

Dr. B.B. HEGDE FIRST GRADE COLLEGE KUNDAPURA

(Accredited by NAAC and Affiliated to Mangalore University)
[A Unit of Coondapur Education Society (R.), Kundapura]



"Moulding the future generation for a better tomorrow"

STUDENT HANDBOOK AND ACADEMIC CALENDAR 2022-23

Vishalakshi B. Hegde Campus, Sangam, NH - 66
Kundapura - 576201, Udupi Dist., Karnataka, India.

Phone : 08254 - 235588, Mob : 9844218126

E-mail: bbhegdecollegekundapur@rediffmail.com

Website : www.bbhegdecollege.com

CONTENTS

1. College Prayer
2. The Institute
3. Managing Committee & Governing Council
4. Faculty Details
5. Internal Quality Assurance Cell (IQAC)
6. Academic and Administrative Responsibilities
7. List of Class Mentors
8. Mangalore University Regulations governing CBCS Semester Scheme with multiple entry & exit options in the UG Program (NEP)
9. Special Advisory to the Students
10. General Code of Conduct for Students
11. Code of Conduct for Virtual Learning
12. Library & Information Centre
13. Code of Conduct for Examinations
14. Advisory to Parents / Guardians
15. Certificate Course & Forum
16. Academic Calendar 2022-23
17. Rank Holders & Gold Medalists
18. Performance Report
19. Record of Deputaion
20. Record of Leave & Absence
21. Time Table
22. Nada Geethe, Rastra Gana, National Anthem

ಪ್ರಾರ್ಥನೆ

COLLEGE PRAYER

ತಾಯಿ ಶಾರದೆ ಲೋಕ ಪೂಜಿತೆ
ಜ್ಞಾನದಾತೆ ನಮೋಸ್ತುತೆ ||2||
ಪ್ರೇಮದಿಂದಲಿ ಸಲಹು ಮಾತೆ
ನೀಡು ಸನ್ಮತಿ ಸೌಖ್ಯದಾತೆ ||2|| ||ಪಲ್ಲವಿ||

ಅಂಧಕಾರವ ಓಡಿಸು
ಜ್ಞಾನಜ್ಯೋತಿಯ ಬೆಳಗಿಸು ||2||
ಹೃದಯ ಮಂದಿರದಲ್ಲಿ ನೆಲೆಸು
ಚಿಂತೆಯ ಅಳಿಸು ||2||
ಶಾಂತಿಯ ಉಳಿಸು ||ಪಲ್ಲವಿ||

ನಿನ್ನ ಮಡಿಲಿನ ಮಕ್ಕಳಮ್ಮ
ನಿನ್ನ ನಂಬಿದ ಕಂದರಮ್ಮ ||2||
ನಿನ್ನ ಕರುಣೆಯ ಬೆಳಗಲೆಮ್ಮ
ಬಾಳನು ಬೆಳಗಮ್ಮ ||2||
ನಮ್ಮ ಕೋರಿಕೆ ಆಲಿಸಮ್ಮ ||ಪಲ್ಲವಿ||

ಒಳ್ಳೆ ಮಾತುಗಳಾಡಿಸು
ಒಳ್ಳೆ ಕೆಲಸವ ಮಾಡಿಸು ||2||
ಒಳ್ಳೆ ದಾರಿಯಲೆಮ್ಮ ನಡೆಸು
ವಿದ್ಯೆಯ ಕಲಿಸು ||2||
ಆಸೆ ಪೂರೈಸು ||ಪಲ್ಲವಿ||

Taayi Shaarade Loka Poojithe
Jnana Daathe Namostuthe (2)
Premadindali Salahu Maathe
Nidu Sanmathi Soukya Daathe

Taayi Shaarade Loka Poojithe ||

Andhakaarava Oodisu
Jnaana Jyothiya Belagisu (2)
Hrudaya Mandiradalli Nelesu
Chintheya Alisu Shantiya Ulisu

Taayi Shaarade Loka Poojithe ||

Ninna Madilina Makkalamma
Ninna Nambida Kandaramma (2)
Ninna Karuneya Belagalamma
Baalanu Belagamma Namma Korike
Aalisamma

Taayi Shaarade Loka Poojithe ||

Olle Maatugalaadisu
Olle Kelasava Maadisu
Olle Daariyalemma Nadesu
Vidyeya Kalisu Aase Puraisu

Taayi Shaarade Loka Poojithe
Jnana Daathe Namostuthe (2)
Premadindali Salahu Maathe
Nidu Sanmathi Soukya Daathe

THE INSTITUTE

ESTABLISHMENT AND LEADERSHIP

Dr. B. B. Hegde First Grade College, Kundapura, affiliated to Mangalore University, was established in the year 2010 under the aegis of Coondapur Education Society (R.) with a desire to provide quality degree education for building the future generation for a better tomorrow. With the dynamic leadership of the President of the Coondapur Education Society (R.), Sri B. M. Sukumar Shetty, and the constant support and encouragement of the Managing committee and the Governing council of the College could carve a niche for itself among the renowned institutions affiliated to Mangalore University. The College is accredited by NAAC with B++ Grade (Cycle I) during 2021-22 and is also recognized by the UGC u/s 2 (f).

CAMPUS AND FACILITIES

The campus, located by the side of Varahi river, spreading over 2.5 acres of land, surrounded by lush greenery gives an experience of great delight. The campus presents an excellent learning atmosphere with an imposing new building, spacious and well furnished classrooms, audio-visual hall, computer science laboratory, commerce laboratory, auditorium with a seating capacity of 1500 students, state of art library , separate recreation rooms for men and women students, modern rest rooms, canteen, free local transport, medical examination, adequate ICT facilities, adequate provision for sports and games with well-laid sports ground, water coolers, shuttle badminton court, CCTV cameras, numerous Forums and Associations for all-round development of the students and above all competent and committed faculty.

AIM OF THE INSTITUTION

Our aim is to mould the students into knowledgeable and responsible citizens with character and integrity. We are genuinely interested in the all-round development of the students. Therefore, our mission goes beyond academic excellence. In addition to academics, our other concerns are personality development of the students, promotion of interest in art and culture among the students, enlightening the minds of the students with enduring social and human values and creating environmental awareness among them. Our intention is to develop graduates who are dynamic, caring, optimistic and humane. To quote Swami Vivekananda, "We want the education by which character is formed, strength of mind is increased, the intellect is expanded, and by which one can stand on one's own feet". We are in pursuit of the holistic approach towards education. We believe

"Educating the mind without educating the heart is no education at all". - Aristotle.

ACADEMIC AMBIENCE

Excellent student discipline, ingeniously crafted teaching processes and the presence of mechanisms to provide exposure to the students to wide-range of learning experiences with ample scope for acquiring knowledge and skills and more importantly, an exceptional team of dedicated and committed teachers have created learner-centered inspiring academic ambience in the College.

VISION

Ensuring quality higher education to the socio-economically disadvantaged sections of the Society

MISSION

- To meet the growing demand for quality education and educate the poorest of the poor
- To mould the students as capable, caring and sensitive youth of higher caliber
- To motivate the students to play a prominent role in nation building with humane attitude and social concern
- To formulate the policies for student support initiatives
- To use the latest technology in the educational processes and practice integrated approaches in academic endeavours
- To mould the students into knowledgeable citizens of the country with character and integrity

PRESIDENT'S MESSAGE

I am very happy to be associated with our Educational institutions. I consider education as an ennobling process of growth. Motivate the weak and address the average is the underlying principle of our institutions. We strive to empower, embolden and support the weak and the deprived in their aspirations and pursuits. I am indeed fascinated to work for this noble cause as I feel the duty of life fulfilled here. I welcome all the students joining our institution on a fascinating journey of self-discovery and development.

Sri B. M. Sukumar Shetty
MLA, Byndoor Constituency

PROGRAMS OFFERED

1. **Bachelor of Commerce** (B.Com.-General)
2. **B.Com.** (Professional) - CA, CS
3. **Bachelor of Business Administration** (B.B.A.)
4. **Bachelor of Computer Applications** (B.C.A.) and
5. **Bachelor of Science** (B.Sc.)

STUDENT WELFARE SCHEMES

Institution Fee Concession for meritorious, economically poor, SC-ST, Sports, Orphan students and children of the employees of Coondapur Education Society (R.).

Education Sponsorship (Adoption Scheme)

- ✿ Coondapur Dinesh Memorial Supriya Kamat Banerjee Scholarship
- ✿ Gulvady Dasarabettu Chandrashekar Shetty Memorial Veema Umesh Shetty Scholarship
- ✿ Huntrike Sudhakar Shetty Scholarship
- ✿ Bannadi Kanakangi Koragayya Shetty Charitable Trust Scholarship
- ✿ Balkur Akshatha Shetty memorial Mysore Ananda Shetty Scholarship
- ✿ Dr. Asodu Anantharama Shetty Scholarship
- ✿ N RACK Accessories Pvt. Ltd., Bengaluru Scholarship

SCHOLARSHIPS

Govt. Scholarship

- ✿ Backward Class Scholarship
- ✿ SC/ST Scholarship
- ✿ Minority Scholarship
- ✿ MHRD Scholarship
- ✿ Vidyasiri Scholarship
- ✿ Agricultural Scholarship

Other Scholarships

- ✿ Jindal Scholarship
- ✿ Bunts Scholarship
- ✿ Labour Scholarship
- ✿ Beedi Scholarship
- ✿ G. Shankar Scholarship
- ✿ Konkan Kharvi Scholarship

- ✿ Mogaveera Scholarship
- ✿ Billava Samaja Scholarship
- ✿ Santoor Scholarship
- ✿ Kushal Hegde Scholarship
- ✿ Auto Driver's Scholarship
- ✿ Sujnana Nidhi (Dharmasthala Gramabhivraddhi Yojana) Scholarship
- ✿ Special Prizes & Gold Medals

Free-Mid day Meal

Serving the students with Free Mid-day meal on merit cum means basis.

FACILITIES IN THE COLLEGE

- State of the art Library
- Audio-Visual Hall
- Computer Science laboratories
- Chemistry laboratory
- Physics laboratory
- Free transportation from Shastri Circle to the College
- Well-laid out sports grounds
- Auditorium
- Water Coolers & Purifiers
- Men & Women Common rooms
- Cafeteria
- Career Counseling, Placement Training & Campus Drive

**COONDAPUR EDUCATION SOCIETY (R.)
KUNDAPURA**

MANAGING COMMITTEE

President & Correspondent	:	Sri B. M. Sukumar Shetty
Vice-Presidents	:	Sri Soloman Soans Prof. A. P. Mithanthaya
Secretary	:	Sri Seetharama Nackathaya
Joint Secretary	:	Sri K. Sudhakar Shetty
Treasurer	:	Sri K. Keshava Prabhu
Members	:	Sri B. Arun Kumar Shetty Dr. Y. S. Hegde Dr. Sachidananda Shetty Smt. Vinatha P. Rai Dr. Santhosh Kumar Shetty

COLLEGE GOVERING COUNCIL

Sri B. M. Sukumar Shetty, President
Sri Seetharama Nackathaya, Member
Sri Krishnamurthy Manja, Member
Sri Narayana Nayak, Member
Dr. A. Anantharama Shetty, Member
Sri H. Sudhakar Shetty, Member
Dr. Athul Kumar Shetty, Member
Sri B. S. Suresh Shetty, Member
Sri U. Sharath Shetty, Member
Dr. H. L. Shashirekha, Member - University Representative
Dr. Prashanth Naik, Member - University Representative
Prof. K. Umesh Shetty, Member - Secretary
Sri Chethan Shetty K., Member - Staff Representative

TEACHING FACULTY : 2022-23

PRINCIPAL

Prof. K. Umesh Shetty, M.Com., M.Phil, PGDHE.

VICE PRINCIPAL

Mr. Chethan Shetty K., M.A.(NET)

Dept. of Commerce

Prof. K. Umesh Shetty, M.Com., M.Phil, PGDHE	- Professor
Mrs. Veena V. Bhat, M.Com.	- Asst. Professor & HOD
Mr. Rajesh Shetty, M.Com. (KSET, NET)	- Asst. Professor
Mr. Rakshith Rao, M.Com., B.Ed.	- Asst. Professor
Mr. Satish Shetty, M.Com.	- Asst. Professor
Mrs. Preeti Hegde, M.Com.	- Asst. Professor
Mrs. Prithvishree G. Shetty, M.Com., (KSET)	- Asst. Professor
Mr. Sudhir Kumar, M.Com., (KSET)	- Asst. Professor
Ms. Malathi, M.Com.	- Asst. Professor
Mr. Yogeesh, M.Com.	- Asst. Professor
Mr. Sathish Kanchan, M.Com.	- Asst. Professor
Ms. Sushmitha S., M.Com.	- Asst. Professor
Ms. Deepa Poojary, M.Com.	- Asst. Professor
Mrs. Arpana Shetty H., M.Com., B.Ed.	- Asst. Professor
Ms. Vinaya V. Shetty, M.Com., (KSET)	- Asst. Professor
Mr. Sharath Kumar, M.Com., (KSET)	- Asst. Professor
Ms. Shwetha, M.Com., (NET, KSET)	- Asst. Professor
Mrs. Josline R. Almeida, M.Com.	- Asst. Professor

Dept. of Business Administration

Mrs. Nanda Rai, M.B.A., M.Com.	- Asst. Professor & HOD
Mrs. Avitha M. Correa, M.B.A.	- Asst. Professor
Mr. Hareesha B., M.Com., M.B.A., PGDCA, (KSET)	- Asst. Professor
Mrs. Nisha Shetty, M.B.A.	- Asst. Professor
Mr. Rajath Bangera, M.B.A.	- Asst. Professor
Mr. Praveen Mogaveera, M.A., (KSET)	- Asst. Professor
Mr. Sudhakar P., M.A.	- Asst. Professor

Department of Kannada

Mr. Chethan Shetty K., M.A.,(NET)

- Asst. Professor & HOD

Mrs. Reshma Shetty, M.A., B.Ed.

