



St. Xavier's College
(Autonomous)
Mumbai - 400001



150
1869 YEARS 2018
**INNOVATIONS FOR
COMMUNITY GAINS**



HANDBOOK 2018 - 2019

UGC "COLLEGE OF EXCELLENCE"

NAAC Accredited A-3.63

www.xaviers.edu

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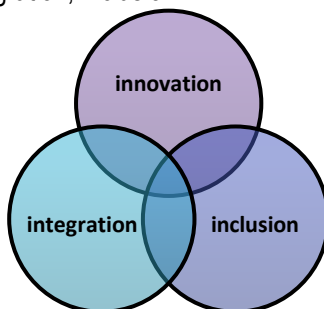
1. COLLEGE GOVERNANCE

Vision – Mission Statement of St. Xavier’s College (Autonomous), Mumbai

Celebrating 150 years of *Provocans ad Volandum* (“Challenging to Fly”)

Vision: An academic community dedicated to the holistic education of future leaders who will demonstrate innovation in their professional competencies, integration in their personal lives and inclusion in their social contribution.

Key Values: Innovation, Integration, Inclusion



Mission:

A. Training for PROFESSIONAL INNOVATION:

1. Ensuring competence, and provoking excellence and brilliance
2. Stimulating critical and creative thinking
3. Promoting multi-disciplinary learning, research and publication
4. Linking studies with contemporary industry developments and applications
5. Making core competencies socially and environmentally beneficial

B. Cultivating PERSONAL INTEGRATION:

1. Fostering confidence, motivation and vision
2. Upholding honesty, transparency and accountability
3. Facilitating emotional, interpersonal, social and spiritual intelligence
4. Developing organizational and leadership skills
5. Encouraging creative and collaborative engagement in curricular and co/extra-curricular activities

C. Advocating SOCIAL INCLUSION:

1. Respecting the dignity of others and practicing compassion and concern
2. Appreciating cultural pluralism and diversity
3. Striving for social justice, harmony and solidarity
4. Caring and providing for the marginalized and disadvantaged
5. Strategizing to protect the natural environment

1. COLLEGE GOVERNANCE

1.1. GOVERNING BODY

Name of Trust: The Bombay St. Xavier's College Society

Dr. (Fr.) Arun deSouza, S.J.	Provincial, Chairperson and Trustee
Dr. (Fr.) Keith D'Souza S.J.	Rector, Vice Chairperson and Trustee
Dr. Baptist Agnel Menezes	Principal, Ex-Officio Member
Dr. (Fr.) Prashant Olalekar S.J.	Member
Dr. (Fr.) Roy Pereira, S.J.	Member
Dr. (Fr.) Conrad Pessa, S.J.	Member
Fr. Francis de Melo S.J.	Member

1.2. BOARD OF MANAGEMENT

Dr. (Fr.) Keith D'Souza, S.J.	Chairperson
Dr. (Fr.) Conrad Pessa, S.J.	Management Rep.
Mr. V. V. Dalvie	Management Rep.
<i>To be announced</i>	UGC Rep.
<i>To be announced</i>	Govt. Rep.
<i>To be announced</i>	Univ. Rep.
<i>To be announced</i>	Univ. Rep.
Dr. Rajendra Shinde	Faculty Rep.
Dr. Madhuri Hambarde	Faculty Rep.
Prof. Vivien Amonkar	Alumna
<i>To be announced</i>	Alumnus
Dr. (Fr.) Roy Pereira, S.J.	Alumnus
Dr. Baptist Agnel Menezes	Secretary

1. COLLEGE GOVERNANCE

1.3. ACADEMIC BOARD

Names	Department	Names	Department
Dr. B. A. Menezes	Chairperson	Dr. N. Mangalore	Life Science & Biochemistry
Dr. A. Rane-Kothare	A.I.H.C.A.	Ms. M. Kolkar	Mathematics
Dr. S. Pirani	Commerce (for Arts)	Ms. M. Stewart	Microbiology
Dr. A. Sawant	Economics	Dr. S. Bodhane	Physics
Dr. P. Pastakia	English	Ms. M. Fernandes	Statistics
Ms. A. Palkhiwale	French	Dr. S. Krishnan	Zoology
Dr. B. Upadhyay	Hindi	Dr. J. Singh	Voc.(SD)
Dr. P. Naitthani	Political Science	Ms S. Bhatgara	Voc.(T & T)
Ms. R. Pavri	Psychology	Dr. K. Gokarn	Biotechnology
Dr. S. Taraporevala	Sociology & Anthropology	Mr. T. Roy	Information Tech.
Ms. S. George Tharakan	Management Studies	Dr. H. Samant	Nominated Faculty
Ms. S. Periyanyagi	Mass Media	Ms. Annapurna S.	Nominated Faculty
Fr. E. Fernandes, S.J.	Commerce	Mr. R. N. Vora	Nominated Faculty
Dr. R. Shinde	Botany	Dr. M. Kagalkar	Govt. Rep.
Dr. Roy Pereira, S.J.	Chemistry	Dr. M.T. Joseph	Mgt. Rep.
Dr. P. Henriques	Geology		

1.4. EXAMINATION BOARD

Dr. Baptist Agnel Menezes	Chairperson
Dr. Arjun Ghatule	University Controller of Exams
Mr. Marazban Kotwal	College Controller of Exams
Dr. Hoshang Master	Officer on Special Duty
Mr. Subhash Kumar	Member

1. COLLEGE GOVERNANCE

1.5. FINANCE BOARD

Dr. Baptist Agnel Menezes	Chairperson
Dr. Kavita Lagate	University Representative
Dr. (Fr.) Conrad Pessa, S.J.	College Treasurer
Ms. Annapurna S.	Faculty
Dr. Hrishikesh Samant	Faculty

1.6. INTERNAL QUALITY ASSURANCE CELL

Dr. (Fr.) Roy Pereira	Director
Ms. Annapurna S.	Vice-Principal (Arts)
Dr. Hrishikesh Samant	Vice-Principal (Science)
Mr. Marazban Kotwal	Examination Controller
Dr. (Fr.) Conrad Pessa, S.J.	Faculty Representative
Dr. Nandita Mangalore	Faculty Representative
Dr. Rajendra Shinde	Faculty Representative
Ms. S.P. Periyanyagi	Faculty Representative
Dr. Sam Taraporewala	Faculty Representative
Dr. Shyamala Bodhane	Faculty Representative
Mr Bipin Patil	Non-Teaching Staff Representative
<i>To be announced</i>	External Expert
<i>To be announced</i>	External Expert
<i>To be announced</i>	Student Representative
Mr. Dominic D'Souza	Student Representative

1. COLLEGE GOVERNANCE

1.7. COLLEGE ADMINISTRATION AND SERVICES

Principal	Dr. Baptist Agnel Menezes
Vice-Principal (Academics); Director, IQAC	Dr. (Fr.) Roy Pereira S.J.
Vice-Principal (Arts)	Ms. Annapurna S.
Vice-Principal (Science)	Dr. Hrishikesh Samant
Vice-Principal (Commerce)	Fr. Errol Fernandes, S.J.
Controller of Examinations	Mr. Marazban Kotwal
Registrar	---
College and Trust Treasurer	Dr. (Fr.) Conrad Pessa, S.J.
Librarian	Ms. MedhaTaskar
Director, Sports	Dr. Thomas Pires
Student Counsellor	Fr. Francis de Melo, S.J.
Director, S.S.L.	Principal
Director, International Programmes	Dr. Rashmi George
Director, Heras	Dr. Joan Dias
Director, Knowledge Centre	Mr. Kevin D'Cruz
Director, X.D.P.	Dr. (Fr.) Roy Pereira S.J.
Director, D.I.R.S.	Fr. Prashant Olalekar S.J.
Administrative Officer	Kamal Dhaundiya
Hostel Warden	Dr. Agnelo Menezes
Asst. Hostel Warden	Mr. John D'Souza

1. COLLEGE GOVERNANCE

1.8. COLLEGE ADDRESS

The Principal
St. Xavier's College (Autonomous),
5, Mahapalika Marg,
Mumbai 400-001, Maharashtra, India.

Phone: 91-22-22620661 / 2 / 5 or 91-22-22625195
Fax: 91-22-22617677 or 91-22-22659484

Email: webadmin@xaviers.edu
Website: www.xaviers.edu

1.8.1. CONTACT NUMBERS OF OTHER FACILITIES ON CAMPUS

Administrator:	22632024	Caius Laboratory:	22622799
Counseling Centre:	22625195	General Office (Direct):	22613358
Hostel:	22621785	Library:	22703522
I.M.G.:	22634558	X.R.C.V.C.:	22623298

1.9. RTI QUERIES

- 1.9.1. Public Information Officer (PIO): Ms. Grizel Menezes
- 1.9.2. Asst. PIO : Mr. Bipin Patil
- 1.9.3. Appellate Authority : Principal
- 1.9.4. For details please refer to the College Website (**RTI Manual**)

1.10. OTHER INSTITUTES ON CAMPUS

- 1.10.1. **Xavier's Institute of Management and Research (XIMR)**
Tel. No. 39511812
- 1.10.2. **Xavier's Institute of Communications (XIC)**
Tel. No. 22621366 / 1369
- 1.10.3. Please contact them directly for information about their Courses and the like, either through the link entitled '**INSTITUTES**', on the Homepage of our Website or through the respective Institute's given Telephone Number(s).

2. COLLEGE PROFILE

2.1. COLLEGE HISTORY

ST. XAVIER'S COLLEGE was founded in 1869 by the Society of Jesus, a Christian Religious Organisation started by St. Ignatius of Loyola. Since its very inception, the Society has significantly contributed to the field of education throughout the world, inspired by a vision of the human, drawn from the life, teachings and personality of Jesus Christ. In India, it was St. Francis Xavier, after whom the College is named, who began the educational work of the Society of Jesus. At present, in India, the Society runs 36 Pre-Primary/Primary/Middle Schools, 130 High Schools, 20 Technical Institutes and 33 Colleges. All these institutions form a part of the effort of the Catholic Church to share in the vital task of education.

St. Xavier's College is a Christian institution, started with the purpose of educating the Christian community in India. It extends its services to members of other communities as an effort at building a truly inter-religious and inter-cultural human community in the country. On January 30, 1869, it was affiliated to the University of Mumbai. It became a Constituent College of the University, as a result of the Mumbai University Act 1953. It is entrusted by the University with the task of preparing students for degrees in Arts, Science, Commerce, Mass Media, Management Studies and Information Technology.

St. Xavier's College looks upon itself as an academic community where scholars, both students and teachers, have the freedom and responsibility to communicate, evaluate and enlarge humankind's store of knowledge. The College stands for academic excellence and endeavours to create an environment, which generates a love of learning, a habit of critical thinking and the ability for accurate expression. It strives after character formation based on the love of God and the service of humanity, with a view to training citizens, who will be remarkable for all-round development and a sincere commitment to God and Country.

St. Xavier's College, thus, endeavours to contribute to the necessary transformation of the prevailing social conditions. This transformation, envisages that the principles of social justice, equality of opportunity, genuine freedom and respect for religious and moral values enshrined in the Constitution of India, shall be upheld, and that all men and women shall live in keeping with their human dignity and self-respect. The environment and inclusive education are of special concern to St. Xavier's College. Hence, the College strives towards making a committed and significant contribution towards these issues.

The Society of Jesus exercises its responsibility over St. Xavier's College through a Governing Body, whose Chairman is the Provincial of the Mumbai Province of the Society, Vice-Chairman is the Rector of the College and the Secretary is the Governing Body's Chief Executive. St. Xavier's College – Autonomous, affiliated to the University of Mumbai, conducts the B.A., B.Sc., and B.Com. Government Aided Degree Courses on campus along with the B.M.M., B.M.S. and B.Sc. I.T. Degree Courses on a Self-Financing Basis. Masters Courses (Aided) in Botany, Geology, Life Sciences, Microbiology and Ancient Indian History, Culture and Archaeology, M.Sc. Biotechnology (Self-Financing) and M.A. in Public Policy (Self-Financing) are also conducted. The College has also

2. COLLEGE PROFILE

introduced (since 2014-15) the UGC sponsored Vocational Degree Courses in Tourism and in Software Development. The University of Mumbai awards Degrees for the above mentioned courses. Diploma / Certificate courses on Clinical Research, Forensic Science and Criminal Law, Gemology & Gem Appreciation, Counselling Psychology and Aspects of Ancient Indian History, Culture and Archaeology are also held in collaboration with other Institutions or groups.

2.2. RECENT ACHIEVEMENTS OF THE COLLEGE:

- 2.2.1. **MHRD's National Institute Ranking Framework (NIRF) (2018): 74th Rank** (College Category) at the National level.
- 2.2.2. **Heritage Grant** (2015) awarded by the UGC, under the MHRD, Government of India.
- 2.2.3. **'College of Excellence' Award** (April 2014) by the UGC, under the MHRD, Government of India.
- 2.2.4. Certificate of Excellence by the Associated Chambers of Commerce & Industry of India (ASSOCHAM) for **Best Institute Serving a Social Cause** (February 2014).
- 2.2.5. **Department of Biotechnology (DBT) Star Status** (2014) to Botany, Chemistry, Life Science, Microbiology, Physics & Zoology. **DBT Star Scheme Grant** to Mathematics (2015) & Statistics (2016).
- 2.2.6. College secured an **A Grade (GPA: 3.63 / 4)** in the third cycle of accreditation (2013) by NAAC.
- 2.2.7. The University of Mumbai notified St. Xavier's College as the first **Autonomous College** of the University, from June 2010. An **Extension of Autonomy** from January 20th, 2017 was granted in April 2017 till 2022.

2.3. UNDERGRADUATE COURSES

2.3.1. Aided Courses				
Arts	Science	Commerce	Vocational (SY & TY only)	
			Tourism	Software Dev.
B.A.	B.Sc.	B.Com.	B.Voc.	B.Voc.
8 am to 2 pm	8 am to 4 pm	5.50 pm to 9.20 pm	1 pm to 6 pm	

Note: Classes of the Commerce Faculty are conducted in the late evening, primarily to encourage working students of a disadvantaged background to enroll.

2. COLLEGE PROFILE

2.3.2. Self-Financed Courses		
Management Studies	Mass Media	Information Technology
B.M.S.	B.M.M.	B.Sc. (I.T.)
8 am to 1 pm		8 am to 4.20 pm

2.4. POST-GRADUATE COURSES

ARTS		SCIENCE	
M.A.	Ph.D.	M.Sc.	Ph.D.
Ancient Indian Culture & Archaeology (A.I.C.A.)*	A.I.H.C.A.	Botany *&**	Botany
Public Policy * & #	Avesta-Pahlavi	Chemistry **	Chemistry
	History	Geology *&**	Geology
		Life Sciences *&**	Life Sciences
		Microbiology *	Zoology
		Biotechnology * & #	
Note: '*' = By Papers; '**' = By Research; '# = Self-Financed			

2.5. DISCIPLINES IN ARTS				
A.I.C.A.	Anthropology	Commerce	Economics	English
French	Hindi	History	Political Science	Psychology
Public Policy	Sociology	Statistics	Tourism	

2.6. DISCIPLINES IN SCIENCE			
Biochemistry	Biotechnology	Botany	Chemistry
Economics	Geology	Life Science	Mathematics
Information Technology	Microbiology	Physics	Statistics
Software-Development	Zoology		

2.7.	DISCIPLINES IN COMMERCE:	Accountancy
2.8.	DISCIPLINES IN MANAGEMENT STUDIES:	Marketing & Finance
2.9.	DISCIPLINES IN MASS MEDIA:	Advertising; Journalism

3 COLLEGE FACILITIES

3.1. CORE INFRASTRUCTURE

- 3.1.1. Library (1887-88):** The College Library provides print & electronic resources for all academic and related activities of the students and staff, services for the retrieval and use of these resources and adequate infrastructure and spaces for their use. An online database of the books and journals is maintained and access to these is provided through five OPAC (On-line Public Access Catalogue) terminals in the library and a link on the College website. The library has initiated an Institutional Repository by digitalizing rare books and college publications. The library is open from 9.00 a.m. to 8.00 p.m. on all working days only. Ms. Medha Taskar is the College Librarian.
- 3.1.1.1. Reference Library (RL) (1937):** The heritage structured RL has Reserve Counters with text books, current issues and bound volumes of journals, reference books, special collections, two peer-learning cubicles for group discussions and study, separate study area for staff, electric charging points, WiFi along with six terminals for internet access and CD / DVD viewing (of which two are reserved for Staff). A photocopying facility exists near the RL.
- 3.1.1.2. Lending Library (LL) (1977):** The open access LL with a mezzanine floor, houses about 60,000 books. The LL has a paperback collection, newspapers and magazines reading facilities, the Issue & Return Counters as well as reading spaces.
- 3.1.2. Computer Center (2006):** It is called the 'Xavier Knowledge Centre'. It is solar-powered and is situated on the first floor of the Hostel Building and includes 5 Computer Laboratories having about 125 computers in all. One of the Computer Labs has a Video Conferencing facility. The Centre supports all the curricula computer courses. It also holds courses in collaboration with other organizations. Mr. Kevin D'Cruz is the Director.
- 3.1.3. Gymkhana (1954):** It is called the Fell Gymkhana (after its founder Fr. Fell S.J.) It has facilities for Body-building, Badminton, Table-Tennis, Carrom and Chess. The College has full-size Basketball and Volleyball Courts. The College has leased from the BMC the use of a cricket pitch on Azad Maidan. Dr. Thomas Pires is the Director and he is assisted by other Coaches for different sports, as and when the need arises.
- 3.1.4. Multi-Media Centres:**
- 3.1.4.1. The Smith Centre for Audio-Visual Instruction (SCAVI),** was inaugurated in December 1979. It has audio-visual instruments and techniques at the service of staff and students. It has been renovated under grants from the Sir Dorabjee Tata Trust.

