

# Fatima College (Autonomous)

College With Potential for Excellence, (Re-Accredited with 'A' Grade by NAAC)

27<sup>th</sup> Rank in India Ranking 2017 (NIRF)



## Fatima Institute of Management

Approved by AICTE and Affiliated to Madurai Kamaraj University

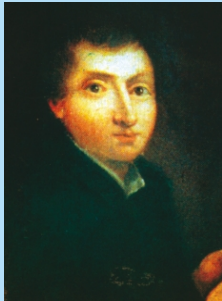


**MBA & MCA**

**Prospectus**

**2018 - 2019**

The Congregation of the **Sisters of St. Joseph** was founded in LePuy, France, in 1650 by **Fr. Jean Pierre Medaille** in response to the situation of war, famine and social injustice. It was one of the first juridical congregations of women recognized as a religious apostolic congregation by Msgr Henri de Maupas, Bishop of Le Puy en Valay.



**Fr. John Peter Madaille, S.J.**  
Founder of Sisters of St. Joseph 1650

**Father Jean-Pierre Medaille** was born in Carcassonne on October 6, 1610. He entered the Society of Jesus on September 15, 1626 and was ordained in 1637. During his missionary endeavours at St. Flour he met a group of widows and women who were eager to be consecrated to God. The sisters lived very simply in small communities. Fr. Medaille died December 30, 1669 at the college of Billom.



**Rev. Sr. John Font Bonne**  
Foundress of Sisters of St. Joseph Lyons

**Mother Jeanne Fontbonne** was born on March 31, 1759, in Bas-en-Basset (haute-Loire), in a deeply Christian rural family. Mother Fontbonne made her profession on October 14, 1779 and was elected superior in 1785. In 1808, Rev. Mother was called to form a group of sisters in St. Etienne. While Rev. Mother was Superior General, the Congregation of Lyons spread over 13 districts of France, into Italy and across the sea. She passed away on November 22, 1843.



**Rev. Sr. Rose Benedict**

**Rev. Sr. Rose Benedict** was born on 24th August 1898 in Leema, Canada. She became a member of the Congregation of Sisters of St. Joseph of Lyons in 1913 and in 1924 came to India as a missionary. A person with vision and daring to meet the challenges in life, She served the downtrodden with a compassionate heart. She passed away on 27th December 1967 of lung cancer which she contracted inhaling cement as she supervised the construction of Fatima College.

In appreciation of her service to education and women empowerment, Madurai Kamaraj University honoured her by erecting her statue in the old University campus. The people of Madurai remembering her yeoman service conferred on her the title 'Man of Madurai'.

As **Sisters of St. Joseph of Lyons**, we are present in different parts of the World having 205 houses. In India, Sisters are present both in the North and South and involved in various ministries. We reach out to the children, youth and rural women and empower them with true dignity to be part of the mainstream.

**FATIMA COLLEGE** (Autonomous)  
for Women

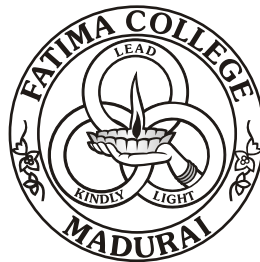
**College with Potential for Excellence**

**27<sup>th</sup> Rank in India Ranking 2017 (NIRF)**

(Affiliated to Madurai Kamaraj University & Approved by AICTE)

**MARY LAND, MADURAI - 625 018.**

*Ph. No. 0452-2668016, 2669015, 2668366*



**M.B.A.**

**M.C.A.**

**PROSPECTUS**



OUR BELOVED FOUNDRESS

**REV.MOTHER ROSE BENEDICTA**

( Sisters of St. Joseph of Lyons )

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# **FATIMA COLLEGE (AUTONOMOUS)**

**MARY LAND**

**MADURAI - 625 018**

## **PROFILE OF THE COLLEGE**

Fatima College (Autonomous), Mary Land, Madurai, is a Post Graduate College for women affiliated to Madurai Kamaraj University. It is a Catholic Minority institution established and run by St. Joseph's Society of Madurai (of the Congregation of the Sisters of St. Joseph of Lyons, France). This institution came into existence through the tireless efforts of the missionary sisters of St. Joseph of Lyons and the zeal and heroic sacrifice of Rev. Sr. Rose Benedicta, the Foundress of the College.