- Asst. Professor

Mr. Sukumar Shetty, M.A., B.Ed.

- Asst. Professor

Mrs. Praveena M. Poojary, M.A.

- Asst. Professor

Department of Hindi

Dr. Deepa, M.A., B.Ed., M.Phil, Ph.D.

- Asst. Professor & HOD

Mrs. Revathi, M.A., M.Phil.

- Asst. Professor

Department of Samskritha

Mr. Ganesh Bhat, M.A.

- Asst. Professor & HOD

Department of English

Mrs. Deepika G., M.A., B.Ed.

- Asst. Professor & HOD

Ms. Monica Dsouza, M.A., B.Ed.

- Asst. Professor

Mr. Stalin D'souza, M.A.

- Asst. Professor

Ms. Ravina C . Poojary, M.A.

- Asst. Professor

Department of Computer Science

Mr. Mahesh Kumar, M.Sc.

- Asst. Professor & HOD

Ms. Vinitha S. Ganiga, B.E.

- Asst. Professor

Mr. Trivarna, M.C.A.

- Asst. Professor

Mr. Sujay, M.Sc.

- Asst. Professor

Mr. Shreekanth, M.Sc., B.Ed.

- Asst. Professor

Ms. Deepthi K.G., M.Sc.

- Asst. Professor

Ms. Pavithra, M.Sc.

-Asst.Professor

Ms. Megha, M.sc.

-Asst.Professor

Department of Science

Ms. Chaithra M.Sc.

- Asst. Professor (Physics)

Ms. Nirusha A. Shetty, M.Sc.

- Asst. Professor (Mathematics)

Mrs. Chaithra, M.Sc.

- Asst. Professor (Mathematics)

Ms. Rakshitha S., M.Sc.

- Asst. Professor (Chemistry)

Ms. Kavya K.,M.Sc.

- Asst. Professor (Chemistry)

Department of Physical Education

Mr. Ranjith T. N., B.A., M.P.Ed.

- Director

NON-TEACHING FACULTY

Library & Information Centre

Mr. Mahesh Naik, B.Com. M.L.I.S - Librarian

Administrative Staff

Ms. Gayathri Shet, B.Sc., - Office Superintendent
Mrs. Surekha Shetty, M.A. - First Division Clerk
Mr. Sudheendra K. S., B.Com. - First Division Clerk
Mrs. Vidyavathi, B.Com. - First Division Typist
Mrs. Srilatha, B.Com. - Second Division Typist
Ms. Sangeetha, B.Com. - Second Division Clerk
Ms. Shwetha, B.C.A. - Second Division Typist
Ms. Supreetha, B.C.A. - First Division Typist
Mr. Sharath Kotari, B.Com. - Accountant
Mr. Rakshith, B.A., (Dip.) - Lab Instructor
Ms. Prathika, B.Com. - Second Division clerk

Support Staff

Mr. Sathisha Shetty - Attender
Mr. Sharath Kharvi - Attender
Mr. Nithyananda, B.Com. - Attender
Mr. Rajesh Shetty, I.T.I. - Attender
Mrs. Rathna - Sanitary Worker
Mrs. Bhagyalaxmi - Sanitary Worker
Mrs. Thara - Sanitary Worker
Mrs. Yashoda - Sanitary Worker
Mrs. Saritha - Sanitary Worker

Internal Quality Assurance Cell (IQAC) : 2022-23

CORE MEMBERS

1. **Prof K. Umesh Shetty** Chairman
Principal
2. **Mrs. Deepika G.** Co-ordinator
Asst. Prof. & Head, Dept. of English
3. **Mr. Rakshith Rao** Asst. Co-ordinator
Asst. Prof., Dept. of Commerce

ASSOCIATE MEMBERS

(Criterion - wise & Administrative Representatives)

4. **Mr. Satish Shetty** Head, Criterion I
Asst. Prof., Dept. of Commerce
5. **Mrs. Veena V. Bhat** Head, Criterion II
Asst. Prof. & HOD, Dept. of Commerce
6. **Mrs. Nanda Rai** Head Criterion III
Asst. Prof. & HOD, Business Administration
7. **Mr. Mahesh Kumar** Head, Criterion IV
Asst. Prof. & HOD, Comp. Sci. & Application
8. **Mr. Rajesh Shetty** Head, Criterion V
Asst. Prof., Dept. of Commerce
9. **Mr. Rakshith Rao** Head, Criterion VI
Asst. Prof., Dept. of Commerce
10. **Mrs. Avitha M. Correa** Head, Criterion VII
Asst. Prof., Dept. of Business Admin.
11. **Mr. Sujay** Web Administrator
Asst. Prof., Dept. of Comp. Sci. & Application
12. **Mr. Chethan Shetty K.** Vice Principal
Asst. Prof. & HOD, Dept. of Kannada
13. **Ms. Gayathri Shet** Administrative Staff
Office Superintendant

ADVISORY MEMBERS

14. **Sri B. M. Sukumar Shetty** Management Representative
President, CES (R.)
15. **Sri Seetharama Nackathaya** Management Representative
Secretary, CES (R.)

- | | |
|--|-------------------------|
| 16. Dr. M. Dinesh Hegde
Retd. Principal, Kundapura | Educationalist |
| 17. Sri K. Chandrashekar
M.D., Kalpatharu Industries, Kundapura | Industry Representative |
| 18. Mr. Sudeep Shetty
President, Alumni Association | Alumni Representative |
| 19. Mr. K. Rajarama Shetty
President, PTA | Parent Representative |
| 20. Secretary, Student
Welfare Council (SWC) | Student Representative |
| 21. Convener, Students' Quality
Assurance Cell (SQAC) | Student Representative |

Academic and Administrative Responsibilities : 2022-23

**Quality Assurance & Accreditation:
IQAC & NAAC Co-ordinators**

**Mrs. Deepika G.
Mr. Rakshith Rao**

ACADEMIC COMMITTEES

**Prospectus, Admission handouts,
Teacher's Academic diary, Student
Handbook & Academic Calendar**

**Prof. K. Umesh Shetty
Mrs. Deepika G.
Ms. Monica Dsouza
Mr. Stalin D'souza
Ms. Ravina C. Poojary**

Faculty Teaching Monitoring Committee

**Mr. Chethan Shetty K.
Mrs. Veena V. Bhat**

Library Advisory Committee

**Mr. Mahesh Naik
Mr. Chethan Shetty K.
Mrs. Veena V. Bhat
Mrs. Nanda Rai
Mr. Mahesh Kumar
Mr. Satish Shetty**

**Co-ordinator for B.Com. (Prof.) Program
Co-ordinators for MOOCs -
SWAYAM/NPTEL/IIRS**

**Mr. Mahesh Kumar
Ms. Vinitha S. Ganiga
Mr. Trivarna
Ms. Deepthi K. G.**

E-Content/LMS

Administrative Committees

NIRF & AISHE

Chairman	:	Prof. K. Umesh Shetty
Co-ordinators	:	Mrs. Avitha Corriea Ms. Vinitha S. Ganiga

Admissions & Renewal of admissions

Chairman	:	Prof. K. Umesh Shetty
Co-ordinators	:	Mr. Rakshith Rao Mr. Chethan Shetty K. Mrs. Veena V. Bhat Mrs. Nanda Rai Mr. Mahesh Kumar

Code of conduct & Vigilance

Principal	:	Prof. K. Umesh Shetty
Vice Principal	:	Mr. Chethan Shetty K.
IQAC Co-ordinator	:	Mrs. Deepika G.
Student Welfare Officers	:	Mr. Rakshith Rao Ms. Vinitha S. Ganiga
Staff Welfare Secretary	:	Mr. Mahesh Naik
Heads of Program Depts.	:	Mrs. Veena V. Bhat Mrs. Nanda Rai Mr. Mahesh Kumar Ms. Chaithra

Website Management : Mr. Sujay

Web and e-campus Administrators : Mr. Shreekanth

Documentation, IQAC Newsletter & Campus Voice News Bulletin Committee

Convener	:	Mrs. Deepika G.
Editor	:	Ms. Monica Dsouza
Members	:	Mr. Sujay Ms. Nirusha Shetty Mrs. Arpana Shetty Mr. Sharath Kumar

Feedback and Appraisal

Principal	:	Prof. K. Umesh Shetty
Co-ordinators	:	Mr. Mahesh Kumar Mr. Sujay

Estate Maintenance	: Mr. Ranjith T.N. Mr. Sudhakar P.
Press, Media & Publicity WA, FB, MU News Letter etc.	: Mr. Praveen Mogaveera Mr. Chethan Shetty K.
Collaborations and Exchange Programmes	Mr. Rakshith Rao Mrs. Deepika G.
Coordination with ICT Academy	Mr. Mahesh Kumar Mr. Rajath Bangera
E-Governance Cell for UUCMS Coordination Nodal Officer IT Support Officer	Mr. Mahesh Kumar Mr. Trivarna
Physical Verification and Internal Audit Committee	Mr. Hareesha B. Mr. Praveen Mogaveera & all the HODs

Welfare Committees

Student Welfare Council	Chairman : Prof. K. Umesh Shetty SWO's : Mr. Rakshith Rao Ms. Vinitha S. Ganiga
Staff Welfare Association	Chairman : Prof. K. Umesh Shetty Secretary : Mr. Mahesh Naik
Alumni Association	Advisors : Prof. K. Umesh Shetty Mr. Chethan Shetty K. Mr. Rakshith Rao Mr. Yogeesh Ms. Deepa Poojary Mrs. Arpana Shetty
Parent Teacher Association	Advisors : Prof. K. Umesh Shetty Mr. Chethan Shetty K. Mr. Satish Shetty Mrs. Veena V. Bhat Mrs. Nanda Rai Mr. Mahesh Kumar

Career Guidance, Training,
Internships and Placement Cell

Innovation & Entrepreneurship
Development Cell

Consumer Forum

Human Values and Professional
Ethics Cell

Student's Counseling Cell

Mr. Mahesh Kumar
Mr. Rajath Bangera

Mr. Sharath Kumar
Mr. Praveena

Mrs. Veena V. Bhat
Mrs. Preethi Hegde

Ms. Chethan Shetty K.
Ms. Nanda Rai

Mrs. Veena V. Bhat
Mr. Rakshith Rao

Co-curricular Associations

Subject Associations :

Commerce & Management
Association

Mr. Rajesh Shetty
Mr. Rajath Bangera

Science & IT Association

Ms. Chaithra
Mr. Trivarna

Aptitude Associations :

Fine Arts Association

Mrs. Deepika G
Ms. Sushmitha S
Ms. Ravina C. Poojary
Ms. Kavya

Yakshagana Sangha

Mr. Rakshith Rao
Ms. Malathi

Nature Club

Mr. Sudhir Kumar
Ms. Shwetha

Annual Magazine 'Shikara' Editorial Board

Executive Editor : Mr. Praveen Mogaveera

Member : Mrs. Reshma Shetty Mr. Rakshith Rao
Mr. Hareesha B. Mr. Sudhir Kumar
Ms. Vinitha C. Ganiga Ms. Chaithra
Ms. Monica Dsouza

Wall Magazine 'Dhwani' Editorial Board:

Executive Editor : Mrs. Praveena M. Poojary

Members : Mrs. Revathi
Mr. Sharath Kumar
Mr. Stalin D'Souza
Ms. Pavithra
Ms. Rakshitha

Literary Associations

Kannada Sangha	Mrs. Reshma Shetty Mrs. Praveena M. Poojary
Hindi Sangh	Dr. Deepa Mrs. Preethi Hegde
Sanskrit Sangha	Mr. Ganesh Bhat Ms. Shwetha
English Association	Ms. Monica Dsouza Mr. Stalin D'souza
Kundagannada Sangha	Mr. Sukumar Shetty Ms. Vinaya V. Shetty

Extra Curricular Associations : 2022-23

National Service Scheme (NSS)	Mr. Chethan Shetty K. Ms. Deepa Poojary
National Cadet Corps (NCC)	Mr. Hareesha B Mr. Sharath Kumar
Youth Red Cross (YRC) & Red Ribbon Club	Mrs. Avitha M. Correa Mr. Yogeesh
Rovers & Rangers (RR)	Mr. Satish Shetty Mrs. Arpana Shetty
Rotaract Club	Mr. Sathish Kanchan Mrs. Revathi
Games & Sports Association	Mr. Ranjith T.N. Mr. Shreekanth

Statutory Cells

Anti-Ragging Cell	Mr. Rajesh Shetty Mr. Sudhakar P.
-------------------	--------------------------------------

Anti-Sexual Harassment Cell & Internal Complaints Committee (ICC)	Mrs. Nanda Rai Mrs. Preeti Hegde
Anti-Human Trafficking Club	Mr. Sukumar Shetty
Human Rights Cell	Ms. Malathi Ms. Nirusha Shetty
Equal Opportunity Cell	Mr. Yogeesh
Electoral Literacy Cell	Mr. Praveen Mogaveera
Women Empowerment Cell	Ms. Chaithra Ms. Rakshitha S.

