CALENDAR 2020-21



Name :

Register No. :

Class :

STUDENT'S PERSONAL MEMORANDA

Name of the Student : _____

Class : _____

Register Number : _____

Roll Number : _____

Date of Birth : _____

Blood Group : _____

Student Mobile Number : _____

Student E-mail ID : _____

Name of Father : _____

Contact Number : _____

Specimen Signature : _____

Name of Mother : _____

Contact Number : _____

Specimen Signature : _____

Permanent Address with Pin Code : _____

Name of the Local Guardian : _____

Contact Number : _____

Local Hostel / PG Address : _____

Contact Number : _____

CC / ECA opted for : _____

Name of the Academic Class Mentor : _____



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STUDENT HANDBOOK AND ACADEMIC CALENDAR 2020-21

Theme of the Year
“TOGETHER WE CAN AND WE WILL”

Mahatma Gandhi Road, Kodialbail, Mangaluru – 575 003
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सत्यं वद धर्मं चर

Educating for Righteous Life

विद्या काम दुघा

Prayer for Knowledge and Wisdom

Oh! Goddess of knowledge and wisdom!
Many born with me have no source
To pursue education with resource
Which I am indeed blessed and grateful to my parents
Who sacrifice all their money and comforts
To make me well read with quality
So that I may serve them and society!

Help me focus on my goal
In all sincerity with my heart and soul!
Knowledge is precious wisdom more
That help me locate what is core
In life with the able guidance of my Master
Whom I revere as your Messenger!

Grant me the serenity to accept the
Things I cannot change;
Courage to change the things I can, and
Wisdom to know the difference.
Give me the strength to make right choices and
Guide me in everything that I do.

Help me keep learning every day of my life
Enlighten me to be committed to my endeavors;
Encourage me to develop my talents
Grant me the grace to put my knowledge to use;
Make me worthy of more than mere survival
Help me grow with humility in Godly character!

National Integration Pledge

I solemnly pledge to work with dedication to preserve and strengthen
the freedom and integrity of the Nation.
I further affirm that I shall never resort to violence and that all differences and
disputes relating to religion, or political or economic grievance should be settled by
peaceful and constitutional means.

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College Prayer

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

ಅನುವಾದ : ಎಂ. ಎನ್. ಕಾಮತ್
ಟಾಗೋರರ ಗೀತಾಂಜಲಿಯಿಂದ

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

Rabindranath Tagore – “Gitanjali”

Our Founder

“A great Founder never leaves memories; rather leaves indelible footprints on our minds”



Sri Ammembal Subba Rao Pai
(1852 - 1909)

“He was a man, take him all in all, I shall not look upon his like again”. An institution grows in the shadow of the founder. It was on November 19, 1852 a legend christened Ammembal Subba Rao Pai was born at Mulky near Mangaluru. This star went ahead and created a universe of its own which emanates radiance in the form of talented individuals and shall continue to emanate this radiance for time immemorial.

As a boy, Subba Rao was known to be mischievous, mediocre in studies, fond of play, a ringleader among the boys. But he was deeply respectful towards his elders and his esteem for his father amounted to reverence.

A lawyer and a banker by profession, an educationist and social reformer by temperament, he was the foremost among the pre-independence luminaries who shaped the future of Dakshina Kannada District and of the GSB Community. His concern for social uplift gave birth in 1891 of the Canara High School, Mangaluru, the century old precursor to the conglomeration of Canara Educational Institutions of today; while his spirit of enterprise gave birth to yet another national institution, the Canara Bank, in 1906.

Sri Subba Rao's versatility was not confined to the legal profession alone. Along with his professional work in the mornings, the evenings were devoted to social work. He kept himself fully informed about the fast changing world. His zeal and love for mankind touched life at all points. He was deeply saddened at the lethargy of the people towards education and realized that there was no future for the people without widespread general and higher education in professional and technical courses. Because of his enormous efforts, our young men were seen holding high offices both in the Engineering and Medical services at then.

The seeds sown by our founder a century ago have grown into huge tree providing shelter to the society in terms of education, employment opportunities and financial support; thus contributing to the welfare, prosperity and progress of the society. A visionary far ahead of His times and life, Sri Ammembal Subba Rao departed to the heavenly abode on July 25, 1909. Though he shrugged off his mortal remains, he became a living soul and his philanthropic zeal continues to touch the lives of innumerable folks even today...!

Genesis

History and Origin

June 30, 1891, is a golden letter day in the history of Canara, because it was on this auspicious day that the seed of “CANARA”, a great Educational Institution was sown by that great legendary soul, Sri Ammembal Subba Rao Pai who along with four visionaries accomplished this noble task. With a view to encouraging the education of girls, he started the Canara Girls High School, indeed a revolutionary step considering the prevalent values and attitude of the people towards girl's education at that time.

The decision to venture Canara College was in response to the growing demand for collegiate education at then from the old students and well-wishers of the Canara High School Association, and a general need to have an institution of higher learning which could impart the qualitative education at an affordable cost in Mangaluru. The encouraging support of the philanthropic public of Mangaluru soon resulted in the establishment of Canara College. The foundation stone of the College building was laid on July 12, 1972 by Dr. A.P. Pai, Senior Life Member of the College Committee. The College is indebted to its past President, the Late U. Gopalkrishna Nayak, who was instrumental in the edifice of the new buildings for the three High Schools, Junior College and the present First Grade College as well. The College building was declared open on July 04, 1973 by Mr. Holck Larsen, the then Chairman and Managing Director of Larsen & Toubro Ltd.

Milestones

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

About the Institute

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

It offers undergraduate programmes in Commerce (B. Com.), Bachelor of Commerce Professional with Coaching for CA and CS, Bachelor of Science [B. Sc. (PCM, PMC and BZC)], Bachelor of Computer Applications (BCA), Bachelor of Business Administration (BBA) and a post graduate programme in Commerce (M. Com.).

BELIEVE IN YOURSELF	YOU CAN
Believe in yourself and in your dream though impossible things may seem. Someday, somehow you'll get through to the goal you have in view. Mountains fall and seas divide before the one who in his stride, takes a hard road day by day sweeping obstacles away. Believe in yourself and in your plan Say not – I Cannot; but – I can. The prizes of life we fail to win when we doubt the power within!	If you think you're beaten, you are... If you think you dare not, you don't... If you like to win, but think you can't... It almost a cinch, you won't!! If you think you'll lose, you're lost... For out in the world you'll find... Success begins with a fellow's will... It's all in a state of mind!! If you think you're outclassed, you're... You've got to think high to rise... You've got to be sure of yourself before... You can ever win the prize!! Life's battles don't always go... To the stronger or faster man... But sooner or later the one who wins... IS THE ONE WHO THINKS HE CAN!!!

CANARITE IDEALS

The Crest



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

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

Motto

“Educating for Righteous Life”

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

We hope your life measure up to the expectation of our crest and motto.

Vision

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

Mission

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

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

Core Values

The institution strives upon instilling the following five (Pancha Sheela) core values in every canarite viz.,

1. Shraddha : Faith in Divinity
2. Jigyasa : Love for Knowledge
3. Shakti : Strength of Mind
4. Samyam : Self-Control
5. Seva Nishta : Service to Mankind

Philosophy

“Commitment to quality education for all at affordable cost”

Quality Statement

“Committed to innovate, inspire and impact in creating educationally empowered, culturally vibrant and globally competent humans who are able to lead a righteous life.”

Goals and Objectives

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

Credos

Thus a Canarite,

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

Graduating Attributes

Each student joins us from different educational backgrounds, cultures and experiences. While studying at Canara we expect our students to broaden their horizons and attitudes, and to develop their current skills and abilities and learn new ones, not only to help in their studies and future careers, but also support their role within society.

With a focus to prepare our graduates as agents of social good in an unknown future; each of the qualities are aspirational and has indicators which serve as a guide to their development. Thus, we have developed a list of Graduate Attributes which we endeavor to imbue in our students throughout the course of their studies.

1. An enquiring intellect
2. An empowered graduate
3. A dynamic professional
4. A well-rounded individual
5. An engaged citizen

Our graduates have attained success in their careers, and we look forward to seeing you also contribute to the world of the future.

The Lashing Strength of Canara Edifice

Governance of the Institution

CANARA has had a major role to play in the making of Dakshina Kannada into one of the most educated districts in the country. The success of any institution depends largely upon its able governance and adept management. The CANARA edifice firmly stands on the founding principles of progressive leadership laid down by its legendary pioneer, a great visionary and a philanthropist, our revered founder Late Sri Ammembal Subba Rao Pai. Leaping forward with his noble ideals and philosophy, a galaxy of visionaries on the Governing Board of the Canara High School Association steer the Canara Group of Institutions and realize the dreams and seeds sown by our revered Founder.

Succession List of Presidents of Canara High School Association

1891 – 1909	Sri M. Ramachandrayya
1909 – 1921	Sri Dewan Bahadur A. Venkatramana Pai
1921 – 1941	Sri A. Srinivasa Pai
1942 – 1964	Sri Rao Bahadur Dr. M. Keshava Pai
1964 – 1969	Sri M. Annappa Kamath
1969 – 1972	Sri Sujir Panduranga Nayak
1972 – 1981	Sri U. Gopalakrishna Nayak
1981 – 1991	Sri K. P. J. Prabhu
1991 – 1999	Sri K. P. Kasturi
1999 – 2007	Sri B. Narayana Shenoy

2007 – 2012	Dr. U. S. Mohandas Nayak
2012 – 2020	CA S. S. Kamath
2021 onwards	Sri M. Annappa Pai

Governing Council of Canara High School Association

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

Local Governing Council of the College

Sri M. Ranganath Bhat Hon. Secretary, C.H.S. Association	Chairman
Sri Maroor Sudhir Pai Correspondent, Canara College	Member
CA M. Vaman Kamath Treasurer, C.H.S. Association	Member
Prof. Doreswami Professor, Dept. of Computer Science Mangalore University, Mangalagangothri	Member, University Representative
Prof. B. K. Sarojini Professor, Dept. of Industrial Chemistry Mangalore University, Mangalagangothri	Member, University Representative
Mrs. Dejjamma A. IQAC & NAAC Steering Coordinator	Member
Mr. Hardik P. Chauhan IQAC & NAAC Steering Coordinator	Member
Mrs. Sushma R. Shetty Staff Welfare Secretary	Member
Mrs. Vani U. S. Student Welfare Mentor	Member
Dr. Premalatha V. Principal	Member-Secretary, Ex-Officio

Staff Details 2020-21

Teaching Staff

Principal

Dr. Premalatha V., M.Sc., M.Phil., Ph.D.

Assistant Professor & Principal

Department of English

Dr. Bhuvana Ramachandran M.A., Ph.D.

Assistant Professor & Head

Mr. Pramod Kumar P. S., M.A., KSET, NET, (Ph.D.)

Assistant Professor

Mrs. Rithika S. Das, M.A., M.B.A., LLB

Lecturer

Department of Kannada

Mrs. Vani U. S., M.A., M.Phil., NET

Assistant Professor & Head

Mrs. Thara Kumari, M.A.

Associate Professor

Department of Hindi

Dr. Kalpana Prabhu J., M.A., M. Com., Ph.D.

Assistant Professor & Head

Mrs. Sujatha G. Nayak, M.A., M.Phil.

Assistant Professor

Department of Sanskrit

Dr. Shantala Vishwasa, Vidwath, M.A., Ph.D.

Assistant Professor & Head

Department of Political Science

Mrs. Prameela K., M.A.

Assistant Professor (On Deputation)

Dr. Ganesh Shetty U., M.A., Ph.D.

Assistant Professor & Head

Department of Economics

Dr. Roopa K., M.A., KSET, Ph.D.

Assistant Professor (On Deputation)

Dr. Prashanth, M.A., Ph.D.

Assistant Professor & Head

Mrs. Savitha, M.A., M.Phil., LLM, (Ph.D.)

Assistant Professor

Mrs. Savitha G. Acharya, M.A.

Lecturer

Department of Physics

Dr. Ashakiran Pakkala, M.Sc., M.Phil., Ph.D.

Assistant Professor & Head

Mrs. Sukhalatha, M.Sc., M.Phil., (Ph.D.)

Assistant Professor

Dr. Yashodhara I., M.Sc., Ph.D.

Assistant Professor

Dr. Raveesha P. M., M.Sc., B.Ed., Ph.D.

Lecturer

Department of Chemistry

Mrs. Sandhya B., M.Sc.

Associate Professor & Head

Mrs. Roopashri K. P., M.Sc., KSET

Assistant Professor

Ms. Soujanya D., M.Sc.

Lecturer

Department of Mathematics

Dr. Premalatha V., M.Sc., M.Phil., Ph.D.

Assistant Professor & Principal

Mrs. Keerthi K., M.Sc.

Assistant Professor & Head

Mrs. Poornima Naik, M.Sc.

Lecturer

Department of Botany

Ms. Madhushree, M.Sc.

Assistant Professor & Head

Mr. Manohara Acharya, M.Sc., M.Phil., (Ph.D.)

Lecturer

Department of Zoology

Mrs. Sushama C., M.Sc., DCA

Assistant Professor & Head

Mrs. Pushpanjali S., M.Sc., B.Ed.

Assistant Professor

Mrs. Nishvitha Shetty, M.Sc., DCA

Lecturer

Department of Computer Science & Applications

Mrs. Jayabharathi K. P.,

Assistant Professor & Head

M.Sc. (Mat. Sc.), M.Sc. (IT), PGDCA, M.Phil., M.Tech.(IT)

Mrs. Babitha S., M.Sc., PGDCA, M.Phil, PGDGC

Assistant Professor

Mrs. Prathima V. Baliga, M.Sc. (IT)

Assistant Professor

Mrs. Adithi Nayak, B.E.

Assistant Professor

Mrs. Rajyalaxmi, M.C.A., M.Sc.

Assistant Professor

Mrs. Vijetha Bhat, M.C.A., PGDCA

Assistant Professor

Mrs. Shailaja Kumari, M.C.A., M.Phil.

Assistant Professor

Mrs. Amitha Poojary, PGDCA, M.B.A.

Lab Instructor

Ms. Meghana, B.A., B.C.A.

Lab Instructor

Department of Commerce

Mrs. Dejamma A., M.Com., M.Phil.

Assistant Professor & Head

Mrs. Anasuya Bhagvath, M.Com., M.Phil.

Assistant Professor

Mrs. Seema Prabhu S., M.Com., M.Phil., M.A. (Eco.), DCA

Assistant Professor

Mrs. Sushma R. Shetty, M.Com., LLB

Assistant Professor

Mrs. Smitha M., M.Com.

Assistant professor

Mrs. Usha Nayak, M.Com.

Assistant Professor

Mrs. Ashalatha, M.Com., M.Phil.