The College was started in St. Joseph's Campus Madurai as a Second Grade College with 63 students in 1953. The College was upgraded and become a Post Graduate College in 1964 and autonomous in 1990. The College now offers 20 Under Graduate Courses, 13 Post Graduate Courses, 3 Professional courses, 5 M.Phil. Courses and 4 Departments have become Research Centres. It has a strength of 4533 students, 214 Teaching Staff and 105 Non-Teaching Staff.

The Comprehensive assessment by NAAC in 1999 placed Fatima College in Five Star Status of merit. The College strives to sustain excellence, quality and relevance while equipping the students to meet the demands of higher education in India. In 2004 UGC conferred on Fatima College the status of **College with potential for Excellence**. In 2006 and 2013 NAAC Re-Accredited and honoured the college with 'A' Grade. **The College was ranked 27<sup>th</sup> in the All India NIRF ranking in 2017.**

## **Vision Statement**

Empowerment of women and children through value based education for societal equality, harmony and eco sustainability.

## **MISSION**

- ❖ To energize Women and Children towards academic excellence through Quality Education.
- ❖ To endow them with character, competence, creativity and commitment.
- ❖ To awaken in them societal concern and eco-consciousness
- ❖ To enable them to excel as responsible citizens in the multicultural and multi-religious Indian context.



## **COURSES OFFERED**

1. M.B.A. (2 Years - 4 Semesters)
2. M.C.A. Regular (3 Years - 6 Semesters)  
Lateral (2 Years - 4 Semesters)



## **SALIENT FEATURES**

### ***Personality Development:***

Case analysis, Presentation and Group Discussion are conducted regularly, to enhance the students' communication skills and promote free exchange of ideas and opinions. Situational Analysis, Management Games & Role play are conducted to develop the decision making skill of the students.

### ***Guest Lecture and Industrial Visit:***

Guest Lectures are regularly given by practicing managers from industries. Their interaction with the students by sharing their experiences facilitates greater learning of application of management concepts. To have practical understanding of business, the students have to work on mini project / summer training and major project in leading corporate houses in the area of Finance / IT / Service and manufacturing operations.

### ***Library:***

Fatima College has an excellent computerized main Library named "Rosa Mystica" with a collection of 1,22,667 volumes. The library subscribes 201 periodicals of both national and international standard. The library has an impressive and exhaustive collection of books on several topics in the field of Information Technology, Computer Application and General Management. The departments are also equipped with audio visual aids (Reprography) to enrich knowledge in the area of management and Information Technology.

### ***Computer Lab:***

An exclusive, well-equipped AS/400 Computer Lab is available for all the courses. Network facilities with the latest technology, connecting Intel Processor based computers with Ink Jet Printers, Laser Printers, Dot Matrix Printers, Video Projector and Scanner are also available.

### ***Hostel Accommodation:***

Hostel is attached to the College and is located within the premises of the College. Prospectus and application forms for admission to the hostel, will be given at the time of admission. Vegetarian / Non-Vegetarian food is provided.

### ***Faculty:***

For all the professional courses, we have qualified staff with adequate experience in industries. We also have host of professionally qualified visiting and guest faculties and practicing managers. Our faculty members regularly update their competency by participating in Seminars and other Faculty Development Programmes / Quality Improvement Programmes.

### ***Excellent Class rooms and Seminar Hall:***

We have well furnished and well equipped classrooms, smart rooms, seminar halls and Auditorium.