Grievance Redressal Cell

Principal	: Prof. K. Umesh Shetty
Vice Principal	: Mr. Chethan Shetty K.
IQAC Co-ordinator	: Mrs. Deepika G.
Student Welfare Officers	: Mr. Rakshith Rao Ms. Vinitha S. Ganiga
Staff Welfare Secretary	: Mr. Mahesh Naik
Heads of Program Dept	: Mrs. Veena V. Bhat Mrs. Nanda Rai Mr. Mahesh Kumar

Class Mentors : 2022-23

Class & Section	Name of the Mentors
I B.Com. (A)	Mrs. Deepika G. Mr. Sharath Kumar Mr. Stalin D'Souza
I.B.Com. (B)	Mrs. Reshma Shetty Ms. Vinaya V. Shetty Mrs. Revathi D.
I.B.Com. (C)	Mr. Sathish Kanchan Mrs. Praveena M. Poojary Ms. Ravina C. Poojary
I.B.Com. (D)	Ms. Malathi

I B.B.A.	Mrs. Avitha M. Correa Mr. Praveen Mogaveera
I B.C.A. (A)	Mr. Sujay Mr. Shreekanth
I B.C.A. (B)	Dr. Deepa Ms. Pavithra
I B.Sc.	Ms. Nirusha
II B.Com. (A)	Mr. Yogeesh Ms. Monica Dsouza
II B.Com. (B)	Mr. Sudhakar P Mrs. Arpana Shetty
II B.Com. (C)	Mr. Sukumar Shetty Ms. Sushmitha S.
II B.Com.(D)	Mrs. Preeti Hegde
II B.B.A.	Mrs. Nanda Rai
II B.C.A.	Mr. Mahesh Kumar Ms. Deepthi K.G.
II B.Sc.	Ms. Rakshitha
III B.Com. (A)	Mr. Rajesh Shetty Ms. Deepa Poojary
III B.Com. (B)	Mr. Sudhir Kumar Ms. Shwetha
III B.Com. (C)	Mr. Rakshith Rao Mr. Hareesha B
III B.Com. D	Mr. Sathish Shetty
III B.B.A.	Mr. Rajath Bangera
III B.C.A.	Ms. Vinitha S. Ganiga Mr. Trivarna
III B.Sc.	Ms. Chaithra

Mangalore University Regulations Governing the Choice Based Credit System Semester Scheme with Multiple Entry and Exit Options in the Undergraduate and Post-graduate Degree Programs in the Faculties of Arts, Science And Commerce

Framed under Section 44 (1) (c) of the KSU Act 2000) [Notification vide MU/ACC/CR34/NEP/2021-22/A2 dated 03/11/2021]

Preamble :

The New Education Policy (2019) initiated and developed by the Ministry of Human Resource Development (HRD), Govt. of India, has been approved by the Central cabinet on July 29, 2020. The National Education Policy (NEP) has brought several reforms in Indian education which includes broad based multi-disciplinary Undergraduate Education with 21st Century skills while developing specialized knowledge with disciplinary rigor. It is to bring equity, efficiency and academic excellence in National Higher Education System. The important ones include innovation and improvement in course-curriculum introduction of paradigm shift in learning and teaching pedagogy, evaluation and education system. The NEP has recommended a Multi-disciplinary Undergraduate Program with multiple exit and entry options with Certificate - Diploma - Degrees at each of the exits.

Further, the Karnataka State Higher Education Council has proposed a model curriculum framework and an implementation plan for the State of Karnataka. It is to suggest and facilitate the implementation of schemes and programs, which improve not only the level of academic excellence but also improve the academic and research environment in the state. The proposed curriculum framework endeavors to empower the students and help them in their pursuit for achieving overall excellence.

The proposed Four-year Multi-disciplinary Undergraduate program is a fundamental transformation of the current undergraduate education which replaces the conventional undergraduate programs of universities in the State. Outcome Based Education (OBE) practices are to be used to design the curriculum. It is proposed to develop Graduate Attributes at appropriate level which will act as common denominator for curriculum across universities.

Curriculum shall focus on critical thinking and problem solving. Conscious efforts to develop cognitive and non-cognitive problem-solving

skills among the learners shall be part of the curriculum. Use of Bloom's Taxonomy in designing curriculum to move from lower order thinking skills to higher order thinking skills is a desired option. The programmes designed shall empower graduates as expert problem solvers using their disciplinary knowledge and collaborating in multi-disciplinary teams.

Hence, Mangalore University thought of it to implement the multidisciplinary and holistic education in all the under-graduate programs and the consequential post-graduate programs, with multiple entry and exit options with multiple certificate/diploma/degrees in the Faculties of Arts, Science, Commerce and Management to replace the present undergraduate degree programs effective from the academic year 2021-22. Hence, these Regulations are imposed.

1. Title and Commencement :

- 1.1 These regulations shall be called "The Regulations Governing the Choice Based Credit System Semester Scheme with Multiple Entry and Exit Options in the Undergraduate and Postgraduate Degree Programs in the Faculties of Arts, Science and Commerce".
- 1.2 These regulations shall come into force from the Academic Year 2021-22.
2. Salient Features of the Four Years Multidisciplinary Undergraduate Programs with Multiple Entry and Exit Options
 - 2.1. The program shall be structured in a semester mode with multiple exit options with Certificate, Diploma and Basic Bachelor Degree at the completion of first, second and third years, respectively. The candidate who completes the four years Undergraduate Program, either in one stretch or through multiple exits and re-entries would get a Bachelor's degree with Honors.
 - 2.2. The four years undergraduate Honors degree holders with research component and a suitable grade are eligible to enter the 'Doctoral (Ph.D.) Program' in a relevant discipline or to enter 'Two Semester Master's Degree program with project work'.
 - 2.3. Candidates who wish to enter the master's / doctoral program in a discipline other than the major discipline studied at the undergraduate programs, have to take additional courses in the new discipline to meet the requirement or to make up the gap

between the requirement and the courses already studied.

- 2.4. There may be parallel five year integrated Master's degree programs with exit options at the completion of third and fourth years, with the undergraduate degree and undergraduate degree with honors in a discipline, respectively.
- 2.5. There may also be an integrated doctoral program with exit option at the end of the first year with the Master's degree.
- 2.6. The students who exit with Certificate, Diploma and Basic Bachelor Degree shall be eligible to re-enter the program at the exit level to complete the program or to complete the next level.
- 2.7. The Multi-disciplinary Undergraduate Program may help in the improvement of all the educational outcomes, with a flexible and imaginative curricular approach. The program provides for both breadth and depth in diverse areas of knowledge. A range of courses are offered with rigorous exposure to multiple disciplines and areas, while specializing in one or two areas. The program fulfills knowledge, vocational, professional and skill requirements along-side humanities and arts, social, physical and life sciences, mathematics, sports etc.
- 2.8. The curriculum combines conceptual knowledge with practical engagement and understanding that has relevant real world application through practical laboratory work, field work, internships, workshops and research projects.
- 2.9. A few courses are common to all students which contributes to the breadth of study and two areas of specialization in disciplinary areas provides for depth of study.
- 2.10. The areas of specialization which the students are required to choose are either two disciplines / subjects or a discipline called 'major' (e.g. History or Economics or Physics or Mathematics) and an area of additional discipline called 'minor' (e.g. Music or Sports or Geography). Students gain deep disciplinary knowledge through theory and practical experiences in their area of specialization (major). They gain a reasonable understanding of the area of additional study (minor) that they choose. Students can choose subject combinations across 'streams' (e.g. a student can choose a 'major' in physics and combine it with a 'minor' in history or Music or Sports). One of the disciplines can

also be a vocational subject or Teacher Education.

- 2.11. The students may study two disciplines at the same level or breadth up to the sixth semester and choose one of them for study in the fourth year to obtain the Honors degree in that discipline. A student who wishes to get dual honors degrees may repeat the fourth year of the program in the second discipline.
- 2.12. The students may choose one discipline and vocational subject or Teacher Education for their study in the undergraduate program. This will enable them to get an Honors degree either in the discipline or in the vocational subject / Teacher Education or both, in the discipline and in the vocational subject / Teacher Education.
- 2.13. Skills shall be explicitly integrated, highly visible, taught in context, and have explicit assessment. The skills shall include abilities in language and communication, working in diverse teams, critical thinking, problem solving, data analysis and life skills.
- 2.14. Students shall be given options to choose courses from a basket of courses which the institution is offering. There shall be no rigidity of combination of subjects.

The Four-Year Choice Based Credit System Semester Scheme makes the product of a University at par with the global practices in terms of academic standards and evaluation strategies. In the emerging scenario of Internationalization of Indian Higher Education, it is imperative that the Universities in India should follow this system so that the mobility of their products both within and across the geographical jurisdiction becomes possible.

Salient Features of Credit Based Semester Scheme (CBSS) :

Each course shall carry certain number of credits. Credits normally represent the weightage of a course and are a function of teaching, learning and evaluation strategies such as the number of contact hours, the course content, teaching methodology, learning expectations, maximum marks etc. In the proposed programs, generally one hour of instructions per week in a semester is assigned one credit. In terms of evaluation, one credit is generally equivalent to 25 marks in a semester. Thus a 3 or 4

credits course will be assessed for 100 marks, 2 credits courses are assessed for 50 marks and one credit course will be assessed for 25 marks. What matters for the calculation of Semester Grade Point Average (SGPA) or the Cumulative Grade Point Average (CGPA) is the percentage of marks secured in a course and the credits assigned to that course.

On this basis, generally, a three-year six-semester undergraduate program will have around 140 credits, and a four-year eight-semester honors degree program will have around 180 credits and a five-year ten-semester master's degree program will have 220 credits.

The general features of the Credit Based Semester Scheme are as follows :

- a. The relative importance of subjects of study is quantified in terms of credits
- b. The subjects of study include core, elective, ability/skill enhancement courses
- c. The program permits horizontal mobility in course selections.
- d. The students shall take part in co-curricular and extension activities
- e. The declaration of result is based on Semester Grade Point Average (SGPA) or Cumulative Grade Point Average (CGPA) earned

3. Programs :

- 3.1. Faculty of Arts
- 3.2. Faculty of Science
- 3.3. Faculty of Commerce

Bachelor's Degree / Bachelor's Degree with Honors / Integrated Master's Degree / Master's Degree in respective Faculty / Streams and any other program in respective Faculty introduced by Mangalore University from time-to-time.

4. Duration of Programs, Credits requirements and Options :

- 4.1. The undergraduate degree should be of either a three or four year duration, with multiple entry and exit options within this period, The four years multi-disciplinary Bachelor's program is the preferred option as it allows the opportunity to experience the full range of holistic and multidisciplinary education with a

focus on major and minor subjects as per the student's preference. The four-year program may also lead to a degree with Research, if the student completes a rigorous research project in the major area(s) of study.

- 4.2. The undergraduate programs shall extend over four academic years (Eight Semesters) with multiple entry and exit options. The students can exit after the completion of one academic year (two semesters) with the Certificate in a discipline or a field; Diploma after the study of two academic years (four Semesters) and Regular Bachelor Degree after the completion of Three academic years (six Semesters). The successful completion of Four Years undergraduate Program would lead to Bachelor Degrees with Honors in a discipline/subject. Each semester shall consist of at least 16 weeks of study with a minimum of 90 working days (excluding the time spent for conducting end semester examinations).
- 4.3. The candidates shall complete the courses equivalent to minimum credit requirements

Exit with	Min. Credits Requirement*	NSQF Level
Certificate at the Successful Completion of First Year (Two Semesters) of Four Years Multidisciplinary U.G. Degree Program	48	5
A Diploma at the Successful Completion of the Second Year (Four Semesters) of Four Years Multidisciplinary U.G. Degree Program	96	6
Basic Bachelor Degree at the Successful Completion of the Third Year (Six Semesters) of Four Years Multidisciplinary Undergraduate Degree Program	140	7
Bachelor Degree with Honors in a Discipline at the Successful Completion of the Four Years (Eight Semesters) Multi disciplinary Undergraduate Degree Program	180	8

- 4.4. Degree or diploma or certificate: Provided further that, the student shall be required to earn the required number of credits in the core subject are necessary for the award of the degree or Diploma or Certificate, as specified by the degree awarding HEI,

in which the student is enrolled.