Assistant Professor

Mrs. Lavina S. Noronha, M.Com.

Assistant Professor

Mrs. Vinoda V. Nayak, M.Com.

Assistant Professor

Mrs. Rashmi, M.Com.

Assistant Professor

Mrs. Jayashree Shetty, M.B.A., M.Com., NET

Assistant Professor

Mrs. Swathi Nayak, M.Com.

Assistant Professor

Ms. Kavyashree K., M.Com., (Ph.D.)

Lecturer

Department of Business Administration

Mrs. Pushpalatha, M.Com., M.Phil.	Assistant Professor & Head
Mrs. Dhanyashree, M.B.A., M.Com., KSET	Assistant Professor
Mrs. Laxmi Hegde, M.Com., PGDGC	Assistant Professor
Mr. Hardik P. Chauhan, M.B.A., M.Com.	Lecturer
Ms. Priyanka, M.B.A., M.Com., PGDGC	Lecturer
Mr. Ashwil Karkera K., M.Com.	Lecturer

Post Graduate Centre for Commerce

Mrs. Aparna Kamath, M.Com., PGDBA, NET	Assistant Professor & Head
Ms. Megha Kamat, M.Com., NET	Assistant Professor
Mrs. Archana Kamath, M.Com., PGDGC	Assistant Professor
Mrs. Asha Jyothi, M.Com., PGDCA, (Ph.D.)	Lecturer

Physical Education

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

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

Administrative Staff

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

Support Staff

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

Assignment of Academic and Administrative Responsibilities - 2020-21

IQAC & NAAC Steering Coordinators	Mrs. Dejamma A. Mr. Hardik P. Chauhan
Student Welfare Mentors	UG Section Mrs. Vani U. S. Mrs. Prathima V. Baliga Dr. Prashanth PG Section Ms. Megha Kamat
Staff Welfare Secretary	Mrs. Sushma R. Shetty
Academic Committees	
Academic Planning, Monitoring and Review Committee	Principal IQAC Coordinators Heads of Programme Departments
Academic Time Table Committee	UG Section Mrs. Sandhya B. Mrs. Jayabharathi K. P. Mrs. Dejamma A. Mrs. Pushpalatha PG Section Dr. Kalpana Prabhu J. Mrs. Aparna Kamath
Prospectus, Admission Handouts, Teacher's Academic Diary and Academic Mentor's Diary	Mr. Hardik P. Chauhan
Student Handbook and Academic Calendar	Mrs. Seema Prabhu S. Mr. Hardik P. Chauhan
Examination Committee	UG Section Mrs. Dhanyashree Mrs. Vijetha Bhat Mrs. Vinoda V. Nayak Mrs. Rashmi Mrs. Sujatha G. Nayak PG Section Mrs. Pushpanjali Mrs. Aparna Kamath Mrs. Shanthi Nayak
Students' E-Attendance Monitoring Committee	Mrs. Jayabharathi K. P. Dr. Yashodhara I. Mrs. Adithi Nayak Mr. Pramod Kumar P. S. Ms. Soujanya D. Mrs. Ashalatha
Faculty Teaching Monitoring Committee	Mrs. Usha Nayak Mrs. Vijetha Bhat Mrs. Suiatha G. Nayak

Library Advisory Committee	Mrs. Rekha Devi K. Dr. Kalpana Prabhu J. Mrs. Rashmi Mrs. Adithi Nayak Mrs. Pushpanjali S.
Coordinators for B.Com. Professional Batch	Mrs. Anasuya Bhagvath Mrs. Vinoda V. Nayak
Coordinators for MOOCs – SWAYAM / NPTEL	Mrs. Smitha M. Mrs. Vijetha Bhat
Virtual Class Coordination Committee Coordinator Members PG Section	Mrs. Pushpanjali Mrs. Anasuya Bhagvath Mrs. Vijetha Bhat Ms. Priyanka Mrs. Aparna Kamath
Administrative Committees	
Admissions and Renewal of Admissions	Principal IQAC Coordinators Heads of Programme Departments
Coordination and Compliance Committee (UGC & Other Regulatory Bodies)	Mrs. Dejjamma A. Mr. Hardik P. Chauhan Ms. Kavyashree K.
Code of Conduct and Vigilance Committee (CoCVC)	Principal IQAC Coordinators Student Welfare Mentors Staff Welfare Secretary Heads of Programme Departments
College Website, Documentation and IQAC Newsletter Committee Web Administrator Convener Members	Mrs. Prathima V. Baliga Mrs. Shailaja Kumari Mrs. Swathi Nayak Mrs. Adithi Nayak Mr. Pramod Kumar P. S. Dr. Raveesha P. M. Mrs. Archana Kamath
Appraisal Committee	Mrs. Prathima V. Baliga Mrs. Usha Nayak Mrs. Roopshree K. P. Mrs. Poornima Naik

Estate Management Committee	Mr. Avinash Mr. Ashwil Karkera K. Mrs. Sushma R. Shetty Mr. Venkappa Naik Mr. Sudhesh Kumar Mr. Dinesh R. K.
Media & Publicity Committee	Mrs. Thara Kumari Dr. Shantala Vishwasa
Linkages and Collaborations	Mrs. Seema Prabhu S. Dr. Raveesha P. M.
Welfare Committees	
Student Welfare Council	<div>UG Section</div> <div>PG Section</div> Mrs. Vani U. S. Mrs. Prathima V. Baliga Dr. Prashanth Ms. Megha Kamat
Staff Welfare Association	Mrs. Sushma R. Shetty
Alumni Association	Dr. Kalpana Prabhu J. Mrs. Sandhya B. Mr. Avinash
Parent Teachers Association	Principal IQAC Coordinators Student Welfare Mentors Heads of Programme Departments
Career Guidance, Training and Placement Cell	Mrs. Pushpalatha Mrs. Babitha S. Mrs. Ashajyothi
Innovation and Entrepreneurship Development Cell	Mrs. Usha Nayak Ms. Priyanka
Consumer Forum	Mrs. Ashalatha Mrs. Jayashree Shetty
Human Values and Professional Ethics Cell	Dr. Kalpana Prabhu J. Dr. Shantala Vishwasa
Intellectual Property Rights (IPR) Cell	Mrs. Savitha Ms. Soujanya D.
Students' Counselling Cell	Mrs. Babitha S. Mrs. Laxmi Hegde Ms. Priyanka
Gaan Vrund	Mrs. Laxmi Hegde Mrs. Keerthi K.

Statutory Cells	
Anti-Ragging Cell	Mrs. Lavina S. Noronha Dr. Prashanth
Anti-Sexual Harassment Cell	Mrs. Sukhalatha Mrs. Roopashree K. P.
Human Rights Cell	Dr. Ganesh Shetty U. Mrs. Savitha G. Acharya
Equal Opportunity Cell	Mrs. Savitha Mrs. Poornima Naik
Electoral Literacy Cell	Dr. Ganesh Shetty U. Mrs. Savitha G. Acharya
Women Empowerment Cell	Mrs. Sushma R. Shetty Ms. Soujanya D.
Grievance Redressal Cell	Principal IQAC Coordinators Student Welfare Mentors Staff Welfare Secretary Heads of Programme Departments
Co-Curricular Associations	
Subject Associations	
Science Association	Mrs. Sukhalatha Ms. Madhushree
IT Association	Mrs. Rajyalaxmi Mrs. Vijetha Bhat
Commerce Association	Mrs. Anasuya Bhagvath Mrs. Lavina S. Noronha
Management Association	Mrs. Laxmi Hegde Ms. Priyanka
Literary Associations	
English Association	Mrs. Rithika S. Das
Hindi Sangh	Mrs. Sujatha G. Nayak
Kannada Sangha	Mrs. Thara Kumari
Sanskrit Sangha	Dr. Shantala Vishwasa
Konkani Bhasha Vidyarti Mandal (KBVM)	Mrs. Swathi Nayak
Tulu Sangha	Mrs. Keerthi K. Mrs. Poornima Naik

Aptitude Associations	
Fine Arts Association	Dr. Asha Kiran Pakkala Dr. Bhuvana Ramachandran Mrs. Thara Kumari Mr. Manohara Acharya Mrs. Jayashree Shetty Ms. Soujanya D.
Nature Club	Mrs. Sushama C. Mrs. Nishvitha Shetty
Photography Club	Mrs. Swathi Nayak Ms. Priyanka
Mangala Magazine (Annual and Wall) Editorial Board	Mrs. Rithika S. Das Mrs. Vani U. S. Dr. Kalpana Prabhu J. Mrs. Sujatha G. Nayak Dr. Shantala Vishwasa Mrs. Rajyalaxmi Ms. Madhushree
Extra-Curricular Associations	
Games and Sports Association	Mr. Avinash Mr. Pramod Kumar P. S. Mr. Ashwil Karkera K. Mrs. Poornima Naik
National Service Scheme (NSS) and Red Ribbon Club	Mrs. Seema Prabhu S. Ms. Kavyashree K.
National Cadet Corps (NCC)	Mr. Avinash
Youth Red Cross (YRC)	Mrs. Smitha M. Mrs. Roopashree K. P.
Rovers and Rangers	Mrs. Dhanyashree Mr. Ashwil Karkera K.
Special Study Centres for promoting Research	
Centre for Advanced Studies in Science and Technology (CASST)	Dr. Yashodhara I. Mrs. Babitha S. Mrs. Keerthi K.
Centre for Advanced Studies in Commerce and Management (CASCMA)	Mrs. Rashmi Mrs. Dhanyashree Mrs. Aparna Kamath
Centre for Women and Gender Studies (CWGS)	Mrs. Sushma R. Shetty Mrs. Sukhalatha Mrs. Ashajyothi

Composition of Internal Quality Assurance Cell (IQAC) 2020-21		
Sl. No.	Name of the Member	Designation
Core Members		
1.	Dr. Premalatha V. Principal	Chairman
2.	Mrs. Dejamma A. Asst. Professor & Head, Dept. of Commerce	Coordinators
3.	Mr. Hardik P. Chauhan Lecturer, Dept. of Business Administration	
Associate Members (Criterion-wise & Administrative Representatives)		
4.	Mrs. Sandhya B. Assoc. Professor & Head, Dept. of Chemistry	Head, Criterion I
5.	Mrs. Jayabharathi K. P. Asst. Professor & Head, Dept. of Computer Sc. & Appns.	Head, Criterion II
6.	Mrs. Seema Prabhu S. Asst. Professor, Dept. of Commerce	Head, Criterion III
7.	Mrs. Lavina S. Noronha Asst. Professor, Dept. of Commerce	Head, Criterion IV
8.	Dr. Kalpana Prabhu J. Asst. Professor & Head, Dept. of Hindi	Head, Criterion V
9.	Mrs. Pushpalatha Asst. Professor & Head, Dept. of Business Administration	Head, Criterion VI
10.	Mrs. Aparna Kamath Asst. Professor & Head, P.G. Centre for Commerce	Head, Criterion VII
11.	Mrs. Vani U. S. Asst. Professor & Head, Dept. of Kannada	Student Welfare Mentor
12.	Mrs. Sushma R. Shetty Asst. Professor, Dept. of Commerce	Staff Welfare Secretary
13.	Mrs. Prathima V. Baliga Asst. Professor, Dept. of Computer Science & Applications	Web Administrator
14.	Mrs. Radhika Bhat Sec. Div. Clerk	Administrative Staff
Advisory Members		
15.	Mr. M. Ranganath Bhat Hon. Secretary, C.H.S. Association	Management Nominees
16.	Mr. Maroor Sudhir Pai Correspondent, Canara College, Mangaluru	
17.	Prof. M. Sathish Bhat Retd. Principal, Canara College, Mangaluru	Educationist
18.	Dr. K. V. Malini Retd. Principal, Canara College, Mangaluru	Educationist
19.	Mr. Mithun Bhat Kakunje Director, Kakunje Group of Industries, Mangaluru	Industry Representative
20.	Mr. Praveen Prabhu President, Canara College Alumni Association	Alumni Member
21.	President Parent Teachers' Association	Parent Representative
22.	President Student Welfare Council	Student Representative

Academic Class Mentors - 2020-21	
Class	Name of the Academic Class Mentors
First Year	
I B.Sc. (PCM)	Mrs. Roopashri K. P. & Dr. Raveesha P. M.
I B.Sc. (PMC)	Mrs. Keerthi K. & Mrs. Poornima Naik
I B.Sc. (BZC)	Mr. Manohara Acharya & Mrs. Nishvitha Shetty
I B.C.A.	Mrs. Babitha S. & Mrs. Jayabharathi K. P.
I B.Com. A	Mrs. Rithika S. Das & Mrs. Savitha
I B.Com. B	Mr. Pramod Kumar P. S. & Mrs. Swathi Nayak
I B.Com. C	Mrs. Sujatha G. Nayak & Mr. Ashwil Karkera K.
I B.Com. D	Ms. Kavyashree K., Mrs. Vani U. S. & Dr. Ganesh Shetty U.
I B.B.A.	Mr. Hardik P. Chauhan & Mrs. Laxmi Hegde
Second Year	
II B.Sc. (PCM)	Dr. Yashodhara I. & Mrs. Sukhalatha
II B.Sc. (PMC)	Mrs. Rajyalaxmi
II B.Sc. (BZC)	Mrs. Pushpanjali S. & Mrs. Sushama C.
II B.C.A.	Mrs. Adithi Nayak
II B.Com. A	Mrs. Anasuya Bhagvath & Dr. Shantala Vishwasa
II B.Com. B	Dr. Kalpana Prabhu J. & Dr. Prashanth
II B.Com. C	Mrs. Jayashree Shetty & Mrs. Savitha G. Acharya
II B.Com. D	Mrs. Vinoda V. Nayak & Dr. Bhuvana Ramachandran
II B.B.A.	Mrs. Dhanyashree
Third Year	
III B.Sc. (PCM)	Ms. Soujanya D. & Dr. Ashakiran Pakkala
III B.Sc. (PMC)	Mrs. Shailaja Kumari & Mr. Avinash
III B.Sc. (BZC)	Mrs. Madhushree & Mrs. Sandhya B.
III B.C.A.	Mrs. Vijetha Bhat & Mrs. Prathima V. Baliga
III B.Com. A	Mrs. Ashalatha & Mrs. Dejjamma A.
III B.Com. B	Mrs. Smitha M. & Mrs. Seema Prabhu S.
III B.Com. C	Mrs. Usha Nayak & Mrs. Sushma R. Shetty
III B.Com. D	Mrs. Rashmi & Mrs. Lavina S. Noronha
III B.B.A.	Ms. Priyanka & Mrs. Pushpalatha

Mangalore University Regulations governing Choice Based Credit System (CBCS) for Bachelor Degree Programmes in the Faculties of Arts, Science and Commerce

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

Salient Features of Choice Based Credit System (CBCS) :

Each course in a programme shall carry certain number of credits, which normally represent the weightage of a course and are a function of teaching, learning and evaluation strategies such as number of contact hours, the course content, teaching methodology, learning expectations, etc. In the proposed programmes, in general, 2 hours of instructions per week in a semester is assigned one credit. In terms of evaluation, one credit is equivalent to 50 marks in a semester. On the basis of these parameters, a three year degree programme will have a maximum of 100 or 104 credits.

