



# **ST AGNES PRE-UNIVERSITY COLLEGE**

*Pathway to Excellence*



**CALENDAR & HANDBOOK  
2025-26**

## MEANING AND SIGNIFICANCE OF THE CREST OF ST AGNES PU COLLEGE



The Crest / Emblem has three parts -  
**the CROWN on top**  
**the SHIELD in the centre**  
**and the SCROLL below**

The CROWN set in gold is encrusted with costly jewels and precious stones. In the past centuries, kings regarded the crown as a symbol of power, prestige and glory. In the context of our Motherland the crown acquires a new meaning, symbolizing the golden age of India's material wealth and cultural splendour. Today, through the education of her women, St Agnes PU College endeavours to recrown Bharath Matha. Educated and self-reliant women are jewels in the golden crown of Mother India.

The SHIELD has three partitions - In the first is depicted a CROSS atop a MOUNTAIN with THREE STARS on three sides. The Mountain is a symbol of Prayer and Contemplation; the Cross, a symbol of Christianity, reminds us that Christian Higher Education imparted by the College is imbued with the Teachings of Christ and the Spirit of His Person. The Three Stars signify the historical Carmelite Heritage of the Apostolic Carmel Congregation.

In the second partition is engraved a COCONUT PALM on the shoreline. It stands for the foundation of the Apostolic Carmel along the Western Coast of South India in 1870. The coconut tree with its association of 'Kalpa Vraksha' is symbolic of the quiet dependability and usefulness of the educational mission of the College.

In the third partition the LAMB with the victory PALM together represent our Patroness St Agnes and her spiritual victory. She sacrificed her life in defence of the virtue of chastity and remained steadfast in her consecration to Christ. The PALM is a symbol of victory over evil. To persevere in the practice of the virtues of modesty, purity and chastity we need to exercise daily self-control. Prayer helps us to control our carnal desires and say 'NO' to temptation. The Palm signals this triumph.

The SCROLL upholds our College Motto, "DEUS FORTITUDO MEA." Translated from Latin it means GOD IS MY STRENGTH. Living a meaningful life is an impossible task unless we have light and strength from above. Our College Anthem echoes with the inspiring message of these words.

THE CREST, AS A WHOLE, INSPIRES THE AGNESIAN TO LOOK UP TO AND REALISE IN HER LIFE A HIGHER IDEALISM AND SPIRITUALITY.



# STUDENT'S PERSONAL MEMORANDA

Name of the Student : .....

Class/Reg. No. : .....

Date of Birth : .....

Aadhaar No. : .....

Blood Group : .....

Affix recent  
stamp size  
photograph

Pre-existing medical ailments / allergy (if any) : .....

Father's Name.....Mobile No.: .....

Mother's Name .....Mobile No.: .....

Address of Parent : Address of Guardian/Warden :

.....

.....

.....

.....Pincode : .....Pincode : .....

Name of the Class Mentor : .....

Signature of Father ..... Mother .....

Name of the Local Guardian/Warden : .....  
with Mobile Number .....

Signature of Student : .....

Signature of the Pricipal with Seal

**NOTE : Calendar should be brought to the college everyday.**

## UNDERTAKING BY THE PARENTS REGARDING COLLEGE RULES AND REGULATIONS

From.....

Parent / Guardian of

Name of the student:.....

Class : ..... Reg. No : .....

Address : .....

.....

Mobile No. : .....

Email : .....

To

The Principal

St Agnes PU College, Mangaluru

Respected Sister,

I am aware that as per the Regulations of the PU Board my daughter has to put in a **minimum of 75% attendance** in all the subjects, adhere to the dress code and all the rules and regulations laid down by the college. If my ward is found with the mobile phone, I will comply with decision of the college to not return the mobile phone for a year.

Yours faithfully,

Signature of the Parent/Guardian:

I hereby undertake that the above signatory is my parent/guardian and I am fully aware of her/his undertaking to the Principal pertaining to my attendance, examination, dress code and mobile phone.

I have read the students' handbook and will abide by the rules and regulations of the college.

Place:

Date:

\_\_\_\_\_  
Signature of the Student

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## PREAMBLE

St Agnes Pre-University College, Mangaluru started by The Apostolic Carmel Sisters in 1920, is a Minority Educational Institution as per the Constitutions of India, Article No.30 (1). From its very inception it has been imparting quality education to students of all castes and creeds without distinction. Historically it is the First Catholic Women's College established in South India and the Second in the country.

The Apostolic Carmel Congregation was founded by Venerable Mother Veronica of the Passion (1823-1906) in Bayonne, France in 1868 and was established at St Ann's campus in Mangaluru in 1870 with its main thrust, the development of women in India as persons imbued with deep faith in God and in themselves by providing sound Catholic Education.

The Apostolic Carmel is in its post Sesquicentennial year and over the past hundred and fifty years of its existence, the Institute has expanded with a large number of educational establishments in India, Sri Lanka, Middle East, Pakistan, Italy and East Africa.

St Agnes PU College was registered under the Societies' Registration Act XXI of 1860 under the title 'The Apostolic Carmel Educational Society' on the 12th of February 1957.

In Karnataka under the auspices of **The Apostolic Carmel Educational Society**, it runs

1.	Centres for Post-Graduation Courses	01
2.	College of Education	01
3.	Degree Colleges	02
4.	Unaided PU Colleges	08
5.	Aided PU College	01
6.	D.Ed College	01
7.	TTI for Special Education	01
8.	Vocational Training Centers	03
9.	Community Colleges	02
10.	Aided High Schools	10
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12.	ICSE School	01
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18.	Centers for Distant Education	03
19.	Day Care Centre	01

## **MOTTO**

**GOD IS OUR STRENGTH**

## **VISION**

**Holistic Education for Excellence and Transformation**

## **MISSION**

**St Agnes PU College is committed:**

- To provide youth with value-based, socially relevant and globally competitive education
- To create a God-centered atmosphere for spiritual growth
- To strengthen the faith, especially of the Catholic staff and students
- To respect life and uphold dignity of every person and promote human rights
- To collaborate with all stakeholders to ensure a culture of quality

## **CORE VALUES**

- **Faith in God**
- **Love of fellow being**
- **Service**
- **Harmony**
- **Eco-consciousness**

# OBJECTIVES

## THE MANAGEMENT

- Entrusts to the Principal the overall and immediate charge of facilitating the academic and administrative operations of the college.
- Empowers the Principal to act as a liaison between the Management, the Government and other educational authorities, the Staff Council, Staff, Students and Parents.
- Encourages open lines of communication at all levels.
- Provides regular inputs for strengthening commitment and competence for the carrying out of the Mission effectively.
- Makes available the necessary infrastructure.
- Cares for the welfare of its collaborators and students.



## **ST AGNES, THE PATRONESS OF THE COLLEGE LIVES ON TRIUMPHANTLY**



From times now shrouded in the midst of history comes to us Agnes, Roman maiden, virgin and martyr; chosen as she has been, a patron saint of a women's college. This college, our Alma Mater, a pioneer in education for young women, is very much a product of 20th century thinking, and of a cultural and social awakening with regard to the rights and roles of women. Then, why Agnes? one may ask. How does she embody the qualities of head and heart that young girls today would do well to inculcate?

In a world where daily life is a challenge with political and social instability, technological and information revolutions, conflicting value systems and the erosion of the family as a unit, it would do us well to recall that St Agnes at thirteen, faced challenges no less formidable for her times. She defended her faith, and steeled herself against the vices, decadent traditions and attractions of Patrician society, as also against the alternate pleas and threats of her suitor Procus, son of a Roman Prefect.

To be a Christian in her times meant to embrace a faith that was alien to the authorities of Rome, Christianity was not merely politically incorrect, but also regarded as dangerous. In her steadfastness Agnes displayed an extraordinary degree of moral and physical courage and the strength to stand virtually alone in the face of Rome's wrath.

In a society where values warp all too easily and commitment seems old-fashioned, it is inspiring to think of Agnes' commitment to Christ, the Christ of Calvary, of the Cross and of the Resurrection. She followed Him to the pain and glory of death at the block.

While this institution looks at the 21st century squarely and steadily in the face, St Agnes, far from receding in significance serves as an ideal, capturing the imagination, firing the heart and illuminating the way for generations of young women.



## MOTHER ALOYSIA

The Founder of St Agnes PU College, Mangaluru

30.09.1855



27.04.1939

***Taking some extracts from the book, 'A Woman to Remember' - life and works of Mother Aloysia, we present the following write-up to the staff, students and their parents to serve as a source of inspiration.***

Mother Aloysia, the Second Superior General of the Apostolic Carmel Congregation is proclaimed as a woman of faith, mettle, and far-sighted visionary for development and progress. Mother Aloysia was essentially a self-made woman, who could never rest contented with being a back number. Very few were the facilities for education during her time.

She possessed a wonderful intuitive genius for educating herself and others. She encouraged the old and the young to do all they could to gain knowledge, adding that intellectual and spiritual progress were closely connected.

"Never", she would say, "live in a contented ignorance, nor rest satisfied with knowledge gained yesterday." She ever had her fingers on the pulse of the times and marched onwards, requiring the same of her staff. She was a Teacher and Educationist par excellence. Her greatest contribution to Women's Education rests in the founding of St Agnes PU College by her, in 1920.