- 4.5. The students shall be required to earn at least fifty per cent of the credits from the Higher Education Institution (HEI) awarding the students shall be required to earn at least fifty per cent of the credits from the Higher Education Institution (HEI) awarding the degree or diploma or certificate : Provided further that, the student shall be required to earn the required number of credits in the core subject area necessary for the award of the degree or Diploma or Certificate, as specified by the degree awarding HEI, in which the student is enrolled.
- 4.6. A candidate who successfully completes a three year Bachelor's degree, with a minimum CGPA of 7.5 and wishes to pursue the fourth year of the undergraduate program by research, shall be allowed to continue the program with Research to obtain the Bachelor's degree with honors by research, while other candidates may continue their studies in the fourth year of the undergraduate program with or without a research project along with other courses as prescribed for the program to complete their Bachelor's degree with honors.
- 4.7. Candidates who successfully complete their four years Bachelor's degree with honors, either by research or course work with research component and a suitable grade are eligible to enter the 'Doctoral (Ph.D.) Program in a relevant discipline or to enter the "Two Semester Master's Degree program".
- 4.8. Candidates who wish to complete the undergraduate and the postgraduate programs faster, may do so by completing the different courses equal to the required number of credits and fulfilling all other requirements in N-1 semesters (where N is the number of semesters of an undergraduate/ postgraduate program). This facility is available for the programs with a minimum duration of three years or six semesters. For example, a candidate may obtain his / her Six Semesters Bachelor's degree, after successfully completing five semesters of the program, provided he/she has completed courses equal to the required/ prescribed number of credits and fulfills all other requirements for awarding the degree. Likewise, a candidate may obtain his/her Eight Semesters Bachelor's degree with honors, after successfully completing seven semesters of the program, provided he / she has completed courses equal to the required number of credits and fulfills all other requirements for awarding the Bachelor's degree with honors.

- 4.9. Similarly, candidates may complete both the undergraduate and the postgraduate programs in slow track. They may pursue the three years or six semester programs in 4 to 5 years (8 to 10 semesters) and four years or eight semester programs in 5 to 6 years (10 to 12 semesters). As a result, the higher education institutions have to admit candidates not only for programs, but also for subjects or courses. But the new admissions are generally made in the beginning of an academic year or the beginning of odd semesters.
- 4.10. National Skills Qualifications Framework (NSQF) :
- 4.10.1. The National Skills Qualifications Framework (NSQF) is a competency based framework that organizes qualifications according to a series of knowledge, skills and aptitude. The NSQF levels, graded from one to ten, are defined in terms of learning outcomes which the learner must possess regardless of whether they are obtained through formal, nonformal or informal learning.
- 4.10.2. National Occupational Standards (NOS) are statements of the skills, knowledge and understanding needed for effective performance in a job role and are expressed as outcomes of competent performance. They list down what an individual performing that task should know and also are able to do. These standards can form the benchmarks for various education and training programs to match with the job requirements. Just as each job role may require the performance of a number of tasks, the combination of NOSs corresponding to these tasks form the Qualification Pack (QP) for that job role.
- 4.10.3. The NOSs and QPs for each job role corresponding to each level of the NSQF are being formulated by the respective Sector Skill Councils (SSCs) set up by National Skill Development Corporation (NSDC) with industry leadership. The curriculum which is based on NOSs and QPs would thus automatically comply with NSQF.
- 4.10.4. General Education has to be synchronized / aligned with skill and Vocational Education as per National Skills Qualifications Framework. The level descriptors are given below as described in UGC Guidelines on National Skills Qualifications Framework. The curriculum should be designed in a manner that at the end of year-1, year-2 and year-3, students are able to meet below requirements:

At the end of First Year	Ability to solve well defined problems
At the end Second Year	Ability to solve broadly defined problems
At the end of Third Year	Ability to solve complex problems that are ill- structured requiring multi-disciplinary skills to solve them
During the end of Fourth Year	Experience of workplace problem solving in the form of Internship or Research Experience preparing for Higher Education or Entrepreneurship Experience

Levels	Process required	Professional Knowledge	Professional Skill	Core Skill	Responsibility
1	Job that requires well developed skill, with clear choice of procedures in familiar context.	Knowledge of facts, principles, processes and general concepts, in a field of work or study.	A range of cognitive and practical skills required to accomplish tasks and solve problems by selecting and applying basic methods, tools materials and information.	Desired mathematical skill, understanding of social, political and some skill of collecting and organizing information, Communication.	Responsibility for own work and learning and some responsibility for other's works and learning.
2	Demands wide range of specialized technical skill, clarity of knowledge and practice in broad range of activity involving standard / nonstandard practices.	Factual and Theoretical knowledge in broad contexts within a field of work or study.	A range of cognitive and practical skills required to generate solutions to specific problems in a field of work or study.	Reasonably good in Mathematical calculation, understanding of social, political and, reasonably good in data collecting and organizing.	Responsibility for own work and learning and full responsibility for other's works and learning information, and logical communication.
3	Requires a command of wide ranging specialized theoretical and practical skill, involving variable routine and non-routine context	Wide ranging, factual and theoretical knowledge in broad contexts within a field of work or study	Wide range of cognitive and practical skills required to generate solutions to specific problems in a field of work or study	Good logical & mathematical skill; understanding of social, political and natural environment; ability in collecting and organizing information, communication and presentation skill.	Full responsibility for output of group and development

4.10.6. The Integrated Master's Degree Programs shall extend over Five academic years (Ten Semesters) with exit options with Bachelor Degree after successful completion of Three academic years (Six Semesters) of study and Bachelor Degree with Honors in a discipline / subject at the end of Four academic years (Eight Semesters). Completion of five years of Integrated Program would lead to Master's degree in a subject.

4.11. Credit Requirements :

The candidates shall complete courses equivalent to a minimum of :

- ▶ 140 credits to become eligible for the Regular Bachelor Degree
- ▶ 180 credits to become eligible for the Bachelor Degree with Honors
- ▶ 220 credits to become eligible for the Integrated Master's Degree
- ▶ 44 Credits after the Bachelor Degree to become eligible for the P.G. Diploma
- ▶ 88 Credits after the Bachelor Degree to become eligible for the Master's Degree

4.12. Options :

4.12.1. It is optional for the candidate to exit or not, after two, four and six semesters of the undergraduate program with Certificate, Diploma and with Regular Bachelor Degree, respectively. He / she will be eligible to rejoin the program at the exit level to complete either the diploma, degree or the honors degree. Further, all the candidates will be awarded Bachelor degrees on successful completion of Three academic years (Six Semesters) of the undergraduate programs.

4.12.2. Two Years Master's Degree Programs will have exit option at the end of One Academic Year (Two Semesters) with the Post-graduate Diplomas in the respective disciplines / subjects, provided they complete courses equal to a minimum of 44 credits.

4.12.3. A student will be allowed to enter / re-enter only at the Odd Semester and can only exit after the Even Semester. Re-entry at various levels as lateral entrants in academic programs

should be based on the earned credits and proficiency test records.

5. Academic Bank of Credits (ABC) :

- 5.1. The Academic Bank of Credits (ABC), a national-level facility will promote the flexibility of the curriculum framework and interdisciplinary / multidisciplinary academic mobility of students across the Higher Education Institutions (HEIs) in the country with appropriate "credit transfer" mechanism. It is a mechanism to facilitate the students to choose their own learning path to attain a Degree / Diploma / Certificate, working on the principle of multiple entry and exit as well as anytime, anywhere, and any level of learning. ABC will enable the integration of multiple disciplines of higher learning leading to the desired learning outcomes including increased creativity, innovation, higher order thinking skills and critical analysis.
- 5.2. ABC will provide significant autonomy to the students by providing an extensive choice of courses for a program of study, flexibility in curriculum, novel and engaging course options across a number of higher education disciplines/ institutions.
- 5.3. The ABC allows for credit redemption through the process of commuting the accrued credits in the Academic Bank Account maintained in the ABC for the purpose of fulfilling the credits requirements for the award of certificate / diploma / degree by the authorized HEIs.
- 5.4. The validity of credits earned will be for a maximum period of seven years or as specified by the Academic Bank of Credits (ABC). The procedure for depositing credits earned, its shelf life, redemption of credits, would be as per UGC (Establishment and Operationalization of ABC scheme in Higher Education) Regulations, 2021.

6. Eligibility for Admissions :

The eligibility of the candidates for the admissions to various U.G. and P. G. Programs shall be as per the requirements specified and notified by the affiliating University.

7. Medium of Instruction :

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

8. Subjects of Study :

The components of curriculum for Four Years Multidisciplinary Undergraduate Program: The Category of Courses and their Descriptions are given in the following Table.

Sl. No.	Category of Courses	Objective / Outcome
1.	Languages	Languages provide the medium of fresh and free thinking, expression and clarity in thought and speech. It forms as a foundation for learning other courses and helps fluent communication. In addition to Kannada, a candidate shall opt for any of the languages studied at the Pre-University or equivalent level.
2.	Ability Enhancement Courses (AEC)	Ability enhancement courses are the generic skill courses which are basic and needed for all to pursue any career. These courses ensure progression across careers. They enable students to develop a deeper sense of commitment to oneself and to the society and nation largely.
3.	Skill Enhancement / Development Courses / Vocational Courses (SEC)	Skill Enhancement courses are to promote skills pertaining to a particular field of study. The purpose of these courses is to provide students life-skills in hands-on mode so as to increase their employability / Self-employment. The objective is to integrate discipline related skills in a holistic manner with general education. These courses may be chosen from a

		pool of courses designed to provide value-based /and or skill based knowledge. The University may offer its own courses under this category based on expertise available, specialization, requirements, scope and need.
4.	Foundation / Discipline based Introductory Courses	Foundation/Introductory courses bridge the gap for a student if his / she have not got a basic groundwork in a specific area of discipline. These courses will supplement in better understanding of how to integrate knowledge to application into a society.
5.	Major Discipline Core Courses	A Major discipline is the field in which a student focuses during the course of his / her degree. A course in a discipline, which a candidate should compulsorily study as a core requirement A Major discipline is the field in which a student focuses during the course of his / her degree. A course in a discipline, which a candidate should compulsorily study as a core requirement is termed as a Core course. The core courses aim to cover the basics that a student is expected to imbibe in that particular discipline. They provide fundamental knowledge and expertise to produce competent, creative graduates with a strong scientific, technical and academic acumen. These courses are to be taught uniformly across all universities with minimum deviation. The purpose of fixing core courses is to ensure that

		all the institutions follow a minimum common curriculum so that each institution adheres to a common minimum standard which makes credit transfer and mobility of students easier.
6.	Major Discipline Elective Courses	Elective Course is a course which can be chosen from a pool of courses and which may be very specific or specialized or advanced or supportive to the discipline / subject of study or which provides an extended scope or enables an exposure to some other discipline / subject / domain or which nurtures the candidate's proficiency / skill. Elective courses offered under the main discipline are referred to as Discipline Specific Electives. These courses provide more depth within the discipline itself or within a component of the discipline and provide advanced knowledge and expertise in an area of the discipline. The University may have its own courses based on available expertise, specialization, requirements, scope and need. The elective courses may be of interdisciplinary nature.
7.	Minor Discipline Courses	A Minor Discipline is a secondary specialization that one may choose to pursue in addition to a Major Discipline. They may be related areas of studies or two distinct areas of studies which are not interrelated at all. Open or Generic Elective Courses are courses chosen from an unrelated

		discipline / subject, with an intention to seek exposure beyond discipline/s of choice. The purpose of these is to offer the students the option to explore disciplines of interest beyond the choices they make in core and discipline specific elective courses.
8.	Open or Generic Elective Courses	Note: A core course offered in a discipline / subject may be treated as an elective by other discipline / subject and vice versa and such electives may also be referred to as Open or Generic Electives.
9.	Project work/ Dissertation/ Internship/ Entrepreneurship	Project work is a special course involving application of knowledge in solving / analyzing / exploring a real life situation / difficult problem / data analysis. Project Work has the intention to provide research competencies at undergraduate level. It enables to acquire special / advanced knowledge through support study/a project work. Candidates shall carry out project work on his / her own with an advisory support by a faculty member to produce a dissertation / project report. Internship / Entrepreneurship shall be an integral part of the curriculum.
10.	Sports, Cultural and Extension Activities	These activities help in character building, spiritual growth, physical growth, etc. They facilitate development of various domains of mind and personality such as intellectual, emotional, social, moral and aesthetic developments. Creativity, enthusiasm and positive thinking are some of the facets of personality development and the outcomes of these activities.

Sports, Cultural and Extension Activities :

A student shall opt for yoga and sports / games and one of the other activities offered in the college, in each of the first six semesters of the undergraduate programs. The activities carry a credit each for each of the following activities and will be internally assessed for 25 marks.

- i. Physical Education Activities such as Yoga and Sports
- ii. N.S.S. / N.C.C. / Ranger and Rovers / Red Cross
- iii. Field Studies / Industry In-plant Training
- iv. Involvement in campus publication or other publications
- v. Publication of articles in newspapers, and magazines
- vi. Community work such as promotion of values of National Integration, Environment, Human rights and duties, Peace, Civic sense etc.
- vii. A Small project work concerning the achievements of India in different fields
- viii. Evolution of study groups/seminar circles on Indian thoughts and ideas
- ix. Activity exploring different aspects of Indian civilizations
- x. Involvement in popularization programs such as scientific temper
- xi. Innovative compositions and creations in dance/music/theatre and visual arts.
- xii. Any other activities such as Cultural Activities as prescribed by the University.

Evaluation of Co-curricular and Extension Activities shall be as per the procedure evolved by the university from time to time.

9. Attendance and Change of Subjects :

- 9.1. 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 subjects. There shall be no minimum attendance requirement for the co-curricular and extension activities.
- 9.2. An option to change a language / subject may be exercised only once, within four weeks from the date of commencement

of the First Semester on payment of the prescribed.

- 9.3. Whenever a change in a subject is permitted, the attendance in the changed subject shall be calculated by taking into consideration the attendance in the previous subject studied.
- 9.4. 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.
- 9.5. A candidate who does not satisfy the requirement of attendance in one or more courses / subjects shall not be permitted to take the University examination of these courses / subjects and the candidate shall seek readmission to those courses / subjects in a subsequent year.