3 COLLEGE FACILITIES

- 3.1.4.2. **The Multi-Media Room (MMR)** is a centralized facility for Multimedia-based instructions and presentations for our staff and students. It has been renovated under grants from the Sir Dorabjee Tata Trust.
- 3.1.5. **Common Rooms:** There are separate common rooms for male and female students as well as for the teaching and non-teaching staff members.
- 3.1.6. **Canteen and Foyer:** This is a spacious area with a view of greenery. A variety of refreshments and meals are available here. It is a place on the campus not only for leisure and refreshment but also for students to bond, discuss and even work on assignments and projects.
- 3.1.7. **Hostel:** The Campus Hostel can accommodate 75 male students. Only First and Third Years and UG students and PG (I & II) Senior College are admitted into the Hostel. A part of the College Canteen functions as the Hostel Mess and it serves subsidized meals and refreshments to hostelites and guests. Some of the rooms in the hostel are for two occupants and some for three occupants. Applications are accepted only after admission to the College has been secured. The College Principal is the overall in-charge of the College Hostel.
- The College has an additional hostel facility at Seva Niketan (Byculla) which is also run by the Jesuits in collaboration with the Management of the College.
- Many of our women students stay at Regina Pacis Hostel (Byculla), Missionary Settlement for University Women (Mumbai Central) and Savitribhai Phule Hostel (Charni Road).
- 3.1.8. **Counselling Centre (1954):** It provides: Personal Counselling - Interviews for better Personal and Social Adjustment; Personality Evaluation Tests for Self-Improvement; Vocational Testing; Information on Careers, Professions and Specialized Studies in India and abroad; Information on Scholarships and Financial Assistance Schemes. It also helps in the admission of students and in organizing Orientation Programmes for the newly admitted students. Fr. Francis de Melo S.J., is the Director.
- 3.1.9. **Placement Centre:** This Centre endeavours to bring reputed companies for campus placement of our students. It also trains students to write their CV and get acquainted with the selection process of corporates. A Staff-Student Committee operates this Centre. Ms. Soni George Tharakan is the Placement Committee Convenor and Mr. Dominic Fernandes is the Placement Officer.
- 3.1.10. **First-Aid Centres:** Basic 'First-Aid' is available with the College General Office (CGO) (Ms. Grizel Menezes) and the Administrator's Office. The CGO personnel will facilitate the calling of a doctor in case of an emergency or the shifting of the concerned person to either G.T. Hospital or Bombay Hospital. A

3 COLLEGE FACILITIES

stretcher and wheelchair are available with the Gate-Security. The College also has an Infirmary for those staff / student who fall sick while on Campus.

3.1.11. Administrator's Office and Workshop: This Office coordinates all the maintenance services on the campus.

3.1.11.1. Disaster Management: In case campus mishaps have to be reported, contact the College Administrator (Ext. 108) or the College Receptionist (100) or the Principal (101). College authorities could also be contacted on phone lines: 22620661 or 22620665 through the use of mobile phones.

3.1.12. St. Xavier's Villa (Khandala): It is spacious set up in the midst of the Khandala hills and dales. It is about 20 minutes' walk from the Khandala Railway Station. It is open to the College staff and students for retreats, seminars and educational conferences. It includes a small chapel, a dining room, two conference halls and about 40 rooms (with single, double or triple occupancy). A caterer provides regular meals. Bookings have to be done through the Treasurer's Office of the College.

3.1.13. The **College Merchandise Shop** (which also sells stationery material) exists on the ground floor of the Administration Building. It is an outlet of the Xavier's Development Programme (XDP).

3.2. CORE FORUMS

3.2.1. Students' Council: The College has a long tradition of student participation in decision-making. Students on the Council serve as representatives of the students of each class.

3.2.2. Extra-Curricular Committee (ECC): It consists of faculty and students. It coordinates all the cultural and other extra-curricular activities on campus. It also monitors the extra-curricular involvement of each student in his / her attempt at completing the requisite hours of such activities to earn the mandatory Extra-Curricular Non-Academic Credits. It is advisable for students to check the College website for the ECC data submission procedure. Dr. Ashma Aggarwal is the Convenor.

3.2.3. Grievance Redressal Mechanism: The Grievance Redressal Committee is made up of the 4 Vice-Principals and the College Treasurer. It looks into formal complaints (in a gender-neutral manner) made by students or faculty and recommends action to the Principal. Complaints may be made either to the Principal or directly to any of the members.

3.2.3.1. For academic grievances, the student should first approach the Head of the Department concerned, if the Lecturer in question is not open to dialogue. The student may then approach the concerned Vice Principal or the Principal.

3 COLLEGE FACILITIES

- 3.2.3.2. For personal matters or regarding facilities on campus, students are encouraged to meet their Lecturers or the concerned Vice Principal or even the Principal.
- 3.2.3.3. The Students' Council is also a channel for issues listed in 3.2.3.2.
- 3.2.3.4. Suggestions (feedback / feed-forward) to improve the quality of life on campus are welcome.
- 3.2.3.5. The College authorities assure confidentiality when complaints are lodged.
- 3.2.4. **Women's Development Cell (WDC) (2006):** It coordinates programmes for awareness and action on women's issues. It also constitutes the Gender Grievance Redressal Cell for complaints of sexual harassment or discrimination. Ms. Linda Dhakul is the Convenor.
- 3.2.5. **Inclusive Education (Provisions for Students with Disabilities):**
- 3.2.5.1. **Inclusive Education Policy**
The institute is committed to equal opportunity admission based on merit to all students with or without disability. The College offers support services to students with disabilities through the Inclusion Cell. This Cell looks at concerns and solutions for effective Inclusive Education practices.

If a current or prospective student with disability has any queries please contact Dr. Sam Taraporevala or Neha Trivedi, XRCVC, neha@xrcvc.org / sam@xrcvc.org: 022-22623298 / 022-22626329.
- 3.2.5.2. **Inclusive Education Accommodation Request Process:**
It is imperative for students with disabilities who seek to have any accommodations during their course of study to complete the process of submitting the Accommodation Intake Form within the first 15 days from having secured admission (for new students) and the Accommodation Continuation Form within 15 days from the start of the new academic year (for students continuing in College). Any delays in not meeting the deadline to submit the form will be taken as the student not needing any accommodation. It should be kept in mind that in the event that the student has not filled the Accommodation Intake Form, the college is then not mandated to provide any accommodation services.
- 3.2.5.3. Any student seeking accommodation needs to seek an appointment with Ms Neha Trivedi, Co-ordinator, Students with Disability, XRCVC as soon as possible on grant of admission / beginning new academic year.
- 3.2.5.4. After the meeting with the Co-ordinator the student is to fill the Intake / Continuation Form within 15 days of granting of admission / start of academic year. The same has to be downloaded from the college website

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under the Inclusive Education Tab and submitted to Ms. Neha Trivedi, XRCVC.

- 3.2.5.5.** Last date for submitting the forms for 2018-19:
- 3.2.5.5.1.** F.Y.J.C and First Year Degree College: 15 days from the date of being admitted into the College.
 - 3.2.5.5.2.** S.Y.J.C / Second Year & Third Year Degree College: 20th June 2018.
- 3.2.5.6.** The students will be granted their Accommodation Letter after being passed by the Co-ordinator of the College Inclusion Cell.
- 3.2.5.7.** The students are then expected to give a copy of their Accommodation Letter to their Class Teacher / HoDs, Course Teachers, Controller Examiner and the Resource Centre Co-ordinator within 7 days of them being issued the letter. If these students fail to share this letter with respective authorities within 7 days of its issue to them, the college may not be in a position to provide the support granted.
- 3.2.5.8.** For details of provisions (Academic and Examination) available for students with disabilities please read the Intake Form / Continuation Form.
- 3.2.5.9.** In case of any grievances with the accommodations granted the students may approach the Principal.
- 3.2.5.10.** In case of any Special Request not included in the Intake / Continuation Form the student must make a direct application to the Principal.
- 3.2.5.11. Inclusive Education Facilities on Campus**
- 3.2.5.11.1. Xavier's Resource Centre for the Visually Challenged (XRCVC):**
This centre, for visually challenged persons (VCPs), is supported by individuals, Trusts and Corporates. It is technologically equipped with various screen readers, screen magnifiers, text to speech converters, tactile graphical creation systems, Braille machines, et al. The XRCVC is involved with:
- i. Student Activities:** Student training (computer, mobility and Braille) and volunteer co-ordination.
 - ii. Social Advocacy:** Addressing accessibility issues of VCPs at local, regional and national levels.
 - iii. Awareness Generation** on the lives of persons with disability among all stakeholders and people at large.
- Dr. Sam Taraporevala is the moving force behind the Centre (website www.xrcvc.org).

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3.2.5.11.2. Inclusion Cell: This Staff-cum-Student Representative Committee looks into all inclusion and accessibility needs and initiatives on campus. Grievances by student with disability can be addressed to this Cell or to principal@xaviers.edu. The Cell is headed by the Principal.

For students with disabilities seeking admission to the college please refer to Section 3.2.5 (page 13) for details on procuring provisions during the course of study. It is mandatory for the students to complete the Intake Form process listed under the said section within 15 days of receiving admission.

For examination accommodations available for students with disabilities and the process to avail the same please refer to Section 3.2.5 (page 13) and the college website www.xaviers.edu tab of Inclusive Education.

As per Government of Maharashtra GR dated 04/03/2017, the following provisions are available during exams (on request and subject to the Principal's approval) for Cancer Patients: Use of Typewriter / Different type of pencil, pen, gripper / Use of Writer (based on requirement only) / Use of Computer / Permission to have a person, in whom the student has faith, remain present near the examination hall.

3.3. ADDITIONAL ACADEMIC FACILITIES

3.3.1. Blatter Herbarium: It was started at the end of the 19th century. By 1918 a very large number of plants were gathered by Fr. E. Blatter, S.J., his associates and students. The Herbarium was named after Fr. Blatter in 1941. It contains the largest collection of plants in Western India. It provides facilities for the study of Plant Systematics and has a well-stocked library on Systematic Botany. The Herbarium has received the Sir Ratan Tata Trust Grant for upgradation and digitization of the plant database. Dr. Rajendra Shinde is the Director.

3.3.2. Caius Research Laboratory for Inter-Disciplinary Studies (1947): It was established to carry out drug research and was named after Fr. J. F. Caius, S.J. It has been restructured and equipped with new instruments. It functions as a research and coordination centre for all the Science Departments. In this Lab a strain of *Streptomyces* was identified. It has been supported by grants from industry, UGC, UNDP, etc. This laboratory also provides facilities for faculty and students from within the College as well as from other Colleges / Institutes to carry out research projects and internships. The fee for Interns would be Rs. 5000 per month. Dr. Priya Sundarraj is the Director.

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- 3.3.3. **Central Instrumentation Facility (C.I.F.) (2006):** This is a facility with sophisticated equipment acquired mainly through a DST-FIST Grant and UGC's 'College of Excellence Scheme'. It is a part of the Caius Research Lab.
- 3.3.4. **Heras Institute of Indian History and Culture (1926):** Initially, it was called the Indian Historical Research Institute, by Fr. Henry Heras, S.J., and on his death in 1955, it was renamed after him. The Heras Institute, with its well-stocked Research Library and Museum, provides guidance and facilities for Post-Graduate research in Ancient, Medieval & Modern Indian History, Indian Art & Literature, Indian Religions & Culture. Its Research Journal is called INDICA (since 1964). Dr. Joan Dias is the Director.
- 3.3.5. **Nadkarny–Sacasa Research Laboratory (1972):** It provides modern research facilities in Chemistry and connects research with industry. It can support 20 Post-Graduate research students in Chemistry. This laboratory has produced several doctorates, one international and two national patents. Dr. (Fr.) Roy Pereira S.J. is the Director.
- 3.3.6. **Xavier's Visual Arts Studio (2014):** It is equipped with: professional quality digital cameras (still and moving), lighting equipment and an A.V. editing set up. This facility is open to all our College students. Students from the Arts & Science faculties use this studio to enhance their course projects with the basic techniques of visual presentation. The Mass Media Department of the College is in-charge of this studio.
- 3.3.7. **St. Xavier's Language Laboratory:** It is equipped with the latest in Language Acquisition Technology. It caters to both new and advanced learners in English, Hindi, French and Marathi. It also helps students to develop their Soft-Skills (e.g., Presentation Skills and Public Speaking Skills). Ms. Jyoti More is the Faculty-in-Charge.

3.4. CO- AND EXTRA-CURRICULAR FACILITIES

- 3.4.1. **Department of Inter-Religious Studies (DIRS) (1987):** It fosters an understanding and appreciation of religions as a potent force for communal harmony, social justice and ecological sustainability. Its motto is 'Co-create Cosmic Compassion' and it motivates people of all faiths as well as those who profess none to strive together for integral compassion (intrapersonal, interpersonal, societal, global and cosmic). The integral model of the Ignatian Pedagogical Paradigm (IPP) is followed in the courses that DIRS holds under the Quest for Excellence Programme. There are regular meditative sessions called 'Art of Peace' and 'Playog' that facilitate integral compassion. The social

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outreach sessions offer unique forms of interacting with the poor and Mother Earth in order to learn and be transformed by the perspective from the periphery. It hosts *Samanvaya*, a collaborative forum of NGOs striving for communal harmony and peace. It collaborates with the AICUF to organize meaningful Interfaith Prayer Services and Masses on special occasions. Fr. Prashant Olalekar, S.J. is the Director.