The other features of the CBCS under Semester Scheme are :

- i. The 'Degree Course' is to be replaced by 'Degree Programme' and the term 'Subject/Paper' is to be replaced by 'Course'.
- ii. The Under Graduate degree programmes are structured on Credit Based Semester Scheme.
- iii. The relative importance of courses of study and activities are quantified in terms of Credits. Total credit of the programme is in the range of 100-104.
- iv. Each programme of study will have "Core courses", "Electives" (of Group II & Group III), "Foundation Courses" and "Extra and Co-curricular Activities". The Core courses will consist of Compulsory/Optional courses which are compulsorily studied by a student in all six semesters, whereas Elective and Foundation courses are opted in I to IV Semesters.
- v. The declaration of result is based on the Semester Grade Point Average (SGPA) earned towards the end of each semester and the Cumulative Grade Point Average (CGPA) earned towards the end of the programme with corresponding alpha sign grade. However, Grade card will also consist of marks. Hence it will be called as Marks cum Grade card.
- vi. Credits

Group I	Core courses	I - VI Semester, 9-10 credits in each Semester
		V - VI Semester, 18 credits in each Semester
Group II	Elective courses	I- IV Semester, 1 credit in each Semester
Group III	Foundation Courses	
	Compulsory Foundation	I - IV Semester, 4 credits in each Semester
	Elective Foundation	I - IV Semester, 1 credit in each Semester
Group IV	Extra and Co-curricular Activities	I - IV Semester, 1 credit in each Semester

1. UG Programmes Offered :

The college offers following three years Under Graduate degree Programmes :

1. Bachelor of Science [B.Sc. (PCM / PMC / BZC)]
2. Bachelor of Computer Applications (B.C.A.)
3. Bachelor of Commerce (B.Com.)
4. Bachelor of Business Administration (B.B.A.)

2. Duration of the Programmes :

The duration of Bachelor Degree Programmes shall extend over six semesters (three academic years) of 16 weeks each. Each semester shall consist of exclusively 16 weeks of study. The semester examinations need to be conducted immediately after study duration.

3. Maximum period for completion of the Programmes :

The candidate shall complete the programme within the six years from the date of admission to the programme. No candidate shall be permitted to appear for the examinations after the prescribed maximum period for completing the programme.

4. Medium of Instruction :

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

5. Courses of Study :

Courses of study shall comprise the following :

5.1. Group I : Core Courses

Core courses for all the programmes shall be as prescribed by the Board of Studies (BoS) concerned.

5.2. Group II : Elective Courses

There shall be Elective Courses from first to fourth semester which shall be :

- i. Supportive to the discipline of study.
- ii. Providing an expanded scope.
- iii. Enabling an exposure to some other discipline/domain.
- iv. Nurturing students proficiency/skill

The student shall opt any one of the Elective Course in each semester.

5.3. Group III : Foundation Courses

a. Compulsory Foundation Courses

- Language I : The candidate shall opt for English as compulsory course.

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

b. Elective Foundation (Common for all programmes)

- i. Constitution of India
- ii. Human Rights
- iii. Gender & Equity
- iv. Environmental Studies - shall be as compulsory courses, alternatively studied by the student in the I to IV semesters.

5.4. Group IV : Co-curricular and Extra-curricular Activities

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

- a. N.S.S. / N.C.C / Rovers and Rangers
- b. Sports and Games
- c. Other Co-curricular and Extra-curricular Activities as prescribed by the University.

Evaluation of Co-curricular and Extra-curricular Activities shall be made as per the procedure evolved by the University from time to time.

6. Massive Open Online Courses (MOOCs)

Massive Open Online Courses (MOOCs) are online courses which are made available on SWAYAM platform of Government of India. Maximum 20% of total credits can be earned through MOOCs by choosing courses offered under SWAYAM Platform. In case a student select a MOOCs in lieu of any one courses offered under Group I and Group III, the credit earned will be considered for grading and ranking. The credits earned under SWAYAM Platform are also transferable from one Institution to another. The student is eligible to take additional courses under MOOCs if he/she opts to earn extra credits and these would be considered as additional SWAYAM / MOOCs and will not be considered either for grading or for ranking.

7. Attendance and Change of Courses :

- 7.1. A candidate shall be considered to have satisfied the requirement of

attendance for a semester if he/she attends not less than 75% of the number of classes actually held up to the end of the semester in each of the courses. There shall be 50% attendance requirement for the Co-curricular and Extra-curricular Activities opted by the candidate.

- 7.2. A candidate who does not satisfy the requirement of attendance even in one course shall not be permitted to take the whole University examination of that semester and he/she shall seek re-admission to that Semester in a subsequent year.
- 7.3. Option to change a language/course is exercisable only once within four weeks from the date of commencement of the first Semester on payment of fee prescribed by the University.
- 7.4. Whenever a change in a course is permitted the attendance in the changed course shall be calculated by taking into consideration the attendance in the previous course studied by the candidate.
- 7.5. If a candidate represents his / her institution / University / Karnataka State / Nation in Sports / NCC / NSS / Cultural or any officially sponsored activities he/she may be permitted to claim attendance for actual number of days participated, based on the recommendation of the Head of the Institution concerned. If a candidate is selected to participate in national level events such as Republic Day Parade etc., he / she may be permitted to claim attendance for actual number of days participated based on the recommendation of the Head of the Institution concerned.

8. Course Patterns and Schemes of Examinations :

The details of Course Patterns (hours of instructions per week) and the Schemes of Examinations of the different degree programmes are specified in the Syllabi. The Syllabi of the courses shall be as prescribed by Board of Studies (BoS) of University.

9. Internal Assessment (IA) :

- 9.1. The internal assessment marks for a course shall be based on Continuous Internal Evaluation (CIE) which includes - two tests or one test, one assignment, Viva-Voce / Seminar / Presentations etc. The test shall be of at least one hour duration to be held during the semester. The average marks of the two tests or one test, one Assignment, Viva-Voce / Seminar / Presentations etc., shall be taken as the internal assessment marks.
- 9.2. The marks of the internal assessment shall be published on the notice board of the college for information of the students before forwarding to University.

9.3. The Internal assessment marks shall be communicated to the Registrar (Evaluation) at least 15 days before the commencement of the University examinations and the Registrar (Evaluation) shall have access to the records of such periodical assessments.

9.4. There shall be no minimum in respect of internal assessment marks.

9.5. Internal assessment marks shall be shown separately in the marks card. A candidate, who has failed or rejected the result, shall retain the internal assessment marks.

10. Registration for Examinations :

A candidate shall register for examination of all the courses of a semester when he/she appears for the examination of that semester for the first time.

11. Conduct of Examinations :

11.1. There shall be Theory/ and Practical examinations at the end of each semester, ordinarily during October/November for odd semesters and during April/May for even semesters, as prescribed in the Scheme of Examinations.

11.2. The candidate shall submit the record book for practical examination duly certified by the course teacher and the HoD / Staff in-charge of that Semester. It shall be evaluated at the end of each Semester during the practical examination.

12. Carry Over :

A candidate who fails in a lower semester examination may go to the higher semester and take examination.

13. Classification of Successful Candidates:

The results of successful candidates at the end of each semester shall be declared in terms of Semester Grade Point Average (SGPA) and alpha-sign grade. The results at the end of the programme shall be classified on the basis of the Cumulative Grade Point Average (CGPA) obtained in all the six semesters and the corresponding programme alpha-sign grade.

13.1. Semester Grade Point Average (SGPA) :

The grade points in a course shall be assigned on the basis of actual marks scored (End Semester Examination and Internal Assessment) in that course as per the table given below provided they have secured a minimum of 35% marks in the end Semester examination.

13.2. Semester Grades(Alpha-Sign) and Grade Points

Grade	Limits	Grade Point
OO+	95 - 100	10
OO	90 - 94	9.5
OA+	85 - 89	9
OA	80 - 84	8.5
AA+	75 - 79	8
AA	70 - 74	7.5
AB+	65 - 69	7
AB	60 - 64	6.5
BB+	55 - 59	6
BB	50 - 54	5.5
BC	45 - 49	5
CC	40 - 44	4.5
PP	35 - 39	4
FF	0- 34	0

13.3. Cumulative Grade Point Average (CGPA) :

It is a measure of overall cumulative performance of a student over all semesters. The CGPA is the ratio of total credit points secured by a student in various courses in all semesters and the sum of the total credits of all courses in all the semesters. It is expressed up to two decimal places.

13.4. CGPA will not be declared in the case of such candidates who either secure grade FF or absent in any one of the courses. There is no minimum marks for Group IV courses. However, the candidate has to be awarded with PP grade (I-IV Semester) under SGPA and Grade Point if he/she attends a minimum of 50% of classes in that semester. Otherwise a candidate is not eligible for SGPA/ alpha sign grade.

13.5. The alpha-sign grade of a programme is determined based on CGPA as given below :

Programme Alpha Sign Grade	CGPA
O+	More than or equal to 9 but less than 10
O	More than or equal to 8 but less than 9
A+	More than or equal to 7 but less than 8
A	More than or equal to 6 but less than 7
B +	More than or equal to 5.5 but less than 6
B	More than or equal to 5 but less than 5.5
C	More than or equal to 4 but less than 5

14. Marks cum Grade Card :

Marks awarded in each course to a candidate will be shown in the marks cum grade card along with alpha-sign grades, grade points, SGPA, and CGPA. The University shall issue the Marks cum Grade Card for each semester and a Programme Grade Card indicating the performance in all semesters. The Marks Card cum Grade Card may also indicate that the grade points in 10 point scale.

15. Minimum for a Pass :

- 15.1. A candidate shall be declared to have passed the UG programme if he/she secures at least a CGPA of 4.0 (Programme Alpha Sign Grade C).
- 15.2. The candidates who pass all the semester examinations in the first attempts in three years are eligible for ranks provided they secure at least a CGPA of 6.0 (at least Alpha Sign Grade A).
- 15.3. The results of the candidates who have passed the sixth semester examination but not passed the lower semester examinations shall be declared as NCL (Not Completed Lower semester examinations). Such candidates shall be eligible for the degree only after completion of all the lower semester examinations.
- 15.4. A candidate who passes the semester examinations in parts is eligible for only CGPA and Alpha-Sign Grade but not for ranking.
- 15.5. There shall be no minimum in respect of internal assessment and viva-voce marks. However in case of group IV courses clause 13.4 will remain.
- 15.6. A Candidate who fails in any of the unit / project work / Project Report / dissertation shall reappear in that unit / project work / Project Report / dissertation and pass the examination subsequently.

16. Rejection of Results :

- 16.1. A candidate may be permitted to reject the result of the whole examination of any semester. Rejection of result course wise shall not be permitted. A candidate who has rejected the result shall appear for the immediately following regular examination.
- 16.2. The rejection shall be exercised only once in each semester and the rejection once exercised cannot be revoked.
- 16.3. Application for rejection along with the payment of the prescribed fee shall be submitted to the Registrar (Evaluation) through the College of study together with the original statement of marks within 30 days from the date of publication of the result.
- 16.4. A candidate who rejects the result is eligible for only class and not for ranking.

Special Note to the Students

1. University education is a rare privilege and hence consider yourself to be fortunate and privileged to attain it. Further, it demands committed efforts, sincere hard work and determined dedication.
2. As an ideal student, it is your prime duty to maintain the highest standard of conduct and behavior.
3. Be courteous and considerate to others and adhere to all the rules and regulations of the college.
4. As a potential learner, you need to nurture your life through purposeful learning; striving for the intellectual transformation and groom to be a professional.
5. As a knowledge seeker, you must possess the preparedness, willingness and eagerness for continuous learning, be dynamic and optimistic with widened intellectual horizons.
6. Instill in you the spirit for striving potential excellence in all spheres of life and thus lead towards righteous life.
7. Make the right and good use of all the learning resources and facilities that are made available by the college.
8. As a student of this great noble institution, you must feel proud to be a 'Canarite', as it is your college and moreover a 'Temple of Learning'. Hence treat the college property with utmost care.
9. There is nothing that can substitute for self-discipline and a serious devotion to duty. The college expects its students to keep their vision high and solicit their co-operation to minimize the necessity of enforcing excessive rules and regulations. Thus, enable in efficient and smooth functioning of the system.
10. As a responsible social being, you must develop a spirit of respect and love for all that is good, noble and beautiful in life. Thus, be a partner in fostering peace and harmony in the college and society.
11. For your holistic growth and development, actively involve yourself by participating regularly in all the programmes of study; both in Curricular and Co-curricular / Extra-curricular activities.
12. Try to develop a good faculty-student rapport. Feel free to consult your Academic Mentors who can guide, assist and help you in case of any difficulties or learning needs.

General Code of Conduct for Students

Preamble and Purpose :

This policy broadly outlines the expectations of the Institution from its students during their association with the college for the cause of education. As a responsible Canarite, it is the expectation that every student will conduct themselves in a manner that advances the collective well-being of all community members. This includes upholding conduct that maintains a safe, respectful and purposeful climate in which learning can flourish and all members of the community are treated with respect.

Application :

This Code of Conduct is applicable to all the bonafide students of the college who have sought admissions to the academic programmes of their study. This policy presupposes that all its students are adult learners who have accepted the principle that they share collective responsibility for creating and maintaining a safe, respectful and productive learning environment. In addition to this policy, there are various other institutional policies, guidelines and regulations that are applicable to all the concerned and administered from time-to-time.

Policy Statement :

This Code of Conduct is designed to provide an explicit understanding of the minimum standard of personal conduct that the College expects from all its students. With a view to ensure smooth functioning of the college, the students are expected to observe the general rules of discipline and are bound to abide by the regulations which the Management may frame from time to time.

1. College Timings :

1.1. Note the schedule of bell timings :

Forenoon		
9:20 AM	First Bell	Students to enter into their respective classrooms
9:25 AM	Second Bell	Arrival of the teacher to the classroom
9:28 AM	Third Bell	College Prayer
9:30 AM	Fourth Bell	Commencement of the classes
Afternoon		
1:05 PM	First Bell	Students to enter into their respective classrooms
1:10 PM	Second Bell	Arrival of the teacher to the classroom
1:15 PM	Third Bell	Commencement of the classes

- 1.2. The schedule of lecture sessions are as follows :

Students are expected to adhere to the college timings and bear in mind the schedule of lecture sessions.