**MBA****MCA****GOVERNING BODY MEMBERS**

1. **Rev. Sr. Cecily Savariyar** : Chairperson  
Provincial, St. Joseph Province, SJL
2. **Dr. Sr.M. Francisca Flora** : Secretary
3. **Dr. Sr. G. Celine Sahaya Mary** : Ex-Officio Member  
Principal
4. **Education Link Person for the** : Member  
**Province**
5. **Sr. M. Fatima Mary** : Member  
Vice Principal (Shift-I)
6. **Mrs. R. Alphonsa Fernando** : Member  
Vice-Principal - II (Shift-I)
7. **Mrs. B. Chandirika** : Member  
Vice Principal (Shift-II)
8. **Sr. S. Stella Arul Mary** : Member  
Office Manager (Shift-I)
9. **Sr. D. Therese** : Member  
Office Manager (Shift-II)
10. **Dr. D. Fatima Baby** : Member  
Dean of Arts
11. **Dr. B. Medona** : Member  
Dean of Science
12. **Mrs. E. Helena** : Member  
Dean of Self Financing Courses
13. **Dr. Vasantha Esther Rani** : Member  
Dean of Research - Shift-I
14. **Dr. M. Arasammal** : Member  
Dean of Research Shift-II

- 15. Dr. A.I. Auxilia Felicitas** : Member  
IQAC Coordinator
- 16. Dr. Mathavi Manisekar** : Member  
Controller of Examinations (Shift-I)
- 17. Dr. Mahima Ragland** : Member  
Controller of Examinations (Shift-II)
- 18. Rev. Dr. Andrew Francis, SJ** : Educationist  
Principal, St. Joseph College,  
Trichy.
- 19. Mr. B. T. Bangera** : Industrialist  
Managing Director,  
Hi-Tech Arai Ltd., Madurai - 14.
- 20. Dr. Paula Banerjee** : UGC Nominee  
Professor and Head, Department of South  
and Southeast Asian Studies,  
University of Calcutta, West Bengal
- 21. Dr. Kudalingam,** M.Com.,M.B.A.,M.Phil.,Ph.D., : Government Nominee  
JDCE, Madurai Region,  
Madurai.
- 22. Dr. V. Chinniah** : University Nominee  
Register i/c  
Professor & Head, Department of  
Management Studies, School of Business  
Studies, MKU, Madurai-21.
- 23. Dr. S. Selvarani** : Senior Staff  
Associate Prof & Head,  
Dept. of Chemistry
- 25. Dr. S. Roselin Mary** : Senior Staff  
Associate Prof & Head,  
Dept. of English

**MBA PROGRAMME  
2018 - 2020  
TWENTY THIRD BATCH**

The AICTE approved professional course MBA was started in the year 1996. Master of Business Administration (MBA) is a two year programme with 4 semesters. It offers 6 specializations namely Marketing, Finance, System, Production, Human Resource Management and Hospital Management in the II year to cater to the needs of the Corporate.

**MEMBERS OF THE BOARD OF STUDIES**

- University Nominee :**            **Dr. K. RAVICHANDRAN**  
Professor and Head, Department of Entrepreneurship Studies,  
School of Business Studies,  
Madurai Kamaraj University, Madurai.
- Subject Experts :**            **Dr. JOTHI MURUGAN**  
Director, Department of Management Studies  
K.L.N. College of Engineering, Sivagangai
- Dr. MANIMARAN**  
Professor and Head, Department of Management Studies  
P.S.N.A. College of Engineering & Technology, Dindigul.
- Industrial Expert :**            **Dr. A. SELVARAJ**  
Chief Executive  
Sri Jeyarekha Industries, Villapuram, Madurai.
- Alumnae**                            **Ms. DIVYA**  
Senior Operations Manager  
Aprajitha Corporate Service Limited, Madurai