10. Course Patterns and Schemes of Examinations :

The details of the Course Patterns (hours of instructions per week) and the Schemes of Examinations of the different degree programs have been specified. The Syllabi of the courses shall be as prescribed by the University.

11. Pedagogy across all Programs :

Effective learning requires appropriate curriculum, an apt pedagogy, continuous formative assessment and adequate student support. The intention is to contextualize curriculum through meaningful pedagogical practices, which determine learning experiences directly influencing learning outcomes. Active, cooperative, collaborative and experiential learning pedagogies are some of the examples. Use of technology in creating learning environment that connects learners with content, peers and instructors all through the learning process respecting the pace of learners is need of the hour. Classroom processes must encourage rigorous thinking, reading and writing, debate, discussion, peer learning, self-learning, Problem Based Learning, application of theory, blended mode of learning, etc. Thus, a faculty will have the freedom to identify and use the pedagogical approach that is best suited to a particular course and the student.

- 12. Blended Mode (BL) as a new mode of teaching-learning :**
UGC suggests implementing Blended Mode (BL) as a new mode of teaching learning in higher education. BL is not a mere mix of online and face-to-face mode, but it refers to a well-planned combination of meaningful activities in both the modes. The blend demands consideration of several factors, mainly focusing on learning outcomes and the learner-centered instructional environment.
- 12.1. Summative Evaluation Strategies :**
Open Book examination, Group examinations even for conventional theory papers, Spoken / Speaking examinations, On-demand examinations.
- 12.2. Formative Evaluation Strategies :**
Tools such as E-Portfolio, creative products, classrooms / online quizzes, can be used eventually for formative assessment.
- 12.3. Use of AI tools for Proctoring as well as assessments:**
During the COVID time, many exams were forced to be conducted in an online mode. These were supported by variety of tools which came into being in recent times and were based on proctoring through Artificial Intelligence tools.
- 13. Assessment and Evaluation :**
Assessment is an integral part of the teaching learning process. A multi disciplinary program requires a multidimensional assessment to measure the effectiveness of the diverse courses. The assessment process acts as an indicator to both faculty and students to improve continuously.
- 13.1. A range of tools and processes for assessment should be used (e.g. open book tests, portfolios, case study / assignments, seminars / presentations, field work, projects, dissertations, peer and self assessment) in addition to the standard paper-pencil test. The teachers concerned shall conduct test / seminar / case study, etc. The students should be informed about the modalities well in advance.
- 13.2. Continuous / Internal assessment marks shall be shown separately. A candidate who has failed or wants to improve the

result, shall retain the IA marks, provides he / she fulfills the minimum requirements.

13.3. Continuous Formative Evaluation / Internal Assessment :

Total marks for each course shall be based on continuous assessments and semester end examinations. As per the decision taken at the Karnataka State Higher Education Council, it is necessary to have uniform pattern of 40 : 60 for IA and Semester End theory examinations respectively and 50 : 50 for IA and Semester End practical examinations respectively, in all the Universities, their Affiliated and Autonomous Colleges.

Total Marks for each course = 100%
Continuous Assessment (C1) = 20% marks
Continuous Assessment (C2) = 20% marks
Semester End Examination (C3) = 60% marks

The outline for continuous assessment activities for Component-I (C1) and Component-II (C2) of a course shall be as under :

Activities	C1	C2	Total Marks
Session Test	10% of marks	10% of marks	20%
Seminars / Presentations / Activity	10% of marks		10%
Case study / Assignment / Field Work / Project Work etc.		10% of marks	10%
TOTAL	20% of marks	20% of marks	40%

For practical course of full credits, Seminar shall not be compulsory. In its place, marks shall be awarded for Practical Record Maintenance. (The ratio is 50% : 50%)

13.4. The marks of the internal assessment shall be published on the notice board of the Department / College for information of the students.

13.5. The Internal assessment marks shall be communicated to the

Registrar (Evaluation) at least 10 days before the commencement of the University examinations and the Registrar (Evaluation) shall have access to the records of such periodical assessments.

- 13.6. There shall be no minimum in respect of internal assessment marks.
- 13.7. Internal assessment marks may be recorded separately. A candidate, who has failed or rejected the result, shall retain the internal assessment marks.

14. Conduct of Examinations :

- 14.1. A candidate shall register for the courses of a semester for which he / she fulfills the requirements and wishes to take the examinations.
- 14.2. There shall be examinations at the end of each semester, ordinarily during November-December for odd semesters and during May-June for Session Test Activities C1 Case study /Assignment / Field Work / Project Work etc. 10% of marks Total 20% of marks C2 Total Marks 10% of marks 10% of marks 20% of marks 20% 10% 10% 40% 44 even semesters, as prescribed in the Scheme of Examinations.
- 14.3. Unless otherwise stated in the schemes of examination, practical examinations shall be conducted at the end of each semester.
- 14.4. The candidate shall submit the record book for practical examination duly certified by the course teacher and the HoD / Staff in-charge. It shall be evaluated at the end of the Semester at the practical examination.

15. Minimum for a Pass :

- 15.1. No candidate shall be declared to have passed the Semester Examination as the case may be under each course / paper unless he / she obtains not less than 35% marks in written examination / practical examination and 40% marks in the aggregate of written / practical examination and internal assessment put together in each of the courses and 40% marks (including IA) in Project work and viva wherever prescribed.
- 15.2. A candidate shall be declared to have passed the program if he / she secures at least 40% of marks or a CGPA of 4.0 (Course

Alpha-Sign Grade P) in the aggregate of both internal assessment and semester end examination marks put together in each unit such as theory papers / practical / field work / internship / project work / dissertation / viva-voce, provided the candidate has secured at least 40% of marks in the semester end examinations in each unit.

- 15.3 The candidates who pass all the end semester examinations in the first attempts are eligible for ranks provided they secure at least CGPA of 6.00 (Alpha-Sign Grade B+).
- 15.4 A candidate who passes the end-semester examinations in parts is eligible for only Class, CGPA and Alpha-Sign Grade but not for ranking.
- 15.5 The results of the candidates who have passed the last semester examination but not passed the lower semester examinations shall be declared as NCL (Not Completed the Lower Semester Examinations). Such candidates shall be eligible for the degree only after completion of all the lower semester examinations.
- 15.6 If a candidate fails in a subject, either in theory or in practicals he / she shall appear for that subject only at any subsequent regular examination, as prescribed for completing the program. He / She must obtain the minimum marks for a pass in that subject (theory and practical's, separately) as stated above.

16. Carry Over :

Candidates who fail in lower semester examinations may go to the higher semesters and take the lower semester examinations.

17. Classification of Successful Candidates :

- 17.1 An alpha-sign grade, the eight point grading system, as described below may be adopted. The declaration of result is based on the Semester Grade Point Average (SGPA) earned towards the end of each semester or the Cumulative Grade Point Average (CGPA) earned towards the completion of all the eight semesters of the program and the corresponding overall alpha-sign grades. If some candidates exit at the completion of first, second or third year of the four years Undergraduate Programs, with Certificate, Diploma or the Basic Degree,

respectively, then the results of successful candidates at the end of second, fourth or sixth semesters shall also be classified on the basis of the Cumulative Grade Point Average (CGPA) obtained in the two, four, six or eight semesters respectively, for award of -

- ✿ Certificate in Arts / Science / Commerce
- ✿ Diploma in Arts / Science / Commerce
- ✿ Bachelor's Degree in Arts / Science / Commerce
- ✿ Bachelor's Degree with Honors in a Discipline / Subject

17.2 Master's Degree Programs, shall also be classified on the basis of CGPA obtained in the ten semesters of the Programs. Likewise, the successful candidates of one year or two semesters Master's Degree Programs are also classified on the basis of CGPA of two semesters of the Master's Degree Programs.

17.3 Final Result / Grade Description :

Semester GPA / Program CGPA	Result / Class Description	Semester / Program % of Marks	Alpha-Sign / Letter Grade
9.00 - 10.00	O (Outstanding)	90.0 - 100	Outstanding
8.00 - <9.00	A+ (Excellent)	80.0 - <90.0	First Class Exemplary
7.00 - <8.00	A (Very Good)	70.0 - <80.0	First Class Distinction
6.00 - <7.00	B+ (Good)	60.0 - <70.0	First Class
5.50 - <6.00	B (Above Average)	55.0 - <60.0	High Second Class
5.00 - <5.50	C (Average)	50.0 - <55.0	Second Class
4.00 - <5.00	P (Pass)	40.0 - <50.0	Pass Class
Below 4.00	F (Fail)	Below 40	Fail / Reappear
Ab (Absent)	---	Absent -	---

18 Rejection of Results :

- 18.1 A candidate may be permitted to reject result of the whole examination of any semester. Rejection of result course / paper wise or subject wise shall not be permitted.
- 18.2 The candidate who has rejected the result shall appear for the immediate following examination.
- 18.3 The rejection shall be exercised only once in each semester and the rejection once exercised shall not be revoked.

- 18.4 Application for rejection of results 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.
- 18.5 A candidate who rejects the result is eligible for only SGPA / CGPA or Class and not for ranking.

19 Improvement of Results :

- 19.1 A candidate who has passed in all the papers of a semester may be permitted to improve the result by reappearing for the whole examination of that semester.
- 19.2 The reappearance may be permitted during the period N+2 years (where N refers to duration of the program) without restricting it to the subsequent examination only.
- 19.3 The student may be permitted to apply for improvement examination 45 days in advance of the pertinent semester examination, whenever held.
- 19.4 If a candidate passes in all the subjects in reappearance, higher of the two aggregate marks secured by the candidate shall be awarded for that semester. In case the candidate fails in the reappearance, candidate shall retain the earlier result.
- 19.5 A candidate who has appeared for improvement examination is eligible for class / CGPA only and not for ranking.
- 19.6 Internal assessment (IA) marks shall be shown separately. A candidate who wants to improve the result or who, having failed, takes the examination again or who has appeared for improvement shall retain the IA marks already obtained.
- 19.7 A candidate who fails in any of the semester examinations may be permitted to take the examinations again at a subsequent appearance 47 as per the syllabus and scheme of examination in vogue at the time the candidate took the examination for the first time. This facility shall be limited to the following two years only.

20 Transfer of Admission:

- Transfer of admissions are permissible only for odd semesters for students of other universities and within the University.
- 20.1 Conditions for transfer of admission of students within the

University

- 20.1.1. His / her transfer admission shall be within the intake permitted to the college.
- 20.1.2. Availability of same combination of subjects studied in the previous college.
- 20.1.3. He / she shall fulfill the attendance requirements as per the University Regulation.
- 20.1.4. He / she shall complete the program as per the regulation governing the maximum duration of completing the program.
- 20.2. Conditions for transfer admission of students of other Universities
 - 20.2.1. A Candidate migrating from any other University may be permitted to join odd semester of the degree program provided he/she has passed all the subjects of previous semesters / years as the case may be. Such candidates must satisfy all other conditions of eligibility stipulated in the regulations of the University.
 - 20.2.2. His / Her transfer admission shall be within the intake permitted to the college.
 - 20.2.3. He / She shall fulfill the attendance requirements as per the University Regulation.
 - 20.2.4. The candidate who is migrating from other Universities is eligible for overall SGPA/ CGPA or Class and not for ranking.
 - 20.2.5. He / She shall complete the program as per the regulation governing the maximum duration of completing the program as per this regulation.

22. Power to Remove Difficulties :

If any difficulty arises in giving effect to the provisions of these regulations, the Vice-Chancellor may by order make such provisions not inconsistent with the Act, Statutes, Ordinances or other Regulations, as appears to be necessary or expedient to remove the difficulty. Every order made under this rule shall be subject to ratification by the Appropriate University Authorities.

23. Modification to the Regulations:

Notwithstanding the foregoing, any amendments / modifications issued or notified by the University Grants Commission /

Higher Education Commission of India and its verticals such as National Higher Education Regulatory Council, General Education Council, the State Government, or Karnataka State Higher Education Council, from time to time, shall be deemed to have been incorporated into these Regulations and shall constitute an integral part of these Regulations.

24. Repeal and Savings : The existing Regulations governing three years Bachelor degree programs in the faculties of Arts, Science and Commerce shall stand repealed. However, the above Regulations shall continue to be in force for the students who have been admitted to the course before the enforcement of this regulation.

Special Advisory 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 groomed 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 'BBHCian', 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 programs 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 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 BBHCian, 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 programs 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 and Lecture Schedule :

1.1 Note the schedule of bell timings :

Forenoon		
9.35 AM	First Bell	Students to enter into their respective classrooms
9.40 AM	Second Bell	Arrival of the teacher to the classroom
9.45 AM	Third Bell	College Prayer
9.48 AM	Fourth Bell	Commencement of the classes
Afternoon		
12.55 PM	First Bell	Students to enter into their respective classrooms
1.00 PM	Second Bell	Arrival of the teacher to the classroom
1.05 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	9:45 AM to 12:25	1:05 PM to 3:45 PM
Saturday	9:45 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.
- 2.3.5. Wearing caps, scarves, single ear rings, head gears, 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 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 Program.

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 College.