Schedule of Lecture Sessions		
Days	Forenoon	Afternoon
Monday to Friday	9:30 AM to 12:25 PM	1:15 PM to 4:10 PM
Saturday	9:30 AM to 12:25 PM	

- 1.3. Habitually arriving late to the class will not be entertained and will be viewed seriously.
- 1.4. Students who depend upon public conveyance should start early so as to reach the college on time.
- 1.5. On the arrival of the teacher to the classroom, the students shall stand in respectful silence to receive them and take their seats when asked to do so.
- 1.6. The day shall begin with the College Prayer invoking the blessings of the Almighty. Hence, everyone must rise and pray devotedly. Also must respectfully remain standing for National Song, State Song and National Anthem when sung on the specified days.
- 1.7. When the attendance roll is called out, each student shall rise and answer to his / her name.
- 1.8. No student shall enter or leave the classroom or move away from one place to another without the permission of the faculty.
- 1.9. In the absence of classes, students shall not loiter in the campus. Instead they are expected to productively spend their leisure time in the College Library or Reading Room.
- 1.10. Students shall move from one classroom to another in an orderly and disciplined manner. All movements in the college must conform to the standard of academic decorum and dignity.

2. Dress Code :

- 2.1. Students are expected to keep in mind the basic norms of modesty, decency and professional etiquette with regards to dress code. Hence, they shall strictly observe the uniform dress code prescribed by the college.
- 2.2. Students shall wear the prescribed college uniform on all the working days including the days of examination and national days.
- 2.3. **Dress code for Boys**
 - 2.3.1. Long hair / peculiar hairstyles are strictly prohibited.
 - 2.3.2. With a view to promote professional grooming and etiquette, clean

shaving is insisted upon.

2.3.3. Students are expected to wear formal shoes or sandals.

2.3.4. Tight fitting, altered, low waist pants are not permitted.

2.3.4. Wearing caps, scarves, single ear rings, headgears, bands or any such other fashion accessories are strictly not permitted.

2.4. Dress code for Girls

2.4.1. Altering the uniform in any manner is not permitted.

2.4.2. Attending classes with lipstick and colored hair is not permitted.

2.4.3. Wearing head scarves is not permitted.

2.4.4. Letting loose hair is not permitted.

2.5. Dress code for Laboratories :

The dress code shall be as specified by the Programme.

2.6. Dress code on Special Days :

Students attending formal congregations, gatherings and special occasions of the college are expected to be decently dressed in accordance with the approved code of etiquette.

┆ Sports Day : College Uniform or track suit.

┆ Fests / Special Occasions : As specified by the Faculty Conveners.

Non-compliance to the prescribed Dress code will attract strict disciplinary actions. Hence, parents are requested to cooperate in making these norms acceptable to students by encouraging them to understand the dress ethics.

3. Identity Card :

3.1. Photo Identity Card attested by the Principal will be issued to all the bonafide students of the college. It is mandatory for all the students to wear the Identity Card while they are on the campus and produce it whenever asked for, especially when dealing with the office and library.

3.2. In case a student loses the Identity Card, he / she may approach the concerned Academic Class Mentor and apply for a duplicate ID Card by making a payment of ₹ 250/- at the college Office.

4. Attendance :

4.1. Students are encouraged to make all efforts to attend all the classes and arrive at each class on time. Hence, the college insists upon maintaining punctuality and regularity in attendance.

4.2. Attendance is taken every hour at the commencement of the class. Students habitually arriving late to the class will lose the attendance for the particular hour.

- 4.3. The college has Students' E-Attendance Monitoring System in place which keeps track on the day-to-day attendance record of every student. An hourly-wise absentee message is disseminated at the end of the day to the registered mobile number of parents / Guardian.
- 4.4. The Students' E-Monitoring Attendance Committee will periodically update the students and their parents / Guardian about shortage of attendance through their respective Academic Class Mentors. Hence, such students shall take note of the same and clear their doubts if any, with the concerned faculty.
- 4.5. No complaints or requests of attendance on any ground will be entertained after the closure of semester.
- 4.6. Attendance on the re-opening of the college after the vacations, Tests, Examinations, Viva-Voce, Industry / Field / Study Visits / Add-on / Certificate Courses, Association meetings, Co-curricular / Extra-curricular activities / special occasions, etc., is mandatory to all the students.
- 4.7. A candidate shall be considered to have satisfied the requirements of attendance for a semester if he / she attends not less than 75% of the number of classes actually held up to the end of the semester in each of the subjects.
- 4.8. A candidate who does not satisfy the minimum requirement of 75% of attendance even in one subject, he / she will not be permitted to take the whole University End Semester Examination and shall seek re-admission to that semester in the subsequent year.

5. Leave / Absence :

- 5.1. A student is required to seek the permission of the concerned authority for leave of absence. Unforeseen absence must be justified on return before entering to the class with a Leave Note (in the proforma that is appended at the end) duly signed by the parents.
- 5.2. Leave Note duly signed by the Parent / Guardian in the prescribed proforma shall be justified by the student between 9:00 to 9:15 AM with the all the concerned.
- 5.3. If the absence is only for one hour, the student shall seek written permission from the concerned teacher.
- 5.4. If the absence is for more than one hour and up to two days, leave will be sanctioned by the concerned Academic Class Mentor only.
- 5.5. If the absence is for three days or more, such leave will be noted / sanctioned by the Principal. (Separate Application Form is available in the Office is to be used for the same.)
- 5.6. In case of absence or illness for more than two days, a Medical Certificate

from a Registered Medical Practitioner approved by the college must be produced before the Principal. However, this does not entitle a student to obtain the attendance.

- 5.7. Under no circumstances medical certificates for earlier absence will be accepted at a later stage.
- 5.8. The Leave Notes should be produced in the prescribed forms that is available in the college office, to the Principal for absence for Tests and Examinations, absence on the re-opening day of the college and absence on the special occasions announced specifically by the Principal, like College Day, Annual Sports and Athletic Meet, etc...
- 5.9. Absence for Test / Examinations on medical grounds must be justified to the Principal by producing a Medical Certificate from a Registered Medical Practitioner approved by the college.
- 5.10. In all the cases, the Leave Note should be duly signed by the Parent / Guardian.
- 5.11. Whenever a student remains absent continuously for more than a week without any information or permission, it will be deemed that he / she has discontinued the studies and hence his / her name will be struck off from the rolls of the college.
- 5.12. The following are authorized to issue attendance certificates to the students for their participation in various co-curricular and extra-curricular activities :
 - i. Games and Sports : Physical Education Director
 - ii. NSS Activities : NSS Programme Officer
 - iii. Intra and Inter-collegiate Activities / Participation : Student Welfare Mentors / Conveners of respective CC / EC Associations / Principal.

6. Conduct and Behavior :

- 6.1. Students are required and expected to conduct themselves in a mature and considerate manner and maintain civilized behavior both inside and outside the campus.
- 6.2. Students should conduct and express themselves in a way that is respectful to all individuals. This includes being humble, polite and kind enough while dealing with one another and faculty and staff in particular.
- 6.3. It is a good etiquette that the students respect the Principal, faculty and staff of the institution and greet on meeting them on the first occasion of the day.
- 6.4. Students should not enter into any kind of altercation with the faculty or staff members. Disobedience in this regard will be seriously dealt with.

- 6.5. With a view to improve the fluency in language, the students are expected to speak in English within the campus.
- 6.6. Be active and engaged in all courses, which include participating in classroom conversations and being respectful and attentive to those instructing.
- 6.7. Maintain academic integrity at all times.
- 6.8. Cultivate respectful, constructive and healthy dialogue at all times.
- 6.9. Have an open mind to new ways of thinking, working and learning and thereby contribute to you own educational experience.
- 6.10. Disrespect or discourtesy with the faculty and staff, habitual neglect of work, creating distractions or disturbance to the fellow mates, disrupting and obstructing the faculty in taking up the classes, irregularity in attendance, refusal to follow the directions of the instructor, obscenity in word or act are sufficient reasons for breach of conduct and will attract disciplinary actions for the same.
- 6.11. Students conduct and behavior, punctuality, attendance, progress and consistency will be taken into consideration while recommending them for awarding Merit / Proficiency, scholarships, concessions as well as for representing the college in co-curricular and extra-curricular activities.
- 6.12. Playing, hooting, whistling, producing unreasonable / peculiar noises or shouting inside the college building / classrooms / campus is strictly prohibited.
- 6.13. Boys and girls are expected to conduct themselves with a sense of dignity and maturity. They should observe norms of decency, propriety and mutual respect in their inter-relationships.
- 6.14. The college does not hold itself responsible for the conduct of the students outside the campus unless such a conduct arises out of his / her college life. However, the college takes cognizance of any serious misconduct of the students committed outside its campus which is likely to reflect upon the reputation of the college. If any serious charges are fairly substantiated, the guilty shall be punished according to the gravity of offence, which can also lead to refusal of renewal of admissions to the subsequent year of study in the college.

7. Discipline :

- 7.1. Students are expected to adhere, be committed and maintain highest standards of discipline in the college.
- 7.2. Students must not join any club or society or make any engagement outside the college that would interfere with their studies and go against

- the spirit of the college without the permission of the Principal. Further, they are not allowed to play in any team against the college.
- 7.3. No student of the college shall take part in any campaign, demonstration, political agitation, protest, strike, hartal or satyagraha or associate with any group directed against the College, the University or the Government.
 - 7.4. No meeting shall be convened, no person shall be invited by the students, no publication must be issued, no canvassing or mobilizing the students for any particular opinion / action will be allowed without the prior permission of the Principal.
 - 7.5. Students shall not organize any activities, events or associate with any group concerned with college without the prior official permission of the Principal.
 - 7.6. Students must not give College address for personal correspondence.
 - 7.7. Educational / Study Tours / Industrial / Field Visits are to be organized with the prior permission of the Principal and staff members shall accompany such visits. For all such programmes written consent from the parent is mandatory.
 - 7.8. Mass Bunking of classes and any other college activities or causing disruption in any manner in the functioning of the college will attract serious disciplinary actions against the defaulters.
 - 7.9. Cake cutting or any other unauthorized celebrations are strictly prohibited inside the college campus.
 - 7.10. Littering inside the college campus is strictly prohibited.
 - 7.11. Use of explosives, spraying colors, bursting crackers or any such uncommon acts are strictly prohibited in the college campus.
 - 7.12. Disrespect or disfiguring the college uniform in any form is a major act of indiscipline. Hence, it will be viewed very seriously.
 - 7.13. Any attempt made to tarnish the name of any person / institution in any form on a social media (such as WhatsApp, Facebook, Instagram, Twitter, E-mail, SMS, etc.) that is intended to cause physical, social or emotional harm is a serious punishable offence under Cyber Crime. Defaulters will have to face legal consequences and dismissal.
 - 7.14. Eating chewing gum inside the campus is considered as violation of discipline.
 - 7.15. Students must refrain themselves from smoking, possession / use / consumption of tobacco in any form, alcohol and drugs. Further, any student who is found in contact with any of the above toxic substances or has appeared in consumption of the same, a serious disciplinary

action will be taken against them which may also lead to suspension / dismissal.

- 7.16. College is a temple of learning, hence it will not entertain any religious affiliation to come in the way of institutional discipline and its functioning. Also it will strictly follow and adhere to the common college timings.
- 7.17. With a view to promote environment friendly concern, as far as possible, students are encouraged to make use of the public transportation for their conveyance.
- 7.18. Students coming to college by two wheeler should possess a valid license. They are expected to park their vehicles only in the parking longue in an appropriate manner. Entry of four wheelers into the campus is strictly prohibited.
- 7.19. Sportively riding vehicles within the college premises is strictly prohibited. Further, with a view to avoid noise pollution and disturbance, the vehicle should possess efficient silencers.
- 7.20. Students who do not leave with their parents or guardian must live in the hostels or in lodging approved by the Principal.
- 7.21. The college property has to be treated and handled with utmost care and should not be damaged. Any negligent, accidental or willful damage to the college books, furniture, water, gas, laboratory apparatus, electrical installations or any other property of the college will be seriously viewed and have to be paid for to make good the loss. Restitution may be charged to the appropriate individual(s) known or connected with it and or equally from all the students in the class / college as the case may be. It may also warrant appropriate disciplinary actions. However, the decision of the Principal is final and binding in all these matters.
- 7.22. Students are strictly advised not to involve themselves in any kind of anti-social activities or activities causing endangerment, physical restraint, violence, assault, etc., which is likely to place oneself or another in risk of bodily harm, is subject to strict disciplinary action which may also lead to expulsion from the college.
- 7.23. Students must be extra conscious towards judiciously using the resources of the college. They must switch off the fans, lights, projector, etc., when not in use.
- 7.24. Students are advised to maintain the cleanliness of classroom and environmental awareness by keeping the campus clean, green and plastic free.
- 7.25. The unauthorized use of college property, including but not limited to

college buildings, spaces and grounds; college documents and records; or college furnishings, equipment and materials, is a violation of College policy and is subject to disciplinary action.

- 7.26. The students are required to improve and maintain consistency in their performance in the University / College examinations to ensure their renewal of admission in the subsequent year.
- 7.27. The Principal and the Management reserves every power to rusticate a student from the college if the student is found guilty of any serious misconduct or breach of college rules and regulations or the presence of such student in the college disturbs the order and discipline.
- 7.28. If there is a case against a student for any possible breach of the stated codes of conduct, then the disciplinary committee formed by the Principal, will enquire into the alleged violation and accordingly recommend suitable disciplinary action against the said student(s). The committee may give a hearing to the student to ascertain the misconduct and suggest one or more disciplinary actions based on the nature of misconduct.

8. Anti-Ragging :

- 8.1. With a view to ensure ragging-free campus, Ragging is absolutely banned in and around the college campus.
- 8.2. As per the 3rd amendment in UGC Regulations on August 29, 2016 to expand the definition of Ragging includes the following :
“Any act of physical or mental abuse (including bullying and exclusion) targeted at another student (fresher or otherwise) on the ground of color, race, religion, caste, ethnicity, gender (including transgender), sexual orientation, appearance, nationality, regional origins, linguistic identity, place of birth, place of residence or economic background.”
- 8.3. The college educates the students enrolled in various programmes at the beginning of each academic year about the Anti-Ragging Policy and zero tolerance for ragging at the institute.
- 8.4. Note that Ragging is a cognizable criminal offence and those who indulge in it or encourage it will be handed over to the law.
- 8.5. In pursuant to the UGC Regulations, it is mandatory to submit an online undertaking in every academic year by each student and their parent / guardian to the effect that they are aware of the prohibition of ragging and the punishment prescribed both under penal laws as well as under these regulations.
- 8.6. The Anti-Ragging Squad duly appointed by the Principal has been constituted to keep close vigilance on the same.