**FULL TIME FACULTY**

1. **Dr. Sr. G. Celine Sahaya Mary**, M.B.A.,FDP.,Ph.D. (Principal)
2. **Dr. P. Shyamala**, M.B.A.,M.Phil. Ph.D., PGDCA.SET., NET., (HOD)
3. **Mrs. N. Asha**, M.B.A., M.Phil., NET., SET., CBCPS (Ph.D.),
4. **Dr. L. Meena**, M.B.A., M.Phil.,Ph.D., NET, SET,
5. **Dr. M. Nagarenitha**, M.B.A., M.Phil., Ph.D., NET, SET,
6. **Dr. B. Jayanthi**, M.B.A.,M.Phil., Ph.D.
7. **Dr. R. Suganya**, M.B.A.,M.Com.,M.Phil., Ph.D.,NET., PGDCM.,
8. **Mrs. KA. Vanessa**, M.B.A.,M.Phil.,

**Eligibility :**

A Bachelor's degree in any discipline with an aggregate of 50% marks. Students can apply with V semester .

**Admission Procedure:**

Based on the Entrance Test Score, meritorious candidates will be called for Group discussion and Interview. (Entrance Test can be any approved Common Entrance Test like TANCET, MAT, CAT, CMAT etc.)

**THE CURRICULUM****FIRST YEAR****Semester - I**

- |   |                           |
|---|---------------------------|
| ◆ Management of Principles and Practice | ◆ Management Accounting   |
| ◆ Computer for Managers                 | ◆ Managerial Economics    |
| ◆ Organisational Behavior               | ◆ Quantitative Techniques |
| ◆ Seminar on Executive Communication    | ◆ Comprehensive Viva      |

**Semester - II**

- |                                      |                              |
|--------------------------------------|------------------------------|
| ◆ Production & Operations Management | ◆ Human Resources Management |
| ◆ Marketing Management               | ◆ Financial Management       |
| ◆ Management Information System      | ◆ Business Research          |
| ◆ Seminar on Management Skills       | ◆ Comprehensive Viva         |

**SECOND YEAR****Semester - III**

- |                              |                     |
|------------------------------|---------------------|
| ◆ Strategic Management       | ◆ Entrepreneurship  |
| ◆ <b>Elective 1</b>          | ◆ <b>Elective 2</b> |
| ◆ <b>Elective 3</b>          | ◆ Live Project      |
| ◆ Seminar on Business Ethics |                     |
| ◆ Summer Training            |                     |
| ◆ Comprehensive Viva         |                     |

**Semester - IV**

- |                                     |                                |
|-------------------------------------|--------------------------------|
| ◆ International Business Management | ◆ <b>Elective 1</b>            |
| ◆ <b>Elective 2</b>                 | ◆ Project Report and Viva Voce |
| ◆ Seminar on Business Environment   |                                |
| ◆ Dissertation                      |                                |

## **ELECTIVES OFFERED**

### ***MARKETING***

- ❖ Marketing Research
- ❖ Advertising Management
- ❖ Sales & Distribution Management
- ❖ Customer Relationship Management
- ❖ Brand Management
- ❖ E-Marketing
- ❖ Rural Marketing
- ❖ Marketing of Services
- ❖ Consumer Behaviour
- ❖ Retail Marketing Management

### ***FINANCE***

- ❖ Project Financing
- ❖ Strategic Financial Management
- ❖ Fundamentals of Insurance Management
- ❖ Management of Financial Institutions & Banks
- ❖ Security Analysis & Portfolio Management
- ❖ Derivatives and Futures
- ❖ Management of Financial Services
- ❖ Mergers, Acquisitions & Corporate Restructuring

### ***SYSTEMS***

- ❖ E-Commerce
- ❖ Introduction to GUI & Visual Basic
- ❖ Enterprise Resource Planning
- ❖ Knowledge Management
- ❖ Relational Database Management System & Oracle
- ❖ Internet & Java Programming
- ❖ Computer Networks