- 3.4.1.1. Chapel-cum-Prayer Hall:** The Chapel is open during college hours to students and staff of all faiths who would want time for quiet and prayer. The Eucharist is held 4 times a week for Catholic students and staff, during the class break timings.
- 3.4.2. Council of International Programmes (CIP):** It enables an osmotic educational link between St Xavier's College and Universities across continents. It has incessantly bolstered the visibility of St Xavier's College on the global map. While CIP looks forward to fostering new alignments with the leading universities across the globe, it harks back to the rich legacy of globalization that has been an inherent facet of Jesuit education at St Xavier's College. CIP facilitates both **short-term** and **long-term** programmes for its in-house and foreign students.
- 3.4.2.1.** Short-term programmes for in-house students can be availed of in the April-May period. Summer programmes are available in some of the leading universities of the world. Credits for these programmes, however, cannot be transferred.
- 3.4.2.2.** Long-term programmes include:
- 3.4.2.2.1.** A semester abroad during the fourth semester with full-transfer credits. Admission to this programme is subject to the approval of the core departments that the student is currently studying in.
- 3.4.2.2.2.** One year exchange programme after completing the second or third year. If the student chooses to go after the second year, the student has to return to college to complete the third year of the degree course in order to graduate from St Xavier's College.
- 3.4.2.3.** All students availing of foreign exchange programmes have to abide by the norms and guidelines stipulated for every student in the College Handbook. Dr. Rashmi George is the Director.
- 3.4.3. Study Abroad Counselling Centre (SACC) (2012):** It helps students get admission into PG programmes in various foreign Universities; in selecting Universities, preparing for TOEFL / GRE, completing Visa and pre-departure formalities. Ms. Rashida Haidermota is in-charge of SAAC.

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- 3.4.4. Quest for Excellence Programme (QEP):** It was previously called 'Honours Programme'. It aims at providing an intellectual challenge to students. It seeks to go beyond the regular syllabi, to provide scope for greater student participation and to promote creativity in the learning process. Through assignments, seminars, projects and displays, it makes learning an exciting academic pursuit. Over three years, students must accumulate a minimum of 7 credits, of which: 5 must be from the Department / Hub in which the student has registered; 2 Transfer Credits from any other discipline / Hub. A Certificate of Merit is awarded to students who successfully complete the Programme. The Q.E.P. is headed by the Vice-Principal (Academics).
- 3.4.5. Learning for Life Programme:** It seeks to enlarge the scope of learning to other areas of accomplishment. It includes courses in Personality Development, Public Speaking, Self-Defence, Photography, Calligraphy, etc. The ECC handles this programme.
- 3.4.6. College and Departmental Fests / Conferences:** The College encourages the holding of Fests / Conferences as it trains students in organizing and leadership skills. Nearly every department organizes such activities at the intra and / or inter college levels (refer section 3.5.5., page 20 for more information).
- 3.4.6.1. Malhar** is an annual inter-collegiate 3-day festival held in August. Along with the cultural component, it also holds 'Conclave' as its intellectual component.
- 3.4.6.2. Paradigm** is an inter-collegiate Science Festival held in January. It includes a conference, an exhibition and other academic events.
- 3.4.6.3. Jan-Fest** is a 2-day festival that celebrates Indian Classical Music in January. This is a finale of a series of musical concerts that IMG organizes (refer 3.5.1., page 19).
- 3.4.6.4.** For the Department Fests and other extracurricular programmes please refer 3.5.5. , pages 20 & 21.
- 3.4.7. Social Involvement Programme (SIP) (1996):** It aims at making education socially relevant. Students are made to learn through direct social involvement as 'when the heart is touched by direct experience, the mind is challenged to change'. Students work with economically and physically underprivileged children as well as with mentally challenged individuals, domestic workers, hospital patients and senior citizens. Under the guidance of two qualified Social Workers, students are required to offer a minimum of 45 hours of service with an NGO and 5 hours of social activities connected with any of the academic disciplines that college offers. It is headed by the Principal.

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3.5. COLLEGE ASSOCIATIONS

- 3.5.1. The Indian Music Group (I.M.G.) (1973):** It aims at promoting Indian Classical Music in the city. It organizes concerts, lecture-demonstrations and music appreciation courses. Jan-Fest, its annual Indian classical music festival, is very highly rated. In 1984, an air conditioned library was set up with an enviable collection of LP's and tapes, inclusive of several thousand hours of recorded live performances. Dr Bhaskar Saha runs the IMG with the help of a Staff-Student Committee.
- 3.5.2. The Social Service League (S.S.L):** This started more than 50 years ago. It caters to the altruistic sensibilities of students. Its activities include an exhibition on a socially relevant theme, an annual Rural Work Camp, Project Care (a two-day programme for children who are economically and / or differently challenged), visits to homes for the disadvantaged and similar activities. The Principal is the Director.
- 3.5.3. All India Catholic University Federation (AICUF):** Inspired by Gospel values, the AICUF, a national youth organization, gives students an opportunity to develop an all-round personality through leadership training, social outreach, spiritual integration and cultural activities. Conscientized on burning issues like women empowerment and ecological imbalance, its members are geared to taking a stand for the liberation of marginalized groups and Mother Earth. The AICUF facilitates the College Choir and with the DIRS organizes the Inter-Faith Prayer Services and Masses. Its national slogan is 'We are born into an unjust society and we are determined not to leave it as we have found it'. True to the concept of 'Catholic' which means 'Universal', the approach of the AICUF is inclusive. Fr. Prashant Olalekar S.J. is the Unit Adviser and State Adviser.
- 3.5.4. St. Xavier's Alumni Association (1903):** It caters to alumni/ae who would like fellowship and contact with their Alma Mater, the Association has seen illustrious ex-students involved in its activities.

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3.5.5. Activities of Departments / Associations / Bodies in College

Table No. 3.5.5.

Department	Association	Publication	Fest / Programme
Fest / Programmes organized by College	—	—	Malhar; Ted ^x ; Paradigm; Jan-Fest
Faculty Research Journal	—	XPLORE	—
A.I.H.C.A.	—	RCA	<i>Vividha</i>
Biotechnology	—	Palindrome	Palindrome
Chemistry	Xavier's Association of Chemistry – XAC	Elemental	XAC Fest
Commerce Section	—	Trends	—
Dept. of Inter-Religious Studies	—	<i>Tarang</i>	—
Economics	Eco-Circle	<i>Arthniti</i>	<i>Econundrum</i>
English	English Association	<i>Ithaka</i>	<i>Ithaka</i>
Extra-Curricular Credit Committee	—	—	ECC Carnival
French	—	<i>A La Francaise</i>	—
Geology	—	Terra	—
Heras Institute	—	Indica; The Bombay Explorer	—
Hindi	Hindi <i>Sahitya, Sangeet & Natya</i> Academy	<i>Ankur</i>	<i>Antas</i>
History	—	<i>Aitihasic</i>	—
Life Science & Biochemistry	—	Lignum Vitae	—
Management Studies	—	Insight	<i>Zephyrus</i>
Mass Media	Media Circle	The Catch Phrase	<i>Zeitgeist</i>
Mathematics	Mathematics Association of Xavier's (MAX)	The Proof	
Microbiology	Undergraduate Microbiology Association (UMAX)	Michronicle	
Physics	Physics Circle	Celeritas	PROBE

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Department	Association	Publication	Fest / Programme
Political Science	Political Science Association	<i>Samvad</i>	—
Psychology	Psychology Association	Uncommon Sense	—
Sociology & Anthropology	The Academy of Sociology & Anthropology	<i>Eidos</i>	—
Statistics	Stats Society	The Plot	Confluence
Zoology	Xavier's Zoology Association	Imprint	—
—	AICUF	AICUFer	<i>Ujali</i> , AICUF Day
—	DIRS	Tarang	—
—	Film Club	—	Countdown
—	Jagruti	Pukar	—
—	Marathi <i>Vangmaya Mandal</i>	<i>Tejomaya</i> (Diwali issue); <i>Pakharan</i>	<i>Aamod</i>
—	Student Council	Xpress	—
—	The Debate Society	—	—
—	The Photography Society	—	—

4. COLLEGE ADMISSION PROCESS

4.1. ADMISSION POLICY

- 4.1.1. Admission of students into the Autonomous Degree Courses will be on the basis of the aggregate marks in the qualifying examination or its equivalent, for both the Undergraduate (UG) and the Postgraduate (PG) courses, unless specified otherwise.
- 4.1.2. For the Bachelor in Mass Media (B.M.M.) & Bachelor in Management Studies (B.M.S.) Courses, students come from all 3 faculties (Arts, Science & Commerce) where the marking systems are very different. Hence, an Entrance Test for these courses is conducted. Admission for B.M.S. & B.M.M. is based on:
 - 4.1.2.1. 60 % weightage to Entrance Test (Objective Question Paper) & 40 % weightage to Class XII aggregate marks.
 - 4.1.2.2. A candidate can apply in only one category (refer Table 4.1.9 (B) on page 24).
- 4.1.3. Admissions to B.Sc. (I.T.) will be based on the marks scored in Mathematics at the Class XII Board Exam. Hence, there is no Entrance Test for B.Sc. (I.T.) admissions.
- 4.1.4. For M.A. in Ancient Indian Culture and Archaeology, an Entrance Test is held for students from faculties other than Arts and for students from other Universities.
- 4.1.5. All applications for admissions to any UG or PG degree course should be submitted by the date notified by the College. Late applications may not be accepted.
- 4.1.6. Admissions will be considered to be completed only when the full fees for the academic year are paid (against an official receipt) and the name of the applicant appears on the relevant rolls. Only the Principal can condone payment in full or allow payment in part.
- 4.1.7. All UG and PG admissions are valid only for one year and are therefore to be renewed for each subsequent year of study.
- 4.1.8. A student will not be re-admitted to the College if he / she has:
 - 4.1.8.1. Had three unsuccessful attempts at the same examination.
 - 4.1.8.2. Been debarred twice within the first four semesters.
 - 4.1.8.3. Had serious complaints of indiscipline against him / her in the previous year.
- 4.1.9. The College is a Catholic Minority College, administered under the provisions of the Indian Constitution, to promote the welfare of the Minority community.
 - 4.1.9.1. As per the Judgement dated 12th October 2017 of the Honourable Bombay High Court vide Writ Petition No. 1726 of 2001, Minority Colleges do not need to set aside seats for Backward Classes. This is reiterated by the University of Mumbai Circular (No.Aff./Recog./Admission/(2018-19)/10/of 2018), dated 30th May, 2018.

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- 4.1.9.2. This Judgement renders null & void the Directives regarding Reservation of Seats given by the University of Mumbai vide Circular No. Spl. Cell / (68) / 218 / 2005 dated 3rd June, 2005 [i.e., SC (13%) / ST (7%) / DT(A) (3%) / NT(B) (2.5%) / NT(C) (3.5%) / NT(D) (2%) / OBC (19%) / SBC (2%)].
- 4.1.9.3. Hence, the admission intake in St. Xavier's College (Autonomous), Mumbai is as shown in Table 4.1.9 (A) and Table 4.1.9. (B) on pages 23 and 24 respectively.

Table 4.1.9. (A)

F.Y.B.A. (360 seats), F.Y.B.Sc. (360 seats) & F.Y.B.Com. (240 seats)	
Category	Criteria
TOTAL SEATS	100% (Arts & Science: 360; Commerce: 240)
Management Quota Arts & Science: 15% of 100 % of 360 seats Commerce: 15% of 100 % of 240 seats	Case A
BALANCE SEATS	85%
Christian Minority Arts & Science: 50% of 85% of 360 seats Commerce: 50% of 85% of 240 seats	i. Case B. ii. Case C
General Category Arts & Science: 42% of 85% of 360 seats Commerce: 42% of 85% of 240 seats	i. Case B. ii. Case C
Others i. Persons with Disability Category: Arts & Science: 5 % of 85% of 360 seats Commerce: 5 % of 85 % of 240 seats ii. Special Category** (refer 4.1.10.) : Arts & Science: 3 % of 85% of 360 seats Commerce: 3 % of 85 % of 240 seats	i. Case B. ii. Case C
Key: Case A: Only for those the College is obliged to admit. Case B: First preference to all In-house students. Case C: Vacant seats will be filled in by candidates applying from other Colleges / Boards in order of merit.	

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Table 4.1.9. (B)

F.Y.B.M.S. (60 seats); F.Y.B.M.M. (60 seats); F.Y.B.Sc. (I.T.) (60 seats)	
Category	Criteria
TOTAL SEATS 100% (60)	
Management Quota 15% of 60 seats	Case A
BALANCE SEATS 85% (51)	
Christian Minority 50% of 85% of 60 seats	Case D
General Category 42% of 85% of 60 seats	Case D
Others i. Persons with Disability Category: 5 % of 85% of 60 seats ii. Special Category** (refer 4.1.10.): 3 % of 85% of 60 seats	Case D
Key: Case A: Only for those the College is obliged to admit. Case D: Admitted on the basis of their Merit Rank which is based on performance at the Entrance Test as described in 4.1.2. on page 22	

4.1.10. ** Special Category refers to:

- 4.1.10.1. Wards of Transferred State / Central Govt. and Private Sector employees, employees of Defence Department / ex-servicemen.
- 4.1.10.2. Wards of Freedom Fighters.
- 4.1.10.3. Award Winners at the District / State / National Levels in Sports or Cultural Activities.

4.2. ADMISSION PROCEDURES:

- 4.2.1. Applications for admissions to the B.M.M. and B.M.S. courses are to be submitted online, and the admission process includes an Entrance Test. Please look up the details on the Home Page of the College website.
- 4.2.2. For: B.A. / B.Sc. / B.Com. / B.M.M. / B.M.S. / B.Sc. (IT); and, the First Year Masters Courses which include M.Sc. in Botany, Biotechnology, Geology, Life Sciences and

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Microbiology, and M.A. in AICA and Public Policy, the College has an **Online Application System** through a facility on its website. This facility is made available from second half of May. An incomplete application will not be considered for admission.

- 4.2.3. Admission to B.Com. is through the College Office (Commerce Section), by filling up and submitting a form, and through an interview with the Vice Principal (Commerce) or his representative.
- 4.2.4. The University of Mumbai has made it mandatory for all candidates seeking admission to the First Year courses in the Degree Colleges to fill in the 'Pre – Admission Online Registration Form' which is available on (<http://mum.digitaluniversity.ac>).
- 4.2.5. Actual admissions to all courses will be on the announced days, through a meeting with the candidate and a Parent / Guardian. The offer of admission will be notified on the College website and on the College Notice Board. On being admitted, the student will have to submit the following documents (**Original** plus attested photocopies):
Class XII Statement of Marks
 - 4.2.5.1. Baptism Certificate (for Minority Christian community only)
 - 4.2.5.2. Caste Certificate (wherever applicable)
 - 4.2.5.3. Documentary Evidence for Special Category Status (Refer Section 4.1.10. from 4.1.10.1. to 4.1.10.3., page 24)
 - 4.2.5.4. Passing Certificate (required for getting the Eligibility Certificate)
 - 4.2.5.5. Migration Certificate (required for getting the Eligibility Certificate)

4.3. ELIGIBILITY CERTIFICATE

- 4.3.1. Candidates passing Class XII Examinations from Foreign Boards and students passing from International Baccalaureate or 'A' levels examinations - General Certificate of Education / Cambridge International School Exam of Cambridge or University of London must first obtain a 'PRIMA FACIE' Eligibility Letter from the University of Mumbai for the purpose of admissions to all First Year Degree Courses, namely B.A. / B.Sc. / B.Com. / B.M.M. / B.M.S. / B.Sc. (IT).
 - 4.3.1.1. The address of the Eligibility Department is:
The University of Mumbai,
Eligibility Section, Kalina Campus,
Santacruz (East), Mumbai – 400 098
 - 4.3.1.2. **Note:** For Foreign Boards, the Class XII Examination has to be cleared in one sitting only.
- 4.3.2. Students passing the Class XII from Boards other than Maharashtra State Board and seeking admissions to First Year B.A. / B.Sc. / B.Com. / B.M.M. / B.M.S. / B.Sc. (IT) are required to apply for a **Provisional Eligibility Certificate** through the College at the

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time of admission. The application form is available in the College Office. It should be duly filled, submitted with an attested copy of the Class XII marksheet and a passport size photograph along with the prescribed fees of Rs. 320 and verification of document fees of Rs. 500 (Total Rs. 820) to the College Office. Post admission, confirmation of eligibility is initiated by the College Office, with the help of documents listed in 4.2.5. (page 25).