- 8.7. The Anti-Ragging Committee / Cell shall examine all the complaints of anti-ragging and come out with recommendation based on the nature of the incident.
- 8.8. Students in distress due to ragging related incidents can call the National Anti-Ragging Helpline 1800-180-5522 (24X7 Toll Free) or e-mail the Anti-Ragging Helpline at helpline@antiragging.in.

9. Conduct for Cellular Phones :

- 9.1. With a view to maintain the sanctity and academic atmosphere on the campus, cellular phones are strictly forbidden inside the college campus. However, the college allows the students to carry cellular phones provided they are kept in switched off mode only.
- 9.2. Even if it is found in silent or vibrating mode or used by any student, it will be confiscated and progressively fined. Use of cellular phones inside the college campus is strictly forbidden.
- 9.3. Confiscated cellular phones will not be returned until the end of the semester.
- 9.4. There can be surprise raids to classrooms by a squad appointed by the Principal to ensure its strict compliance.
- 9.5. Students are not supposed to play or listen music using mobile phones or any other electronic devices in the college campus.

10 Disciplinary Rules and Procedure :

The Disciplinary Rules for the students of affiliated colleges framed by the University were approved by the Syndicate at its meeting dated 09/08/1984, and communicated to the colleges in the Notification No. MU/ACC/A3/Misc./13/84-85 dated 13/09/1984.

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

10.1. Minor acts of indiscipline :

- 10.1.1. Causing disturbance within the college premises, Laboratory, Reading Room, Common Room or Playground
- 10.1.2. Diverting the attention of the students from the lecturers or of the lecturers from teaching
- 10.1.3. Insubordination and disrespect to the lecturers, within or outside the college premises
- 10.1.4. Habitual distraction to class work or disturbing class from outside
- 10.1.5. Loitering aimlessly in the corridors
- 10.1.6. Making noise and disturbing the classes

10.1.7. Picking up quarrel with the staff – teaching or non-teaching or with the students

10.1.8. Any other act or acts which the Principal may deem as minor act or acts of indiscipline.

10.2. Major acts of indiscipline :

10.2.1. Repetition of minor acts of indiscipline in spite of repeated warnings and penalties imposed

10.2.2. Attending the college without prescribed uniform or dressed in a manner contrary to social norms prevailing from time-to-time

10.2.3. Indecent exposure in a proactive manner

10.2.4. Behaving in a manner tending to rouse baser passions among the members of the same or opposite gender

10.2.5. Disfiguring the walls, floors, furniture, etc., of the college by writing offensive and indecent slogans

10.2.6. Wanton destruction of college properties

10.2.7. Instigating others to commit acts of indiscipline

10.2.8. Organization of movements subversive of discipline of the college

10.2.9. Physical intimidation of law abiding students

10.2.10. Indulging in criminal acts of any kind

10.2.11. Arousing communal and caste feelings among students

10.2.12. Demonstration of disloyalty to the Country, its Constitution and its Flag

10.2.13. Ragging of any kind tending to cause physical and mental torture to other students

10.2.14. Forcing others to submit to indignity and nuisance

10.2.15. Playing in matches against the officially sponsored team of the college

10.2.16. Attending college in a drunken state and indulging in unseemly behavior

10.2.17. Using opiates of any kind

10.2.18. Smoking and consumption of tobacco in any form within the college campus

10.2.19. Bringing whistles, drums, blow pipes and such other instruments to the college with the intention of creating noise and disturbing the peace of the college

10.2.20. Playing or tuning radios inside the class or outside during the class hours

10.2.21. Any other act or acts that the Principal considers as major acts of indiscipline.

Nature of penalties and authorities empowered to impose them :	
Penalties for Minor Acts of indiscipline	Authority empowered to impose them
i. Issue of warning	Teacher, Head of the Department or the Principal
ii. Sending the student out of his / her class and not letting him / her into class for a maximum of 4 consecutive sessions	Teacher
iii. Imposing a penalty not exceeding ₹ 500/-	Principal
Penalties for Minor Acts of indiscipline	Authority empowered to impose them
i. Suspension from the College	Principal
ii. Asking the parent to withdraw the student from the College	Principal
iii. Rustication from the College	Syndicate of the University on the recommendations of the Hon'ble Vice-Chancellor after considering the report of the Principal
Note that no relaxation in disciplinary rules will be permissible for any reason.	
11. Student Handbook and Calendar : 11.1. Student Handbook and Academic Calendar of the college is an official document. Hence, it must be preserved, handled with utmost care and also be brought to the college every day without fail. 11.2. The Handbook must be produced to the Faculty / Staff / Principal whenever asked for. 11.3. Parents are advised to take note of the stated Code of Conduct for students in this Handbook and insist their ward to comply by the same. 11.4. Parents shall regularly check and authenticate the Leave Note appended to this Handbook at the end. 11.5. If a student loses the Handbook, he / she may apply for a new copy with the concerned Academic Class Mentor on making a payment of ₹ 250/- at the College Office.	
12. Communication of Learning Objectives and Outcomes : The college adapts Outcome Based Education (OBE) and has clearly stated the learning objectives and outcomes of all the academic Programmes and Courses offered. Appropriate mechanism and initiatives are undertaken by the	

institution to communicate the learning outcomes to the teachers and students. Apart from the direct communication by the faculty, the defined learning objectives and outcomes are also available on the Institutional Website.

13. Add-on / Certificate Courses :

- 13.1. The college through its various Departments and Associations offers wide-range of Add-on / Certificate Courses that focus on employability, entrepreneurship and skill development and Value-Added Courses imparting transferrable and life skills of the students.
- 13.2. These Courses aims to supplement the basic curriculum, widen the horizons of the students through interdisciplinary knowledge in their respective areas of interest and also prepare them for career prospects.
- 13.3. Hence, students are encouraged to enroll themselves, make use of the exclusive opportunity made available for them and take special interest about it.

14. Extension Activities and Community Outreach Programmes :

The greatness of any community is measured by the compassionate actions of its members towards others. True to the Institute's Vision, Mission and Panchasheel Core Values, it encourages the inclusive participation of its stakeholders in variety of extension activities for outreaching community in the immediate vicinity as well as at large. The distinguished social and community service rendered by the Institution through its NSS Units in the adopted Village at Kodaman for over three decades is a real testimony to it. Realizing and continuing the noble practice, the various departments and Associations through its students seeks active participation and involvement in reaching out to different sections of the society especially those who are in need, less privileged, marginalized and vulnerable.

15. Fee Regulations :

- 15.1. Every student shall be liable to pay the fees for the academic year in one installment within the specified due date.
- 15.2. If a student fails to pay the fees within the prescribed due date, he / she shall have to pay a fine at the rate of ₹ 10/- per day. Failure to pay the same within the last day for the fees collection with fine, the student's name shall be removed from the rolls. He / she will be re-admitted only after remitting the arrears including fines and the readmission fees.

- 15.3. If a student discontinues the college in midway of the academic year, he/she have no right to claim remission of any portion of any fees paid.
- 15.4. The prescribed fees may be paid by Cheque, Debit Card or drawing a Demand Draft in favor of "The Principal, Canara College, Mangaluru".
- 15.5. Note the time schedule for such transactions :
Monday to Friday : 9:30 AM to 01:30 PM
Saturday : 9:30 AM to 12:00 Noon
- 15.6. A receipt signed by the Principal or his authorized official shall be issued for all payments.

16. Students Participation in Governance :

Students through the elected / selected representatives are encouraged to take active part in governing process of the institute. They assume leadership roles and administrative responsibilities to organize various academic and non-academic activities through Student Welfare Council, Co-curricular and Extra-curricular Associations and Clubs, make representations on various Statutory Cells and Welfare Committees, etc. They work hand-in-hand to facilitate smooth functioning of the institute and together build a channel for effective communication between the students and administration.

17. Student Support and Welfare :

The college endeavors to provide a supportive learning environment that is appropriate to the programme, background, regardless of their diversity. Extensive support and welfare services are offered to all students. The college has designated Student Welfare Mentors who are primarily concerned for the well-being of the students on the campus. They are committed to the spirit of unity and integrity of the students. Also as the in-charge of Student Grievance Redressal Cell, they assist in the amicable redressal of grievances.

Further, the Student Welfare Council is constituted as a partner with the Governing Board of Management, Staff and Parents for the benefit of the whole college community comprising of students representation. It aims to provide an ideal forum to the students for grooming their leadership skills and responsibilities. By working together it facilitates in realizing institutional vision, mission and objectives.

18. Co-curricular and Extra-curricular Activities :

Creativity and Innovation is as important today in education as literacy; so does Co-curricular and Extra-curricular activities for holistic learning. The college has following functional Co-curricular and Extra-curricular Associations to cater to the holistic developing needs of the students :

Co-curricular Associations	
I. Subject Associations	
<ol style="list-style-type: none"> 1. Commerce Association 2. Management Association 3. Science Association 4. IT Association 	
II. Literary Associations	
<ol style="list-style-type: none"> 1. English Association 2. Hindi Association 3. Kannada Sangha 4. Sanskrit Sangha 5. Konkani Basha Vidyarthi Mandal (KBVM) 6. Tulu Sangha 	
III. Aptitude Associations	
<ol style="list-style-type: none"> 1. Fine Arts Association 2. Nature Club 3. Photography Club 4. Mangala Magazine (Annual and Wall) 	
IV. Extra-curricular Associations	
<ol style="list-style-type: none"> 1. Games and Sports 2. National Service Scheme (NSS) 3. National Cadet Corps (NCC) 4. Youth Red Cross (YRC) 5. Rovers and Rangers 	
V. Welfare Associations	
<ol style="list-style-type: none"> 1. Consumer Forum 2. Human Rights, Equal Opportunity and Electoral Literacy Cell 3. Career Guidance & Placement Cell 4. Entrepreneurship Development Cell 5. Intellectual Property Rights (IPR) Cell 6. Human Values and Professional Ethics Cell 	
VI. Special Study Centres for promoting Research	
<ol style="list-style-type: none"> 1. Centre for Advanced Studies in Commerce and Management (CASCMA) 2. Centre for Advanced Studies in Science and Technology (CASST) 3. Centre for Women and Gender Studies (CWGS) 	
19. Mentoring and Counselling :	
<ol style="list-style-type: none"> 19.1. As a part of effective mentoring system, every class is accorded with designated Academic Class Mentors who nurtures every student entrusted to their care. 19.2. About 30 student mentees are assigned to each mentor who ensures that the mentees adapt to the dynamic learning environment and lead 	

their ways into highly successful careers.

- 19.3. They strive to provide reliable and comprehensive support system and constantly motivate mentees to excel in both academic and non-academic forefronts thereby enable them to make the most of their life at the college.
- 19.4. Besides this, the college also has certified in-house Counselors who provide counseling services to those in need.

20. MANGALA – The College Magazine (Annual and Wall) :

“MANGALA” – The College Magazine both Annual and Wall is nurtured under the able guidance of a designated faculty member and assisted by the student editorial committee. It invites the creative art, sketches, paintings, writings, articles on various subjects to display on the College Wall Magazine. Selected ones are further recommended for the annual magazine. This is yet another initiative to encourage the students to exhibit their unique talents and potentials.

21. Academic Proficiency Prizes :

Prize for academic proficiency are awarded annually to students who excel in a given field of study.

- 21.1. All rank holders in the Mangalore University Examinations.
- 21.2. General Proficiency Prizes are awarded to the students securing highest aggregate of marks in the University Examinations subject to the following conditions :
 - 21.2.1. He / She should have passed in all the courses.
 - 21.2.2. The aggregate marks obtained should not be below 50%.
- 21.3. Subject Proficiency Prizes are awarded to the students securing highest aggregate of marks in various courses of study in the University Examinations subject to the following conditions :
 - 21.3.1. He / She should have passed in all the courses.
 - 21.3.2. The aggregate marks obtained should not be below 50%.
- 21.4. Prizes for Outgoing Students based on the performance in Final year University Examinations.
- 21.5. Students who have secured highest marks in the qualifying examination and discontinued their studies in the college are not eligible for Endowment Prizes.
- 21.6. Good conduct and attendance are requisite conditions for obtaining Proficiency Prize. If any student who secures highest marks and fails to fulfill the above condition, it is left to the discretion of the Principal to award the prize to the next in merit.

22. Scholarships and Financial Support :

- 22.1. The Institution awards several scholarships to encourage meritorious students and provides financial support to deserving and needy students.
- 22.2. Receiving any scholarship shall not be a matter of right for the student. Awarding of scholarship(s) shall be at the sole discretion of the Institution.
- 22.3. The details of various scholarships offered shall be notified by the college from time-to-time.

Sl. No.	Name of the Scholarship	Eligibility
1.	MHRD Scholarship (Online)	Selection from the Government on the basis of merit
2.	Karepass (Online Fee Concession Scheme) for OBS Students	Selection from the Government on the basis of merit
3.	Post Matric Scholarship to SC / ST Students (Online)	Income limit below ₹ 2,50,000/-
4.	Scholarship to the children of Beedi Workers (Online)	Selection from the Government on the basis of merit
5.	Endowment Scholarship from C.H.S. Association	Merit cum Poverty
6.	Mangaluru City Corporation incentive awards to SC / ST students of Mangaluru	Domicile within Mangaluru City Corporation Limits
7.	Mangaluru City Corporation incentive awards apart from SC / ST students of Mangaluru	Domicile within Mangaluru City Corporation Limits
8.	Canara Foundation Scholarship	Students studying in I B.Sc. who secured highest marks in I PUC
9.	Scholarship to Physically Handicapped Students	Student who is physically handicapped
10.	Students Welfare Fund	Merit cum Poverty
11.	T. A. Pai Datti Endowment	Student studying in I B.A., I B.Sc., I B.Com. who secured highest marks in PUC in Canara Pre-University College
12.	C. V. Raman Scholarship	Marks 70% and above in II PUC and studying in I B.Sc. with Physics, Chemistry, Mathematics, Botany and Zoology.
13.	"Sanchi Honnamma" – Government of Karnataka Scholarship	Marks 60% and above in II PUC
14.	Post Matric Scholarship to Muslim Minority Students (Online)	Marks above 50% in II PUC

Private Scholarships / Loans

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

23. Issue of Certificates :

- 23.1. All the applications for the issue of Certificates must be made to the Principal in the prescribed form.
- 23.2. Transfer and all other Certificates shall be issued only on payment of all the fees and other dues to the college by the student.
- 23.3. Transfer Certificate will be issued within seven days of application. Other Certificates will be issued within 48 hours of application.
- 23.4. The Certificates shall be collected by the students either in person or shall be sent by Post if the application is accompanied with self-addressed envelope affixed with appropriate postal stamp. However, Institution will not be responsible for loss in transit if any. Certificates will not be handed over to unauthorized persons.
- 23.5. Transfer Certificate is issued at the completion of the programme of study. However, in case when a student withdraws from the institution, it will be issued only after the declaration of the result of University Examinations.
- 23.6. A Conduct Certificate is issued only when a student leaves / withdraws from the institution. It will not be issued as a matter of course and has to be earned by the student by his conduct and behavior during his course of study in the college. However, the Principal may refuse to issue the same to any student whose conduct, in his opinion, has not been satisfactory.
- 23.7. A Provisional Pass Certificate is issued by the affiliating University on application to the Registrar (Evaluation). Hence, students are required to directly approach the University for the same.
- 23.8. Student applying for Certificates, testimonials and other documents requiring the Principal's signature should contact the concerned clerk in the Office for verifying the details before it is signed.