### ***HUMAN RESOURCE***

- ❖ Total Quality in Human Resource
- ❖ Advanced Industrial Relations
- ❖ Training and Development
- ❖ Labour Legislation
- ❖ Strategic Human Resource Management
- ❖ Career Management
- ❖ Industrial Psychology and Counseling
- ❖ Human Resource Accounting and Audit
- ❖ Management Consultancy
- ❖ Disaster Management
- ❖ Human Resource Information System

### ***INTERNATIONAL BUSINESS***

- ❖ International Marketing
- ❖ International Financial Management
- ❖ Import Procedures and Documentation
- ❖ Export Finance & Documentation
- ❖ International Human Resource Management
- ❖ Logistics & Supply Chain Management

### ***PRODUCTION***

- ❖ Value Engineering & Waste Control
- ❖ Materials Management
- ❖ Advanced Manufacturing System
- ❖ Total Quality Management
- ❖ Production Planning and Control
- ❖ Project Management

### ***HOSPITAL MANAGEMENT***

- ❖ Hospital Administration I
- ❖ Health Insurance
- ❖ Hospital Accounting and Finance
- ❖ Hospital Administration II
- ❖ Quality Management in Hospital
- ❖ Marketing of Hospital Services

## FEE STRUCTURE

### MBA FEE DETAILS 2018 - 2019

Particulars	Semester I ₹	Semester II ₹
<i>Approved Staff Salary Account</i>		
Tuition Fees	27,500.00	27,000.00
<i>Special Fees Account</i>		
Special Fees	---	---
Laboratory Fee	4,000.00	4,000.00
Library Fee	4,200.00	3,750.00
<i>Non-Salary Account</i>		
Admission Fees	500.00	---
Flag Day		
<i>Additional Facilities Account</i>		
Internal Assessment	500.00	500.00
Seminar, Sessions & Symposium	1,500.00	1,500.00
Guest Lecture	3,500.00	3,500.00
Case Study Materials	1,700.00	1,700.00
Parents Meeting	---	50.00
Identity Card & File	100.00	---
Alumnae Association		1,000.00
<b>Total</b>	<b>43,500.00</b>	<b>43,000.00</b>



**MCA PROGRAMME**  
**2018 - 2021**  
**TWENTY FIFTH BATCH**

The AICTE approved professional course **MCA (Master of Computer Applications)** was started in the year 1994. The course covers the technical as well as the managerial aspect of computer applications including 6 months industrial training.

**Lateral Entry**

The Students whose U.G. Degree is B.Sc. (CS) BCA/B.Sc. (IT) can directly join the 2<sup>nd</sup> year through lateral entry. To facilitate the lateral entry students, the course is structured in such a way that the technically advanced papers are scheduled from the 2<sup>nd</sup> year.

**Eligibility :**

**Regular (3 Years)**

A Bachelor's degree in any discipline with an aggregate of 50% marks. Students should have studied Mathematics at +2/ degree level.

**Lateral Entry (2 Years)**

A Bachelor's degree in Computer Science / IT / Computer Applications with an aggregate of 50% marks. Students should have studied Mathematics at +2/ degree level.

**Admission Procedure :**

Based on the score secured in any approved Common Entrance Test (like MAT, TANCET, Consortium test etc.), the short listed candidates are called for Group Discussion and Interview. Selection is based on their overall performance.

**Salient Features :**

- ❖ State - of- the-Art computer lab with the latest hardware and software.
- ❖ Restructuring of curriculum every year based on industrial needs.
- ❖ Committed faculty to deliver not only computing but competing wizards.
- ❖ Continuous follow-up and counseling for students.
- ❖ Full fledged placement and training cell.
- ❖ Special lectures by eminent personalities from premier educational institutes and industries.
- ❖ Yearly National level symposium.

**Future Plan :**

- ❖ Industries - Institute tie up for projects and placement.
- ❖ Industries sponsored courses as electives.

### **Board of Studies :**

The Board of Studies will be convened every year for framing the syllabi. The syllabus is framed to keep pace with the technological development.