The burning torch of higher education held aloft and handed on by St Agnes PU College has its source and origin in the philosophy and teaching of its Foundress Mother Aloysia. The background to the starting of this institution of higher learning was the profound thinking

of Mother Aloysia: "... Mother Aloysia realized, too, that at this point in world history when women as wives and mothers held the destinies of the nation in their hands, they should first be moulded to ideals answering to their highest concept of life.

Hence, with her long and varied experience of children, Mother Aloysia had become alarmingly aware of the modern tendencies in girls. Their unhealthy love of freedom, their rage for modern amusements and pastimes, their attractions for frivolities and fashions, the danger of their losing control and, above all, that blindest of tendencies to cast at the feet of the first bidder that came their way, their heart's affection, that noblest of gifts."

"The underlying principle of Mother Aloysia's monumental work and activities was to guarantee to young women a complete religious, social and cultural formation. On this basic principle she built up her educational policy. She rightly understood the true meaning of education. Her concept of it was not restricted to mere booklore, but extended to a wide sphere of knowledge together with a thorough formation of the mind and intellect. Side by side she realized that education would be incomplete and defective if it lacked the essential quality - the formation of character."

It is hoped that the staff and management who run St Agnes PU College will imbibe the qualities of Mother Aloysia's personality and life, so that they aim at continuing to foster the spirit shown by her. Consequently it is hoped too, that the words of the then students of Mother Aloysia might ring true in the hearts of the students today also: "... Go where we may, the sound principles of religion and morality Mother Aloysia sought to instil in us in her own inimitable motherly way, will ever remain to guide our footsteps and keep us on the right path."

We firmly believe that Mother Aloysia's life and philosophy remains absolutely relevant to the present times. Her life and her precepts will serve as an inspiration to the staff in order to help them become effective educators in the field of Christian Higher Education today.



## THE TEACHING STAFF

- The Sisters who are on the Staff, by living up to their life of consecration and sustaining standards of professional competence, become for their collaborators, a source of enrichment.
- The Teaching Staff strives to absorb the spirit of the Mission of the College and co-operates with the Management to translate the Mission into concrete action.
- The Teaching Faculty considers it their prime duty not only to acquire competence in their respective fields but also to use their teaching skills creatively, with relevance to contemporary knowledge and research, enabling the students to acquire standards of excellence.
- They are responsive to the socio-economic realities of the region/country so as to keep pace with the demands of change.
- Teachers are instruments of fostering new visionaries for the positive change in the society.
- Moving beyond academics and by their personal example they promote reinforcement of human values and social concern in their students as well as a sense of becoming 'persons for others'.
- In a spirit of compassion they reach out to promote the welfare of their students and their families.

## THE TEACHING FACULTY

**Principal** : Sr Norine D'Souza AC

**Vice Principal** : Sr Janet Sequeira AC

<b>Deans</b>	Science	: Mrs Supriya Shenoy
	Commerce	: Mrs Chrystle Almeida
	Arts	: Mrs Olivia Pais

<b>Department of Kannada</b>	: Mrs Shailaja - HOD
<b>Department of Hindi</b>	: Mrs Anitha M. - HOD Mr Jeevan B. R. Mrs Shyla Pinto
<b>Department of English</b>	: Mrs D'Souza Pramila - HOD Mrs Arshiya Patel Mrs Joanne Sheethal Sr Sannidhi AC Mrs Evita Gomes
<b>Dept. of Physics / Electronics</b>	: Mr Ashwin Kumar - HOD Mrs Supriya Shenoy Mrs Chaithanya Nayak Mr Joel Fernandes Mrs K Vijayalakshmi Ms M Sahana Rai
<b>Department of Chemistry</b>	: Mrs Venitia Rasquinha - HOD Ms Venessa Lee Ms Fiona Veigas Ms Raina Dsouza Ms Disha Sequeira
<b>Department of Mathematics</b>	: Mrs Ramya H - HOD Ms Carol Lobo Ms Blessy Sebastian
<b>Department of Statistics</b>	: Mrs Chrystle Almeida - HOD Mrs Ancilla Dsouza
<b>Dept. of Biology</b>	: Mrs Shobha - HOD Ms Raksha K. S. Mrs Prathista D'Silva Ms Apoorva V K

<b>Department of Home Science</b>	: Mrs Likitha - HOD
<b>Dept. of Computer Science</b>	: Mrs Shubhavani M - HOD Mrs Preema Pereira
<b>Department of Commerce</b>	: Mr Mathew Anthony - HOD Mrs Hariet Moras Mrs Teena Dsouza Sr Judith Frank AC
<b>Department of Humanities</b>	: Mrs Olivia Pais - HOD Mrs Avitha Dsouza Mrs Jyothi Pinto
<b>Dept. of Physical Education</b>	: Mrs Jayashree
<b>Department of Library</b>	: Dr Tressie Menezes

## THE SUPPORT STAFF

The Support Staff play a vital role in fulfilling the Mission of the College by

- Imbibing strength through daily prayer and reflection, leading to purposive action.
- Working in a spirit of co-operation and dedication.
- Being service-minded and responsible in carrying out their daily duties.
- Striving to upgrade their skills and efficiency to make their contribution towards education, to administration, more effective.

## STUDENTS

Through the Education provided by St Agnes PU College the students progress towards a more wholesome and integral development.

### **An Agnesian strives:**

- To esteem life and make a return of its gift to the Creator by respecting her own life and extending that respect to all forms of creation.
- To learn face life's challenges.
- To grow in inner strength and character through prayer and reflection.
- To value the sanctity of womanhood, drawing inspiration from the life of her patroness St Agnes, upholding the values of integrity, fidelity and purity of life.
- To realize her unique role in her family and wider community and be empowered to fulfill it responsibly.
- To be academically oriented and excel in the pursuit of knowledge.
- To extend her knowledge and learning skills beyond the classroom through co-curricular and extra-curricular activities.
- To regard fitness through physical education as an essential part of character building.
- To consider her teachers as 'guides by her side' and value their counsel and expertise in the achieving of her goals in life. To discharge her duties conscientiously.
- To have social concern as a responsible citizen of the country and in concrete ways become a 'person for others' so as to build a better world.
- To appreciate her cultural heritage and to foster a discriminating attitude to media, which tends to shape culture, life styles and values.
- To communicate effectively.
- To think critically and creatively.

## PARENTS

As co-operators with the educational institution, the parents collaborate with the Management and the Staff to carry out effectively the Mission of the College and the objectives spelt out.

❖ **It is desirable for Parents to**

- Familiarize themselves with the Mission, Aims and Objectives of the College.
- Interact with the Principal and the Staff to ensure the all-round development of their children.
- Take full responsibility to deepen the values inculcated in their children in the College.
- Co-operate with the members of the staff and look upon the education of the students as a joint endeavour.
- Supervise the daily studies of the students at home and monitor their attendance in the College.
- Seek permission from the Principal if they need to meet their child.
- Take note of the fact that the students will not be permitted to appear for the Final Examination in the following cases:
  - (i) Students who are not regular in attending classes.
  - ii) Students who miss answering tests and terminal examinations.
  - (iii) Students whose performance in the terminal examinations is unsatisfactory.
  - (iv) Students who deliberately disobey the disciplinary rules laid down by the College.
  - (v) Students whose parents have failed to assume their responsibilities which are made known to them by this College.



**Parents of students whose performance is unsatisfactory are required to meet the respective lecturers after the examination.**

**If, for any particular reason, students fail to appear for the examination, parents are expected to meet the staff-in-charge and inform her in person.**

- Students may take part in activities of an inter-collegiate nature representing the college only when authorized to do so by the Principal. At such gatherings they are expected to conduct themselves in a manner that brings honour and credit to their parents and the college.
- If the students are desirous of attending activities of an inter-collegiate nature individually, held in other colleges and public centers, it is entirely the responsibility of the parents to arrange for them to be chaperoned. The College will not hold itself responsible for them in these circumstances.
- Parents are alerted to take note of student's participation in any social gathering held by private parties in the name of St Agnes PU College.
- If the College holds any such functions, they will be authorized by the Principal and the student-group will always be accompanied by a member of the staff. Verification can be sought from the College prior to the event.

**As long as the child is a student of this College, the College authorities will communicate only with the parents or approved guardian (if parents are not alive) for all purposes.**

## **THE PUBLIC**

The College holds itself responsible to maintain cordial and beneficial relations with the Pre-University Board, the Government, Non-Governmental Organizations and other educational institutions in order to extend its Mission and mutually share the fruits of education.

## **HOLISTIC EDUCATION IN THE COLLEGE**

### **SPIRITUAL MINISTRY**

1. The college upholds the primacy of God, the importance of prayer, and the call to selfless service. Prayer is an integral part of the curriculum, fostering spiritual growth alongside academic pursuits. Students are encouraged to strengthen their spiritual life through both secular studies and dedicated spiritual programs.
2. Faith formation of Catholic students is a vital responsibility of the institution. Once a month, an hour is set aside for the celebration of the Holy Mass or spiritual enrichment sessions, to deepen their faith and values.
3. Students of other faiths actively participate in regular value education classes and are given opportunities for spiritual reflection interfaith harmony, ethical living and moral integrity.