24. Campus Facilities

24.1. College Office :

The official timings of the College Office is as follows :

On Monday to Friday : 9:30 AM to 1:00 AM and 2:00 PM to 4:30 PM

On Saturday : 9:30 AM to 1:00 PM

24.2. A/c Seminar Hall :

Smt. Ratna S. Shenoy Memorial Seminar Hall is centrally air-conditioned with a seating capacity of 150 is housed within the campus. It is well-equipped with state-of-the-art facilities viz., incandescent lights, good acoustics and audio visual systems. Events such as common meetings of students and faculty members, department activities, seminars, training programs, symposia, conference, guest lectures, celebrations, gatherings, etc., are organized here.

24.3. Sports and Games :

As healthy mind resides in a healthy body, the college is committed to promote, encourage and support wide-range of sports and games activities both within and outside the college for the holistic development of the students.

24.4. Canteen Facility :

The College has an in-house Canteen which nourishes with hot and cold beverages, snacks, and different varieties of light refreshments at reasonable and affordable price.

24.5. Parking Lounge :

The college has on its premises ample space for parking two wheelers of the students. However, they are not permitted to bring four wheelers inside the college campus.

24.6. Hostel Facility :

With a view to assist especially the outstation students in providing them with a comfortable, safe and secure stay, SKANDA, hostel facility exclusively for female students is available which is located at a walk able distance from the college. It also has an in-house mess which nourishes them with good food.

24.7. E-Attendance Monitoring :

As a proactive remedy to instill discipline amongst the students and thereby act as a watchdog in continuously monitoring their attendance, there is an exclusive system which monitors the irregularities and absenteeism of the students through E-Attendance Monitoring System.

24.8. College Website : www.canaracollege.com

The college has an updated website which disseminates information pertaining to institutional details, academic programmes, activities held in the college, upcoming events, etc., so as to keep its stakeholders abreast about the happenings in the college.

24.9. SMS Service :

With a view to ensure quick dissemination of information and communication, the College has the facility of sending messages through SMS services. Short messages regarding important notice, meeting, test marks, attendance status, absent message, reminders, etc., are sent from time-to-time.

24.10. Group Insurance Policy :

All the bonafide students and staff members of the Institution come under the purview of "Group Insurance Policy". The sum of amount is specified in insurance policy and applicable to accidental damage. In case an accident, resulting in minor injuries, the compensation will be the expenses incurred by the person in a hospital or Nursing Home but not exceeding to ₹ 500/-. To claim the same, the person has to be hospitalized for a day. In case of an accident resulting in loss of limbs, eyes, ears, etc., the compensation will ₹ 5,000 – ₹ 10,000/- depending upon the nature of loss.

25. Rules of Railway Concession :

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

- 25.1. Students commuting from far off places for their journey from home to college and return during approved holidays and vacation.
- 25.2. Student going to educational tours under the care of a teacher for approved college tours and excursions.
- 25.3. For students to participating in games and sports.

26. Parent Teachers' Association (PTA) :

The Parents play a decisive role in all round development of their ward in their formative years. Parent Teachers' Association is a great source of strength to the college in improving the quality of its facilities and activities. Thus, the college expects whole-hearted cooperation from the parents in this regard. Class-wise Parent Teachers' Meetings are convened during the academic year for which the parents are expected to attend without fail.

The Rules and Regulations of the Association as adopted in its first General Body Meeting held on October 08, 1983 and as amended from time to time.

26.1. Aims and Objectives :

- To enable the parents of the students of the Canara College, Mangaluru, to involve in the educational process of their process of their wards and help to develop the college into an ideal institution.
- To facilitate joint efforts by the parents and teachers in ensuring continuous improvement of the curricular, co-curricular and extra-curricular activities as an integral part of quality education imparted in the college.

- To chalk out specific programmes and organize appropriate activities, inside and outside the college, to bring about a healthy participation in the growth of their ward and the college.
- To collect and deploy resources and to do all such other acts that is necessary for successfully carrying out all the above programmes and activities.

26.2. Membership :

- All parents of the students on the roll of the college become the Members of the Association.
- All the members of the teaching staff including the Librarian and Physical Education Director on the pay roll of the college become the members of the Association.

26.3. General Body :

All the members of the Association as specified above together constitute the General Body of the Association.

26.4. The Advisory Committee :

The Advisory Committee shall consist of two parents nominated from each class of first, second and third years across all the programmes.

26.5. The Executive Committee :

The Executive Committee shall consist of :

- 26.5.1. Six nominated members as Executive Members preferably representing from each of the programmes from the Advisory Committee.
- 26.5.2. The Principal, IQAC Coordinators, Student Welfare Mentors and Heads of Programme Departments and any other staff nominated by the Principal shall be representing the staff.
- 26.5.3. In addition, the Hon. Secretary of Canara High School Association or the member of the Canara High School Association who is in direct charge of the administration of the college shall be a permanent invitee.

26.6. Office Bearers of the Association :

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

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

26.7. Meetings :

26.7.1. The General Body Meet through Class-wise Parent Teachers' Meetings is convened during the academic year for which the parents are expected to attend without fail.

26.7.2. The Meeting of Advisory Committee shall be convened as and when notified by the Secretary.

27. Alumni Association :

Alumni Association is a forum which provides an opportunity to its alumnus to keep in touch with his / her Alma mater. It also facilitates the reunion of the alumnus and enables networking. As a key stakeholder of the Institution, the alumnus shall enroll themselves to this association as life / annual members. A nominal membership fee of ₹ 100/- is collected from every alumnus at the time of collecting their Final Marks Card / Transfer Certificates. The Canara College Alumni Association strives to maintain among its members an abiding interest in the welfare of their Alma mater.

28. COVID-19 Advisory :

The novel Corona virus, COVID-19, is a highly infectious, life-threatening disease declared by the World Health Organization to be a global pandemic. Its highly contagious nature means that contact with others, or contact with surfaces that have been exposed to the virus, can lead to infection. Because of its highly contagious and sometimes hidden nature, it is currently very difficult to control the widespread of COVID-19. Therefore, the college has put in place a new set of policies and expectations in line with the Standard Operating Procedures (SOPs) and other Guidelines issued by the regulating Authorities. Moreover, the students need to recognize that all of your behaviors carry some amount of risk to yourself and the health and safety of the entire community. Therefore, all students are expected to strictly abide by the advisory to safeguard and fight against COVID-19.

29. Code of Conduct for Virtual Learning :

The recent pandemic of COVID-19 has inevitably taught us the need to anticipate the change, respond quickly and execute effectively. Thus, with a view to make virtual learning process educationally effective, students are expected to follow the standard code of conduct governing the code of virtual classroom.

29.1. It is advisable to have high speed broadband access, a laptop / desktop / cellular phone, a web camera and web browsers of the latest versions.

29.2. Enter the virtual classroom on time (i.e., at least 5-10 minutes prior) according to the given online learning time table.

- 29.3. If a student is unable to attend the class, then prior information should be given to the concerned Class Mentor or Course Teacher.
- 29.4. Ensure your presence through chats, queries and on demand.
- 29.5. All the official communication and the links of live sessions and pre-recorded video lectures will be disseminated through respective class Whats app groups.
- 29.6. Students are expected to regularly follow-up / view the learning contents and videos disseminated and work accordingly.
- 29.7. Students must strictly follow the instructions given by respective course teacher to meet the learning requirements effectively.
- 29.8. Students are expected to use self-photographs as the profile picture and must log in to the session with their name and roll number only. This is to ensure the identity of the students.
- 29.9. Students must not share login credentials with anyone else not connected with the course and college.
- 29.10. Students must not post, upload, use, download or display any inappropriate information that is hostile, profane, insulting to others, obscene, threatening and / or otherwise offensive.
- 29.11. Students must not reproduce any course content including assessment, electronic mail correspondence, digital captures, discussion or chats in any form and to any others without explicit permission of the teacher concerned.
- 29.12. Students shall mute themselves when lectures are in progress and unmute only when asked to do so.
- 29.13. The students must turn on their video and ensure that their face is visible whenever asked for. If the student does not have suitable internet connection, they must inform the teacher and have their profile picture and name visible.
- 29.14. Professionalism is expected in all virtual engagement and online communication.
- 29.15. Students must maintain the honesty and academic integrity at all point of time.

All official correspondence shall be addressed to :

The Principal

Canara College

Mahatma Gandhi Road, Kodialbail, Mangaluru – 575 003,

Dakshina Kannada District, Karnataka, India.

Email : cnrcollege@yahoo.co.in

Library & Information Centre and Reading Room

Library as a learning resource centre with its motto of "Read every day and Lead a better life" strives to cater to the information needs of a learner that is fundamental to functioning successfully in today's information and knowledge driven age. The college has a full-fledged, spacious Library and Reading Room with E-Library facilities. It is well stocked with the latest books, magazines, journals, periodicals. Besides this, it also provides in-house reprographic services to its students and staff.

General Rules and Regulations of College Library :

1. The use of Library and Reading Room and its facilities are governed by the rules and regulations of the Library. The main purpose of these rules is to safeguard the common interest of all users and to enable the Library to carry out its functions as efficiently as possible. Failure to observe these rules will lead to cancellation of the membership.
2. Library and Reading Room Working Hours
The Library and Reading Room shall remain open on all working days as per the time stated below :
Monday to Friday : 9:00 AM to 5:00 PM
On Saturday : 9:00 AM to 1:00 PM
During Vacation : 9:00 AM to 4:30 PM
3. Time schedule for issue and return of books
Issue of books : 9:00 AM to 12:30 PM (Borrowers Card)
12:30 PM to 4:00 PM (Identity Card)
1:00 PM to 4:00 PM (Readers Club)
Return of books : 9:00 AM to 11:30 AM
4. Each student will be given one Borrower's Card which entitles him to borrow one course book at a time, and the Card will have to be returned to the Librarian at the end of the year.
5. Renewal of the books to be done on or before due date, else a fine of ₹ 1/- per book per day and ₹ 2/- will be levied during the examination time.
6. If the Card is lost, the fact must be immediately reported to the Librarian and a duplicate Card will be issued after paying a penalty of ₹ 25/-.
7. Users can reserve the book with the help of OPAC.
8. Book Bank books can be issued as per Book Bank Scheme norms/the availability of books. The discretionary powers are given to the Librarian by the Library Advisory Committee.

9. On request books can be issued to the students for specific purpose by the Librarian.
10. Reprographic facilities are available in the Reading Room.
11. The Students must carry their College Identity Card / Library Membership Card with them at all time inside the Library. Show the Identity Card compulsory at the time of books check-out / check-in (whenever asked by the library staff).
12. All readers are required to maintain perfect silence and discipline in the library.
13. The Library staff members at the entrance and exit gate of the Library is authorized to search the person or a reader if he / she suspects that he / she is carrying any other property from the Library.
14. The borrowing facility can be withdrawn or restricted in case of misbehavior of users for their misuse of the library.
15. Library users should enter his / her name, course, class, time-in and time-out in register kept at the entrance.
16. All personal belongings, such as books, bag, coat, umbrella, personal files, photocopied material that do not belong to the library must be deposited in the library counter at the entrance of the library.
17. The books may be renewed if the same are not in demand or are not reserved by other readers.
18. A book may be reserved for a reader provided he makes an application to the Librarian for the same within the stipulated time. The book should be collected within 24 hours after the Librarian informs the availability of book.
19. Library cards are not transferable. The borrower card holders should come personally to borrow the books and the authorization is not allowed.
20. Every borrower from the library is responsible for the safe custody and return of the book borrowed by him / her. In the event of damage or loss he / she shall replace the book or pay the cost of the book. The person has to pay the fine plus the cost of the book at the time of clearance from the library.
21. Readers should not deface, mark, cut, tear, mutilate or damage library resources in any way. If anyone is found doing so, he / she will be charged the full replacement cost of the resource. Also books borrowed should be protected from rain, fire, insect, etc...
22. Downloading of undesirable e-resources shall not be allowed and punishable if violated.
23. Strict discipline should be maintained in the library. The position of the chairs and tables should not be changed or displaced.
24. Beverages and eatables are not allowed inside the library.
25. Mobile phones are strictly prohibited in the Library and Reading Room.

26. Students may be permitted to carry Laptops and its accessories in the Library / Reading room.
27. All persons may be allowed admission to the library provided that the Librarian may at his discretion refuse admission if he considers a person either of unsound mind, intoxicated or otherwise shabbily dressed. The decision of the Librarian or the next senior officer of the library in the absence of the Librarian shall be final in this matter.
28. Students Entry to Library and Reading Room is permitted with college uniform only.
29. No reader is allowed to sleep in the Library or Reading Room premises.
30. The readers shall behave in a civilized manner. The Librarian may expel any person if he / she feel the presence of such a person is liable to create law and order situation.
31. The readers are liable for disciplinary actions and fine if they either misbehave or damage the books or any other property of the library. Hence, decency in behavior is expected.
32. Each prospective member shall give in writing an undertaking to abide by the rules of the library. He / she shall fill up a membership form.
33. Each member shall be provided with a membership Identity Card and / or Borrower's Card.
34. Handle the books with great care as they are costly, precious in nature. In case any book is lost or injured by the member, the member shall replace the book or shall pay the cost of replacement. If a book is one of the volumes of a set, the reader may be asked to replace the whole set.
35. Reference books, rare books, unbound periodicals and books of fine arts may not be issued generally except with the written permission of the Librarian.
36. If a member does not pay off the library dues, the privilege of borrowing books may be suspended till he / she deposits the requisite amount.
37. No visitor or guest is permitted to use the Library without the prior permission of the Librarian / Principal. He / She is required to produce a proper introduction letter from the concerned Institution / Organization thereafter who wishes to use the Library facility.
38. No photograph of the Library shall be taken without the prior permission of the Librarian.
39. The librarian reserves the power to refuse the issue of book to any member or he may recall any book without assigning any reason therefore.
40. Student after returning of library books / documents should take No-dues Certificate from the library before the examination or before the III and V Semester admission.