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 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 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 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 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. NSS : NSS Program Officer
 - ii. NCC : NCC Officer
 - iii. Games and Sports : Physical Education Director
 - iv. Intra and Inter-collegiate Activities/Participation : Student Welfare Officers/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 your 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 action will be taken against them which may also lead to suspension / dismissal.
- 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 programs 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 college buildings, spaces and grounds; college documents and records or college furnishings, equipment and materials, is a violation of College policy and is subjected to disciplinary action.
 - 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 transpor-

tation 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 live 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 the spirit of the college without the permission of the Principal. Further, they are not allowed to play in any team against the college.
- 7.26. 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 programs 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 report to antiraggingcell@bbhegdecollge.com or 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. Mangalore University, in its order No. ಸಂ.ಮವಿವಿ/ಆಡಳಿತ/ಬಿ2/21/ 2006-07 dated 07.03.2007 has strictly prohibited the students from bringing mobile phones into the college campus.

9.2. 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 at the Counters provided in the College office only.

9.3. Use of cellular phones inside the college campus is strictly forbidden. Even if it is found in silent or vibrating mode or used by any student, it will be confiscated. A fine of Rs. 500/- will be imposed at the first instance and thereafter it will be progressively fined.

9.4. Confiscated cellular phones will not be returned until the end of the semester.

9.5. There can be surprise raids to classrooms by a squad appointed by the Principal to ensure its strict compliance.

9.6. 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 teachers or of the teachers from teaching

10.1.3. Insubordination and disrespect to the teachers, 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
Issue of warning	Teacher, Head of the Department or the Principal
Sending the student out of his/her class and not letting him / her into class for a maximum of 4 consecutive sessions	Teacher
Imposing a penalty not exceeding Rs.500/-	Principal
Penalties for Minor Acts of indiscipline	Authority empowered to impose them
Suspension from the College	Principal
Asking the parent to withdraw the student from the College	Principal
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 with 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 Class Mentor on making a payment of Rs. 300/- 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 Programs 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 Programs :

The greatness of any community is measured by the compassionate actions of its members towards others. True to the Institute's Vision and Mission it encourages the inclusive participation of its students' and other stakeholders in undertaking a wide-range 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, NCC and other Units in the adopted Village at Angalli, 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/two installments 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 has 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, Dr. B.B. Hegde First Grade College, Kundapura"
- 15.5. Note the time schedule for such transactions : Monday to Friday : 9:30 AM to 01:30 PM, 2.30 to 04.30 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 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 Students' Quality Assurance Cell, Students' 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 program, background, regardless of their diversity. Extensive support and welfare services are offered to all students. The college has designated Student Welfare Officers 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 and mission.

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

1. Commerce and Management Association
2. Science & IT Association

II. Literary Associations

1. English Association
2. Hindi Sangh
3. Kannada Sangha
4. Sanskrit Sangha
5. Kundagannada Sangha

III. Aptitude Associations

1. Fine Arts Association
2. Yakshagana Sangha
3. Nature Club
4. Shikhara Annual Magazine & Dwani Wall Magazine

IV. Extra-curricular Associations

1. National Service Scheme (NSS)
2. National Cadet Corps (NCC)
3. Youth Red Cross (YRC)
4. Rovers and Rangers
5. Rotaract Club
6. Games and Sports

V. Welfare Associations

1. Career Guidance, Training, Internships and Placement Cell
2. Consumer Forum
3. Innovation and Entrepreneurship Development Cell
4. Human Values and Professional Ethics Cell
5. Women Empowerment Cell

6. Anti Human Trafficking, Human Rights, Equal Opportunity and Electoral Literacy, Anti-sexual harassment, Grievance Redressal Cells.

19. Mentoring and Counseling :

- 19.1 As a part of effective mentoring system, every class is accorded with designated Class Mentors who nurtures every student entrusted to their care.
- 19.2 About 35 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 nonacademic fronts 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. SHIKHARA & DWANI - The College Magazine (Annual and Wall) :

"SHIKHARA" & "DWANI" - 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 and Gold Medalists 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. Prizes for Outgoing Students based on the performance in Final year University Examinations.
 - 21.4. Students who have secured highest marks in the qualifying examination and discontinued their studies in the college are not eligible for Endowment Prizes.
 - 21.5. 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 facilitates to receive / awards several scholarships to encourage meritorious students and also 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.

No.	Name of the Scholarship	Eligibility
1.	Online Scholarships through NSP & SSP	Selection from the Government on the basis of merit
2.	Inspire Scholarship for Higher Education	Selection through merit basis for undertaking Bachelor's program in Natural & Basic Sciences by DST, GoI
3.	Karepass (Online Fee Concession Scheme) for OBS Students	Selection from the Government on the basis of merit
4.	Post Metric Scholarship to SC / ST Students (Online)	Income limit below 2,50,000/
5.	Scholarship to the children of Beedi Workers (Online)	Selection from the Government on the basis of merit
6.	Scholarship to Physically Handicapped Students	Student who is physically handicapped
7.	Students Welfare Fund	Merit cum Poverty
8.	"Sanchi Honnamma" - Govt. of Karnataka Scholarship	Marks 60% and above in II PUC
9.	Post Metric Scholarship to Muslim Minority Students (Online)	Marks above 50% in II PUC

Private Scholarships

1. Jindal Foundation Scholarship
2. Bunts Sangha Scholarship
3. Shamanur Shivashankarappa Scholarship
4. Santoor Women's Scholarship
5. Dharmasthala Yojana Trust Scholarship
6. Fisher Men Scholarship
7. Billava Samaja Scholarship
8. ಮೂರ್ತದಾರರ ಸೇವಾ ಸಹಕಾರಿ ಸಂಘ ವಿದ್ಯಾರ್ಥಿ ವೇತನ
9. ನಾರಾಯಣ ಗುರು ಸೇವಾ ಸಮಿತಿ ವಿದ್ಯಾರ್ಥಿ ವೇತನ
10. ಪ್ರಗತಿ ಮಹಿಳಾ ವಿವಿಧೋದ್ದೇಶ ಸಂಘ ವಿದ್ಯಾರ್ಥಿ ವೇತನ
11. Mogaveer Sangha Scholarship

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 program 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 : 9:00 AM to 1:00 PM and 2:00 PM to 5:00 PM On Saturday : 9:00 AM to 2:00 PM

24.2. A.V. Room :

The Audio Visual Room with a seating capacity of 100 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, different varieties of light refreshments and meals 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, Govt. Hostel facility is made available exclusively for male and female students which is located at a walkable distance from the College.

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.bbhegdecollege.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.

25. 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. 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.

25.1. Aims and Objectives :

- ✿ To enable the parents of the students of the Dr. B.B. Hegde First Grade College, Kundapura, 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 extracurricular activities as an integral part of quality education imparted in the college.
- ✿ To chalk out specific programs 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 programs and activities.

25.2. 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.

25.3. General Body :

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

25.4. The Advisory Committee :

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

25.5. The Executive Committee :

The Executive Committee shall consist of :

- 25.5.1. Six nominated members as Executive Members preferably representing from each of the programs from the Advisory Committee.
- 25.5.2. The Principal, IQAC Coordinators, Student Welfare Officers and Heads of Program Departments and any other staff nominated by the Principal shall be representing the staff.
- 25.5.3. In addition, the President of Coondapur Education Society who is in direct charge of the administration of the college shall be a permanent invitee.

25.6. Office Bearers of the Association :

- 25.6.1. 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.
- 25.6.2. The Secretary : The Principal of the College shall be the ex-officio Secretary to the Executive Committee as well as that of the Association.
- 25.7. Meetings :
- 25.7.1. The General Body Meet through Parent Teachers' Meetings is convened during the academic year for which the parents are expected to attend without fail.
- 25.7.2. The Meeting of Advisory Committee shall be convened as and when notified by the Secretary.

26. Alumni Association :

The spirit of the Association is to strengthen the alumni by cherishing the values and memories of their association with the Institute, and foster enduring relationship with its Alma mater. It also facilitates the reunion of the alumni and enables networking. As a key stakeholder of the Institution, the alumni shall enroll themselves to this association as life / annual members. Anominal membership fee of 300/- is collected from every alumni at the time of collecting their Final Marks Card / Transfer Certificates. The Dr. B.B. Hegde First Grade College Alumni Association strives to maintain among its members an abiding interest in the welfare of their Alma mater.

27. 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.

- 27.1. It is advisable to have high speed broadband access, a laptop/desktop/ cellular phone, a web camera and web browsers of the latest versions.
- 27.2. Enter the virtual classroom on time (i.e., at least 5-10 minutes prior) according to the given online learning time table.
- 27.3. If a student is unable to attend the class, then prior information should be given to the concerned Class Mentor or Course Teacher.

- 27.4. Ensure your presence through chats, queries and on demand.
- 27.5. All the official communication and the links of live sessions and pre-recorded video lectures will be disseminated through respective class Whats app groups.
- 27.6. Students are expected to regularly follow-up / view the learning contents and videos disseminated and work accordingly.
- 27.7. Students must strictly follow the instructions given by respective course teacher to meet the learning requirements effectively.
- 27.8. 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.
- 27.9. Students must not share login credentials with anyone else not connected with the course and college.
- 27.10. 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.
- 27.11. 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.
- 27.12. Students shall mute themselves when lectures are in progress and unmute only when asked to do so.
- 27.13. 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.
- 27.14. Professionalism is expected in all virtual engagement and online communication.
- 27.15. Students must maintain the honesty and academic integrity at all point of time

Library & Information Centre

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 : 9:30 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)
Return of books : 9:00 AM to 11:30 AM
4. Each student will be given two Borrower's Card which entitles him to borrow two 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 50/-.
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 price of the book. The person has to pay the fine plus the price 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 the 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 price 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 admissions.

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.

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 cooperate 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 and when notified for.
3. Parents/Guardians are requested to be in regular touch and periodically meet the Class Mentors or concerned faculty and seek necessary feedback about their ward's performance. Parents can meet the teachers between 3:10 - 4:30 PM only.
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.

ಹೆತ್ತವರ ಅಥವಾ ಪೋಷಕರ ಗಮನಕ್ಕೆ :

ನಮ್ಮ ವಿದ್ಯಾರ್ಥಿಗಳಿಗೆ ಉತ್ತಮ ಗುಣಮಟ್ಟದ ಶಿಕ್ಷಣವನ್ನು ನೀಡುವರೇ ತಮ್ಮ ಸಂಪೂರ್ಣ ಸಹಕಾರವನ್ನು ನಾವು ನಿರೀಕ್ಷಿಸುತ್ತೇವೆ. ವಿದ್ಯಾರ್ಥಿಗಳ ಸರ್ವತೋಮುಖ ವ್ಯಕ್ತಿತ್ವ ನಿರ್ಮಾಣಗೊಳ್ಳುವ ಹಂತದಲ್ಲಿ ಹೆತ್ತವರ/ಪೋಷಕರ ಪಾತ್ರವು ಬಹಳ ಮುಖ್ಯವಾಗಿರುತ್ತದೆ ಎನ್ನುವುದು ನಮ್ಮ ನಂಬಿಕೆ. ಆದುದರಿಂದ, ತಾವು ಕಾಲೇಜಿನಲ್ಲಿ ನಡೆಯುವ ಎಲ್ಲಾ ಸಮಾರಂಭಗಳಲ್ಲಿ, ರಕ್ಷಕ-ಶಿಕ್ಷಕ ಸಭೆಗಳಲ್ಲಿ ಭಾಗವಹಿಸಿ, ತಮ್ಮ ಆಸಕ್ತಿಯನ್ನು ತೋರಿಸಬೇಕಾಗಿ ವಿನಂತಿ.

- ❖ ವರ್ಷದಲ್ಲಿ 2 ಬಾರಿ ರಕ್ಷಕ-ಶಿಕ್ಷಕರ ಭೇಟಿ ಕಾರ್ಯಕ್ರಮವಿರುತ್ತದೆ. ತಾವು ಈ ಕಾರ್ಯಕ್ರಮಗಳಲ್ಲಿ ಖಡ್ಡಾಯವಾಗಿ ಹಾಜರಿರತಕ್ಕದ್ದು.
- ❖ ತಾವು ಕಾಲ ಕಾಲಕ್ಕೆ ಪಾಠ್ಯಾಪಕರನ್ನು ಭೇಟಿ ಮಾಡಿ, ನಿಮ್ಮ ಮಕ್ಕಳ ಹಾಜರಾತಿ, ಪ್ರಗತಿ ಮತ್ತು ನಡವಳಿಕೆಯ ಬಗ್ಗೆ ಸಮಾಲೋಚನೆ ನಡೆಸಬೇಕಾಗಿ ವಿನಂತಿ.
- ❖ ಕಾಲೇಜು ನಡೆಸುವ ಎಲ್ಲಾ ಪರೀಕ್ಷೆಗಳಿಗೂ ಖಡ್ಡಾಯವಾಗಿ ವಿದ್ಯಾರ್ಥಿಯು ಹಾಜರಾಗಬೇಕು. ಪರೀಕ್ಷೆಗೆ ಗೈರು ಹಾಜರಾದಲ್ಲಿ ಹೆತ್ತವರು/ಪೋಷಕರು ಪಾಂಶುಪಾಲರನ್ನು ಭೇಟಿಯಾಗಿ ಚರ್ಚಿಸಿದ ನಂತರ ಮಾತ್ರ ವಿದ್ಯಾರ್ಥಿಯನ್ನು ತರಗತಿಗಳಿಗೆ ತೆಗೆದುಕೊಳ್ಳಲಾಗುವುದು.
- ❖ ಶೈಕ್ಷಣಿಕ ಪ್ರವಾಸ ಅಥವಾ ಪಿಕ್‌ನಿಕ್‌ಗಳಿಗೆ ಹೋಗಲು ಹೆತ್ತವರ ಮತ್ತು ಪಾಂಶುಪಾಲರ ಅನುಮತಿ ಅಗತ್ಯವಿರುತ್ತದೆ. ಅಂತಹ ಸಂದರ್ಭಗಳಲ್ಲಿ ನಿಮಗೆ ಮುಂಚಿತವಾಗಿ ತಿಳಿಸಲಾಗುವುದು.
- ❖ ನೀವು ಕಾಲೇಜನ್ನು ಸಂದರ್ಶಿಸಿದ ಸಮಯದಲ್ಲಿ, ನಿಮ್ಮ ಮಕ್ಕಳು ತಂಗಿರುವ ಹಾಸ್ಟೆಲ್ ಅಥವಾ ವಸತಿ ನಿಲಯಗಳನ್ನು ಸಂದರ್ಶಿಸಿ ಹೋಗಬೇಕಾಗಿ ವಿನಂತಿ.