4.4. FEES FOR SENIOR COLLEGE:

- 4.4.1. Tables 4.4.1. (A) (page 26) & 4.4.1.(B) (page 27) give the total fees to be paid for Self-Financed and Aided courses respectively. These fees include Deposit and Laboratory Fees, as sanctioned by the Board of Management, St. Xavier's College (Autonomous), Mumbai:

Table 4.4.1. (A)

Class	Fees (approx.)
F.Y.B.M.M.	Rs. 29553
S.Y.B.M.M.	Rs. 25665
T.Y.B.M.M.	Rs. 25080
F.Y.B.M.S.	Rs.29553
S.Y.B.M.S.	Rs. 22640
T.Y.B.M.S.	Rs. 24175
F.Y.B.Sc. (IT)	Rs.38771
S.Y.B.Sc. (IT)	Rs. 34270
T.Y.B.Sc. (IT)	Rs. 38315

- 4.4.2. For Fees for PG Courses refer:
- 8.1.9. (page 79) for M.Sc. in Botany, Geology, Life Science, Microbiology
 - 9.1.4. (page 91) for M.A. in AIHCA:
 - 10.1.6 (page 93) for M.Sc. in Biotechnology:
 - 11.1.4. (page 96) for M.A. in Public Policy:
 - 12.1.5. (page 100) for Ph.D.

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Table 4.4.1. (B)

Class	Fees (approx.)	Salient Course Feature
F.Y.B.A.	Rs. 5075	(Without Statistics)
F.Y.B.A.	Rs. 5875	(With Statistics)
F.Y.B.Sc.	Rs. 6650	
S.Y.B.A.	Rs. 4455	(Without Statistics)
S.Y.B.A.	Rs. 5255	(With Statistics)
S.Y.B.Sc.	Rs. 5635	
T.Y.B.A.	Rs. 5545	(Without Statistics)
T.Y.B.A.	Rs. 6345	(With Statistics / Psychology)
T.Y.B.Sc.	Rs. 6505	
T.Y.B.Sc.	Rs. 7355	(With Computer Prog. / Science)
F.Y.B.Com.	Rs. 5075	
S.Y.B.Com.	Rs. 4455	
T.Y.B.Com.	Rs. 5545	
S.Y.B.Voc.- T	Rs. 5255	
T.Y.B.Voc.- T	Rs. 6345	
S.Y.B.Voc.- SD	Rs. 5635	
T.Y.B.Voc.- SD	Rs. 7355	

4.5. FEE CONCESSION FOR BC STUDENTS:

- 4.5.1. Under the Govt. of India Scholarship or Govt. of Maharashtra Freeship schemes for BC students (SC / ST / DT / NT / OBC / SBC), certain Scholarships / Freeships are provided to the students who have the certificate issued by the Maharashtra Government.
- 4.5.2. Annual Family Income (AFI) Eligibility conditions for Scholarship / Freeship:
- 4.5.2.1. SC students: AFI < Rs. 2 lakh p.a. (Scholarship)
 - 4.5.2.2. SC students: AFI > Rs. 2 lakh p.a. (Freeship)
 - 4.5.2.3. VJ / NT / SBC / OBC students refer:
G.R.Kr.EBC-2014/Pr.Kr.96 / Shikshan – dt 20/08/2016
- 4.5.3. NT / VJ / SBC / ST and OBC categories students will have to submit the Non-Creamy-Layer Certificate for such fee concessions.
- 4.5.4. Candidates with necessary documents who qualify for the aforementioned Scholarship / Freeship are required to pay, along with the Exam Fees, a nominal fee of Rs. 445 (for FY & SY) and Rs. 795 (for TY) at the time of admission. They are exempted from all other fees.

4. COLLEGE ADMISSION PROCESS

4.6. ADDITIONAL INFORMATION ON SCHOLARSHIPS, FREESHIPS & AWARDS

4.6.1. Deserving / Eligible students are encouraged to take advantage of the financial aid in terms of Scholarships / Freeships as shown below:

- 4.6.1.1. Government of India Scholarships / Freeships for SC students
- 4.6.1.2. Government of India Scholarships / Freeships for OBC students
- 4.6.1.3. Government of India Scholarships / Freeships for VJ / NT students
- 4.6.1.4. Government of India Scholarships / Freeships for SBC students
- 4.6.1.5. Government of India Scholarships / Freeships for ST students
- 4.6.1.6. Government of India Minority Scholarship
- 4.6.1.7. Open Merit scholarship for Junior and Senior College
- 4.6.1.8. PTC Freeship
- 4.6.1.9. STC Freeship
- 4.6.1.10. EBC Freeship
- 4.6.1.11. Ex-Servicemen Freeship
- 4.6.1.12. PG Merit Scholarship / Freeship
- 4.6.1.13. *Rajashri Shahu Maharaj* Scholarship
- 4.6.1.14. University Financial Assistance
- 4.6.1.15. Other State Scholarship / Freeship
- 4.6.1.16. College Graded Scholarship
- 4.6.1.17. Students' Beneficiary Fund (provided by the College)
- 4.6.1.18. Students of the Year Awards (offered by the College)

4.6.2. Students are also advised to check **www.scholarships.gov.in** for the scholarships listed below:

- 4.6.2.1. Post-Matric Scholarship Schemes for Minorities
- 4.6.2.2. Post-Matric Scholarship Schemes for SC Students (U.T. only)
- 4.6.2.3. Maulana Azad National Fellowship for Minority Students
- 4.6.2.4. Post-Matric Scholarship for Persons with Disabilities
- 4.6.2.5. Scholarships for Top Class Education for Students with Disabilities
- 4.6.2.6. Central Sector Scheme of Scholarships for College and University Students
- 4.6.2.7. PG Indira Gandhi Scholarship for Single Girl Child.

- 4.6.2.8. Students belonging to SC / SBC / OBC / VJ / NT are required to fill up the online form on **<http://mahaeschol.maharashtra.gov.in>**, in order to avail the fee concession.

- 4.6.2.9. Students who apply through these portals do not get any fee concessions while taking admission. They have to directly apply for the benefit. The awardees get the financial benefits deposited directly into their personal bank accounts.

5. ACADEMIC GUIDELINES UNDER AUTONOMY

5.1. BACKGROUND OF COLLEGE AUTONOMY:

- 5.1.1. The Indian higher education has mainly been under the affiliating system, wherein all colleges are linked to a University which prescribes its syllabi and organizes, controls and oversees the evaluation system. However, with a view to improve the quality of higher education, the Government of India, through the UGC, has recommended the delinking of academically well-established colleges from the affiliating system with a view to promote academic excellence. Hence, the emergence of an autonomous college, which is mandated to:
- 5.1.1.1. Determine its own course of study and syllabi.
 - 5.1.1.2. Prescribe rules for admission in consonance with the Reservation Policy of the State Government.
 - 5.1.1.3. Evolve methods of assessing students' performance, conduct examinations and declare the examination results along with the corresponding marksheets.
 - 5.1.1.4. Use modern tools of educational technology to achieve higher standards, incentivize creativity and promote best practices for the benefits of the students and society at large.
- 5.1.2. Recognizing the academic excellence of St Xavier's College, Mumbai, the UGC, State Government and University of Mumbai, have conferred on it the status of an academically Autonomous College from June 2010. Although St Xavier's College, Mumbai, is academically autonomous, the Graduation Degree is conferred by University of Mumbai.

5.2. ASSESSMENT

The College conducts continuous assessments for all theory and practical courses in each semester.

5.2.1. Theory: Continuous Internal Assessment (CIA):

- 5.2.1.1. Usually 2 CIAs are held during a semester per course:
- 5.2.1.1.1. 15 and 25 marks respectively in the 1st Semester only
 - 5.2.1.1.2. 20 marks per CIA in the remaining Semesters.
 - 5.2.1.1.3. It is possible that a course (in consultation with the Principal) may club the two CIAs into one (40 marks). In this case the lecturer concerned has to give to the Principal the breakup of continuous marking scheme.
 - 5.2.1.1.4. It is also possible that (in consultation with the Principal) the 20 marks of CIA II could be broken down into assignments running throughout the concerned Semester.
- 5.2.1.2. There will be no retests for the CIAs. Any student who misses either CIA I or CIA II or both can acquire the 40% required to pass the course through the 60-mark ESE.

5. ACADEMIC GUIDELINES UNDER AUTONOMY

- 5.2.1.3. Special CIA Clause:** The Principal will request the concerned Department(s) to hold a Special CIA Test (of one or more courses) for a student, within the same semester, under the following circumstances:
- 5.2.1.3.1.** If the Principal allows a student to represent the College at or to participate in some event (academic / cultural / sports) and this causes the student to miss a CIA Test (of one or more courses) (Note: The concerned event could be either a couple of weeks prior to or during the CIA period).
 - 5.2.1.3.2.** If, just prior to or during a CIA, a student is stricken by a serious illness and the presented medical papers have been verified by the College. (Note: The medical papers and the Parent's note would have to be presented to the College within two days of the sickness, for this clause to hold).
 - 5.2.1.3.3.** If just prior to or during the CIA a bereavement (of an immediate family member) occurs. (Note: In this case the Death Certificate of the departed and the Parent's note will have to be given to the College within 2 days of returning to College, for this clause to hold).
 - 5.2.1.3.4.** For the same student, the Principal will exercise this discretionary power for only one of the two CIAs of a semester.
- 5.2.14.** If a student fails to score 40 % in the overall total of a course, such a student will have to appear for the Additional 100 marks Examination (in the subsequent semester) for that course and forego all the CIA marks earned in the on-going semester in that course.
- 5.2.2. Theory: End Semester Examination (ESE):**
- 5.2.2.1.** The ESE is for a maximum of 60 marks of 2 hours duration.
 - 5.2.2.2.** There will be bar coding (for TYs) and masking (for FYs and SYs) of the answer sheets prior to assessment.
 - 5.2.2.3.** For the F.Y / S.Y. courses there will be a Single Evaluation with Moderation for all courses as shown below:
 - 5.2.2.3.1.** The assessed papers of the top 4 scores of the course per division;
 - 5.2.2.3.2.** 20% of the rest of the assessed papers (per division) on a random basis.
 - 5.2.2.4.** If a moderator finds issues (e.g., inconsistency, inflated / deflated marks) with the markings of the Internal Examiner, from the set given for moderation, the option to increase the number of answer booklets to be moderated in that Course could be exercised in consultation with the Principal.
 - 5.2.2.5.** If 30% or more of the moderated papers assessed by a particular examiner of a Course have a change of more than 15% of total marks assigned to the course, a blind moderation will be required by a second moderator. If the change is

5. ACADEMIC GUIDELINES UNDER AUTONOMY

upheld, all the answer booklets of that group will have to be re-evaluated blind by the second moderator. The re-evaluated marks will be the final score awarded.

- 5.2.2.6. At the Third Year, there will be a **Double-Blind Evaluation** by the teacher of the Course and an external examiner. The average of the two scores will be the marks awarded. If in 30 % or more of the total answer booklets evaluated per Course there is a marking discrepancy between the two evaluations of more than 15% of the total marks assigned to that Course, a third blind evaluation will be required. The average of the internal and the 3rd Blind Evaluation marks will be the ultimate score awarded.

5.2.3. Practicals:

- 5.2.3.1. Practical component per Course is for 50 marks, of which 5 marks is for the Journal and 45 marks for the ESE or 15 marks for CIA and 30 marks for ESE.

- 5.2.3.2. Science subjects have a Practical component per course as:

- 5.2.3.2.1. FYBSc (except Mathematics) (2 courses / semester)
- 5.2.3.2.2. SYBSc (except Mathematics) (3 courses / semester)
- 5.2.3.2.3. TYBSc (including Mathematics) (4 courses / semester)

- 5.2.3.3. For Mathematics in:

- 5.2.3.3.1. FYBSc there are no Practicals.
- 5.2.3.3.2. SYBSc the Practical component is for Courses 3.03 and 4.03
- 5.2.3.3.3. TYBSc there is a Practical component in all the Courses.

- 5.2.3.4. For Statistics for Arts:

- 5.2.3.4.1. FYBA (1 course / semester)
- 5.2.3.4.2. SYBA (2 courses / semester)
- 5.2.3.4.3. TYBA (3 courses / semester)

- 5.2.3.5. For Psychology (Courses: APSY505 and APSY605) a 100 marks Practical Course per semester is held. The breakup of the 100 marks is: Journal 20; viva-voce 20 and ESE 60.

- 5.2.3.6. All practical journals have to be signed by the Faculty-in-Charge (FIC) at each of these Practicals. The HoD along with the FIC will certify these Journals. No marks are allocated for attendance at practicals, but journal will be certified only against the completion of at least 75% attendance at the Practicals.

- 5.2.3.6.1. A student whose Journal is not certified in a Course will be given ZERO marks for the Journal in that Course.
- 5.2.3.6.2. The Journal Marks will be carried forward if a student fails or is absent for the corresponding practical of the Course.

5. ACADEMIC GUIDELINES UNDER AUTONOMY

- 5.2.3.7. The End Semester Practical Examination (45 marks) of any Course need not be held only at the end of that semester; it could be held (in consultation with the Principal) through the semester. In such a case, the Department is expected to ultimately submit to the Examination Department the Consolidated Marks (per Course).
- 5.2.3.8. NO Additional ESE for Practicals will be held within the on-going semester, unless permitted by the Principal.
- 5.2.3.9. If, for the Practicals, a student is absent or fails to get 40% of the total practical marks (i.e., 40/100 or 60/150 or 80/200) then an Additional Practical ESE will be held when the concerned Practical Examination is held for the next batch of students in the subsequent academic year(s). However, for Mathematics and Statistics, the Additional Exams will be held in the subsequent semester.
- 5.2.3.10. A student will have to appear for the Practicals of all the Courses of the subject that he / she has chosen.
- 5.2.3.11. If a TYBSc / TYBA student fails in or is absent for one or more of the Practicals in Semester V, he / she will be allowed to appear for the Additional Examination in Semester VI of the concerned academic year.
- 5.2.3.12. If a TYBSc / TYBA student fails in or is absent for the Practicals in Semester VI, he / she will have to appear for these practicals in the subsequent Semester V of the following academic year.
- 5.2.3.13. The Practical marks per Course in the subject (i.e., CIA marks from those Departments who hold CIA for Practicals and ESE) would be recorded & maintained by the Department and submitted at the end of the semester to the Examination Department.

5.3. PASSING NORMS:

- 5.3.1. **To Pass a Theory Course** a student is required to obtain a minimum of 40% of the total marks allotted to that Course, which includes: CIA I, CIA II and the ESE.
 - 5.3.1.1. A student will have to re-appear for the Additional 3-hours 100 marks Examination at the end of the subsequent semester if he / she fails to secure the required minimum 40 % of the total marks at the Regular Examination.
 - 5.3.1.2. When a student appears for an Additional 100 marks Examination, only the marks secured by a student at that Additional Examination will be the marks ultimately awarded.
- 5.3.2. **To Pass a Practical Course** a student is required to secure a minimum of 40% of the total marks allotted for the concerned Course.

5. ACADEMIC GUIDELINES UNDER AUTONOMY

- 5.3.2.1. If a student appears for an Additional Practical Examination, the Practical Marks obtained earlier are annulled.
- 5.3.2.2. The marks obtained at the Additional Practical Examination will be the marks ultimately awarded.

5.4. GRACING NORMS:

- 5.4.1. **Grace marks for passing:** Upto a maximum 1% of the Grand Total per semester can be added to any Course(s) to fulfill the passing norms.
- 5.4.2. **Grace marks for Award of Class:** Upto 1% of the overall marks of that class will be added to the Grand Total to obtain a 1st Class or 2nd Class provided that the student has not obtained Grace Marks for passing in any Course (Note: this applies only to the final Consolidated Marksheet).
- 5.4.3. A student will be entitled for 10 Grace Marks, which will be added to his / her Even Semester Marksheet in the academic year when he / she represented the College in sports, NCC or cultural activities and were among the winners (1st, 2nd or Runners-up) or have reached the quarter finals of any competition held by the University of Mumbai.
 - 5.4.3.1. Only students who have passed in all subjects will be eligible for the Grace Marks as indicated in 5.4.3. In this case these Grace Marks will be distributed over 3 subjects so that the benefit is reflected in such a student's GPA.
- 5.4.4. Grace Marks (as in 5.4.1. to 5.4.3.1) are not awarded for Additional Examination.
- 5.4.5. For Degree Class Improvement, the candidate has to appear for the examinations of all the 6 semesters for UG and all the 4 semesters for PG.
 - 5.4.5.1. There is no scheme for performance improvement of any semester individually.