### **MEMBERS OF THE BOARD OF STUDIES**

#### **University Nominee**

#### **Dr. M. RAMAKRISHNAN**

Professor & Head, Chairperson, Dept. of Computer Application,  
School of Information Technology,  
Madurai Kamaraj University, Madurai

#### **Subject Experts**

#### **Dr. T. KATHIRVALAVAKUMAR**

Professor & Head, Research Department of Computer Science,  
VHNSN College, Virudhunagar

#### **Dr. N. BALAJI**

Professor & Head, Department of IT,  
KLN College of Engineering,  
Pottapalayam, Sivagangai

#### **Industrial Expert**

#### **Mr. T.J. SANTHOSH**

Android Team Head,  
Brick Steel Enterprises Info Tech Private Limited,  
Madurai

#### **Alumnae**

#### **Mrs. T. SIVATHARSINI**

Senior Software Engineer,  
Optisol Business Soln.Pvt. Ltd.,  
K.K. Nagar, Madurai

### **FACULTY MEMBERS**

- 1. Mrs. B. Chandirika**, M.C.A., M.Phil.,(Ph.D.)(HOD)
- 2. Mrs. S. Mary Helan Felista** M.C.A.,M.Phil.,SET
- 3. Ms. R. Smeeta Mary** M.C.A.,M.Phil.
- 4. Mrs. S. Jebapriya** M.C.A., M.Phil.,SET
- 5. Mrs. R. Meenakshi** M.Sc.,M.Tech.,M.Phil.
- 6. Mrs. S. Subha** M.C.A.,M.B.A.,M.Phil.
- 7. Mrs. B. Usha** M.Sc.,M.Tech.,M.Phil.,SET
- 8. Mrs. S. Amala Devi** M.C.A.,M.Phil.
- 9. Mrs. S. Selvarani** M.C.A.,M.Phil. NET

## THE CURRICULUM

The Choice Based Credit System (CBCS) has been introduced for the MCA course from the academic year 2005 - 06. Through CBCS more electives are being offered and the students have their own options in choosing them. This helps them to specialize in a particular area facilitating more opportunities in job market.

### FIRST YEAR

#### **Semester - I**

- ◆ Mathematical Foundation of Computer Science
- ◆ Digital Principles and Computer Organization
- ◆ Operating Systems
- ◆ Visual Programming
- ◆ Programming in C
- ◆ Lab - I Visual Programming Lab
- ◆ Lab II C Programming Lab
- ◆ Skill Based Lab I - Linux
- ◆ Soft Skills I - Communicative English
- ◆ Comprehensive Viva - I

#### **Semester - II**

- ◆ Resource Management Techniques
- ◆ Data Structures and Algorithms
- ◆ Software Engineering
- ◆ Relational Database Management Systems
- ◆ Objected Oriented Programming in C ++
- ◆ Lab III - RDBMS LAB
- ◆ Lab IV -C++ LAB
- ◆ Skill Based Lab II - Multimedia Lab
- ◆ Soft Skills II - Colloquium
- ◆ Comprehensive Viva - II

### SECOND YEAR

#### **Semester - III**

- ◆ System Software
- ◆ Data Communication and Networking
- ◆ **Elective I**
  1. E-Commerce
  2. Distributed Operating System
  3. Theory of Computation
  4. Embedded Systems
- ◆ Advanced Programming Principles
- ◆ Programming in JAVA
- ◆ Lab V - Advanced C & Python Programming
- ◆ Lab VI - JAVA Programming
- ◆ Skill Based Lab III-HTML, CSS
- ◆ Soft Skills III - Quantitative Aptitude
- ◆ Open Source Lab - I Blender
- ◆ Comprehensive Viva - III
- ◆ Summer Project