University Ranks :

Sl. No.	Year	Name	Program	Percentage	Rank
1.	2013-14	Neha Prabhu	B.Com.	91.92%	VIII
2.	2015-16	Oshin Puma S'souza	B.B.M.	87.32%	III
3.	2020-21	Kavya Devadiga	B.C.A.	96.58%	I
4.	2020-21	Sumadhura Shetty	B.C.A.	95.81%	IV

Gold Medals :

Sl. No.	Year	Name	Program	Course
1.	2018-19	Ramyashree Shetty	B.Com.	Financial Accounting
2.	2019-20	Deepa Devadiga	B.Com.	Financial Accounting
3.	2019-20	Jyothi Ganiga	B.Com.	Financial Accounting
4.	2020-21	Ananya G.	B.Com.	Financial Accounting
5.	2020-21	Bibi Hazira	B.Com.	Financial Accounting
6.	2020-21	Prathiksha Shetty	B.Com.	Financial Accounting
7.	2020-21	Ankitha Shenoy	B.Com.	Financial Accounting
8.	2020-21	Suchithra S. Shetty	B.Com.	Financial Accounting

CERTIFICATE COURSE

Sl. No.	NAME	DEPARTMENT
1.	Functional English	English
2.	Event Management	Business Administration
3.	Yoga and Fitness	Hindi
4.	Yakshagana	Kannada
5.	Fashion Designing	Commerce
6.	Soft Skills Development	Business Administration
7.	Electrical Appliances & Repairs	Physics
8.	Digital Marketing	Commerce
9.	Computer Fundamentals	Computer Science & Application
10.	Stock Market Operations	Commerce

FORUM & ASSOCIATIONS

Sl. No.	Name
1.	NSS UNIT
2.	NCC UNIT
3.	YOUTH RED CROSS UNIT
4.	RANGERS AND ROVERS
5.	ROTARACT CLUB
6.	COMMERCE & MANAGEMENT ASSOCIATION
7.	SCIENCE & IT ASSOCIATION
8.	FINE ARTS ASSOCIATION
9.	NATURE CLUB
10.	GAMES & SPORTS ASSOCIATIONS
11.	YAKSHAGANA SANGHA
12.	ಕನ್ನಡ ಸಂಘ
13.	HINDI SANGH
14.	ENGLISH ASSOCIATION
15.	SANSKRIT SANGHA
16.	ಕುಂದಗನ್ನಡ ಸಂಘ

ACADEMIC CALENDAR 2022-23

October 2022				November 2022			
Date	Days	L/H	Particulars	Date	Days	L/H	Particulars
1	Sat			1	Tue	H	Kannada Rajyostav
2	Sun		Gandhi & Shastri Jayanthi	2	Wed	L	
3	Mon			3	Thur	L	
4	Tue			4	Fri	L	
5	Wed			5	Sat	L	
6	Thur			6	Sun		
7	Fri			7	Mon	L	
8	Sat			8	Tue	L	
9	Sun			9	Wed	L	Inauguration of SWC
10	Mon	L	Commencement of Classes	10	Thur	L	
11	Tue	L		11	Fri	H	Kanakadasa Jayanthi - Remembrance of Dr. B.B. Hegde
12	Wed	L	Staff Meeting	12	Sat	L	
13	Thur	L	Selection of Rep. of SWC	13	Sun		
14	Fri	L		14	Mon	L	Children's Day
15	Sat	L	IQAC Meeting	15	Tue	L	IQAC Meeting
16	Sun			16	Wed	L	SQAC Meeting
17	Mon	L	Nomination of Secretary to SWC	17	Thur	L	
18	Tue	L		18	Fri	L	
19	Wed	L		19	Sat	L	
20	Thur	L	Staff Meeting	20	Sun		
21	Fri	L	Library user orientation to I Year Students	21	Mon	L	Staff Meeting
22	Sat	L		22	Tue	L	
23	Sun			23	Wed	L	
24	Mon	H	Naraka Chathurdashi	24	Thur	L	
25	Tue	L	SWC Meeting	25	Fri	L	SWC Meeting
26	Wed	H	Balipadyami, Deepavali	26	Sat	L	Constitution Day
27	Thur	L		27	Sun		
28	Fri	L		28	Mon	L	Commencement of 1st IA Exam
29	Sat	L		29	Tue	L	
30	Sun			30	Wed	L	
31	Mon	L					

L = Lectures

H = Holiday

ACADEMIC CALENDAR 2022-23

December 2022				January 2023			
Date	Days	L/H	Particulars	Date	Days	L/H	Particulars
1	Thur	L	World AIDS Day	1	Sun		
2	Fri	L	National Pollution Day	2	Mon	L	
3	Sat	L		3	Tue	L	
4	Sun			4	Wed	L	
5	Mon	L		5	Thur	L	
6	Tue	L		6	Fri	L	
7	Wed	L		7	Sat	L	
8	Thur	L		8	Sun	L	
9	Fri	L	International Girl Child Right Day	9	Mon		
10	Sat	L	International Human Rights Day	10	Tue	L	
11	Sun			11	Wed	L	
12	Mon	L		12	Thur	L	National Youth Day
13	Tue	L		13	Fri	L	
14	Wed	L		14	Sat	H	Makara Sankranthi
15	Thur	L	IQAC Meeting	15	Sun		Army Day
16	Fri	L	SQAC Meeting	16	Mon	L	IQAC Meeting
17	Sat	L		17	Tue	L	SQAC Meeting
18	Sun			18	Wed	L	
19	Mon	L		19	Thur	L	
20	Tue	L	Staff Meeting	20	Fri	L	Staff Meeting
21	Wed	L		21	Sat	L	
22	Thur	L		22	Sun		
23	Fri	L	National Farmer's Day	23	Mon	L	Commencement of 2nd IA Exam
24	Sat	L		24	Tue	L	
25	Sun		Christmas	25	Wed	L	SWC Meeting
26	Mon	L	SWC Meeting	26	Thur	H	Republic Day
27	Tue	L		27	Fri	L	
28	Wed	L		28	Sat	L	
29	Thur	L		29	Sun		
30	Fri	L		30	Mon	L	National Cleanliness Day
31	Sat	L	FDP	31	Tue	L	

L = Lectures

H = Holiday

ACADEMIC CALENDAR 2022-23

February 2023				March 2023			
Date	Days	L/H	Particulars	Date	Days	L/H	Particulars
1	Wed	L		1	Wed	L	
2	Thur	L		2	Thur	L	
3	Fri	L		3	Fri	L	
4	Sat	L		4	Sat	L	
5	Sun			5	Sun		
6	Mon	L		6	Mon	L	
7	Tue	L		7	Tue	L	
8	Wed	L		8	Wed	L	International Women's Day
9	Thur	L		9	Thur	L	
10	Fri	L		10	Fri	L	
11	Sat	L	End of Semester Classes	11	Sat	L	
12	Sun			12	Sun		
13	Mon	L		13	Mon	L	
14	Tue	L		14	Tue	L	World Consumer Day
15	Wed	L	IQAC Meeting	15	Wed	L	IQAC Meeting
16	Thur	L	SOAC Meeting	16	Thur	L	SOAC Meeting
17	Fri	L		17	Fri	L	
18	Sat	H	Maha Shivaratri	18	Sat	L	
19	Sun			19	Sun		
20	Mon	L	Staff Meeting	20	Mon	L	Staff Meeting
21	Tue	L	Commencement of Sem. Exams	21	Tue	L	
22	Wed	L		22	Wed	H	Ugadi, World Water Day
23	Thur	L		23	Thur	L	
24	Fri	L		24	Fri	L	
25	Sat	L	SWC Meeting	25	Sat	L	SWC Meeting
26	Sun			26	Sun		
27	Mon	L		27	Mon	L	Commencement of Classes
28	Tue	L	National Science Day	28	Tue	L	
				29	Wed	L	
				30	Thur	L	
				31	Fri	L	

L = Lectures

H = Holiday

ACADEMIC CALENDAR 2022-23

April 2023				May 2023			
Date	Days	L/H	Particulars	Date	Days	L/H	Particulars
1	Sat	L		1	Mon	H	May Day
2	Sun	L		2	Tue	L	Commencement of 1st IA Exam
3	Mon	L		3	Wed	L	
4	Tue	H	Mahavir Jayanthi	4	Thur	L	
5	Wed	L		5	Fri	L	
6	Thur	L		6	Sat	L	
7	Fri	H	Good Friday, World Health Day	7	Sun		
8	Sat	L		8	Mon	L	World Red Cross Day
9	Sun			9	Tue	L	
10	Mon	L		10	Wed	L	
11	Tue	L		11	Thur	L	
12	Wed	L		12	Fri	L	
13	Thur	L		13	Sat	L	
14	Fri	H	Dr. B.R. Ambedkar Jayanthi	14	Sun		
15	Sat	L	IQAC Meeting	15	Mon	L	IQAC Meeting
16	Sun		World Entrepreneurship Day	16	Tue	L	SQAC Meeting
17	Mon	L	SQAC Meeting	17	Wed	L	
18	Tue	L		18	Thur	L	
19	Wed	L		19	Fri	L	
20	Thur	L	Staff Meeting	20	Sat	L	Staff Meeting
21	Fri	L		21	Sun		
22	Sat	H	Idul Fitr	22	Mon	L	
23	Sun		Basava Jayanthi World Book Day	23	Tue	L	
24	Mon	L		24	Wed	L	
25	Tue	L	SWC Meeting	25	Thur	L	SWC Meeting
26	Wed	L		26	Fri	L	
27	Thur	L	International Sports Day	27	Sat	L	
28	Fri	L		28	Sun		
29	Sat	L		29	Mon	L	
30	Sun			30	Tue	L	
				31	Wed	L	Anti-Tobacco Day

L = Lectures

H = Holiday

ACADEMIC CALENDAR 2022-23

June 2023				July 2023			
Date	Days	L/H	Particulars	Date	Days	L/H	Particulars
1	Thur	L		1	Sat	L	Chartered Accountants Day
2	Fri	L		2	Sun		
3	Sat	L		3	Mon	L	
4	Sun			4	Tue	L	
5	Mon	L	World Environment Day	5	Wed	L	
6	Tue	L		6	Thur	L	
7	Wed	L		7	Fri	L	
8	Thur	L		8	Sat	L	Writer's Day
9	Fri	L		9	Sun		
10	Sat	L		10	Mon	L	
11	Sun			11	Tue	L	World Population Day
12	Mon	L	Commencement of 2nd IA Exam	12	Wed	L	
13	Tue	L		13	Thur	L	
14	Wed	L		14	Fri	L	
15	Thur	L	IQAC Meeting	15	Sat	L	IQAC Meeting
16	Fri	L		16	Sun		
17	Sat	L		17	Mon	L	SQAC Meeting
18	Sun			18	Tue	L	Remeberance of Smt. Vishalakshi B. Hegde
19	Mon	L		19	Wed	L	
20	Tue	L	Staff Meeting	20	Thur	L	Staff Meeting
21	Wed	L	International Yoga Day	21	Fri	L	
22	Thur	L		22	Sat	L	End of Classes
23	Fri	L		23	Sun		
24	Sat	L		24	Mon	L	
25	Sun			25	Tue	L	SWC Meeting
26	Mon	L	SWC Meeting	26	Wed	L	Kargil Vijay Diwas
27	Tue	L	SQAC Meeting	27	Thur	L	
28	Wed	L		28	Fri	L	
29	Thur	H	Bakrid	29	Sat	H	Muharram
30	Fri	L		30	Sun		
				31	Mon	L	