### **THE COLLEGE CABINET**

1. The College Cabinet plays a vital role in coordinating student discipline and activities. It comprises the Student President, Vice President, Sports Secretary, Cultural Secretary, Student Editor, and Stream Secretaries.
2. Candidates contesting for cabinet elections must embody a spirit of service and commitment to student welfare.
3. Candidates must demonstrate strong leadership qualities and have a proven record of achievements in the area they wish to represent.
4. The College Cabinet is responsible for upholding academic standards, striving for excellence, and ensuring quality in all student activities and programs in alignment with vision and mission of the college.
5. Students with any history of malpractice are ineligible to contest.
6. Candidates must have successfully passed in all examinations and maintained the required attendance in the first year.

7. Those contesting for the position of Sports Secretary must have passed the I PUC final examination and participated in at least one State or National-level tournament.
8. All candidates must undergo the mandatory Leadership Training programme organized by the college.
9. The Cabinet functions under the guidance of the Vice Principal, who provides regular mentorship and direction.
10. The final decision regarding the list of eligible contestants rests with the designated college authority after reviewing the nomination letters.

### **GOOD PRACTICES FOR THE SAFETY AND PROTECTION OF STUDENTS IN THE COLLEGE**

- The entire college building, including classrooms, laboratories, verandas, the cafeteria is under CCTV surveillance.
- Regular maintenance of the building is ensured.
- A security guard is stationed at the main gate and the college entrance gate both during the day and at night.
- Students are restricted from leaving the college during lunch break. However, in case of an emergency, they may leave the premises with written permission.
- Students residing in PG accommodations or external hostels are provided with a pass for lunch to move out of the premises.
- Students are issued an ID card that includes their parents' contact number and other necessary details. A college ID is mandatory for staff as well.
- Prior to any program or event, an SMS notification is sent to parents. Students staying back for practice sessions and programs must leave the campus by 4:15 PM.
- Parents are personally informed when students fall ill and an entry is made in the register.
- Attendance registers are maintained and updated after every hour.

- SMS notifications of absentees are sent to parents daily through college app.
- Parents and visitors are not allowed to enter classrooms directly at any time of the day.
- First Aid facility is available in case of emergencies.
- Students with fractures or disabilities are permitted to use the lift with prior approval.
- A student counsellor is available throughout the week.

### **THE PARENT - TEACHER ASSOCIATION (PTA)**

- (I) All Parents of the students on the roll of the PU college become member of the PTA
- (II) If a student has lost both her parents, her legal guardian becomes the member of the association . Parents who are abroad will appoint a guardian while admitting their child to the College and the guardian will participate in the activities of the PTS in the place of parents. however, only parents have the active voice to be elected as members of the Executive Committee of the PTA.
- (III) The College maintains a strong philosophy that the ongoing efforts / programmes directed towards the growth and well being of our students will become fruitful only when parents and teachers join hands, interact closely and act jointly in all educational endeavours.

**The Parents/Guardians (not sibling) have the responsibility to attend the Annual General Meeting of the PTA. Meeting of the parents with the lecturers is found mutually enriching. This is an opportunity for the parents to clarify points and get help that might be needed.**

### **AMENITIES / COMMITTEES**

The college offers a variety of facilities to promote the wellbeing of students and to make life on the campus comfortable and convenient.

## **NCC**

NCC guides and provides a suitable environment for developing discipline, responsibility and dynamism among the students. It helps to develop courage, comradeship, leadership, secular outlook, spirit of adventure, sportsmanship, and ideals of selfless service to the society and the nation. The youth are motivated to take up a career in Armed Forces.

**AGNO ANGLES:** The College has embraced service activities as an integral part of learning, fostering a spirit of compassion and social responsibility among students through "Service Learning" initiatives such as promoting a clear and safe environment, mentoring underprivileged students from Kannada medium school on campus and engaging with children from special schools. Students not only make meaningful contributions to society but also gain invaluable experiences that enrich their academic and personal growth.

<b>Amenities</b>		<b>Committees</b>
Canteen	Rest Room	Abhaya (Women's Cell)
Cafeteria	Gym	POCSO / POSH
Multimedia Classes	Games Room	Examination
Library	Playground	Sports
Helpline	A V Room	Sanitation
Photostat	Auditorium	Discipline
Laboratories	Conference Hall	Agnosphere (Alumnae)
		Cultural

## **CHILD PROTECTION**

At St Agnes PU College, the safety and well-being of our students are of utmost priority. The college authorities work collaboratively to create a secure, danger-free, and nurturing environment for all students. In partnership with parents, the faculty actively ensures student safety through the Child Protection Committee. The college upholds high standards by formulating policies and frameworks that enhance awareness of potential risks and reinforce measures to safeguard every student within the campus.

## **POCSO/POSH**

The POCSO/POSH Cell provides a safe and confidential platform for students to voice their concerns and seek redressal for grievances related to academic matters, interpersonal relationships, gender bias,

and sexual harassment by anyone on campus. Additionally, it ensures that any concerns regarding campus facilities are addressed promptly and effectively, fostering a secure and supportive learning environment.

### **COUNSELLING SERVICES**

**Timing : Monday to Friday : 9.00 am - 12.30 pm**

Adolescents undergo a transition phase of physical, emotional, and cognitive development. In addition, living in an increasingly competitive world presents numerous challenges for students. It is important that their concerns, confusions, fears, and difficulties are handled with care.

To ensure this, we have an experienced and certified Counsellor available to support students whenever the need arises. Additionally, our 'Mentor-Mentee' system helps students build a strong rapport with their class mentors, providing continuous guidance and support.

### **CRITERIA FOR STAR OF THE MONTH**

1. Academics
2. Attendance
3. Extra-Curricular Activities / Sports
4. Discipline, Punctuality and Responsibility.

### **EXTRA-CURRICULAR ACTIVITIES**

NCC	Air Wing & Army Wing
Outreach programme / Field trips	Visiting the orphanages, home for the aged, special schools, industries
Sports	Handball, Basketball, Throwball, Volleyball, Floorball, TT, Football, Belt Wrestling, Shuttle Badminton, Wrestling, Karate, Athletics, Kabaddi
Band / Choir	Musical events
Inter - Collegiate / School Fest	Agnathon, Fresco
Intra - Collegiate Fest	Exordium, Eureka, Comclave, Humaniscope, Cultural Extravaganza
Celebration of significant days	Independence Day, Founders' Day, Kannada Rajyotsava, Achievers Day
Self Defence	Karate
Women's Forum	Abhaya

Club	Objectives	Department in charge
<b>Srishti</b> “Nurture Nature For Future”	To promote ethos of conservation of nature and biodiversity	Biology
<b>Tekclique</b> “For a Better Tomorrow”	To develop technical skills to enhance creativity in students.	Computer Science
<b>Oratio</b> “Gain courage and Confidence”	Enhance confidence and improve fluency in English	English
<b>Spectrum</b> “Explore. Learn. Enjoy”	To develop general interest in Science to encourage individual and group activities.	Physics & Electronics
<b>Data Pirates</b> “Collect, Analyze and Repeat”	Organizing, summarizing, analyzing the data and drawing conclusions from it.	Statistics
<b>ಹೂತೆ</b> “ಬೆಳಗುತ್ತಿರಲಿ ನಿತ್ಯ ನಿರಂತರ.....”	ಸೃಜನಶೀಲತೆಯುಕ್ತ ಪಯಣ, ಪ್ರತಿಭಾ ಪುಂಜದ ಅವಿಷ್ಕಾರಕ್ಕೆ ವೇದಿಕೆ, ಸಾಹಿತ್ಯದ ಒಲವಿಗೊಂದು ತಾಣ	Kannada
<b>Agno Humantia</b> “Envision, Create & Inspire”	To ensure the overall development of students by enhancing their skills on “Self-Grooming & Makeup”	Humanities
<b>Mathemagician</b> “Discover the unknown”	Helps in arousing and maintaining students interest in Mathematics and offers ideal avenue for free exchange of Mathematical ideas.	Mathematics
<b>Trantsizio</b> “Emanate your elemental brilliance”	To explore the wonders of elements, compounds and reactions through creative and engaging activities which bridge theoretically chemistry with real – world applications through hands – on experiments and challenges.	Chemistry



<b>Agnitio</b> "Something Different"	To build confidence and overall personality development of students to provide them with sound financial planning knowledge	Commerce
<b>Craftastic</b> "Crafting your Curiosity"	To foster an artistic environment and develop an appreciation for art and aesthetics among students	Home Science
<b>अभिनवन</b> "हिन्दी है हमारी महिमा, गरिमा, आशिमा !"	To develop students' spoken and literary skills in Hindi through a series of enjoyable activities.	Hindi

### INFORMATION ABOUT THE OFFICE AND COLLEGE WORKING HOURS

Monday to Friday : 9.00 am to 3.30 pm  
 Saturday : 9.00 am to 12.30 pm

#### Visiting Hours : Office

Monday to Friday : 9.00 am to 5.00 pm  
 Saturday : 9.00 am to 1.00 pm  
 College work will not be transacted on holidays.

#### Visiting Hours : Principal

Monday to Friday : 10.00 am to 12.00 noon  
 2.30 pm to 4.00 pm  
 Saturday : 10.00 am to 12 noon

#### Visiting hours : Teachers

Monday to Friday : 3.30 pm to 4.00 pm

**Note:** Parents could contact the college office for all routine matters but they are not permitted to visit their wards or any teacher in the classroom during college hours.