## Semester - IV

- ◆ Graph Theory
- ◆ **Elective - II**
  1. Computer Graphics
  2. Data Mining & Data Warehousing
  3. Compiler Design
  4. Network Security and Cryptography
- ◆ **Elective - III**
  1. Software Testing
  2. OOAD & UML
  3. Ethics in Computing
  4. Client/Server Computing
- ◆ Mobile Communication & Application Development
- ◆ Web Based Programming
- ◆ Lab VII - Mobile Application Development
- ◆ Lab VIII - PHP & MYSQL Lab
- ◆ Skill Based Lab IV - Software Testing Tools Lab
- ◆ Soft Skills IV - Technical Aptitude
- ◆ Open Source Lab - II GIMP
- ◆ Comprehensive Viva - IV
- ◆ Live Project

## THIRD YEAR

### Semester - V

- ◆ Cloud Computing
- ◆ **Elective - IV**
  1. Digital Image Processing
  2. Big Data Analytics
  3. Cyber Forensics
  4. High Speed Networks
- ◆ **Elective -V**
  1. Software Project Management
  2. Service Oriented Achitecture
  3. Wireless Sensor Networks
  4. Soft Computing
- ◆ Internet Programming using J2EE
- ◆ • NET Programming
- ◆ Lab IX - J2EE Programming
- ◆ Lab X - .Net Programming
- ◆ Skill Based Lab V - Domain Study
- ◆ Soft Skills V - Interpersonal Skill for Corporate Readiness
- ◆ Open Source Lab - III - Netbeans
- ◆ Comprehensive Viva - V
- ◆ Summer Project

### Semester - VI

- ◆ Project work & Viva-voce

## FEE STRUCTURE

### MCA FEE DETAILS 2018 - 2019

Particulars	Semester I ₹	Semester II ₹
<i>Approved Staff Salary Account</i>		
Tuition Fees	22,000.00	22,000.00
<i>Special Fees Account</i>		
Special Fees	---	---
Laboratory Fee	4,500.00	4,500.00
Library Fee	2,150.00	2,200.00
<i>Non-Salary Account</i>		
Admission Fees	500.00	---
Flag Day		
<i>Additional Facilities Account</i>		
Internal Assessment	500.00	500.00
Seminar, Sessions & Symposium	500.00	500.00
Guest Lecture	1,500.00	1,500.00
Case Study Materials	250.00	250.00
Parents Meeting	---	50.00
Identity Card & File	100.00	---
Catholic Student - Retreat		
Alumnae Association		1000.00
<b>Total</b>	<b>32,000.00</b>	<b>32,500.00</b>

### **GENERAL CONDITIONS :**

- ❖ Applications received after the last date and the applications which are defective in any respect will be summarily rejected.
- ❖ Admission, if granted, on false information furnished by the candidate will be cancelled at any stage.
- ❖ Admission granted will be provisional till all certificates are scrutinized and accepted.
- ❖ The College will forfeit the seat offered to the selected candidate, if she fails to pay the fees within the stipulated time.
- ❖ Fees once paid shall not be refunded on or after the commencement of classes and on or after the closing date of admission to the concerned course whichever is earlier.
- ❖ The College will not be responsible for any delay or loss in postal transit.
- ❖ The College does not accept any capitation fee or donation. Any case of attempt to secure admission through unauthorized payment will be viewed seriously, when reported with evidence and may result in the cancellation of admission.

### **The following Certificate in original must be submitted at the time of admission**

- ❖ Selection Intimation Card
- ❖ S.S.L.C. Cumulative record Mark Certificate
- ❖ Higher Secondary course Mark Certificate
- ❖ Grade / Mark Sheet for the degree courses (all semesters / upto V semester)
- ❖ Transfer Certificate
- ❖ Conduct Certificate
- ❖ Course Completion Certificate from the college last studied
- ❖ Provisional Pass Certificate from University
- ❖ A Medical Certificate of fitness ( with Blood Group ) for study
- ❖ Community Certificate
- ❖ If from other University - Eligibility Certificate

*Principal*

Play Ground



Indoor Stadium



Sancta Maria Library