5.5. RESULTS

- 5.5.1. **A 10-Point Grade System** for FY and a **4-Point Grade System** for SY and TY is adopted – it involves calculations for a Semester Grade Point Average (SGPA) and the final Cumulative Grade Point Average (CGPA).
- 5.5.2. Marksheets / Gradesheets are issued per Semester & per Additional Examination.
- 5.5.3. Those students who do not register for the Additional Examination within the stipulated period displayed on the Examination Notice Board will not be permitted to appear for the concerned examination(s).
- 5.5.4. Those students who fail in Courses adding up to 12 credits or less, across both semesters in an academic year, will be 'Allowed to Keep Terms' (ATKT) and appear for the Additional Examination(s) in the subsequent Semester.

5. ACADEMIC GUIDELINES UNDER AUTONOMY

- 5.5.5. Those students who fail in Courses adding up to more than 12 credits across both semesters in an academic year will be declared failed in that academic year.
- 5.5.6. To be admitted into the TY, one of the following conditions must be fulfilled:
- 5.5.6.1. The student passes both the FY and SY classes.
 - 5.5.6.2. The student passes both the FY Semesters but fails in courses adding upto 12 or less credits at the SY.
 - 5.5.6.3. The student passes both the SY Semesters but fails in courses adding upto 12 or less credits at the FY.
- 5.5.7. Students who have not cleared any one of Semester I, II, III, IV will not be allowed to appear for the Semester VI examination.
- 5.5.8. The Semester VI results of any student will not be declared until that student has cleared all the Courses of Semester V.
- 5.5.9. A student who is not satisfied with the evaluation of his / her paper in any Course, can apply (by the date notified on the Examination Notice Board), for a photo-copy and / or a re-evaluation of the answer paper. If the re-evaluation reveals a (+ / -) 15% or greater difference, an average of the first evaluation and of the re-evaluation will be the final score awarded. If the re-evaluation reveals a less than (+ / -) 15% then the original marks obtained will be retained.
- 5.5.10. Error(s) in the hard or soft copies of the marksheet (viz., name of student, marks, SGPA, CGPA, grades, UID No., etc.) have to be brought to the notice of the General Office via the Principal / Vice-Principal within 20 days of the distribution / uploading of the marksheets in the Odd Semesters and within 7 days in the Even Semesters. No changes will be entertained after the lapse of these 20 or 7 days.

5.6. ATTENDANCE

- 5.6.1. The College expects 100% attendance at all lectures / practicals per chosen Course. As there are legitimate reasons why 100% attendance is not possible, a minimum of 75% attendance per course is made mandatory (*Refer: Ordinance of University of Mumbai 0.6086 dated 05/05/14*).
- 5.6.2. A student with less than 75% attendance in a Course (including tutorials) will not be allowed to appear for the ESE in that Course.
- 5.6.3. A condonation of up to 50% of lectures / practicals per Course could be made at the discretion of the Principal, in the following cases:
- 5.6.3.1. Serious illness authenticated by a Doctor's Certificate and Medical Records & submitted within 2 working days of resuming classes.

5. ACADEMIC GUIDELINES UNDER AUTONOMY

- 5.6.3.2. Other serious reasons, with validating documents (acceptable to the Principal) & submitted within 2 working days of resuming college. Such documents will not be accepted after these 2 working days.
- 5.6.3.3. No condonation is possible if a course's attendance, for whatever reason(s), is below 50% of the said course's lectures / practicals.
- 5.6.4. For students who are sent by the Principal to represent the College, the total attendance will be reduced by number of days spent representing College. However, such students will have to login at least 75 % attendance of the lessened total.
- 5.6.5. Unless unavoidable, students are not allowed to miss lectures, practicals, CIAs or ESE without the prior permission of the Principal. Absence without prior permission will make students liable to disciplinary action, including denial of Terms.
- 5.6.6. Absence from any Test / Exam must have documentary justification which must be presented, to the concerned Vice-Principal within two working days of resuming classes, as per the procedure mentioned on the Class Notice Boards.
- 5.6.6.1. In case of illness, a Medical Certificate and Medical Records must be produced.
- 5.6.6.2. In case of bereavement, the Death Certificate will have to be submitted.
- 5.6.6.3. No documents will be accepted after the two working days.
- 5.6.7. The Leave Application / Medical Papers must be accompanied by:
- 5.6.7.1. The duly filled College Absence Record Form (which is available in the Photocopy Centre of the College).
- 5.6.7.2. A covering letter from the Parent or Guardian of the student.
- 5.6.8. Serious illness or other circumstances are valid reasons for absence from lectures, practicals and exams. However, if the College is not provided with sufficient evidence of academic participation by the concerned student, the College may not grant such a student terms for the concerned Course(s) in that Semester. Such students would have to repeat the concerned Course in the next academic year.
- 5.6.9. Attendance Grades (AG) (as shown in Table 5.6.9.; page 35) for each course will be displayed in the semester Marksheets.

Table 5.6.9.

Attendance Range (%) per Course	100 to 95	< 95 to 90	<90 to 85	<85 to 80	<80 to 75	< 75	Debarred Students who pass the Additional Exams
Grades	A+	A	B+	B	C	TNG	D

Note: TNG = Terms Not Granted (i.e., Debarred for ESE in that Course)

5. ACADEMIC GUIDELINES UNDER AUTONOMY

- 5.6.10. The AG for those students appearing for the Additional 100 marks Examinations and were not debarred for the ESE of that Course, will be the same as that secured during the concerned semester.
- 5.6.11. The AG 'D' will be given to students who were debarred and have passed the Additional Examination of the concerned Course.
- 5.6.12. Students, who have been debarred twice within the 1st four semesters, will not be re-admitted in the subsequent academic year.

5.7. RULES FOR EXTRA-CURRICULAR CREDIT (ECC) ACTIVITIES

- 5.7.1. Two mandatory (Non-Academic) ECC will be required to be earned by a student to obtain a Degree.
- 5.7.2. Each student has to log-in (over the 3-years of UG studies) a minimum of EC activities hours as follows:
 - 5.7.2.1. For Arts, Management, Mass Media and Voc (T) students: 50 hours. These 50 hours will be accumulated as: 20 hours in FY, 20 hours in SY and 10 hours in Semester V – This new stipulation is only for FYs from 2018-19 onwards.
 - 5.7.2.2. For Science, Information Technology and Voc (SD) students: 40 hours. These 40 hours will be accumulated as: 15 hours in FY, 15 hours in SY and 10 hours in Semester V – This new stipulation is only for FYs from 2018-19 onwards.
- 5.7.3. If, by Semester VI, a student fails to earn these mandatory hours as stipulated in 5.7.2., he / she will have to do 10 additional monitored SIP hours in Semester VI.
- 5.7.4. The students' EC progress, in terms of hours & quality of participation is monitored and recorded by the EC Committee (ECCom), under the supervision of the EC Faculty-in-Charge. The ECC Grade awarded will be either 'A+' or 'A'.
- 5.7.5. The following activities are eligible for EC credits:
 - 5.7.5.1. Representing College at ECCom. approved competitions / NCC
 - 5.7.5.2. Engaging in the co- & extra-curricular activities of the College Associations / Departments (These activities have to be certified by the Association's Faculty-in-Charge or HoD).
 - 5.7.5.3. Being a member of the College Magazine Committee or Students' Council or any approved College Student Body.
 - 5.7.5.4. Involving in Malhar / Paradigm / Jan-Fest as organizer / volunteer.
 - 5.7.5.5. Enrolling in activities organized by the Student Council, SSL, AICUF, I.M.G. and other such bodies approved by College.
 - 5.7.5.6. Participating in Sports, certified by the College Sports Director.
 - 5.7.5.7. Involving in the International programmes of the College.
 - 5.7.5.8. Providing on campus services to students with disabilities on campus (through the XRCVC).
- 5.7.6. Students are advised to check the College website for the ECC data submission procedure.

5. ACADEMIC GUIDELINES UNDER AUTONOMY

5.8. SOCIAL INVOLVEMENT PROGRAMME (SIP)

- 5.8.1. Two mandatory (Non-Academic) SIP Credits will be required to be earned by each student to obtain a degree.
- 5.8.2. These credits have to be completed over semesters I or II by working with an NGO assigned by the SIP Department as well as with a College Department.
- 5.8.3. The SIP Credits is based on 50 hours of logged-in activity as shown below:
 - 5.8.3.1. 45 hours of actual social activity with the assigned NGO. This service with the assigned NGO is monitored by the SIP Department of the College.
 - 5.8.3.2. 5 hours of service through a Department of the College. This service must be discipline-centric and so monitored by the concerned Department.

5.9. INTERNSHIPS / FIELDWORK EXPERIENCE CREDIT:

- 5.9.1. Internships / Fieldwork experiences are encouraged by the College so that students gain practical experience in their sphere of study.
- 5.9.2. For this activity to be awarded the one Non-Mandatory Credits on the Consolidated Marksheet, the following protocol should be followed:
 - 5.9.2.1. The internship activity cannot be a part of either a CIA or of an ES Examination.
 - 5.9.2.2. It must be undertaken only during the breaks between Semesters:
 - 5.9.2.2.1. For UG students: III & IV or IV & V or V & VI.
 - 5.9.2.2.2. For PG students: VII & VIII or VIII & IX or IX & X.
 - 5.9.2.3. A minimum of 60 hours of experience, and only 6 hours per day.
 - 5.9.2.4. It has to be first approved by the Department's HoD(s) through which the student would graduate (Single Major for UG and PG / Double Majors for UG).
 - 5.9.2.5. International Exchange students cannot avail of this Credit. Hence, College Departments should not entertain applications from such students.
- 5.9.3. The concerned Department would have to monitor this activity as under:
 - 5.9.3.1. The HoD, on behalf of the student, would issue a request letter to the organization in which this activity will be undertaken.
 - 5.9.3.2. The Department would collect from the student the certification given to him / her by the concerned organization, post the internship.
 - 5.9.3.3. The Department would then conduct a *viva voce* to verify the quality of the tasks undertaken by the student in the concerned organization.
 - 5.9.3.4. On certifying that the activity is acceptable, the Department would then submit a report to the Examination Department, not later than the end of February of the that student's Semester VI.

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5.10. TRANSFER OF CREDITS

5.10.1. Transfer of Credits from Other Institutions

- 5.10.1.1. The College will accept the transfer of credits for one semester from another institution within India (limited to A Grade Colleges or otherwise of repute) or from a foreign University of repute.
- 5.10.1.2. The student will be expected to earn as many credits to complete the semester as demanded by the host institution.
- 5.10.1.3. The College will transfer only the number of credits that it normally has for the semester missed, even if the number of credits that the host institution grants is greater than the number required by the College.
- 5.10.1.4. Students can go to:
 - 5.10.1.4.1. An Indian institution only during Semester III or IV.
 - 5.10.1.4.2. A foreign institution (whose academic year begins in August / September), only during Semester IV.
- 5.10.1.5. Only students with a minimum CGPA of 3.0 and a minimum average attendance of 75% in the first 3 semesters are permitted to avail of this facility.
- 5.10.1.6. To encourage a choice based credit system, these students will be allowed to choose any academic courses at the host institution in addition to at least **two** courses (in the semester pattern) in the subject that he / she is going to major in or a minimum of **one each** for a double major student.
 - 5.10.1.6.1. It is therefore necessary that the student gets a prior clearance regarding the type of mandatory courses required, from the college Head(s) of Department(s) in which he / she hopes to major in.
 - 5.10.1.6.2. The onus of fulfilling these requirements lies with the student. The Department will conduct an evaluation of the Course-work done by the student in the other academic institution, prior to accepting the concerned Courses into the academic programme of the College.

5.10.2. Transfer of Credits to the Quest for Excellence Programme

- 5.10.2.1. Students doing short term academic courses in India or abroad can apply to count them as Inter-Disciplinary Transfer Credits for the Q.E.P.
- 5.10.2.2. The C.I.P. can assist the Q.E.P. Co-ordinator in determining whether one or two credits can be given for a foreign programme.
- 5.10.2.3. A Department can offer a Q.E.P. Credit for the faculty-guided work done within ambit of the subject, either within College or in some other institutions during the breaks between semesters.

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5.11. Letters of Recommendation (LoR) by Departments of the College

- 5.11.1. This set of instructions applies only to LoRs (hard or soft copies) that are being used for admission into Universities for further studies.
- 5.11.2. Students who need such LoRs are required to fill in an Application Form which is available with the concerned Department from where the LoR is solicited.
- 5.11.3. A Processing Fee of Rs. 500 / Application / University / Recommending Teacher would have to be paid, prior to starting the LoR process. The fees thus collected will be directed towards that Department's Improvement Fund.
- 5.11.4. For more detailed instructions, please approach the concerned Teacher in the Department.

5.12. PARENTS' COLLABORATION

- 5.12.1. Parents are invited to make inquiries about their child's attendance and performance either:
 - 5.12.1.1. At the General Office or the concerned Department(s).
 - 5.12.1.2. Through the college website: www.xaviers.edu. (Click on 'Parent Login', current Class serves as Username and the student's UID No. as Password).
- 5.12.2. If a student takes ill suddenly during college hours, preliminary first aid will be administered by the College. However, it is advisable that the Parent / Guardian come personally to the College to take their child / ward home or for further medical treatment / advice.
- 5.12.3. In case a student suffers from a chronic medical condition (either physical / mental), self-disclosure (with supporting medical documents) by the parents would help the College in administering the appropriate medical assistance, in case of an emergency.
 - 5.12.3.1. Parents are advised to promptly bring such medical details to the attention of the Teacher-Mentor / concerned Vice-Principal.
 - 5.12.3.2. Confidentiality, of both the student as well as the nature of the illness, is assured by the College.
- 5.12.4. A student suffering from a contagious illness should not come to college (for lectures / tests / exams), as it puts other students at risk.
 - 5.12.4.1. A medical letter will have to be submitted by the Parents / Guardian to the Principal reporting the illness so that the absence of the student is noted.
 - 5.12.4.2. Such a student will be allowed to return to college if and only if a 'Fitness Certificate' issued by a Medical Practitioner is submitted to the Principal.
 - 5.12.4.3. Serious action will be taken against any student who flouts Rules 5.12.4.1 and 5.12.4.2.

5. ACADEMIC GUIDELINES UNDER AUTONOMY

5.12.5. The College will attempt to notify Parents of debarred students via postal mail and email prior to the commencement of the examinations.

5.12.6. Parents, of debarred students, can discuss this matter with the concerned Vice-Principal or through a letter to the Principal.

5.13. ADDENDUM

5.13.1. Wherever an issue has not been covered by these Autonomy Rules and Guidelines of the College, the Rules and Statutes of the University of Mumbai would apply, as long as the latter does not go against the spirit of the College Autonomy arrangements.

6. UNDERGRADUATE (AIDED) COURSES: B.A., B.Sc., B.Com. & B.Voc.

6.1. BACHELOR OF ARTS (B.A.)

A student for the B.A. degree examination will be required to complete 40 courses as shown in Table 6.1.(A)

Table 6.1. (A)

Mandatory Requirements	No. of Courses
3 Core Subjects at FY and SY. 1 Core Subject for Single Majors or 2 Core Subjects for Double Majors, including 4 courses of an applied nature, related to the Core Subjects at the TY	30
Language Group (English & an Indian or Foreign language)	4
Special Course Group	4
General Applied Component	2
Total Courses	40

6.1.1. FIRST YEAR

Table 6.1. (B)

Course Requirements	Sem.1	Sem.2	Total
Special Courses	1	1	2
Critical Reading, Thinking & Writing: (Prose EES 1.01; Literature EES 2.01)	1	1	2
Languages (other than English): Literature in a Modern Indian Language OR a Classical OR a Modern Foreign Language	1	1	2
Courses from the Social Sciences Group OR	3	3	6
Social Science Group + Languages Group OR	2 + 1	2 + 1	6
Social Science Group + Languages Group	1 + 2	1 + 2	6
Total Courses			12

6.1.1.1. Students who do not have Mathematics at the HSC or equivalent Exams are advised against opting for Statistics.

6.1.1.2. Change of subjects will be allowed till a week after College begins subject to availability of seats. However, subjects (compulsory / optional), which do not have the minimum enrolment required by Government / University, will not be offered.