Code of Conduct for Examinations

Students are expected to observe the following Code of Conduct for Examinations :

1. Students are expected to arrive at least thirty minutes prior to the commencement of examination.
2. Students shall take the note of seating arrangements displayed on the notice board.
3. Students are advised to take their seats in the respective examination room according to the number allotted.
4. Students standing outside the exam room even after the bell rings, it will be considered as a violation of code of conduct.
5. Maintenance of absolute silence in the examination hall and compliance to the examination code of conduct is obligatory.
6. Students must have a valid student ID card to enter the test / exam hall. Forgetfulness is not an acceptable excuse.
7. Students shall possess Admission Ticket / Hall Ticket while appearing for the University examinations.
8. Arriving late for the tests / examinations will not be entertained. Further, habitually arriving late will be seriously dealt with.
9. Entry to the examination hall after half an hour of the commencement of the examination is not permitted.
10. Students shall frisk and check their bench, desks, pockets, instrument box, etc., if any written materials are found, shall keep outside the examination hall.
11. Students are not permitted to have in their possession any unauthorized items such as cell phones, iPods, PDAs and other web-access devices during the examination excluding approved calculators.
12. All students are responsible for making themselves aware of the college examination regulations, the Student Code of Conduct and disciplinary procedures.
13. Talking, whispering, possession of any written materials, manuscripts, copying, helping to copy or any other suspicious behavior are considered as examination malpractice. Such cases will be strictly dealt with.
14. Students shall read carefully the instructions printed on the Answer booklet and question paper and work accordingly.
15. Students shall take utmost care to fill in the details on the front sheet of the answer booklet without making any errors.
16. Nothing except the register number of the students shall be written on the question paper. If so, it is treated as a case of malpractice.

17. On having completed answering the paper, students shall personally hand over their answer script to the room invigilators.
18. No candidate is permitted to go out of the examination hall temporarily on the plea of the call of nature, telephone calls, meeting someone urgently, etc...In exceptional cases, candidate may be permitted provided he / she is accompanied by an attendant.
19. The invigilator is authorized to verbally warn / move or confiscate students answer booklet if malpractices are noticed.
20. Any kind of argument with the invigilators is strictly prohibited.
21. Any case of malpractice booked will be dealt as per the code of conduct and procedure governing the same.
22. The tests / examinations are conducted for the betterment of students. Therefore, the students are strictly informed to consider each test / examination seriously.

I PROMISE MYSELF...

To be so strong that nothing can disturb my peace of mind.

To talk health, happiness and prosperity to every person I meet.

To take all my friends feel that there is something worthwhile in them.

To look at the sunny side of everything and make my optimism come true.

To think only of the best, to work only for the best and
to expect only the best.

To be just as enthusiastic about the success of others as
I am about my own.

To forget the mistakes if the past and press on to
the greater achievements of the future.

To wear a cheerful expression at all times and give a smile to
every living creature I meet.

To give so much time to improving myself that I have no time to
criticize others.

To be too large for worry, too noble for anger, too strong for fear and
too happy to permit the presence of trouble.

To think well of myself and to proclaim this fact to the world,
not in loud words, but in great deeds.

To live in the faith that the whole world is on my side, so long as
I am true to the best that is in me.

Advisory to Parents / Guardians

Parents / Guardians play an instrumental role in the educational life of their ward. Therefore, as a responsible and key stakeholder of the system, they are expected to partner with institution in its smooth and effective functioning. Your obligations and responsibilities can go a long way in serving your ward even better.

1. Parents / Guardians are reminded that they are not absolved of their responsibility once their ward is admitted to the college. Hence, you are required to co-operate with the college authorities in enforcing the discipline and regularity of study.
2. Parents / Guardians are expected to actively take participate in Parent Teachers' Meet and any other activities of the college as when notified for.
3. Parents / Guardians are requested to be in regular touch and periodically meet the Academic Class Mentors or concerned faculty and seek necessary feedback about their ward's performance.
4. Parents / Guardians are expected to teach their ward –
 - i. How to think instead of what to think.
 - ii. That discussion is always better than argument. Because argument is to find out who is right; but discussion is to find out what is right.
 - iii. That education does not merely mean teaching students what they do not know; it means teaching them to behave in a way that is acceptable to the society.
 - iv. That what comes easy, will not last long. And what lasts long, will not come easy.
 - v. That 'Success' comes before 'Work' only in the dictionary.
5. Parents / Guardians are expected to remember that –
 - i. You educate your ward not to be rich, but to be happy, so that, when they grow up, they will know the value of things, not the price.
 - ii. Illiterate of this century will not be those who cannot read and write, but those who cannot learn, unlearn and relearn.
 - iii. Spending fruitful time with your ward is more important than spending money on them.
 - iv. Developing the mind is important. But developing the conscience is the most precious gift parents can give to their children.
 - v. The attitude you have as a parent is what your ward learn from more than what you tell them.
 - vi. They do not remember what you tried to teach them, they only remember what you are.

Rank Holders of Mangalore University Examinations

Proud Achievers who brought Laurels to the College

Let the Legacy continue...

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

1987	Kalpana N. Nayak	III B.Com.	X Rank
	Sudha Kamath	III B.Sc.	VII Rank
1988	Vani M.	III B.Com.	II Rank
	Sudha K.	III B.Com.	V Rank
	Latha Shetty P.	III B.Sc.	X Rank
1989	K. Shyamala Shenoy	III B.Com.	II Rank
	Anupama K.	III B.Com.	X Rank
	Sujaya Kumari	III B.Sc.	VIII Rank
1990	Muralikrishnan R.	III B.Sc.	V Rank
	Archana Kamath M.	III B.Sc.	X Rank
	Sushma Rao K.	III B.Com.	III Rank
	Vinaya Prabhu K.	III B.Com.	IV Rank
	Anantha Shenoy C.	III B.Com.	V Rank
1991	Gayathri Prabhu G.	III B.Com.	II Rank
1992	Vaidehi Manjeshwar	III B.A.	I Rank
1993	Vivek A. Nayak	III B.Com.	V Rank
1994	Rekha Gogia	III B.Com.	II Rank
	Sudhakara Mallya	III B.Com.	V Rank
	Mamatha Pai	III B.Com.	VIII Rank
	Nandini Mallya	III B.Sc.	V Rank
	Rekha Prabhu	III B.Sc.	X Rank
1995	Rajesh Prabhu C.	III B.Com.	II Rank
	Yvette Dolly Lobo	III B.Com.	VII Rank
	Savitha K.A.	III B.Com.	X Rank
	Udaya Prabhu B.	III B.Sc.	IV Rank
	B. Nagalaxmi Pai	III B.Sc.	VII Rank
	Mangala K.	III B.Sc.	VIII Rank
1996	K. Jayalaxmi Shenoy	III B.Com.	IX Rank
	Vidya Pai D.	III B.Com.	X Rank
1997	Sushma U.	III B.Com.	I Rank
	Jayendra Baliga	III B.Sc.	V Rank
	Mamatha Kini	III B.Sc.	IX Rank
1998	Shanthala Baliga B.	III B.Sc.	I Rank
	Santhosh Prabhu G.	III B.Com.	V Rank
	Deepa Pai	III B.Com.	VIII Rank
	Sujay Kamath K.	III B.Com.	IX Rank
1999	Supriya	III B.Sc.	IV Rank
	Jenifer	III B.Com.	VII Rank
	Sandhya Bhandary S.	III B.Com.	VIII Rank

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

2014	Raksha Kini	III B.Com.	II Rank
2015	Apoorva N. Shenoy	III B.Com.	VI Rank
	Ashwitha Marate	III B.Sc.	IX Rank
2016	Priya Kamath	II M.Com.	VIII Rank
2017	Shrestalaxmi	III B.Com.	X Rank

Awardees of Philosophy of Doctorate (Ph.D.) Degree under C.I.S.R.S.

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

THE FIVE W'S OF LIFE

Who you are is what makes you special.

So do not change for anyone.

What lies ahead will always be a mystery.

So do not be afraid to explore.

When life pushes you over;

You push back harder.

Where there are choices to make;

Make the one you never regret.

Why things happen will never be certain.

So take it in stride and move forward.

ACADEMIC CALENDAR 2020-21

(Framed as per the Notification of Mangalore University vide MU/ACC/UG-Cal/CR-1/2020-21/A6 dated 12-02-2021)
 This Academic Calendar is subject to any further guidelines that University may issue from time-to-time

September 2020

Date	Days	L/H	Particulars
1	Tue	L	Orientation & Induction to First Year Students
2	Wed	L	Departmental Orientation to First Year Students
3	Thur	L	Conduct of Bridge Course to First Year Students
4	Fri	L	CC / ECA Orientation to First Year Students
5	Sat	L	Teachers Day
6	Sun		
7	Mon	L	IQAC Meeting
8	Tue	L	Staff Meeting
9	Wed	L	
10	Thur	L	
11	Fri	L	
12	Sat	L	
13	Sun		
14	Mon	L	Hindi Day
15	Tue	L	
16	Wed	L	
17	Thur	H	Mahalaya Amavasya
18	Fri	L	
19	Sat	L	
20	Sun		
21	Mon	L	
22	Tue	L	
23	Wed	L	
24	Thur	L	National Service Scheme (NSS) Day
25	Fri	L	
26	Sat	L	
27	Sun		
28	Mon	L	
29	Tue	L	
30	Wed	L	
L = Lectures			H = Holiday

October 2020			
Date	Days	L/H	Particulars
1	Thur	L	
2	Fri	H	Gandhi Jayanthi
3	Sat	L	
4	Sun		
5	Mon	L	IQAC Meeting
6	Tue	L	Staff Meeting
7	Wed	L	
8	Thur	L	
9	Fri	L	
10	Sat	L	
11	Sun		
12	Mon	L	
13	Tue	L	
14	Wed	L	
15	Thur	L	World Students Day
16	Fri	L	
17	Sat	L	
18	Sun		
19	Mon	L	
20	Tue	L	
21	Wed	L	
22	Thur	L	
23	Fri	L	
24	Sat	H	Maha Navami, Ayudha Pooja, U.N.O. Day
25	Sun		
26	Mon	H	Vijaya Dashami
27	Tue	L	
28	Wed	L	
29	Thur	L	Observance of Vigilance Awareness
30	Fri	H	Id-Milad
31	Sat	H	Maharshi Valmiki Jayanthi, National Integration Day
L = Lectures			H = Holiday

November 2020			
Date	Days	L/H	Particulars
1	Sun		Kannada Rajyothsava
2	Mon	L	Commencement of I, III & V Semester Classes (Online/Offline/ Blended Mode)
3	Tue	L	
4	Wed	L	
5	Thur	L	IQAC Meeting
6	Fri	L	Staff Meeting
7	Sat	L	
8	Sun		
9	Mon	L	
10	Tue	L	
11	Wed	L	
12	Thur	L	
13	Fri	L	
14	Sat	H	Naraka Chathurdashi, Deepavali
15	Sun		
16	Mon	H	Bali Padyami, Deepavali
17	Tue	L	
18	Wed	L	
19	Thur	L	Founder's Day
20	Fri	L	
21	Sat	L	
22	Sun		
23	Mon	L	
24	Tue	L	
25	Wed	L	
26	Thur	L	Constitution Day / National Law Day
27	Fri	L	
28	Sat	L	
29	Sun		
30	Mon	L	
L = Lectures H = Holiday			

December 2020			
Date	Days	L/H	Particulars
1	Tue	L	World AIDS Day
2	Wed	L	
3	Thur	H	Kanakadasa Jayanthi
4	Fri	L	
5	Sat	L	
6	Sun		
7	Mon	L	IQAC Meeting
8	Tue	L	Staff Meeting
9	Wed	L	
10	Thur	L	International Human Rights Day
11	Fri	L	
12	Sat	L	
13	Sun		
14	Mon	L	
15	Tue	L	
16	Wed	L	Commencement of First IAE for I, III & V Semester
17	Thur	L	
18	Fri	L	
19	Sat	L	
20	Sun		
21	Mon	L	
22	Tue	L	
23	Wed	L	
24	Thur	L	Local Governing Council Meeting
25	Fri	H	Chirstmas, Good Governance Day
26	Sat	H	
27	Sun		
28	Mon	H	
29	Tue	H	
30	Wed	H	
31	Thur	H	
L = Lectures			H = Holiday

January 2021			
Date	Days	L/H	Particulars
1	Fri	L	
2	Sat	L	
3	Sun		
4	Mon	L	
5	Tue	L	IQAC Meeting
6	Wed	L	Staff Meeting
7	Thur	L	
8	Fri	L	
9	Sat	L	
10	Sun		
11	Mon	L	
12	Tue	L	National Youth Day
13	Wed	L	
14	Thur	H	Makara Sankaranthi
15	Fri	L	
16	Sat	L	
17	Sun		
18	Mon	L	
19	Tue	L	
20	Wed	L	
21	Thur	L	
22	Fri	L	
23	Sat	L	
24	Sun		
25	Mon	L	
26	Tue		Republic Day
27	Wed	L	
28	Thur	L	
29	Fri	L	
30	Sat	L	Mahatma Gandhi's Martyrdom Day
31	Sun		
L = Lectures			H = Holiday

February 2021			
Date	Days	L/H	Particulars
1	Mon	L	
2	Tue	L	
3	Wed	L	
4	Thur	L	Inauguration of Welfare Council 2020-21
5	Fri	L	Leadership Development Programme for SWC, IQAC Meeting
6	Sat	L	Staff Meeting
7	Sun		
8	Mon	L	Commencement of Second IAE for I, III & V Semester
9	Tue	L	
10	Wed	L	
11	Thur	L	
12	Fri	L	
13	Sat	L	
14	Sun		
15	Mon	L	
16	Tue	L	
17	Wed	L	
18	Thur	L	
19	Fri	H	Mangaluru Rathotsava, Ratha Saphthami
20	Sat	H	Avabrittha Utsava
21	Sun		
22	Mon	L	Student Welfare Council Meeting
23	Tue	L	
24	Wed	L	
25	Thur	L	
26	Fri	L	
27	Sat	L	
28	Sun		National Science Day
<div>L = Lectures</div> <div>H = Holiday</div>			

March 2021			
Date	Days	L/H	Particulars
1	Mon	L	
2	Tue	L	
3	Wed	L	
4	Thur	L	
5	Fri	L	IQAC Meeting
6	Sat	L	Semester-end Review Staff Meeting
7	Sun		
8	Mon	L	International Women's Day
9	Tue	L	Student Welfare Council Meeting
10	Wed	L	
11	Thur	H	Maha Shivarathri
12	Fri	L	
13	Sat	L	
14	Sun		World Consumer Day
15	Mon	L	
16	Tue	L	
17	Wed	L	
18	Thur	L	
19	Fri	L	
20	Sat	L	
21	Sun		
22	Mon	L	Collection of Stakeholders Feedback & Appraisal
23	Tue	L	
24	Wed	L	
25	Thur	L	
26	Fri	L	
27	Sat	L	End of I, III & V Semester Classes
28	Sun		
29	Mon		Semester-end Review & Dry Run
30	Tue		
31	Wed		
L = Lectures			H = Holiday