## **SPORTS RULES AND REGULATIONS**

1. A parental consent letter is mandatory for any student wishing to join sports.
2. Students who opt for various sports events must be punctual for practice sessions and meetings scheduled by the Physical Director.
3. Once a student commits to a sport, she is not permitted to withdraw for any reason. Students must also be prepared to participate in intercollegiate matches, including those held out of station.
4. Students may choose to join either **Sports or NCC, but not both.**

### **Regular practice timings:**

Morning : 7.00a.m. - 8.30a.m

Evening : 4.00 p.m. - 6.00p.m.

## **GENERAL RULES AND REGULATIONS:**

### **IDENTITY AND CALENDAR**

Students must wear their college identity card at all times while on campus. A student without an ID card will not be allowed to enter the college building.

In case of loss of the ID card, the student must inform the Vice Principal immediately and apply for a replacement. Duplication or misuse of the ID card will be dealt strictly.

Any staff member or lawful authority of the PU College has the right to ask a student to produce them at any time.

The identity card is mandatory for Library access and book borrowing and appearing for college examinations.

### **DRESS CODE**

Every student represents the college's standards in terms of dress and deportment. Simplicity, modesty, and propriety must be maintained in attire. No other clothing is permitted on the college premises during working hours.

1. The uniform prescribed by the college must be worn on all regular working days. Any form of fashionable alteration or modification is strictly prohibited. Boys must keep their shirts tucked in at the waist.

2. Boys: Full-length trousers and half-sleeved shirts.
3. Girls: Trousers and three-fourth sleeved shirts with scarf.
4. Saturday Attire: T-shirts and black jeans (tucking in is not required).
5. Black sandals are mandatory. Slippers, gaudy footwear, or shoes in any colour other than black is not allowed.
6. Tattoo, hair colouring, fancy hairstyle and any form of body piercing is strictly prohibited.
7. Students are not allowed to wear any headgear, including scarfs, cap or hat within the college premises.
8. The dress code applies during examinations and college fests.

### **DISCIPLINE**

Discipline is an essential aspect of student life. Serious offenses will result in strict disciplinary action, with an initial warning given where applicable.

1. During lunch break, no student, (except PG students) is allowed to leave through the main or side gate.
2. No meetings shall be held within the college premises, nor shall any new activity be initiated without the approval of the Principal.
3. No collection of money or sale of tickets is permitted without prior permission from the Principal.
4. Students must use classroom furniture with care. Damaging furniture, scribbling on walls, or etching on planks, desks, or chairs is considered a serious offense fine will be collected. Sum of which will be utilized to varnish the furniture on a regular basis.
5. Outsiders are not permitted to attend college functions. Strict action will be taken against students who bring outsiders onto the campus.
6. Students involved in theft or damage to college property will be penalised. All belongings should have a name or identify mark. Any lost, stray, or unclaimed property must be submitted to the Vice Principal's office immediately.
7. Details of the late comers will be recorded in the page no. 55 habitual late coming is unacceptable.

8. The use of foul language or abusive speech is strictly prohibited and will be dealt seriously.
9. The college is not responsible for any misconduct of students outside its premises.
10. Boys must maintain neat, short-trimmed hair, Clean-shaven facial hair is preferred. Earrings, bangles, or bracelets are not allowed.
11. Girls must keep their hair neatly tied, avoid excessive makeup and fancy accessories, and maintain a professional and appropriate appearance suitable for an educational setting.
12. Ragging is strictly prohibited on and around the campus. Ragging is a cognizable criminal offense, and those involved will be handed over to the law.
13. Students must refrain from smoking, consuming tobacco in any form, alcohol, or drugs. Strict disciplinary action will be taken against violators.
14. Books, magazines, newspapers, or any other reading material which is not approved by the college is not allowed.
15. Boys and girls are expected to conduct themselves with dignity and respect and observe norms of decency and propriety in their interactions.
16. The college conducts **extra coaching** for academically slow learners. Attendance is mandatory, and assigned work must be submitted to subject teachers. Failure to comply will be taken seriously.
17. Students shall not use the college address for personal correspondence. All letters addressed to students at the college will be redirected to their parents/guardians. The college is not responsible for any lost correspondence. Official letters to the Principal must include a self-addressed stamped envelope for a reply.
19. **MOBILE PHONE POLICY:**
  - Mobile phones are strictly forbidden on campus as per the Pre-University Department order.
  - If a student is found with a mobile phone, it will be confiscated and not returned for one year. No requests for early return will be entertained.

- In exceptional cases where a phone is needed, a request letter from the parent must be submitted to the class mentor. If approved, the phone must be deposited with the class mentor at the start of the day and collected at the end of the day.
  - A copy of the permission letter must be carried at all times for verification. Students with permission is not allowed to take the phone into classrooms or use it before exiting the college gates.
  - Violation of these regulations will result in the permanent withdrawal of permission and confiscation of the phone.
20. Students misusing social media to spread false, baseless, or defamatory content against students, staff, or the institution will face strict action under cyber laws. Penalty may lead to suspension or rustication.
  21. Students are not permitted to bring self-driven vehicles to college. Violators will face vehicle seizure and legal action.
  22. Celebrating birthdays or parties for staff and students is strictly prohibited. No gifts shall be given to staff members.

### **THE COLLEGE LIBRARY**

1. The College Library is open only to the staff and students of the College.
2. The Library will be open every day from 8.45 a.m. to 4.45 p.m. On Saturdays 8.45 a.m. to 12.45 p.m.
3. The Procedure to use the library is as follows:
  - (i) Every student who wishes to use the library shall produce her identity card at the entrance.
  - (ii) She/he shall keep her belongings on the rack kept outside the library. She/he will carry with her only the identity card, loose sheets of paper, pen and money purse (not bag).
  - (iii) She/he shall enter the library and use the reference section or magazine section for reading or taking down notes, which she/he shall do in perfect silence.

- (iv) When a student gets out of the library she/he cannot carry any book out of the library except the books issued to her/him.
4. Three Borrower's Tickets will be issued to every student at the beginning of the year. A student should present the Borrower's Ticket as well as identity card each time she/he wants a book to be issued or returned to the library. The Borrower's Tickets must be kept carefully by the student and are to be used for the entire course of study, until the student leaves the college. If the tickets are lost, the students should report the fact immediately to the librarian and make arrangements to get another set of tickets with a fine of Rs. 25 per ticket.

## **5. ISSUE OF BOOKS**

- i) Books will be issued to the students on all the days of the week.
- ii) Students should apply for library books on the prescribed application slip which should be dropped into the box. Books will be issued to the students within 24 hours of application the latest.
- (iii) No student is allowed to take more than 3 books at a time (2 reference and 1 general).
- (iv) When a book which has been applied for, is not available, a reject slip will be issued. In this case the student may ask for another book in its place.
- (v) A reference book must be returned after a week. The book may, however, be renewed for another week, if there is no other application for the said book.
- (vi) From the lending library, books will be issued to the needy students. They may use these books for the full academic year and return them just after the final examination of the year.
- (vii) If a holiday falls on any of the days specified for the issuing of books, the librarian will notify on the board the alternate date for the issue of books for that particular week.

(viii) In case of emergency when a student needs a book on a day other than the day specified for the issue of books, she will seek the help of the staff member concerned with the subject or the Librarian in case of a general book. Students shall note that the library is not a place of recreation or relaxation. Any student found misbehaving in the library shall surrender the identity card to the Librarian. Her case will be reported to the Principal by the Librarian. She will not be given any library facility until she gets the Principal's permission in writing.

6. All books, magazines, and furniture must be handled with care. Books lost, torn, defaced, marked, or damaged in any way shall have to be replaced by the borrower along with the fine.
7. The students are requested to handle all the library properties carefully to avoid mutilation of the same.
8. The users must not mark, underline, write, tear pages, fold pages, or otherwise damage the library documents.

#### **LABORATORY RULES**

1. Students must be regular and punctual for all practical sessions in the laboratory.
2. All equipment and materials provided for practical work must be handled with care. Any damages or breakages must be compensated for. Strict silence must be maintained during practical sessions.
3. Entry into the laboratory is allowed only with the permission of the Lecturer-in-charge.
4. Students who are irregular in practical work are not eligible to answer PU Board Examination.
5. Students must remove their footwear and place them on the designated racks before entering the computer laboratory.
6. Students must bring their Laboratory manual, Observation notebook, Lab kit, Practical record book for every experiment.
7. Submission of the completed record book at every lab session is mandatory. Students who fail to do so will not be permitted to enter the lab.



8. Submission of a completed, approved and attached practical record is mandatory to be eligible for the final practical examination.

### PRE UNIVERSITY REGULATIONS FOR EXAMINATIONS AND ATTENDANCE

Examination	Time
I Test	1 hour 30 minutes
II Test	1 hour 30 minutes
Mid Term	3 hours
Preparatory	3 hours

Subject	Theory		Practicals
	Min	Max	
Physics, Chemistry, Biology, Home Science, Electronics, Computer Science	21	70	30

### Non Practical Subjects

Subject	Theory		Assignment	Internal Assessment
	Min	Max		
English, Hindi, Kannada, French, Mathematics, Business Studies, Basic Mathematics, Economics, Political Science, Psychology, History	24	80	10	10

### EXAM:

1. After every test and examination marks will be enabled in the college app to be viewed by the Parents and the students.
2. Students who copy (malpractice) in college exams are not allowed to write the remaining scheduled exams and answer scripts of the day will not be valued.
3. No student should absent herself from answering the class test/examination except for reasons approved and the letter signed by the Principal.