6. UNDERGRADUATE (AIDED) COURSES: B.A., B.Sc., B.Com. & B.Voc.

- 6.1.1.3. Students are expected to choose any three subjects, one from each Group of Table 6.1 (C), in order of preference, **for the first two years.**

Table 6.1. (C)

Group A	Group B	Group C
Economics (A) *	Ancient Indian Culture *	History *
Political Science *	English *	Economics (B) *
Psychology *	Sociology (A) *	Statistics **
Sociology (B) *	Commerce **	Anthropology **
		French ***
		Hindi ***

Note:

- 6.1.1.3.1. Economics (A) or (B) and Sociology (A) or (B) only represent only divisions in that subject, in the First & Second Year, and can be selected in only **one** group.

- 6.1.1.3.2. Interpretation of indicators in Table 6.1. (C)

Key	Nature of Majors at Third Year	No. of Courses
*	Single or Double Majors at Third Year	12 or 6 in each
**	Only Double Majors at Third Year	6 in each
***	No Majors at Third Year	2 (FY); 4 (SY) & 0(TY)

6.1.2. SECOND YEAR

Table 6.1. (D)

Course Requirements	Sem.3	Sem.4	Total
Special Courses + Cross Faculty Course	1	1	2
Subject 1	2	2	4
Subject 2	2	2	4
Subject 3	2	2	4
Applied Component	1	1	2
Total Courses			16

- 6.1.2.1. The choice of major/s will be decided only at the end of Semester IV, by the Heads of Department/s of the concerned subject/s, based entirely on merit (total of concerned subjects' marks across the preceding 4 semesters) and the availability of seats.

6. UNDERGRADUATE (AIDED) COURSES: B.A., B.Sc., B.Com. & B.Voc.

6.1.3. THIRD YEAR

Table 6.1. (E)

Course Requirements	Sem.5	Sem.6	Total
For Single Major Students			
Applied Components	2	2	4
Major Subject	4	4	8
Total Courses			12
For Double Major Students			
Applied Components	1 + 1	1 + 1	4
Major Subject 1	2	2	4
Major Subject 2	2	2	4
Total Courses			12

6.1.4. Syllabi per Semester

SEMESTER – I F.Y.B.A.

Code	Course Title	L/W	Credits
ASPC0101	Special Course: Giving Voice to Values	3	3
AES0101	Critical Reading Thinking & Writing: English Prose	3 + 1	3
AFRC0101	French Compulsory Basic	4	3
AHIC0101	Hindi Language Skills	4	3
ALIB0101	Intro to Library Science - I <i>Only for Students with Disabilities (SWD)</i>	4	3
AAIC0101	Cul. Hist. & Arch'y of Ancient India From Early Times till A.D 320	4	4
AANT0101	Introduction To Anthropology - I	4	4
ACOM0101	Organization of Commerce & Industry	4	4
AECO0101	Microeconomics - Demand And Production Theories	4	4
AENG0101	The Elements of Fiction	4	4
AFRA0101	French for Tourism & Hotel Industry	4	4
AHIS0101	World History from the Renaissance to c. 1870	4	4
AHIA0101	Introduction To Hindi Literature (Short Stories)	4	4
APOL0101	Introduction to Politics	4	4
APSY0101	Introduction To Psychology - I	4	4
ASOC0101	Introduction To Sociology - I	4	4
ASTA0101	Descriptive Statistics (A)	3	3
ASTA01PR	Statistics Practicals	3	1

SEMESTER – II F.Y.B.A.

Code	Course Title	L/W	Credits
ASPC0201	Special Course: Environmental Studies	3	3
AES0201	Critical Reading, Thinking And Writing: English Literature	3 + 1	3
AFRC0201	French Compulsory Advanced	4	3
AHIC0201	Critical Reading And Thinking: Hindi	4	3
ALIB0201	Intro to Library Science - I <i>Only for Students with Disabilities (SWD)</i>	4	3
AAIC0201	Elements Of Archaeology In India	4	4
AANT0201	Introduction To Anthropology - II	4	4
ACOM0201	Forms of Business Organizations	4	4
AECO0201	Microeconomics - Pricing Theories	4	4

6. UNDERGRADUATE (AIDED) COURSES: B.A., B.Sc., B.Com. & B.Voc.

AENG0201	The Elements of Drama	4	4
AFRA0201	Le corpus thematique	4	4
AHIS0201	World History from the Industrial Revolution to World War II	4	4
AHIA0201	Introduction To Hindi Literature (Novels)	4	4
APOL0201	Political Theory	4	4
APSY0201	Introduction To Psychology - II	4	4
ASOC0201	Introduction To Sociology –II	4	4
ASTA0201	Statistical Methods (A)	3	3
ASTA02PR	Statistics Practicals	3	1

SEMESTER – III S.Y.B.A.

Code	Course Title	L/W	Credits
ASPC0301	Special Course : Human Rights	3	3
AAIC0301	Cul. Hist. & Arch'gy of India in Ancient Deccan & Early Medieval Period	3	3
AAIC0302	Elements of Museology in Ancient India	3	3
AANT0301	Ethnography: Themes And Issues I	3	3
AANT0302	Anthropology Of Religion	3	3
ACOM0301	Principles of Management – I	3	3
ACOM0302	Business Accounts & Finance - I	3	3
AECO0301	Macro Economics – I	3	3
AECO0302	Introduction to Econometrics – I	3	3
AENG0301	The Elements of Poetry	3	3
AENG0302	Pre- and Post-Independence Indian Writing in English	3	3
AFRA0301	Introduction to Poetry	3	3
AFRA0302	Translation, Essay, Précis Writing	3	3
AHIA0301	Introduction To Hindi Literature (Plays)	3	3
AHIA0302	Mass Media And Communication (Radio And Advertising)	3	3
AHIS0301	An Outline History of Early India – I (3500 BCE-200 BCE)	3	3
AHIS0302	History of China and Japan (1900-1960)	3	3
APOL0301	Indian Constitution- Theory and Practice	3	3
APOL0302	Introduction to Public Administration	3	3
APSY0301	Social Psychology - I	3	3
APSY0302	Developmental Psychology - I	3	3
ASOC0301	Sociology: Classical Theories	3	3
ASOC0302	Indian Sociology	3	3
ASTA0301	Descriptive Statistics (B)	3	2
ASTA0302	Operations Research	3	2
ASTA03PR	Statistics Practicals	6	2
AAC0301n n = 1 to 9	Applied Components: 1. Direct and Indirect Taxation – I 2. Elementary Statistical Techniques - I 3. General Introduction to Law 4. Intro to Market Research (Concepts & Approaches) - I 5. Investment Analysis – I 6. Leisure Studies - I 7. Media Studies & Cinema - I 8. Psychology of Adjustment - I 9. Psychology of Gender – I	4	3

6. UNDERGRADUATE (AIDED) COURSES: B.A., B.Sc., B.Com. & B.Voc.

SEMESTER – IV S.Y.B.A.

Code	Course Title	L/W	Credits
ASPC0401n n = 1 to 9	Cross Faculty Courses:		
	1. The Art of Mathematics (Maths)	3	3
	2. Physics behind Astronomy, Photography & Technology (Physics)	3	3
	3. Chem. in Context: Applying Chem. to society (Chemistry)	3	3
	4. Descriptive Statistics (Statistics)	3	3
	5. Garden Art (Botany)	3	3
	6. Infectious Diseases : Staying Ahead (Microbiology)	3	3
	7. Nutrition and Reproductive Health (Life Science)	3	3
	8. Secret Lives of Animals (Zoology)	3	3
9. Web Designing (Information Tech.)	3	3	
AAIC0401	Social Organization in Ancient India	3	3
AAIC0402	Development of Heritage Management & Tourism In India	3	3
AANT0401	Ethnography: Themes And Issues - II	3	3
AANT0402	Cultural Studies	3	3
ACOM0401	Principles of Management – II	3	3
ACOM0402	Business Accounts and Finance - II	3	3
AECO0401	Macro Economics – II	3	3
AECO0402	Introduction to Econometrics – II	3	3
AFRA0401	Introduction to 20th Century Theater & 20th Century Novel	3	3
AFRA0402	Introduction To French Painting	3	3
AENG0401	American Literature	3	3
AENG0402	Indian Writing in English (1980 to the Present)	3	3
AHIA0401	Introduction To Hindi Literature (Poetry)	3	3
AHIA0402	Mass Media And Communication (Television And Film)	3	3
AHIS0401	An Outline History of Early India (200 BCE- 1200 CE) - II	3	3
AHIS0402	Contemporary Issues in Indian Society and Politics	3	3
APOL0401	Indian Government & Politics	3	3
APOL0402	Public Administration in India	3	3
APSY0401	Social Psychology - II	3	3
APSY0402	Developmental Psychology - II	3	3
ASOC0401	Sociology: Themes & Issues – I	3	3
ASOC0402	Sociology: Themes & Issues – II	3	3
ASTA0401	Statistical Methods (B)	3	2
ASTA0402	Data Analysis	3	2
ASTA04PR	Statistics Practicals	6	2
AAC0401n n = 1 to 9	Applied Components:		
	1. Basics of Indian Laws	4	3
	2. Direct and Indirect Taxation – II		
	3. Elementary Mathematical Technique		
	4. Intro to Market Research – (Concepts & Approaches) – II		
	5. Investment Analysis – II		
	6. Leisure Studies – II		
	7. Media Studies & Cinema - II		
	8. Psychology of Adjustment - II		
9. Psychology of Gender - II			

6. UNDERGRADUATE (AIDED) COURSES: B.A., B.Sc., B.Com. & B.Voc.

SEMESTER – V T.Y.B.A.

Code	Course Title	L/W	Credits
AAIC0501	Political Institutions in Ancient India	4	5
AAIC0502	Evolution of Art & Architecture of Early India– I	4	5
AAIC0503	Study of Protection, Conservation & Preservation of Indian Monuments	3	4
AAIC0504	A Study of Culture, History of World Civilization	4	5
AAIC0505	Brief Survey of Religio-Philosophical Traditions in India – I	4	5
AAIC0506	Brief Survey of Ancient Indian Literary Tradition	3	4
AANT0501	Anthropology: Perspectives, Theories & Frameworks I	4	5
AANT0502	Anthropology of Development - I Option with Socio 5.08	4	5
AANT0503	Applied Anthropology - I (Applied Component)	3	4
ACOM0501	Introduction to Marketing – I	4	5
ACOM0502	Organizational Behaviour	4	5
ACOM0503	Entrepreneurship & Management of Small and Medium Enterprises – I	3	4
AECO0501	Advanced Microeconomics	4	5
AECO0502	Principles of Microeconomics	4	5
AECO0503	Growth & Development: Theoretical Analysis	4	5
AECO0504	Approaches to Growth & Development	4	5
AECO0505	Evolution of Economic Thought	3	4
AECO0506	International Economics: Theory & Policy Option with Eco 5.08	3	4
AECO0507	Statistical Techniques for Economics	4	5
AECO0508	Advanced Econometrics – I Option with Eco 5.06	4	5
AECO0509	Corporate Finance – I (Applied Component) } OR	3	4
AECO0510	Indian Financial Systems And Institutions (Applied Component) }	3	4
AENG0501	Fiction from Richardson to Hardy	4	5
AENG0502	Modernism and 20C English Poetry	4	5
AENG0503	Literature and the Self in Modernist European Writing	3	4
AENG0504	English Poetry (1550-1750)	4	5
AENG0505	Literary Theory & Criticism	4	5
AENG0506	Narratives of Conflict : Ideology & Resolution	3	4
AFRA0506	Introduction to Tourism & Hotel Industry (Applied Component)	3	4
AHIS0501	Hist. of India (c.1200 - 1707): Political, Administrative & Social aspects	4	5
AHIS0502	Hist. of Modern India (1750-1950)	4	5
AHIS0503	Introduction to Museum Studies and Institutional Archives	3	4
AHIS0504	Hist. of the Marathas (Part 1 1600-1707)	4	5
AHIS0505	World History (1945-2000) – I	4	5
AHIS0506	Introduction to Cinema in 20th Century Mumbai	3	4
APOL0501	Political Process in Maharashtra – Historical Background	4	5
APOL0502	Western Political Thinkers	4	5
APOL0503	Issues in Indian Polity	3	4
APOL0504	American Political System- Constitutional Framework	4	5
APOL0505	International Politics Major Developments	4	5
APOL0506	Major Issues in Contemporary Politics - International Economic Issues	3	4
APSY0501	Psychometrics and Statistics – I	4	5
APSY0502	Abnormal Psychology – I	4	5
APSY0503	Industrial Organizational Psychology – I	3	4
APSY0504	Cognitive Psychology – I	4	5
APSY0505	Psychology Practicals _	6	5

6. UNDERGRADUATE (AIDED) COURSES: B.A., B.Sc., B.Com. & B.Voc.

APSY0506	Insight Oriented Counseling		3	4
ASOC0501	Modern Sociological Theories - I	} OR	4	5
ASOC0502	Urban Sociology		4	5
ASOC0503	Popular Culture	} OR	4	5
ASOC0504	Sociology of Work and Management - I		4	5
ASOC0505	Media, Culture & Society - I	(Applied Component) } OR	3	4
ASOC0506	Gender Studies - I	(Applied Component) }	3	4
ASOC0507	Research Methods in Sociology - I		4	5
ASOC0508	Popular Subaltern Movements - I	Option with Anthro 5.02	4	5
ASOC0509	Introduction to Human Resource Dev	(Applied Component)	3	4
ASTA0501	Probability & Sampling Distribution (A)		3	3
ASTA0502	Sampling Techniques		3	3
ASTA0503	Applied Statistics (A)		3	3
ASTA05PR	Statistics Practicals		9	5

SEMESTER – VI T.Y.B.A.