L = Lectures

H = Holiday

ACADEMIC CALENDAR 2022-23

August 2023				September 2023			
Date	Days	L/H	Particulars	Date	Days	L/H	Particulars
1	Tue	L	Commencement of Semester Exams	1	Fri	L	
2	Wed	L		2	Sat	L	
3	Thur	L		3	Sun		
4	Fri	L		4	Mon	L	
5	Sat	L		5	Tue	L	Teacher's Day
6	Sun			6	Wed	L	
7	Mon	L		7	Thur	L	
8	Tue	L		8	Fri	L	
9	Wed	L		9	Sat	L	
10	Thur	L		10	Sun		
11	Fri	L		11	Mon	L	
12	Sat	L	World Youth Day	12	Tue	L	
13	Sun			13	Wed	L	
14	Mon	L		14	Thur	L	Hindi Day
15	Tue	H	Independence Day	15	Fri	L	IQAC Meeting
16	Wed	L	IQAC Meeting	16	Sat	L	
17	Thur	L		17	Sun		
18	Fri	L		18	Mon	L	
19	Sat	L		19	Tue	H	Ganesh Chaturthi
20	Sun		Staff Meeting	20	Wed	L	Staff Meeting
21	Mon	L		21	Thur	L	
22	Tue	L		22	Fri	L	
23	Wed	L		23	Sat	L	
24	Thur	L		24	Sun		NSS Day
25	Fri	L		25	Mon	L	
26	Sat	L	National Librarian's Day	26	Tue	L	
27	Sun			27	Wed	L	World Tourism Day
28	Mon	L		28	Thur	H	Eid-Milad
29	Tue	L	National Sports Day	29	Fri	L	
30	Wed	L		30	Sat	L	
31	Thur	L					

L = Lectures

H = Holiday

Dr. B.B. HEGDE FIRST GRADE COLLEGE, KUNDAPURA

Accredited by NAAC with B++ Grade [Cycle I]

[A Unit of Coondapur Education Society (R.), Kundapura]

PERFORMANCE REPORT INTERNAL ASSESSMENT EXAMINATION

Name of the Student : _____

Roll No. : _____ Class & Section : _____ Semester _____

Courses	First IA Exam			Second IA Exam		
	Max. Marks	Min. Marks	Marks obtained	Max. Marks	Min. Marks	Marks obtained
Grand Total						
Result						
Signature	Class Mentor					
	Parent/Guardian					

Dr. B.B. HEGDE FIRST GRADE COLLEGE, KUNDAPURA

Accredited by NAAC with B++ Grade [Cycle I]

[A Unit of Coondapur Education Society (R.), Kundapura]

PERFORMANCE REPORT INTERNAL ASSESSMENT EXAMINATION

Name of the Student : _____

Roll No. : _____ Class & Section : _____ Semester _____

Courses	First IA Exam			Second IA Exam		
	Max. Marks	Min. Marks	Marks obtained	Max. Marks	Min. Marks	Marks obtained
Grand Total						
Result						
Signature	Class Mentor					
	Parent/Guardian					

RECORD OF DEPUTATION - (SEM :)

(Absent on account of NCC/NSS/Rovers & Rangers / Sports, Co-curricular activities and Participation in Competitions in other colleges)

Date : From-To	Event & Place	Signature of the Faculty Concerned	Signature of the Mentor

RECORD OF DEPUTATION - (SEM :)

(Absent on account of NCC/NSS/Rovers & Rangers / Sports, Co-curricular activities and Participation in Competitions in other colleges)

Date: From-To	Event & Place	Signature of the Faculty Concerned	Signature of the Mentor

RECORD OF ABSENCE FOR REGULAR CLASSES - (SEM :))										
Date From to	Whole Day (Put a tick mark)	Absence						Reason for Absence	Signature of the Parent / Guardian	Signature of the Mentor
		Partial Absence (Indicate)								
		0	I	II	III	IV	V			

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

RECORD OF ABSENCE FOR REGULAR CLASSES - (SEM :)

Date From to	Whole Day (Put a tick mark)	Absence Partial Absence (Indicate)							Reason for Absence	Signature of the Parent / Guardian	Signature of the Mentor
		0	I	II	III	IV	V	VI			

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

TIME-TABLE: 2022-23 (Sem:))

Name:.....

Roll Number:.....Class & Section:.....

Hours Day	Morning Sessions			LUNCH BREAK			Afternoon Sessions		
	I	II	III				IV	V	VI
Monday									
Tuesday									
Wednesday									
Thursday									
Friday									
Saturday									

TIME-TABLE: 2022-23 (Sem:))

Name:.....
 Roll Number:.....Class & Section:.....

Day	Morning Sessions			LUNCH BREAK			Afternoon Sessions		
	I	II	III				IV	V	VI
Monday									
Tuesday									
Wednesday									
Thursday									
Friday									
Saturday									

ನಾಡಗೀತೆ

ಜಯ ಭಾರತ ಜನನಿಯ ತನುಜಾತೆ

ಜಯ ಭಾರತ
ಜನನಿಯ ತನುಜಾತೆ
ಜಯ ಭಾರತ ಜನನಿಯ ತನುಜಾತೆ,
ಜಯ ಹೇ ಕರ್ನಾಟಕ ಮಾತೆ.
ಜಯ ಸುಂದರ ನದಿ ವನಗಳ ನಾಡೇ,

ಕುಮಾರವ್ಯಾಸರ ಮಂಗಳಧಾಮ,
ಕವಿಕೋಗಿಲೆಗಳ ಪುಣ್ಯಾರಾಮ.
ನಾನಕ ರಮಾನಂದ ಕಬೀರರ
ಭಾರತ ಜನನಿಯ ತನುಜಾತೆ,
ಜಯ ಹೇ ಕರ್ನಾಟಕ ಮಾತೆ.

ಜಯ ಹೇ ರಸಾಯಣಿಗಳ ಬೀಡೆ.
ಭೂದೇವಿಯ ಮಕುಟದ ನವಮಣಿಯೆ,
ಗಂಧದ ಚಂದದ ಹೊನ್ನಿನ ಗಣಿಯೆ.
ರಾಘವ ಮಧುಸೂಧನರವತರಿಸಿದ
ಭಾರತ ಜನನಿಯ ತನುಜಾತೆ,
ಜಯ ಹೇ ಕರ್ನಾಟಕ ಮಾತೆ.

ತೈಲವ ಹೊಯ್ಯುಳರಾಳಿದ ನಾಡೆ,
ಡಂಕಣ ಜಕಣರ ನೆಚ್ಚಿನ ಬೀಡೆ.
ಕೃಷ್ಣ ಶರಾವತಿ ತುಂಗಾ,
ಕಾವೇರಿಯ ವರ ರಂಗ.
ಚೈತನ್ಯ ಪರಮಹಂಸ ವಿವೇಕರ
ಭಾರತ ಜನನಿಯ ತನುಜಾತೆ,
ಜಯ ಹೇ ಕರ್ನಾಟಕ ಮಾತೆ

ಜನನಿಯ ಜೋಗುಳ ವೇದದ ಘೋಷ,
ಜನನಿಗೆ ಜೀವವು ನಿನ್ನಾವೇಶ.
ಹಸುರಿನ ಗಿರಿಗಳ ಸಾಲೇ,
ನಿನ್ನಯ ಕೊರಳಿನ ಮಾಲೆ
ಕಪಿಲ ಪತಂಜಲ ಗೌತಮ ಜಿನನುತ
ಭಾರತ ಜನನಿಯ ತನುಜಾತೆ,
ಜಯ ಹೇ ಕರ್ನಾಟಕ ಮಾತೆ.

ಸರ್ವಜನಾಂಗದ ಶಾಂತಿಯ ತೋಟ,
ರಸಿಕರ ಕಂಗಳ ಸೆಳೆಯುವ ನೋಟ.
ಹಿಂದೂ ಕ್ರೈಸ್ತ ಮುಸಲ್ಮಾನ,
ಪಾರಸಿಕ ಜೈನರುದ್ಯಾನ.
ಜನಕನ ಹೋಲುವ ದೊರೆಗಳ ಧಾಮ,
ಗಾಯಕ ವೈಣಿಕರಾರಾಮ.
ಕನ್ನಡ ನುಡಿ ಕುಣಿದಾಡುವ ಗೇಹ,
ಕನ್ನಡ ತಾಯಿಯ ಮಕ್ಕಳ ದೇಹ.
ಭಾರತ ಜನನಿಯ ತನುಜಾತೆ,
ಜಯ ಹೇ ಕರ್ನಾಟಕ ಮಾತೆ.
ಜಯ ಸುಂದರ ನದಿ ವನಗಳ ನಾಡೆ,
ಜಯ ಹೇ ರಸಾಯಣಿಗಳ ಬೀಡೆ.

ಶಂಕರ ರಾಮಾನುಜ ವಿದ್ಯಾರಣ್ಯ,
ಬಸವೇಶ್ವರ ಮಧ್ವರ ದಿವ್ಯಾರಣ್ಯ.
ರನ್ನ ಷಡಕ್ಷರಿ ಪೊನ್ನ,
ಪಂಪ ಲಕುಮಿಪತಿ ಜನ್ನ

ರಾಷ್ಟ್ರಗಾನ ವಂದೇ ಮಾತರಂ

ವಂದೇ ಮಾತರಂ
ಸುಜಲಾಂ ಸುಫಲಾಂ
ಮಲಯಜ ಶೀತಲಾಂ
ಸಸ್ಯ ಶ್ಯಾಮಲಾಂ ಮಾತರಂ
॥ ವಂದೇ ಮಾತರಂ ॥ ಪ ॥

ಶುಭ್ರ ಜ್ಯೋತ್ಸಾ ಪುಲಕಿತ ಯಾಮಿನೀಂ
ಫುಲ್ಲ ಕುಸುಮಿತ ದ್ರುಮದಲ ಶೋಭಿನೀಂ
ಸುಹಾಸಿನೀಂ ಸುಮಧುರ ಭಾಷೀಣೀಂ
ಸುಖಿದಾಂ ವರದಾಂ ಮಾತರಂ
॥ ವಂದೇ ಮಾತರಂ ॥1॥

ಕೋಟಿ ಕೋಟಿ ಕಂಠ ಕಲಕಲ ನಿನಾದ
ಕರಾಲೇ
ಕೋಟಿ ಕೋಟಿ ಭುಜ್ಯಧ್ಯತ ಖರ ಕರವಾಲೇ
ಅಬಲಾ ಕೆನೊ ಮಾ ಎತೋ ಬಲೆ
ಬಹುಬಲಧಾರಿಣೀಂ ನಮಾಮಿ ತಾರಿಣೀಂ
ರಿಪುದಲ ವಾರಿಣೀಂ ಮಾತರಂ
॥ ವಂದೇ ಮಾತರಂ ॥2॥

ತುಮಿ ವಿದ್ಯಾ ತುಮಿ ಧರ್ಮ
ತುಮಿ ಹೃದಿ ತುಮಿ ಮರ್ಮ
ತ್ವಂಹಿ ಪ್ರಾಣಾಃ ಶರೀರೇ
ಬಾಹುತೇ ತುಮಿ ಮಾ ಶಕ್ತಿ
ಹೃದಯೇ ತುಮಿ ಮಾ ಭಕ್ತಿ
ತೋಮಾರಯಿ ಪ್ರತಿಮಾ ಗಡಿ
ಮಂದಿರೇ ಮಂದಿರೇ
॥ ವಂದೇ ಮಾತರಂ ॥3॥

ತ್ವಂ ಹಿ ದುರ್ಗಾ ದಶಪ್ರಹರಣ ಧಾರಿಣೀ
ಕಮಲಾ ಕಮಲದಲವಿಹಾರಿಣೀ
ವಾಣೀ ವಿದ್ಯಾದಾಯಿನೀ
ನಮಾಮಿತ್ವಾಂ ನಮಾಮಿ ಕಮಲಾಂ
ಅಮಲಾಂ ಅತುಲಾಂ
ಸುಜಲಾಂ ಸುಫಲಾಂ ಮಾತರಂ
॥ ವಂದೇ ಮಾತರಂ ॥4॥

ಶ್ಯಾಮಲಾಂ ಸರಲಾಂ ಸುಸ್ಥಿತಾಂ ಭೂಷಿತಾಂ
ಧರಣೀಂ ಭರಣೀಂ ಮಾತರಂ
॥ ವಂದೇ ಮಾತರಂ ॥5॥
॥ ಭಾರತ ಮಾತಾ ಕೀ ಜೈ ॥

ಜನ ಗಣ ಮನ

ಜನ ಗಣ ಮನ ಅಧಿನಾಯಕ ಜಯ ಹೇ
ಭಾರತ ಭಾಗ್ಯ ವಿಧಾತಾ
ಪಂಜಾಬ ಸಿಂಧು ಗುಜರಾತ ಮರಾಠಾ
ದ್ರಾವಿಡ ಉತ್ಕಲ ವಂಗ
ವಿಂಧ್ಯ ಹಿಮಾಚಲ ಯಮುನಾ ಗಂಗಾ
ಉಚ್ಚಲ ಜಲಧಿ ತರಂಗ
ತವ ಶುಭ ನಾಮೇ ಜಾಗೇ
ಗಾಹೇ ತವ ಜಯ ಗಾಥಾ
ಜನ ಗಣ ಮಂಗಲ ದಾಯಕ ಜಯ ಹೇ
ಭಾರತ ಭಾಗ್ಯ ವಿಧಾತಾ
ಜಯ ಹೇ ಜಯ ಹೇ ಜಯ ಹೇ

National Anthem

Jana Gana Mana
Adhinaayak Jaya Hey,
Bhaarat Bhaagya Vidhaataa
Panjaab Sindhu Gujarat Maraatha,
Draavid Utkal Banga
Vindhya Himaachal Yamuna Ganga,
Uchchhal Jaladhi Taranga
Tav Shubh Naamey Jaagey,
Gaahey Tav Jayagaathaa
Jana Gana Mangal Daayak,
Bhaarat Bhaagya Vidhaataa
Jaya Hey, Jaya Hey
Jaya Jaya Jaya, Jaya Hey