4. A student must put in a minimum of 75% attendance in every subject each year, taking theory and practicals as separate units.
5. Parents of students with a shortage of attendance will be called for a meeting.

#### **ELIGIBILITY TO II PUC EXAMINATIONS:**

Admission to II PUC Public Examination shall be open to candidates who have

- (i) Passed I Year PUC Annual Examination.
- (ii) Undergone prescribed course of study in the corresponding year.
- (iii) Secured the minimum attendance prescribed under the regulations.
- (iv) Shown satisfactory progress and conduct as certified by the Head of the Institution.

#### **LEAVE OF ABSENCE**

- Parents are responsible for ensuring that their ward attends classes regularly and as a rule, does not seek exemption from attending daily classes.
- If an important occasion within the immediate family falls on a working day and requires student's presence for more than three days, a leave of absence (refer to page no. 50) must be applied for 15 days in advance by the parent. Such permission will not be granted if the occasion coincides with College Examinations, Prayer Day or Retreat.
- Parents must strictly avoid scheduling routine doctor's checkup for their ward during class hours.
- If a student is absent for more than three days due to illness, a medical certificate stating the illness and fitness for return is required.
- Students are not permitted to leave the college premises during college hours unless parents/guardians submit a written request to the Vice Principal before 9:00 AM.
- A student requiring leave for any part of the day due to sudden illness or unavoidable circumstances must obtain permission from the class teacher and Deans before leaving the college. An absence

record, signed by the parent/guardian, must be submitted on the next working day.

### **IMPORTANT NOTICE**

**Admissions are granted only for the current academic year with the explicit understanding that students will fully accept and adhere to the rules and regulations of the College. These regulations may be revised from time to time, regardless of whether they are included in the PUE board regulations or followed by other institutions.**

**Every student admitted to the College is bound by the College Regulations as notified periodically by the institution.**

### **MERIT CERTIFICATES**

#### **Eligibility Criteria**

- The student must appear for and pass every paper in the First Test and Mid-term Examination.
- A minimum of 75% attendance in all subjects is required.
- The student must achieve both:
  - The prescribed aggregate percentage of attendance in all subjects.
  - The prescribed minimum marks in individual subjects for the First Test and Mid-term Examination.
- Prescribed Aggregate: 80%
- Prescribed Minimum Marks in Individual Subjects:
  - 85% for Physics, Chemistry, Mathematics, Biology, Home Science, Statistics, Computer Science, Electronics, Basic Mathematics, Accountancy.
  - 80% for all other subjects

### **ISSUING OF CERTIFICATES**

1. All applications for certificates must be submitted in writing to the Principal and must include the following details:
  - Full name and initials of the student

- Date of admission and the class in which the student was originally enrolled.
  - Class and registration number at the time of leaving, along with the date of leaving
  - Language studied under Part I and subjects under Part II
2. Certificates will be issued only after a minimum of 48 hours' notice from the time of application.
  3. Certificates must be collected in person from the office.
  4. **No certificate or marks card will be handed over to any other person without a written letter of authorization from the student.**
  5. If certificates are to be sent by post, the student must provide a self-addressed registered envelope with the required postage and certification fee.
  6. Transfer Certificates and other official documents will be issued only after all outstanding fees and dues have been cleared.
  7. Students withdrawing from the institution after the First Year course will receive their Transfer Certificate and other documents only after the declaration of examination results.
  8. The Official Conduct Certificate is not issued automatically; it must be earned through exemplary conduct and behavior during the PU course. The Principal reserves the right to deny the certificate if the student's conduct has been unsatisfactory.

**All Correspondence must be addressed to:  
THE PRINCIPAL  
ST AGNES PU COLLEGE,  
MANGALURU-575 002.**

## ವಿದ್ಯಾರ್ಥಿ ವೃಂದ ಹಾಗೂ ಹೆತ್ತವರು ತಿಳಿದುಕೊಳ್ಳಬೇಕಾದ ಪ್ರಮುಖ ವಿಷಯಗಳ ಟಿಪ್ಪಣಿ

ಸಂತ ಆಗ್ನೆಸ್ ಪದವಿಪೂರ್ವ ಕಾಲೇಜಿನ ಆಡಳಿತ ಮಂಡಳಿ ಮತ್ತು ಶಿಕ್ಷಕ ವೃಂದದವರು ಪ್ರತಿಯೊಬ್ಬ ವಿದ್ಯಾರ್ಥಿಯನ್ನೂ ಹಾರ್ದಿಕವಾಗಿ ಸ್ವಾಗತಿಸುತ್ತಾ ಇಲ್ಲಿ ಸೇರಿರುವ ವಿದ್ಯಾರ್ಥಿಗಳು ತಮಗೆ ಸಿಕ್ಕಿರುವ ಸದಾವಕಾಶವನ್ನು ಜವಾಬ್ದಾರಿಯಿಂದ ಬಳಸಿಕೊಳ್ಳಬೇಕೆಂದು ಹೃತ್ಪೂರ್ವಕವಾಗಿ ಆಶಿಸುತ್ತೇವೆ.

ಪ್ರತಿಯೊಬ್ಬ ವಿದ್ಯಾರ್ಥಿಯು ತಾನು ಶೃದ್ಧೆಯಿಂದ ವಿದ್ಯಾರ್ಜನೆ ಮಾಡಿ ತನ್ನ ಹಿತವನ್ನು ಸಾಧಿಸಿಕೊಳ್ಳುವುದರ ಜೊತೆಗೆ, ತನ್ನ ಸುತ್ತಮುತ್ತಲಿನ ಕಡಿಮೆ ಅದೃಷ್ಟವಂತರಾದ ವಿದ್ಯೆಯಿಲ್ಲದ ಅಕ್ಕ-ತಂಗಿಯರ/ಅಣ್ಣ-ತಮ್ಮಂದಿರ ಜೊತೆ ತನ್ನ ಜ್ಞಾನವನ್ನು ಹಂಚಿಕೊಂಡು ಜ್ಞಾನ ದೀವಿಗೆಯನ್ನು ಪ್ರಕಾಶಿಸುತ್ತಾರೆ ಎಂದು ಆಶಿಸುತ್ತೇವೆ. ಈ ಸದುದ್ದೇಶವನ್ನು ಸಾಧಿಸುವುದಕ್ಕೆ ವಿದ್ಯಾರ್ಥಿಗಳು ಮತ್ತು ಹೆತ್ತವರ ಸಹಕಾರ ಬಹಳ ಮುಖ್ಯವಾಗಿರುತ್ತದೆ. ಈ ನಿಟ್ಟಿನಲ್ಲಿ ಕೆಳಗಿನ ಅಂಶಗಳನ್ನು ನಿಮ್ಮ ಗಮನಕ್ಕೆ ತರಲು ಇಚ್ಛಿಸುತ್ತೇವೆ.

1. ತಾತ್ಕಾಲಿಕ ಪ್ರಾಪಂಚಿಕ ಮೌಲ್ಯಗಳನ್ನು ಆರಾಧಿಸುತ್ತಿರುವ, ಅತ್ಯಂತ ವೇಗವಾಗಿ ಬದಲಾಗುತ್ತಿರುವ ಈ ಕಾಲದಲ್ಲಿ ಪ್ರಾರ್ಥನೆ ಮತ್ತು ದೈವಭಕ್ತಿಗಳ ಮೌಲ್ಯಗಳನ್ನು ಜೀವನದಲ್ಲಿ ಅಳವಡಿಸಿಕೊಳ್ಳಬೇಕೆಂಬ ಉದ್ದೇಶದಿಂದ ಈ ವಿದ್ಯಾ ಸಂಸ್ಥೆಯು ಪ್ರಾರ್ಥನೆಯಲ್ಲಿ ತನ್ನ ಧೈಯಗಳನ್ನು ಕೇಂದ್ರೀಕರಿಸಿಕೊಂಡಿವೆ. ಈ ದೃಷ್ಟಿಯಿಂದ ಎಲ್ಲಾ ವಿದ್ಯಾರ್ಥಿಗಳು ಕಾಲೇಜಿನಲ್ಲಿ ಬೆಳಿಗ್ಗೆ 9.00 ಗಂಟೆ ಒಳಗೆ ಕ್ಲಾಸಿನಲ್ಲಿ ಇರುವುದು ಕಡ್ಡಾಯವಾಗಿದೆ. ಅಂತಃಶುದ್ಧಿಯನ್ನು ಪಡೆದು ಪ್ರಾರ್ಥನೆಯ ನಂತರ ವಿದ್ಯಾರ್ಥಿಗಳು ಅವರ ಗುರುಗಳ ಮಾರ್ಗದರ್ಶನದಂತೆ ಪಾಠಗಳನ್ನು ಕಲಿಯಲು ಸಿದ್ಧರಾಗತಕ್ಕದ್ದು.
2. ವಿದ್ಯಾರ್ಥಿಗಳು ಕಡ್ಡಾಯವಾಗಿ ಕಾಲೇಜು ನಿಗದಿಪಡಿಸಿದ ಸಮವಸ್ತ್ರವನ್ನು ಧರಿಸತಕ್ಕದ್ದು.
3. ಈ ವಿದ್ಯಾ ಸಂಸ್ಥೆಯ ಎಲ್ಲಾ ವಿದ್ಯಾರ್ಥಿಗಳು ತಮ್ಮ ಶಾಸ್ತ್ರಾಭ್ಯಾಸ ಮತ್ತು ವರ್ತನೆಯಲ್ಲಿ ಉತ್ತಮ ಗುಣ ಮಟ್ಟವನ್ನು ಸಾಧಿಸಬೇಕೆಂದು ಬಯಸುತ್ತದೆ. ತಮ್ಮ ಮಕ್ಕಳ ತರಗತಿಯಲ್ಲಿಯ ಹಾಜರಾತಿ, ತರಗತಿಯ ವಿವಿಧ ಚಟುವಟಿಕೆಗಳಲ್ಲಿ ಭಾಗವಹಿಸುವಿಕೆ ಮತ್ತು ಮನೆಯಲ್ಲಿ ಕ್ರಮಬದ್ಧ ಅಧ್ಯಯನಗಳ ಬಗ್ಗೆ ಹೆತ್ತವರು ಗಮನಿಸಬೇಕು.