April 2021			
Date	Days	L/H	Particulars
1	Thur		Commencement of I, III & V Semester Examination
2	Fri	H	Good Friday
3	Sat		
4	Sun		
5	Mon		IQAC Meeting
6	Tue		Staff Meeting
7	Wed		
8	Thur		
9	Fri		
10	Sat		
11	Sun		
12	Mon		
13	Tue	H	Chandramana Yugadi
14	Wed	H	Ambedkar Jayanthi
15	Thur		
16	Fri		World Entrepreneurship Day
17	Sat		
18	Sun		
19	Mon		
20	Tue		
21	Wed		
22	Thur		
23	Fri		
24	Sat		World Creativity & Innovation Day
25	Sun		
26	Mon		
27	Tue		International Sports Day
28	Wed		
29	Thur		
30	Fri		
L = Lectures H = Holiday			

May 2021			
Date	Days	L/H	Particulars
1	Sat		May Day / Labour Day
2	Sun		
3	Mon	L	Commencement of II, IV & VI Semester Classes
4	Tue	L	
5	Wed	L	IQAC Meeting, National Technology Day
6	Thur	L	Staff Meeting
7	Fri	L	
8	Sat	L	
9	Sun		
10	Mon	L	Student Welfare Council Meeting
11	Tue	L	
12	Wed	L	
13	Thur	L	
14	Fri	H	Basava Jayanthi / Qutub-e-Ramzan
15	Sat	L	
16	Sun		
17	Mon	L	
18	Tue	L	
19	Wed	L	
20	Thur	L	
21	Fri	L	Anti-Terrorism Day
22	Sat	L	
23	Sun		
24	Mon	L	
25	Tue	L	
26	Wed	L	
27	Thur	L	
28	Fri	L	
29	Sat	L	Local Governing Council Meeting
30	Sun		
31	Mon	L	Anti-Tobacco Day
L = Lectures			H = Holiday

June 2021			
Date	Days	L/H	Particulars
1	Tue	L	
2	Wed	L	
3	Thur	L	
4	Fri	L	
5	Sat	L	IQAC Meeting, World Environment Day
6	Sun		
7	Mon	L	
8	Tue	L	Staff Meeting
9	Wed	L	
10	Thur	L	Student Welfare Council Meeting
11	Fri	L	
12	Sat	L	
13	Sun		
14	Mon	L	Commencement of First IAE for II, IV & VI Semester
15	Tue	L	
16	Wed	L	
17	Thur	L	
18	Fri	L	
19	Sat	L	
20	Sun		
21	Mon	L	International Yoga Day
22	Tue	L	
23	Wed	L	
24	Thur	L	
25	Fri	L	
26	Sat	L	International Day against Drug Abuse and Elicit Trafficking
27	Sun		
28	Mon	L	
29	Tue	L	
30	Wed	L	
L = Lectures			H = Holiday

July 2021			
Date	Days	L/H	Particulars
1	Thur	L	Chartered Accountants' Day
2	Fri	L	
3	Sat	L	Vanamahotsava
4	Sun		
5	Mon	L	IQAC Meeting
6	Tue	L	Staff Meeting
7	Wed	L	
8	Thur	L	Student Welfare Council Meeting
9	Fri	L	
10	Sat	L	
11	Sun		
12	Mon	L	
13	Tue	L	
14	Wed	L	
15	Thur	L	
16	Fri	L	
17	Sat	L	
18	Sun		
19	Mon	L	
20	Tue	L	
21	Wed	H	Bakrid
22	Thur	L	
23	Fri	L	
24	Sat	L	
25	Sun		
26	Mon	L	Commencement of Second IAE for II, IV & VI Semester, Kargil Vijay Diwas
27	Tue	L	
28	Wed	L	
29	Thur	L	
30	Fri	L	
31	Sat	L	
L = Lectures			H = Holiday

August 2021			
Date	Days	L/H	Particulars
1	Sun		
2	Mon	L	
3	Tue	L	
4	Wed	L	
5	Thur	L	IQAC Meeting
6	Fri	L	Hiroshima Day
7	Sat	L	
8	Sun		
9	Mon	L	
10	Tue	L	Semester-end Review Staff Meeting
11	Wed	L	
12	Thur	L	
13	Fri	H	Nagara Panchami
14	Sat	L	Collection of Stakeholders Feedback & Appraisal
15	Sun		Independence Day
16	Mon	L	Dry Run / AAA
17	Tue	L	
18	Wed	L	
19	Thur	H	Moharam
20	Fri	L	Sadbhavana Diwas
21	Sat	L	End of the II, IV & VI Semester Classes / Righupakarma, Onam, Konkani Manyata Diwas
22	Sun		
23	Mon		
24	Tue		
25	Wed		
26	Thur		Commencement of II, IV & VI Semester Examination, National Librarians' Day
27	Fri		
28	Sat		
29	Sun		National Sports Day
30	Mon		Sri Krishna Janmastami
31	Tue		
L = Lectures			H = Holiday

September 2021			
Date	Days	L/H	Particulars
1	Wed		
2	Thur		
3	Fri		
4	Sat		
5	Sun		Teachers Day
6	Mon		IQAC Meeting
7	Tue		Staff Meeting
8	Wed		
9	Thur		
10	Fri	H	Ganesh Chaturthi
11	Sat		
12	Sun		
13	Mon		
14	Tue		
15	Wed		
16	Thur		
17	Fri		
18	Sat		
19	Sun		
20	Mon		
21	Tue		
22	Wed		
23	Thur		
24	Fri		
25	Sat		
26	Sun		
27	Mon		
28	Tue		
29	Wed		
30	Thur		
L = Lectures		H = Holiday	

RECORD OF LEAVE AND ABSENCE (Odd Semester)

Note : 75% of Attendance in each Course is mandatory to appear for the University Examinations

Name of the Student :

Roll Number :

Class :

Specimen Signatures	Father :
---------------------	----------

Mother :

Guardian :

Father :

[illegible]

RECORD OF LEAVE AND ABSENCE (Odd Semester)

Note : 75% of Attendance in each Course is mandatory to appear for the University Examinations

Name of the Student :

Roll Number :

Class :

Specimen Signatures	Father :
---------------------	----------

Mother :

Guardian :

Father :

[illegible]

RECORD OF LEAVE AND ABSENCE (Even Semester)

Note : 75% of Attendance in each Course is mandatory to appear for the University Examinations

Name of the Student :

Roll Number :

Class :

Specimen Signatures	Father :
---------------------	----------

Mother :

Guardian :

[illegible]

RECORD OF LEAVE AND ABSENCE (Even Semester)

Note : 75% of Attendance in each Course is mandatory to appear for the University Examinations

Name of the Student :

Roll Number :

Class :

Specimen Signatures	Father :
---------------------	----------

Mother :

Guardian :

[illegible]

RECORD OF LEAVE AND ABSENCE (Even Semester)

Note : 75% of Attendance in each Course is mandatory to appear for the University Examinations

Name of the Student :

Roll Number :

Class :

Specimen Signatures	Father :
---------------------	----------

Mother :

Guardian :

Father :

[illegible]

RECORD OF ABSENCE ON ACCOUNT OF CC / EC ACTIVITIES (Odd Semester)

[illegible]

RECORD OF ABSENCE ON ACCOUNT OF CC / EC ACTIVITIES (Odd Semester)

[illegible]

RECORD OF ABSENCE ON ACCOUNT OF CC / EC ACTIVITIES (Even Semester)

[illegible]



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INTERNAL ASSESSMENT EXAMINATION PROGRESS REPORT

Name of the Student : _____

Roll Number : _____ Class : _____ Semester : _____

Courses	First IA Exam			Second IA Exam		
	Max. Marks	Min. Marks	Marks Obtained	Max. Marks	Min. Marks	Marks Obtained
Grand Total						
Result						
Signatures	Academic Class Mentor					
	Parent / Guardian					



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INTERNAL ASSESSMENT EXAMINATION PROGRESS REPORT

Name of the Student : _____

Roll Number : _____ Class : _____ Semester : _____

Courses	First IA Exam			Second IA Exam		
	Max. Marks	Min. Marks	Marks Obtained	Max. Marks	Min. Marks	Marks Obtained
Grand Total						
Result						
Signatures	Academic Class Mentor					
	Parent / Guardian					

TIME TABLE 2020-21									
Name :		Roll No. :				Class :			
Hours Days	9:30 – 10:25	10:30 – 11:25	11:30 – 12:25	L U N C H * B R E A K			1:15 – 2:10	2:15 – 3:10	3:15 – 4:10
	I	II	III				IV	V	VI
Monday									
Tuesday									
Wednesday									
Thursday									
Friday									
Saturday									

Commemorating Days of National and International Importance	
Date	Significance of the Day
January	
01/01	Global Family Day
09/01	NRI Day
10/01	World Laughter Day
12/01	National Youth Day
15/01	Army day
26/01	Republic Day
30/01	World Leprosy Eradication Day
	Martyr's Day
	National Cleanliness Day
February	
04/02	World Cancer Day
06/02	National Service Day
11/02	National Day of the Sick
13/02	World Radio Day
20/02	World Day of Social Justice
22/02	World Scouts Day
24/02	Central Excise Day
28/02	National Science Day
March	
04/03	National Safety Day
08/03	International Women's Day
14/03	World Consumer Day
18/03	World Day for the Disabled
21/03	World Poetry Day
	World Forestry Day
22/03	World Water Day
23/03	World Meteorological Day
24/03	World TB Day
27/03	World Theatre Day
April	
07/04	World Health Day
12/04	International Day for Street Children
14/04	Dr. B. R. Ambedkar Jayanti
	National Fire Service Day
16/04	World Entrepreneurship Day

18/04	World Heritage Day
21/04	World Creativity and Innovation Day
22/04	Mother Earth Day
23/04	World Book Day
24/03	World Malaria Day
27/03	International Sports Day
May	
01/05	May Day / Labour Day
03/05	World Press Freedom Day
08/05	World Red Cross Day
11/05	National Technology Day
15/05	International Family Day
21/05	Anti-Terrorism Day
24/05	Common Wealth Day
31/05	Anti-Tobacco Day
June	
05/06	World Environment Day
21/06	International Yoga Day
	World Humanism Day
26/06	International Day against Drug Abuse and Elicit Trafficking
July	
01/07	National Doctor's Day
	Chartered Accountants' Day
01-07/07	Vanamahotsava
08/07	Writer's Day
11/07	World Population Day
26/07	Kargil Vijay Diwas
30/07	International Friendship Day
August	
01/08	World Breast Feeding Day
06/08	Campaign against Nuclear Weapons Day / Hiroshima Day
08/08	Senior Citizen Day
09/08	International Day of the World's Indigenous People
12/08	World Youth Day
	National Librarians' Day
15/08	Independence Day
19/08	World Photography Day
20/08	Sadhbhavana Diwas
21/08	Konkani Manyata Diwas
29/08	National Sports Day

	September
05/09	Teachers' Day
08/09	International Literacy day
10/09	World Suicide Prevention Day
14/09	Hindi Day
15/09	Engineers' Day
	International Day of Democracy
16/09	World Ozone Day
21/09	International Day of Peace
24/09	National Service Scheme (NSS) Day
27/09	World Tourism Day
	October
01/10	International Day of Old Persons
02/10	Gandhi Jayanti
08/10	Indian Air Force Day
09/10	World Post Office Day
15/10	World Students' Day
16/10	World Food Day
21/10	National Police Day
24/10	United Nations Organizations (UNO) Day
30/10	World Thrift Day
31/10	National Integration Day
	World Savings Day
	November
09/11	World Freedom Day
	World Service Day
14/11	Children's Day*
17/11	National Journalism Day
26/11	Constitution Day / National Law Day*
29/11	Day of Solidarity
	December
01/12	World AIDS Day
02/12	National Pollution Day
04/12	National Navy Day
07/12	Indian Air Force Flag Day
09/12	International Girl Child Rights Day
10/12	International Human Rights Day
18/12	Minorities Rights Day
23/12	National Farmers' Day (Kisan Diwas)
25/12	Good Governance Day

Inspiring Thoughts

- ☞ "Locks are never manufactured without a key. Similarly, God never gives problems without solutions. Only we need to have patience to unlock them!"
- ☞ "God never promised us an easy journey, He only promised us a great destination!"
- ☞ "Never wonder where is God in your bad times, just remember that teacher is always quite during the test!"
- ☞ "Achievers never expose themselves, but their achievements and accomplishments speak for them!"
- ☞ "Challenges are what make life interesting, overcoming them is what makes life meaningful!"
- ☞ "You never know which foot step will bring a good twist in life. So keep walking... That's life!"
- ☞ "Hope is one of the God's greatest gifts to all of us because it is the magic that inspires us to keep trying, learning, loving and living!"
- ☞ "Instead of walking up with the regret of what we couldn't accomplish yesterday, wake up while thinking about what you will be able to achieve today!"
- ☞ "When life gives you a hundred reasons to cry, show life that you have the thousand reasons to smile!"
- ☞ "Life is an echo. All comes back, the good, the bad, the false and the true!"
- ☞ "Do not downgrade your dream and self-esteem to match your reality. Instead upgrade your faith to match your destiny!"
- ☞ "Everyone may not be nice. But there is something nice in everyone!"
- ☞ "The reason why people do not succeed in their lives is that they consider the ladder of success as an escalator!"
- ☞ "Never hold your head high with pride or ego. Even the winner of a Gold Medal gets it only when he bows his head down to receive it!"
- ☞ "If you do not design your own life plan, chances are you will fall into else's plan!"
- ☞ "Change your direction if it is not working, but do not change the destination!"
- ☞ "All our dreams can come true, if we have the courage to pursue them!"

The Foundation of Truth and Sincerity



A rare glimpse of Mahatma Gandhiji laying the foundation stone at Canara Institution



CANARA

GROUP OF EDUCATIONAL INSTITUTIONS
MANAGED BY CANARA HIGH SCHOOL ASSOCIATION

Canara High School, Dongerkery	1891
Canara High School, Urwa	1944
Canara Kannada Higher Primary School	1944
Canara Nursery School	1947
Canara English Higher Primary School	1970
Canara Pre-University College	1972
Canara College	1973
Canara Balawadi	1978
Canara English Higher Primary School, Urwa	1989
Canara Nursery School, Urwa	1991
Canara Tennis Academy	1997
Canara Engineering College	2001
Canara Montessori	2009
Canara High School - CBSE	2009
Canara Evening College	2014

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