Code	Course Title	L/W	Credits	
AAIC0601	Economic Institutions in Ancient India	4	5	
AAIC0602	Evolution of Art & Architecture of India – II	4	5	
AAIC0603	Intro of Ethno-Archaeology & Ethno Zoo-Archaeology in India	3	4	
AAIC0604	Study of Protection, Conservation & Preservation of Antiquities	4	5	
AAIC0605	Brief Survey of Religio-Philosophical Thoughts in India – II	4	5	
AAIC0606	Brief Survey of Science & Technology in Ancient India	3	4	
AANT0601	Anthropology: Perspectives, Theories & Frameworks– II	4	5	
AANT0602	Anthropology of Development - II	Option with Socio 6.08	4	5
AANT0603	Applied Anthropology - II	(Applied Component)	3	4
ACOM0601	Introduction to Marketing – II	4	5	
ACOM0602	Human Resource Management	4	5	
ACOM0603	Cost Accumulation Accounting	3	4	
AECO0601	Advanced Macroeconomics	4	5	
AECO0602	Macroeconomics: Theory And Practice	4	5	
AECO0603	Economic Development: Policy & Applications (1)	4	5	
AECO0604	Economic Development: Policy & Applications (2)	4	5	
AECO0605	An Introduction to Political Economy	3	4	
AECO0606	International Finance: Theory & Policy	Option with Eco 6.08	3	4
AECO0607	Mathematical Techniques for Economics		4	5
AECO0608	Econometrics – II	Option with Eco 6.06	4	5
AECO0609	Corporate Finance – II	(Applied Component) } OR	3	4
AECO0610	Indian Financial Markets	(Applied Component) }	3	4
AENG0601	English Poetry (1750 – 1900)	4	5	
AENG0602	Twentieth Century Fiction and Drama	4	5	
AENG0603	Satire	3	4	
AENG0604	English Drama from Marlowe to Sheridan	4	5	
AENG0605	Approaches to Popular Culture	4	5	
AENG0606	Tales of the City	3	4	
AFRA0606	Civilization Francaise	(Applied Component)	3	4

6. UNDERGRADUATE (AIDED) COURSES: B.A., B.Sc., B.Com. & B.Voc.

AHIS0601	History of India (c.1200-1707): Political, Administrative, Economic & Cultural aspects	4	5		
AHIS0602	A History of India after Independence (1947-1984)	4	5		
AHIS0603	Urban Heritage of Mumbai.	3	4		
AHIS0604	History of the Marathas - II (1708-1818)	4	5		
AHIS0605	World History : 1945 – 2000 - II	4	5		
AHIS0606	Introduction to Travel and Tourism in India.	3	4		
APOL0601	Political Process in Maharashtra- Contemporary Issues	4	5		
APOL0602	Political Thinkers – Indian	4	5		
APOL0603	Issues in Indian Polity-Rights of Citizens of India	3	4		
APOL0604	American Government and Politics	4	5		
APOL0605	International Politics Major Issues	4	5		
APOL0606	Major Issues in Contemporary Politics - International Social Issues	3	4		
APSY0601	Psychometrics and Statistics – II	4	5		
APSY0602	Abnormal Psychology – II	4	5		
APSY0603	Industrial Organizational Psychology – II	3	4		
APSY0604	Cognitive Psychology – II	4	5		
APSY0605	Psychology Practicals – II	6	5		
APSY0606	Action Oriented Counseling	3	4		
ASOC0601	Modern Sociological Theories - II	} OR	4	5	
ASOC0602	Sociology of the Life Course		4	5	
ASOC0603	Sociology of Food	} OR	4	5	
ASOC0604	Sociology of Work & Management - II		4	5	
ASOC0605	Media, Culture & Society - II	(Applied Component)	} OR	3	4
ASOC0606	Gender Studies - II	(Applied Component)		3	4
ASOC0607	Research Methods in Sociology - II		4	5	
ASOC0608	Popular and Subaltern Movements - II	Option with Anthropology 6.02	4	5	
ASOC0609	Organizational Development & Change	(Applied Component)	3	4	
ASTA0601	Probability & Sampling Distributions (B)		3	3	
ASTA0602	Analysis of Variance & Design of Experiments		3	3	
ASTA0603	Applied Statistics (B)		3	3	
ASTA06PR	Statistics Practicals		9	5	

6. UNDERGRADUATE (AIDED) COURSES: B.A., B.Sc., B.Com. & B.Voc.

6.1.5. Summary of Arts Courses

Note: One Credit consists of 30 hours of contact and self-study.

F.Y.B.A. PER SEMESTER							
Sub	EES	Lang	Sp Sub	Sub 1	Sub 2	Sub 3	Total
L / W	3 + 1	4	3	4	4	4	23
Credits	3	3	3	4	4	4	21

S.Y.B.A. PER SEMESTER									
Sub	AC	SPC	Sub 1-1	Sub 1-2	Sub 2-1	Sub 2-2	Sub 3-1	Sub 3-2	Total
L / W	4	3	3	3	3	3	3	3	25
Credits	3	3	3	3	3	3	3	3	24

T.Y.B.A. PER SEMESTER							
Sub	C-1	C - 2	C - 3	C - 4	AC 1	AC 2	Total
L / W	4	4	4	4	3	3	22
Credits	5	5	5	5	4	4	28

6. UNDERGRADUATE (AIDED) COURSES: B.A., B.Sc., B.Com. & B.Voc.

6.2. BACHELOR OF SCIENCE (B.Sc.)

Table 6.2

SN	F.Y.B.Sc.	S.Y.B.Sc.	T.Y.B.Sc.
1	(LS +C + P)	(LS +C)	LS or (BC + LS) or C
		or (P + C)	or P or C
2	(LS +C + G)	(C + LS)	LS or (BC + LS) or C
		or (C + G)	or C or G
3	(LS +C + B)	(LS + C)	LS or (BC + LS) or C
		or (B + C)	(B + BC) or C
4	(MB + C +P)	(MB + C)	(BC + MB) or C
		or (P + C)	C or P
5	(MB + C + Z)	(MB + C)	(BC + MB) or C
		or (C + Z)	(BC + Z) or C
6	(B + C + Z)	(C + B)	(B + BC) or C
		or (C + Z)	(BC + Z) or C
		or (B + Z)	(B + Z)
7	(C+ P+ MT)	(P + C)	C or P
		or (P + MT)	MT or P
8	(P + C + G)	(C + G)	C or G
		or (C + P)	C or P
9	(P + MT + G)	(G + P)	G or P
		or (P + MT)	MT or P
10	(P + MT + S)	(P + MT)	MT or P
		or (MT + S)	MT or S
11	(E + MT + S)	(MT + S)	MT or S

KEY : Botany = B, Biochemistry = BC, Chemistry = C, Economics = E, Geology = G, Life Science = LS, Mathematics = MT, Microbiology = MB, Physics = P, Statistics = S, Zoology = Z

6.2.1. F.Y.B.Sc.: A student shall offer any one of the course combinations available in the FYBSc, with three Subjects and two Special Courses.

6.2.1.1. Only students who have Biology as a subject in Std. XII may opt for combinations 1 to 6 (refer Table 6.2, FYBSc).

6.2.1.2. Only students who have Mathematics as a subject at HSC or other qualifying exam may opt for combinations with Mathematics, Statistics or Physics.

6.2.1.3. Change of subjects will be allowed till a week after College begins, subject to availability of seats.

6.2.2. S.Y.B.Sc.: The choice of subjects will be approved only at the end of the Semester II by the Heads of the concerned departments based entirely on merit (total of concerned subject marks across the preceding 2 semesters) and the availability of seats.

6. UNDERGRADUATE (AIDED) COURSES: B.A., B.Sc., B.Com. & B.Voc.

6.2.3. T.Y.B.Sc.: Table 6.2 lists the subjects offered at the TYBSc:

6.2.3.1. **Single Majors:** Physics, Chemistry, Maths, Statistics, Life Sciences and Geology.

6.2.3.2. **Double Majors:** Botany, Biochemistry, Life Science, Microbiology & Zoology, provided that the subject has been offered at the SYBSc level.

6.2.3.3. The choice of major subject/s will be approved only at the end of the Semester IV by the HoDs of the concerned subjects based entirely on merit (total marks of 4 semesters of the concerned subject) and availability of seats.

6.2.4. Syllabi per Semester

SEMESTER – I F.Y.B.Sc.

Code	Course Title	L/W	Credits
SSPC0101	Special Course: Giving Voice to Values	3	3
SBOT0101	Plant Diversity – I	3	2
SBOT0102	Angiosperms-I	3	2
SBOT01PR	Botany Practicals – I	6	2
SCHE0101	Concepts of Physical and Analytical Chemistry – I	3	2
SCHE0102	Fundamentals of Inorganic & Organic Chemistry – I	3	2
SCHE01PR	Chemistry Practicals-I	6	2
SECO0101	Micro Economics – I	4	3
SECO0102	Macro Economics – I	4	3
SGEO0101	Introduction to Mineralogy, Crystallography & Stratigraphy	3	2
SGEO0102	Introduction to Earth System, Cartography & Structural Geology	3	2
SGEO01PR	Geology Practicals – I	6	2
SLSC0101	Fundamentals of Biochemistry	3	2
SLSC0102	Genetics And Evolution	3	2
SLSC01PR	Life Science Practicals – I	6	2
SMAT0101	Calculus - I	3 + 1	3
SMAT0102	Algebra - I	3 + 1	3
SMIC0101	Microbial Cell Structure & Function	3	2
SMIC0102	Elements of Microbial Nutrition, Growth & Control	3	2
SMIC01PR	Microbiology Practicals – I	6	2
SPHY0101	Mechanics	3	2
SPHY0102	Waves and Thermodynamics	3	2
SPHY01PR	Physics Practicals – I	6	2
SSTA0101	Descriptive Statistics (A)	3	2
SSTA0102	Statistical Methods (A)	3	2
SSTA01PR	Statistics Practicals	6	2
SZOO0101	Invertebrate Systematics And Biomolecules	3	2
SZOO0102	Genetics and Evolution	3	2
SZOO01PR	Zoology Practicals – I	6	2

6. UNDERGRADUATE (AIDED) COURSES: B.A., B.Sc., B.Com. & B.Voc.

SEMESTER – II F.Y.B.Sc.

Code	Course Title	L/W	Credits
SSPC0201	Special Course: Environmental Studies	3	3
SBOT0201	Plant Physiology and Biochemistry-I	3	2
SBOT0202	Cytology, Genetics and Ecology	3	2
SBOT02PR	Botany Practicals – II	6	2
SCHE0201	Concepts of Physical & Analytical Chemistry - II	3	2
SCHE0202	Fundamentals of Inorganic & Organic Chemistry - II	3	2
SCHE02PR	Chemistry Practicals - II	6	2
SECO0201	Micro Economics – II	4	3
SECO0202	Macro Economics – II	4	3
SGEO0201	Intro: Petrology, Geotectonics & Economic Geology	3	2
SGEO0202	Intro: Physical Geology, Stratigraphy & Palaeontology	3	2
SGEO02PR	Geology Practicals - II	6	2
SLSC0201	Cell Biology	3	2
SLSC0202	Fundamentals Of Microbiology	3	2
SLSC02PR	Life Science Practicals - II	6	2
SMAT0201	Calculus - II	3 + 1	3
SMAT0202	Algebra - II	3 + 1	3
SMIC0201	Microbial Diversity, Taxonomy & Significance	3	2
SMIC0202	Basics of Metabolism & Genetics	3	2
SMIC02PR	Microbiology Practicals – II	6	2
SPHY0201	Electricity and Magnetism	3	2
SPHY0202	Optics	3	2
SPHY02PR	Physics Practicals - II	6	2
SSTA0201	Descriptive Statistics (B)	3	2
SSTA0202	Statistical Methods (B)	3	2
SSTA02PR	Statistics Practicals	6	2
SZOO0201	Vertebrate Systematics and Ecology	3	2
SZOO0202	Biotechniques And Comparative Physiology	3	2
SZOO02PR	Zoology Practicals - II	6	2

SEMESTER – III S.Y.B.Sc.

Code	Course Title	L/W	Credits
SSPC0301	Special Course: Human Rights	3	3
SSCS0301	Scientific Communication Skills	1	1
SBOT0301	Plant Diversity - II	3	2
SBOT0302	Plant Physiology and Biochemistry-II	3	2
SBOT0303	Anatomy, Embryology and Palynology	3	2
SBOT03PR	Botany Practicals – III	9	3
SCHE0301	Physical and Analytical Chemistry – I	3	2
SCHE0302	Inorganic and Industrial Chemistry - I	3	2
SCHE0303	Organic and Industrial Chemistry - I	3	2
SCHE03PR	Chemistry Practicals - III	9	3
SGEO0301	Stratigraphy and Invertebrate Palaeontology	3	2
SGEO0302	Crystallography	3	2
SGEO0303	Geomorphology & Cartographic Analysis	3	2

6. UNDERGRADUATE (AIDED) COURSES: B.A., B.Sc., B.Com. & B.Voc.

SGEO30PR	Geology Practicals - III	9	3
SLSC0301	Comparative Physiology- I	3	2
SLSC0302	Enzymes and Metabolic Pathways	3	2
SLSC0303	Microbes & Human Health	3	2
SLSC03PR	Life Science Practicals - III	9	3
SMAT0301	Calculus – III	3+1	3
SMAT0302	Algebra – III	3+1	3
SMAT0303	Finite Mathematics	3	2
SMAT03PR	Mathematics Practicals - III	3	1
SMIC0301	Cell Biology, Microbial Virulence & Innate Immunity	3	2
SMIC0302	Introduction to Microbial Metabolism And Biostatistics	3	2
SMIC0303	Basics of Genetics & Bioinformatics	3	2
SMIC03PR	Microbiology Practicals – III	9	3
SPHY0301	Wave and Quantum Optics	3	2
SPHY0302	Mathematical Physics	3	2
SPHY0303	Electronics - I	3	2
SPHY03PR	Physics Practicals - III	9	3
SSTA0301	Probability & Sampling Distributions (A)	3	2
SSTA0302	Sampling Techniques	3	2
SSTA0303	Operations Research	3	2
SSTA03PR	Statistics Practicals	9	3
SZOO0301	Ethology and Parasitology	3	2
SZOO0302	Biostatistics and Evolution	3	2
SZOO0303	Advanced Genetics and Bioinformatics	3	2
SZOO03PR	Zoology Practicals - III	9	3

SEMESTER – IV S.Y.B.Sc.

Code	Course Title	L/W	Credits
SSPC0401 n n = 1 to 10	Cross Faculty Course:		
	1. An Introduction to Gandhian Studies (History)	3	3
	2. Fundamentals of the Indian Constitution (Political Science)	3	3
	3. Indian Culture and Philosophy (AIC)	3	3
	4. International Economics (Economics)	3	3
	5. Management Accounting & Invest. Portfolio Management (BMS)	3	3
	6. Psychology of Relationships (Psychology)	3	3
	7. Representing the Nation through the News Media (BMM)	3	3
	8. Science of Culture (Sociology & Anthropology)	3	3
	9. Science, Technology & Social Change: Some Issues & Challenges (Sociology & Anthropology)	3	3
10. Literature and Resistance (English)	3	3	
SSCS0401	Scientific Communication Skills	1	1
SBOT0401	Plant Diversity - III	3	2
SBOT0402	Angiosperms – II	3	2
SBOT0403	Medicinal Botany and Tools Of Analysis	3	2
SBOT04PR	Botany Practicals – IV	9	3
SCHE0401	Physical and Analytical Chemistry – II	3	2
SCHE0402	Inorganic and Industrial Chemistry – II	3	2

6. UNDERGRADUATE (AIDED) COURSES: B.A., B.Sc., B.Com. & B.Voc.

SCHE0403	Organic and Industrial Chemistry – II	3	2
SCHE04PR	Chemistry Practicals - IV	9	3
SGEO0401	Economic mineral deposits	3	2
SGEO0402	Optical and Systematic Mineralogy	3	2
SGEO0403	Field Geology & Hydrogeology	3	2
SGEO04PR	Geology Practicals - IV	9	3
SLSC0401	Comparative Physiology- II	3	2
SLSC0402	Molecular Biology	3	2
SLSC0403	Biostatistics and Population Genetics	3	2
SLSC04PR	Life Science Practicals - IV	9	3
SMAT0401	Calculus – IV	3+1	3
SMAT0402	Algebra – IV	3+1	3
SMAT0403	Differential Equations	3	2
SMAT04PR	Mathematics Practicals - IV	3	1
SMIC0401	Virology and Immunology	3	2
SMIC0402	Environmental Microbiology	3	2
SMIC0403	Food Microbiology & Bioprocess Technology	3	2
SMIC04PR	Microbiology Practicals – IV	9	3
SPHY0401	Thermodynamics	3	2
SPHY0402	Quantum Mechanics	3	2
SPHY0403	Acoustics	3	2
SPHY04PR	Physics Practicals - IV	9	3
SSTA0401	Probability & Sampling Distributions (B)	3	2
SSTA0402	Analysis of Variance & Design of Experiments	3	2
SSTA0403	Industrial Statistics	3	2
SSTA04PR	Statistics Practicals	9	3
SZOO0401	Developmental Biology and Information Flow	3	2
SZOO0402	Cell Biology	3	2
SZOO0403	Biochemistry and Applied Zoology	3	2
SZOO04PR	Zoology Practicals - IV	9	3

SEMESTER – V T.Y.B.Sc.