4. ವಿದ್ಯಾರ್ಥಿಗಳ ಸರ್ವತೋಮುಖ ವಿಕಾಸಕ್ಕೆ ಸಹಾಯ ಮಾಡುವ ಧಾರ್ಮಿಕ ತರಗತಿಗಳು (ಕ್ರೈಸ್ತ ವಿದ್ಯಾರ್ಥಿಗಳಿಗೆ) ನೀತಿಬೋಧೆ ಮತ್ತು (ಇತರ ವಿದ್ಯಾರ್ಥಿಗಳಿಗೆ) Value Education (ಮೌಲ್ಯ ಶಿಕ್ಷಣ) ತರಗತಿಗಳಿಗೆ ವಿದ್ಯಾರ್ಥಿಗಳು ತಪ್ಪದೆ ಹಾಜರಿರಬೇಕು.
5. ಗ್ರಂಥಾಲಯ ಜ್ಞಾನಾರ್ಜನೆಯ ಕೇಂದ್ರ ಬಿಂದುವಾದುದರಿಂದ ಅದನ್ನು ಸರಿಯಾದ ರೀತಿಯಲ್ಲಿ ಉಪಯೋಗಿಸಿ, ಅದರ ನಿಶಬ್ದ ವಾತಾವರಣವನ್ನು ಕಾಪಾಡುವ ಜವಾಬ್ದಾರಿ ವಿದ್ಯಾರ್ಥಿಗಳದ್ದು. ಗ್ರಂಥಾಲಯದ ಕೆಲಸದ ವೇಳೆಯಲ್ಲಿ ತಮ್ಮ ವಿಶ್ರಾಂತಿಗಾಗಲೀ ಅಥವಾ ಉಲ್ಲಾಸಕ್ಕಾಗಲೀ ಗ್ರಂಥಾಲಯದ ಮುಂದುಗಡೆಯಾಗಲೀ, ಸುತ್ತಮುತ್ತಲಾಗಲೀ ಕುಳಿತುಕೊಳ್ಳತಕ್ಕದಲ್ಲ. ಈ ನಿಯಮವನ್ನು ಕಡ್ಡಾಯವಾಗಿ ಪಾಲಿಸತಕ್ಕದ್ದು.
6. ಹೆತ್ತವರು ತಮ್ಮ ಮಕ್ಕಳು ಪರೀಕ್ಷೆಗಳಿಗೆ ತಪ್ಪದೆ ಹಾಜರಾಗುವಂತೆ ನೋಡಿಕೊಳ್ಳುವುದು ಅವರ ಜವಾಬ್ದಾರಿ. ಯಾವುದಾದರೂ ನಿಜವಾದ ಕಾರಣಕ್ಕಾಗಿ (ಅನಾರೋಗ್ಯ ಇತ್ಯಾದಿ) ನಿಮ್ಮ ಮಗಳು/ಮಗ ಪರೀಕ್ಷೆಗೆ ಬರಲಾಗದಿದ್ದರೆ ಪರೀಕ್ಷೆ ಅವಧಿಯ ಒಳಗೆ ನೀವೇ ಖುದ್ದಾಗಿ ಫೋನ್ ಮೂಲಕ ವರದಿ ಮಾಡಬೇಕು. ಪರೀಕ್ಷೆಗಳು ಮುಗಿದ ನಂತರ ರಜಾ ಅರ್ಜಿ, ವೈದ್ಯಕೀಯ ಸರ್ಟಿಫಿಕೇಟ್ ಇತ್ಯಾದಿ ತೋರಿಸಿದರೆ ಅದನ್ನು ಪರಿಗಣಿಸಲಾಗುವುದಿಲ್ಲ.
7. ಕಾಲೇಜಿನ ಶಿಕ್ಷಕ ವರ್ಗದವರು ತಮ್ಮ ವಿದ್ಯಾರ್ಥಿಗಳ ಬಗ್ಗೆ ಕಾಳಜಿಯಿರುವವರು. ಉತ್ತಮ ಶ್ರೇಣಿಯಲ್ಲಿ ಪಾಸಾಗಬೇಕೆನಿಸುವ ವಿದ್ಯಾರ್ಥಿಗಳು ಶಿಕ್ಷಕರ ಸಹಾಯವನ್ನು ತರಗತಿ ವೇಳೆಯ ನಂತರವೂ ಪಡೆಯಬಹುದು.
8. ಮಕ್ಕಳ ತರಗತಿಯ ಹಾಜರಾತಿ, ಕಲಿಕೆ ಹಾಗೂ ವರ್ತನೆಯ ಬಗ್ಗೆ ಹೆತ್ತವರು ಅವರ ಶಿಕ್ಷಕರನ್ನು ಭೇಟಿಯಾಗಿ ತಿಳಿದುಕೊಳ್ಳಬೇಕು. ಪ್ರಾಂಶುಪಾಲರಿಂದ ಹೆತ್ತವರಿಗೆ ಆಯೋಜಿಸಲಾಗುವ ಲಿಖಿತವಾಗಿ ಸೂಚಿಸುವ ಕಾರ್ಯಕ್ರಮಗಳಲ್ಲಿ ಹೆತ್ತವರು ತಪ್ಪದೇ ಭಾಗವಹಿಸಬೇಕು.
9. ಪೋಷಕರು SMS ಮತ್ತು College App, Website ಮೂಲಕ ಕಾಲೇಜಿನ ನಿಯಮಗಳು, ಅಂಕಗಳು, ಶುಲ್ಕ ಪಾವತಿ, ಹಾಜರಾತಿ ಹಾಗೂ ಪ್ರಚಲಿತ ವಿದ್ಯಮಾನಗಳ ಬಗ್ಗೆ ತಿಳಿದುಕೊಳ್ಳಬಹುದು.

### ವಿಶೇಷ ಸೂಚನೆ

ಸಂತ ಆಗ್ನೆಸ್ ಕಾಲೇಜಿಗೆ ಸೇರಬಯಸುವ ವಿದ್ಯಾರ್ಥಿಗಳಿಗೆ ಕೇವಲ ಒಂದು ವರ್ಷಕ್ಕೆ ಮಾತ್ರ ಅಂದರೆ ಪ್ರಸಕ್ತ ಶೈಕ್ಷಣಿಕ ವರ್ಷಕ್ಕೆ ಮಾತ್ರ ಪ್ರವೇಶಾತಿ ನೀಡಲಾಗುತ್ತದೆ. ಪ್ರವೇಶಾತಿ ಪಡೆದ ವಿದ್ಯಾರ್ಥಿಗಳು ಕಾಲೇಜಿನ ಆಡಳಿತ ಮಂಡಳಿಯ ನೀತಿ ನಿಯಮಾವಳಿಗಳಿಗೆ ಬದ್ಧರಾಗಿರತಕ್ಕದ್ದು. ಒಂದು ವೇಳೆ ಯಾವುದೇ ವಿದ್ಯಾರ್ಥಿಯು ಕಾಲೇಜಿನ ನಿಯಮಾವಳಿಗೆ ವಿಧೇಯರಾಗಿರದಿದ್ದರೆ ಅಥವಾ ಅವರ ಹೆತ್ತವರು ವಿದ್ಯಾರ್ಥಿಯ ಶೈಕ್ಷಣಿಕ ವಿಷಯದಲ್ಲಿ ಅನಾಸಕ್ತಿ ತೋರಿಸಿದಲ್ಲಿ ಅಂತಹ ವಿದ್ಯಾರ್ಥಿಗೆ ಮುಂಬರುವ ಶೈಕ್ಷಣಿಕ ವರ್ಷದಿಂದ ಈ ಕಾಲೇಜಿನಲ್ಲಿ ಶಿಕ್ಷಣವನ್ನು ಮುಂದುವರಿಸಲು ಅವಕಾಶ ನೀಡಲಾಗುವುದಿಲ್ಲ.

I have read the handbook and will abide by the regulations of the college.

Signature of the Student

Signature of the Parent

JUNE 2025					
<b>Su</b>	1		<b>Mo</b>	16	I PUC Class Representative/ Assistant Elections, Father's Day
<b>Mo</b>	2	I PUC - Orientation	<b>Tu</b>	17	
<b>Tu</b>	3		<b>We</b>	18	
<b>We</b>	4		<b>Th</b>	19	
<b>Th</b>	5	II PUC Class Representative/ Assistant Elections, World Environment Day	<b>Fr</b>	20	
<b>Fr</b>	6		<b>Sa</b>	21	International Yoga Day / Music Day
<b>Sa</b>	7*	<b>Bakrid</b>	<b>Su</b>	22*	105 <sup>th</sup> Foundation Day of the College
<b>Su</b>	8*	World Brain Tumour Day	<b>Mo</b>	23	
<b>Mo</b>	9	Cabinet Elections	<b>Tu</b>	24	Cabinet Inaugural
<b>Tu</b>	10		<b>We</b>	25	
<b>We</b>	11		<b>Th</b>	26	
<b>Th</b>	12	World Day Against Child Labour	<b>Fr</b>	27	
<b>Fr</b>	13		<b>Sa</b>	28	Leadership Training Programme
<b>Sa</b>	14	World Blood Donor Day	<b>Su</b>	29	
<b>Su</b>	15*		<b>Mo</b>	30	

*May God be your strength, your guide, your all - Venerable Mother Veronica*



JULY 2025					
Tu	1		We	16*	Feast of Our Lady of Mount Carmel
We	2		Th	17	
Th	3	Vanmahotsav	Fr	18	EXORDIUM – I PUC Freshers' Day
Fr	4	Raconteur – English Creative Writing Competition	Sa	19	
Sa	5		Su	20*	
Su	6*		Mo	21	Retreat/ Prayer Day
Mo	7		Tu	22	Retreat/ Prayer Day
Tu	8		We	23	
We	9	Srujan - Hindi Creative Writing Competition	Th	24	Career Guidance -Commerce & Arts/Master Chef - Cooking without Fire Competition
Th	10		Fr	25	
Fr	11	Vakchaturya – Kannada Debate Competition	Sa	26	AGNOSPHERE-Alumni Meet/ Kargil Vijay Divas
Sa	12		Su	27*	
Su	13*		Mo	28	Library Week 28 <sup>th</sup> - 2 <sup>nd</sup>
Mo	14		Tu	29	
Tu	15	Career Guidance - Science	We	30	
			Th	31	PTA – Annual General Meeting

*I did not desire anything else but the will of God - Venerable Mother Veronica*

AUGUST 2025					
Fr	1	Bharaha Chaturya- Kannada Essay Writing Competition	Sa	16	
Sa	2		Su	17*	
Su	3*		Mo	18	
Mo	4		Tu	19	
Tu	5		We	20	
We	6		Th	21	COMCLAVE – Commerce Fest
Th	7		Fr	22	
Fr	8		Sa	23	HUMANISCOPE - Arts Fest
Sa	9		Su	24*	
Su	10*		Mo	25	
Mo	11	I Test - 11 <sup>th</sup> to 14 <sup>th</sup>	Tu	26	EUREKA- Science Fest
Tu	12	International Youth Day	We	27*	Varasiddhi Vinayaka Vrata
We	13	World Organ Donation Day	Th	28	
Th	14		Fr	29	National Sports Day
Fr	15*	Independence Day	Sa	30	PTM
			Su	31*	

*God will draw good out of evil as He knows how - Venerable Mother Veronica*

SEPTEMBER 2025					
Mo	1		Tu	16	
Tu	2		We	17	
We	3		Th	18	
Th	4	Teachers' Day	Fr	19	Students' Day
Fr	5*	Eid-Milad	Sa	20	Ethnic Day
Sa	6		Su	21*	World Alzheimer's Day
Su	7*		Mo	22	Mid term vacation 22 <sup>nd</sup> to 2 <sup>nd</sup> October
Mo	8*	Nativity of Blessed Virgin Mary	Tu	23	
Tu	9		We	24	
We	10	World Suicide Prevention Day	Th	25	
Th	11		Fr	26	
Fr	12	AGNATHON	Sa	27	
Sa	13		Su	28*	
Su	14*		Mo	29	
Mo	15		Tu	30	

*Perfection consists in doing our appointed duty - Mother M. Aloysia*

OCTOBER 2025					
We	1	Mahanavami, Ayudhapooja Vijayadashami	Th	16	
Th	2*	Gandhi Jayanthi	Fr	17	
Fr	3	Re-open	Sa	18	
Sa	4		Su	19*	
Su	5*		Mo	20*	Naraka Chaturdashi
Mo	6		Tu	21	
Tu	7*	Maharshi Valmiki Jayanthi	We	22*	Balipadyami, Deepavali
We	8		Th	23	
Th	9	Mid Term Exam - 9 <sup>th</sup> to 27 <sup>th</sup>	Fr	24	
Fr	10		Sa	25	
Sa	11		Su	26*	
Su	12*		Mo	27	
Mo	13		Tu	28	
Tu	14		We	29	
Fr	15		Th	30	
			Fr	31*	

*Truth cannot be sacrificed for charity - Venerable Mother Veronica*

NOVEMBER 2025					
Sa	1*	Karnataka Rajyothsava	Su	16*	
Su	2*		Mo	17	
Mo	3		Tu	18	
Tu	4		We	19	155 <sup>th</sup> Establishment Day of the Apostolic Carmel in India
We	5		Th	20	
Th	6		Fr	21	
Fr	7	National Cancer Awareness Day	Sa	22	PTM
Sa	8*	Kanakadasa Jayanthi	Su	23*	
Su	9*		Mo	24	
Mo	10*		Tu	25	College Day
Tu	11		We	26	Constitution Day of India
We	12		Th	27	
Th	13		Fr	28	
Fr	14	Children's Day	Sa	29	
Sa	15		Su	30*	

*Education is incomplete without the formation of character - Mother Aloysia*

DECEMBER 2025					
Mo	1*		Tu	16	
Tu	2		We	17	
We	3	II Test - 3 <sup>rd</sup> to 6 <sup>th</sup>	Th	18	
Th	4		Fr	19	
Fr	5		Sa	20	Christmas Carnival
Sa	6		Su	21	
Su	7*		Mo	22*	
Mo	8		Tu	23	Christmas Programme
Tu	9		We	24	
We	10	Human Rights Day	Th	25*	Christmas
Th	11	La Gloria - Achievers' Day	Fr	26	
Fr	12		Sa	27	
Sa	13		Su	28	
Su	14*		Mo	29*	
Mo	15		Tu	30	
			We	31	

*Education should promote self-activity - Mother M. Aloisia*

JANUARY 2026					
Th	1		Fr	16	
Fr	2	Re-open	Sa	17	
Sa	3		Su	18*	
Su	4*		Mo	19	
Mo	5	Preparatory Exam 5 <sup>th</sup> to 20 <sup>th</sup>	Tu	20	
Tu	6		We	21	<b>St Agnes Feast</b> 21 <sup>nd</sup> to 14 <sup>th</sup> February II PU Final Practical Exam
We	7		Th	22	
Th	8		Fr	23	
Fr	9		Sa	24	Valedictory
Sa	10		Su	25*	
Su	11*		Mo	26*	<b>Republic Day</b>
Mo	12		Tu	27	
Tu	13		We	28	
We	14*	<b>Makara Sankranti</b>	Th	29	
Th	15		Fr	30	
			Sa	31	

*Be close to God - Venerable Mother Veronica*

FEBRUARY 2026					
Su	1*		Mo	16	
Mo	2		Tu	17	
Tu	3		We	18	Ash Wednesday
We	4		Th	19	
Th	5		Fr	20	
Fr	6		Sa	21	
Sa	7		Su	22*	
Su	8*		Mo	23	
Mo	9		Tu	24	
Tu	10	I PUC Final Exam 10 <sup>th</sup> to 25 <sup>th</sup>	We	25	
We	11		Th	26	II PUC Board Exam 26 <sup>th</sup> to 21 <sup>st</sup> March
Th	12		Fr	27	
Fr	13		Sa	28	
Sa	14				
Su	15*	Maha Shivaratri			

*Keep fingers on the pulse of the time - Mother Aloysia*



MARCH 2026					
<b>Su</b>	<b>1*</b>		Mo	16	
Mo	2		Tu	17	
Tu	3		We	18	
We	4		<b>Th</b>	<b>19*</b>	<b>Ugadi</b>
Th	5		Fr	20	
Fr	6		Sa	21	
Sa	7		<b>Su</b>	<b>22*</b>	
<b>Su</b>	<b>8*</b>	Womens' Day	Mo	23	
Mo	9		Tu	24	
Tu	10		We	25	
We	11		Th	26	
Th	12		Fr	27	
Fr	13		Sa	28	
Sa	14		<b>Su</b>	<b>29*</b>	
<b>Su</b>	<b>15*</b>		Mo	30	
			Tu	31	

*Be constant in prayer - Venerable Mother Veronica*

RECORD OF EXTRACURRICULAR ACTIVITIES	
--------------------------------------	--

Name of the Student ..... Reg. No.....

[illegible]

This note is to be signed after making the entries, by the Staff member in charge of the extracurricular activities and the student will present it to the concerned subject teacher in advance.

RECORD OF EXTRACURRICULAR ACTIVITIES	
--------------------------------------	--

Name of the Student ..... Reg. No.....

[illegible]

This note is to be signed after making the entries, by the Staff member in charge of the extracurricular activities and the student will present it to the concerned subject teacher in advance.

### LEAVE APPLICATION (More than 3 days)

Name of the Student : ..... Register. No. ....

Specimen Signature of Father : ..... Mother : ..... Guardian : .....

[illegible]

**Note :** Leave will not be granted by the Principal except in case of genuine emergency. Leave applications must be signed by parents and submitted one week in advance. In case of absence for more than 3 days due to illness, a Medical Certificate must be produced.

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**Note :** Leave will not be granted by the Principal except in case of genuine emergency. Leave applications must be signed by parents and submitted one week in advance. In case of absence for more than 3 days due to illness, a Medical Certificate must be produced.

## RECORD OF ABSENCE FROM CLASS

Name of the Student : ..... Reg. No. ....

Specimen Signature of Father : ..... Mother : ..... Guardian : .....

	Date		Periods Missed						Reason	Signature of Parent/ Guardian	Signature of the class Guide
			A M			P M					
	From	To	1	2	3	4	5	6			
Subject Initial											
Teacher's Signature											
Subject Initial											
Teacher's Signature											
Subject Initial											
Teacher's Signature											

**NOTE : Students who face shortage in attendance (less than 75%) due to any reason are not eligible to appear for the annual exams as per PU Board guidelines**

## RECORD OF ABSENCE FROM CLASS

Name of the Student : ..... Reg. No. ....

Specimen Signature of Father : ..... Mother : ..... Guardian : .....

	Date		Periods Missed						Reason	Signature of Parent/ Guardian	Signature of the class Guide
			A M			P M					
	From	To	1	2	3	4	5	6			
Subject Initial											
Teacher's Signature											
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	Date		Periods Missed						Reason	Signature of Parent/ Guardian	Signature of the class Guide
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Subject Initial											
Teacher's Signature											
Subject Initial											
Teacher's Signature											
Subject Initial											
Teacher's Signature											

**NOTE : Students who face shortage in attendance (less than 75%) due to any reason are not eligible to appear for the annual exams as per PU Board guidelines**

## STATEMENT OF MARKS (To be produced on Parents Meet)

Name of the student..... Reg. No..... Combination.....

	I Test			Mid Term			II Test		
	Marks obtained	Attendance	Signature of the teacher	Marks obtained	Attendance	Signature of the teacher	Marks obtained	Attendance	Signature of the teacher
Signature of the class mentor									

## RECORD OF STUDENT'S LATE ARRIVAL

JUNE	JULY	AUG	SEP	OCT	NOV	DEC	JAN	FEB	MARCH
1	1	1	1	1	1	1	1	1	1
2	2	2	2	2	2	2	2	2	2
3	3	3	3	3	3	3	3	3	3
4	4	4	4	4	4	4	4	4	4
5	5	5	5	5	5	5	5	5	5
6	6	6	6	6	6	6	6	6	6
7	7	7	7	7	7	7	7	7	7
8	8	8	8	8	8	8	8	8	8
9	9	9	9	9	9	9	9	9	9
10	10	10	10	10	10	10	10	10	10
11	11	11	11	11	11	11	11	11	11
12	12	12	12	12	12	12	12	12	12
13	13	13	13	13	13	13	13	13	13
14	14	14	14	14	14	14	14	14	14
15	15	15	15	15	15	15	15	15	15
16	16	16	16	16	16	16	16	16	16
17	17	17	17	17	17	17	17	17	17
18	18	18	18	18	18	18	18	18	18
19	19	19	19	19	19	19	19	19	19
20	20	20	20	20	20	20	20	20	20
21	21	21	21	21	21	21	21	21	21
22	22	22	22	22	22	22	22	22	22
23	23	23	23	23	23	23	23	23	23
24	24	24	24	24	24	24	24	24	24
25	25	25	25	25	25	25	25	25	25
26	26	26	26	26	26	26	26	26	26
27	27	27	27	27	27	27	27	27	27
28	28	28	28	28	28	28	28	28	28
29	29	29	29	29	29	29	29		29
30	30	30	30	30	30	30	30		30
	31	31		31		31	31		31

***In the morning if a student arrives late 3 times in a month  
will meet VP/ Dean along with parents by the end of the same month.***

## HYMN TO MOTHER VERONICA

1. A new star is risen from the ocean  
Veronica is her name  
To join other stars in the heav'n above  
Of the great family of Carmel.

**Veronica, Veronica**

**The whole world hails you today Veronica, Veronica  
You showed Carmel, a new way.**

## HYMN TO ST AGNES

- 1 O holy martyr, spotless dove,  
With joy we celebrate thy day;  
Thou dwellest now in bliss above,  
Where tyrants o'er thee have no sway.

**Sweet Agnes, let thy pleading voice  
For us at mercy's throne be heard!**

- 2 Oh, pray that we may ever seek  
To be as free as thou from stain;  
As constant, fervent, pure and meek,  
Regardless of earth's fleeting pain.

## HYMN TO MOTHER ALOYSIA

Ring on, ring on, we love to hear  
The bells that hailed our Mother dear  
The day she sought with eager feet  
The little Carmel's sweet retreat  
She bade adieu the world once more  
To make her bond with heaven more sure

Oh listen to her solemn song  
Of her faith, unending and strong  
And even as below the earth she lies  
Her ardent prayers to heaven rise  
To whom she revered and adored  
To Christ and to her lord

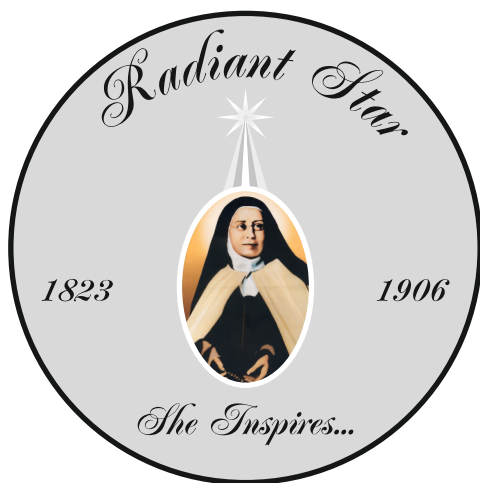
## THE CONSTITUTION OF INDIA

### PREAMBLE

WE, THE PEOPLE OF INDIA,  
having solemnly resolved to constitute India into a  
SOVEREIGN SOCIALIST  
SECULAR DEMOCRATIC REPUBLIC  
and to secure to all its citizens:  
JUSTICE, social, economic and political;  
LIBERTY of thought, expression,  
belief, faith and worship;  
EQUALITY of status and of opportunity;  
and to promote among them all  
FRATERNITY assuring the dignity of the  
individual and the unity and  
integrity of the Nation;  
IN OUR CONSTITUENT ASSEMBLY  
this twenty-sixth day of November, 1949, do  
HEREBY ADOPT, ENACT AND GIVE TO  
OURSELVES THIS CONSTITUTION

### NATIONAL PLEDGE

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



## Venerable Mother Veronica

(1823-1906)

Founder of The Apostolic Carmel Congregation

### **VENERABLE MOTHER VERONICA, A WOMAN FOR OUR TIMES**

Mother Veronica nee Sophie Leeves was born on Oct 1st, 1823 in Constantinople, in a cultured, English Anglican family. She was gifted with singular talents of mind and heart, which were nurtured by sound education and wide experience, as she was well travelled. God took possession of her heart so powerfully, that she first broke off her engagement to a Marine officer whom she loved, and then responded generously to the call to Religious life.

Mother Veronica was open and generous in responding to God's will, and after much struggle, she finally found the Congregation of the Apostolic Carmel in Bayonne, France in July 1868. Henceforth, her sisters across the globe would work enthusiastically for the upliftment of women through all-round education.

The first group of The Apostolic Carmelites arrived in India in November 1870. The first Convent was established at St Ann's (Mother house) in the Diocese of Mangaluru, Karnataka.

Today the Apostolic Carmel has spread its branches in 9 countries including Sri Lanka, Pakistan, Africa, Bahrain and Italy. In 181 convents in 75 dioceses, we now have nearly 1300 sisters working in Degree and postgraduate Colleges, B.Ed & M.Ed Colleges, D.Ed Colleges, Higher Secondary Schools, Special Schools, Nursery Schools, Play Schools, Technical Schools, Women's Welfare Centres, Crèches, Healthcare Centres, Hostels, Boarding Houses, Children's Homes and Day Care Centre. It also has a number of Literacy Centers and National Open Schools. The sisters work for the training and rehabilitation of women and children in prison as well as working for the integral development of the poor and needy in rural and tribal areas.

Mother Veronica's heroic obedience to the will of God, her life of faith and prayer, her wholehearted commitment, outstanding humility and courage, remain as an inspiration to all who seek to dedicate themselves to the transformation of Society through the loving service of humanity, especially the less privileged.

**Mother Veronica was declared 'Venerable' by His Holiness Pope Francis on July 7, 2014.**



# TIME TABLE

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# *College Anthem*

*God is our strength, let us commit  
Our lives into His hands this day  
Trusting in Him to compass it  
that we may find the perfect way  
Fearless of foes, we cast aside  
the days of ease we loved of yore  
And stand to the shock of battle-tide  
Despite all trials hard and sore.*

*God is our strength, Why fear the foe?  
His love like armour doth enfold  
Our weak and wayward nature so  
that vanquished lies the tempter bold  
Behold His arm of valour strong  
We'll cling to it in stormy fray  
Nor fear we any harm or wrong  
God is our strength, now and for aye.*



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