Code	Course Title	L/W	Credits
SBOT0501	Cytogenetics, Molecular Biology & Biotechnology	4	4
SBOT0502	Angiosperms – III	4	4
SBOT05PR	Botany Practicals – V	8	4
SCHE0501	Spectroscopy, Molecular & Nuclear Dynamics	4	4
SCHE0502	Chemical Bonding & Co-Ordination Chemistry	4	4
SCHE0503	Stereochemistry & Natural Products	4	4
SCHE0504	General Analytical Chemistry	4	4
SCHE05PR	Chemistry Practicals - V	16	8
SCHE05AC	Neuroscience	4	4
SCHE05ACPR	Applied Component Practicals	4	2
SGEO0501	Precambrian Geology of India	4	4
SGEO0502	Igneous Petrology	4	4
SGEO0503	Structural Geology	4	4
SGEO0504	Metamorphic Petrology	4	4
SGEO05PR	Geology Practicals - V	16	8

6. UNDERGRADUATE (AIDED) COURSES: B.A., B.Sc., B.Com. & B.Voc.

SGEO05AC	Remote Sensing and Image Interpretation	2	4
SGEO05ACPR	Applied Component Practicals	4	2
SLSC0501	Genetics	4	4
SLSC0502	Developmental Biology	4	4
SLSC0503	Industrial Biotechnology & Nanotechnology	4	4
SLSC0504	Ecology & Biodiversity	4	4
SLSC05PR	Life Science Practicals - V	16	8
SBCH0501	Cells and Biomolecules	4	4
SBCH0502	Nutrition & Metabolic Pathways	4	4
SBCH05PR	Biochemistry Practicals	8	4
SLSC05AC	Environment & Environmental Pollution	4	4
SLSC05ACPR	Applied Component Practicals - V	4	2
SMAT0501	Calculus – V	3	4
SMAT0502	Algebra – V	3	4
SMAT0503	Topology of Metric Spaces – I	3	4
SMAT0504	Numerical Methods – I	3	4
SMAT05PR	Mathematics Practicals – V	12	8
SMAT05AC	Computer Programming - I	4	4
SMAT05ACPR	Computer Programming Practicals	4	2
SMIC0501	Industrial Biotechnology & Genetics	4	4
SMIC0502	Medical Microbiology & Immunology I	4	4
SMIC05PR	Microbiology Practicals – V	8	4
SPHY0501	Classical Mechanics	4	4
SPHY0502	Statistical Mechanics	4	4
SPHY0503	Electronics - II	4	4
SPHY0504	Atomic and Molecular Physics	4	4
SPHY05PR	Physics Practicals - V	16	8
SPHY05AC	Digital Image Processing	4	4
SPHY05ACPR	Digital Image Processing Practicals	4	2
SSTA0501	Probability Theory	4	4
SSTA0502	Statistical Estimation	4	4
SSTA0503	Applied Statistics (IA)	4	4
SSTA0504	Applied Statistics (IIA)	4	4
SSTA05PR	Statistics Practicals	16	8
SZOO0501	Ontogeny of Vertebrates, Behavioural Ecology & Conservation Biology	4	4
SZOO0502	Physiological Adaptations	4	4
SZOO05PR	Zoology Practicals - V	8	4
SZOO05AC	Economic Entomology- I	4	4
SZOO05ACPR	Economic Entomology Practicals	4	2

SEMESTER – VI T.Y.B.Sc.

Code	Course Title	L/W	Credits
SBOT0601	Plant Physiology & Biochemistry - III	4	4
SBOT0602	Ecology and Environmental Botany - I	4	4
SBOT06PR	Botany Practicals – VI	8	4
SCHE0601	General Physical Chemistry	4	4
SCHE0602	Solid State, Solution & Medicinal Chemistry	4	4

6. UNDERGRADUATE (AIDED) COURSES: B.A., B.Sc., B.Com. & B.Voc.

SCHE0603	Spectometric Identification & Synthetic Chemistry	4	4
SCHE0604	Instrumental Methods of Analysis	4	4
SCHE06PR	Chemistry Practicals - VI	16	8
SCHE06AC	Drugs & Color Chemistry	4	4
SCHE06ACPR	Applied Component Practicals	4	2
SGEO0601	Phanerozoic Geology of India	4	4
SGEO0602	Sedimentary Petrology	4	4
SGEO0603	Engineering Geology	4	4
SGEO0604	Photogrammetry, Aerial Photo Interpretation & GIS	4	4
SGEO06PR	Geology Practicals - VI	16	8
SGEO06AC	Gemmology	4	4
SGEO06ACPR	Applied Component Practicals	4	2
SLSC0601	Immunology	4	4
SLSC0602	Neurobiology	4	4
SLSC0603	Recombinant DNA Technology & Bioinformatics	4	4
SLSC0604	Sustainable Development & Carbon Management	4	4
SLSC06PR	Life Science Practicals - VI	16	8
SBCH0601	Biophysical and Bioanalytical Chemistry	4	4
SBCH0602	Metabolism, Clinical Biochemistry & Pharmacology	4	4
SBCH06PR	Biochemistry Practicals	8	4
SLSC06AC	Environment Sustainability and Legislation	4	4
SLSC06ACPR	Environmental Science Practicals	4	2
SMAT0601	Calculus - VI	3	4
SMAT0602	Algebra – VI	3	4
SMAT0603	Topology of Metric Spaces – II	3	4
SMAT0604	Numerical Methods - II	3	4
SMAT06PR	Mathematics Practicals – VI	12	8
SMAT06AC	Computer Programming - II	4	4
SMAT06ACPR	Computer Programming Practicals	4	2
SMIC0601	Genetics, Molecular Biology & Bioinformatics	4	4
SMIC0602	Medical Microbiology & Immunology-II	4	4
SMIC06PR	Microbiology Practicals – VI	8	4
SPHY0601	Modern Astrophysics	4	4
SPHY0602	Electrodynamics	4	4
SPHY0603	Nuclear Physics	4	4
SPHY0604	Solid State Physics	4	4
SPHY06PR	Physics Practicals - VI	16	8
SPHY06AC	Environmental Physics	4	4
SPHY06ACPR	Environmental Physics Practicals	4	2
SSTA0601	Probability Distributions & Stochastic Processes	4	4
SSTA0602	Statistical Inference	4	4
SSTA0603	Applied Statistics (I B)	4	4
SSTA0604	Applied Statistics (II B)	4	4
SSTA06PR	Statistics Practicals	16	8
SZOO0601	Basics of Enzymes, Toxicology, Histology and Nanoscience	4	4
SZOO0602	Immunology & Recombinant DNA Technology	4	4
SZOO06PR	Zoology Practicals - VI	8	4
SZOO06AC	Economic Entomology – II	4	4
SZOO06ACPR	Economic Entomology Practicals	4	2

6. UNDERGRADUATE (AIDED) COURSES: B.A., B.Sc., B.Com. & B.Voc.

6.2.5. Summary of Sciences Courses

Note: One Credit consists of 30 hours of contact and self-study.

F.Y.B.Sc. PER SEMESTER								
Subject	Theory			Practicals			Sp Sub	Total
	1	2	3	1	2	3		
L/W	6	6	6	6	6	6	3	39
Credits	4	4	4	2	2	2	3	21

S.Y.B.Sc. PER SEMESTER							
Subject	Theory		Practicals		Special Subject	Scientific Comm. Skills	Total
	1	2	1	2			
L / W	9	9	9	9	3	1	40
Credits	6	6	3	3	3	1	22

T.Y.B.Sc. PER SEMESTER					
	Theory		Practicals		Total
	Course	AC	Course	AC	
	1,2,3,4	1,2	1,2,3,4	1,2	
L / W	16	4	16	4	40
Credits	16	4	8	2	30

6. UNDERGRADUATE (AIDED) COURSES: B.A., B.Sc., B.Com. & B.Voc.

6.3. BACHELOR OF COMMERCE (B.Com.)

6.3.1. Decree 4 of the 32nd General Congregation (1975) of the Society of Jesus made a clear option for the poor. Keeping this in mind the Bombay Province of the Society of Jesus began the Commerce Section in St. Xavier's College in 1988. The primary aim of the Commerce Section has always been to cater to the poorest of the poor. This was why its lectures were scheduled in the evenings, when those who were economically poor and had to work during the day to earn a living and sustain their families, could attend College. In the 30 years since its inception, the Commerce Section has been able to stick to this rationale and has grown from one class and one division in 1988 to 2 divisions each of First, Second and Third year. Girl students are granted admission even if they are not working since the girl child is already at a disadvantage when compared with the male child.

6.3.2. Syllabi per Semester

SEMESTER – I F.Y.B.Com.

Code	Course Title	L/W	Credits
CSPC0101	Special Course: Environmental Studies	3	3
CCOM0101	Fundamentals of Financial Accounting I	4	3
CCOM0102	Business Economics I	3	3
CCOM0103	Business Mathematics & Statistics I	5 + 1	3
CCOM0104	Commerce – I : Management - Functions and Challenges	3	3
CCOM0105	Communication Skills in English	4 + 1	3
CCOM0106	Commerce – II : Introduction to Business	3	3

SEMESTER – II F.Y.B.Com.

Code	Course Title	L/W	Credits
CSPC0201	Special Course: Giving Voice to Values	3	3
CCOM0201	Fundamentals of Financial Accounting II	4	3
CCOM0202	Business Economics II	3	3
CCOM0203	Business Mathematics & Statistics II	5 + 1	3
CCOM0204	Commerce III : Marketing	3	3
CCOM0205	Business Communication	4 + 1	3
CCOM0206	Commerce IV : Service Sector	3	3

6. UNDERGRADUATE (AIDED) COURSES: B.A., B.Sc., B.Com. & B.Voc.

SEMESTER – III S.Y.B.Com

Code	Course Title	L/W	Credits
CSPC0301	Special Course: Human Rights	3	3
CCOM0301	Financial Accounting - I	5	4
CCOM0302	Business Economics - III	3	3
CCOM0303	Commercial Laws - I	4	3
CCOM0304	Commerce - V: Human Resource Mgt	3	3
CCOM0305	Regulatory Aspect of Banking & Finance I	3	3
	Applied Component:		
CCOM0306	Mass Communication (Theory & Practice)	} OR	3
CCOM0307	Retail Marketing		3

SEMESTER – IV S.Y.B.Com.

Code	Course Title	L/W	Credits
CSPC0401	Special Course: Science & Technology	3	3
CCOM0401	Financial Accounting – II	5	4
CCOM0402	Business Economics - IV	3	3
CCOM0403	Commercial Laws – II	4	3
CCOM0404	Commerce - VI: Business Finance & Capital Market	3	3
CCOM0405	Regulatory Aspect of Banking & Finance - II	3	3
	Applied Component:		
CCOM0406	Mass Communication (Media Studies)	} OR	3
CCOM0406	Advertising		3

SEMESTER – V T.Y.B.Com.

Code	Course Title	L/W	Credits
CCOM0501	Basic Corporate Accounts	5	6
CCOM0502	Basics & Fundamentals of Costing & Auditing	4	5
CCOM0503	Fundamentals of Corporate Finance - I	3	5
CCOM0504	Business Economics - V	3	4
CCOM0505	Commerce - VII: Production & Material Management	3	3
	Applied Component:		
CCOM0506	Export Marketing	3	3
CCOM0507	Direct Tax – Income Tax	3	4

6. UNDERGRADUATE (AIDED) COURSES: B.A., B.Sc., B.Com. & B.Voc.

SEMESTER – VI T.Y.B.Com.

Code	Course Title	L/W	Credits
CCOM0601	Advanced Corporate Accounts	5	6
CCOM0602	Advanced Auditing & Costing Accounting	4	5
CCOM0603	Fundamentals of Corporate Finance - II	3	5
CCOM0604	Business Economics - VI	3	4
CCOM0605	Commerce - VIII: Entrepreneurship	3	3
Applied Component:			
CCOM0606	Corporate Secretarial Management & Governance	3	3
CCOM0607	Indirect Tax - GST	3	4

6.3.3. Summary of Commerce Courses

Note: One Credit consists of 30 hours of contact and self-study.

F.Y.B.Com. PER SEMESTER								
Subject	1	2	3	4	5	6	7	Total
L / W	3	4	3	5 + 1	3	4 + 1	3	27
Credits	3	3	3	3	3	3	3	21

S.Y.B.Com. PER SEMESTER								
Subject	1	2	3	4	5	6	7	Total
L / W	3	3	4	4	4	4	2	24
Credits	3	3	4	4	3	3	2	22

T.Y.B.Com. PER SEMESTER								
Subject	1	2	3	4	5	6	7	Total
L / W	4	4	3	4	3	3	3	24
Credits	5	5	4	5	3	4	4	30

6. UNDERGRADUATE COURSES (AIDED): B.A., B.Sc., B.Com. & B.Voc.

6.4. BACHELOR IN VOCATIONAL STUDIES (B.VOC.)

- 6.4.1. The University Grants Commission (UGC) has launched a scheme on skills development based on higher education leading to Bachelor of Vocational (B.Voc.) Degree with multiple exits such as Certificate / Diploma / Advanced Diploma and Degree. The B.Voc. Programme is focused on preparing Graduates / Diploma-holders acquire necessary job market skills enabling them to gain appropriate employment or become entrepreneurs. In addition to the Degree from the University, the respective Sector Skill Councils give a certification with the NSQF levels 5, 6 and 7 respectively for the B.Voc. students. The College offers two Bachelor of Vocation Programmes in two streams: SOFTWARE DEVELOPMENT and TOURISM. In the academic year 2018-19, there will be no FY admissions into the B.Voc. Courses.
- 6.4.2. **Eligibility for admissions to the B.Voc. courses in Software Development OR in Tourism:** A candidate in order to be eligible for admission to the B.Voc. courses in Software Development and in Tourism shall have passed the Class XII from any stream, including the Examination conducted by the Maharashtra State Board of Higher Secondary Education or its equivalent examination or Diploma in any Engineering branch with two or three or four years duration after passing the Secondary School Certificate (S.S.C.) examination conducted by the Board of Technical Education, Maharashtra State or equivalent examination.
- 6.4.3. **Seats Available:** 50 Seats for Tourism & 50 Seats for Software Development
- 6.4.4. **Reservation of Seats:** Refer Section 4.1.9, pg 24 and Section 4.1.10, pg 24.
- 6.4.5. **Fees:** Refer Table 4.4.1. (B), page 27
- 6.4.6. **B.Voc. (Software Development):** The I.T. Sector in India is growing and vocationally trained skilled workforce in very large numbers is required for automation of enterprises & companies. India will need software enabled people in almost all sectors, such as, Finance and Stock Exchange, Pharmaceutical, Media and entertainment, corporate business to name a few. This course is designed in such a way that at the end of three years students will get a B.Voc. (Software Development) Degree and can seek jobs in the field of materials management in manufacturing industries in the purchase / stores / sales & marketing departments as well as data scientists and as programmers.

6. UNDERGRADUATE COURSES (AIDED): B.A., B.Sc., B.Com. & B.Voc.

6.4.7. Syllabi per Semester (SOFTWARE DEVELOPMENT):

Class	Code	Course Title	L/W	No. of Credits	
SEMESTER – III					
S.Y.B.Voc. (Software Dev) for 2018-19 only	General Education Component	SVS0301	Media and Society – I	3	3
		SVS0302	Contemporary Social Issues – I	3	3
		SVS0303	Introduction to Economics - I	3	3
		SVS0304	Human Rights	3	3
	Skill Component	SVS0305	Quantitative Techniques – II	3	3
		SVS0306	Advance SQL with Oracle	3	3
		SVS0307	Advanced Java	3	3
		SVS0308	Open Source Platforms	3	3
		SVS03PR1	Quantitative Techniques Tutorial & Advanced SQL with Oracle Practicals	3 + 3	3 = (1.5+1.5)
		SVS03PR2	Advanced Java & Open Source Platforms Practicals	3 + 3	3 = (1.5+1.5)
Sub Total of Credits (12 + 18) = 30					
SEMESTER – IV					
S.Y.B.Voc. (Software Dev) for 2018-19 only	General Education Component	SVS0401	Media and Society - II	3	3
		SVS0402	Contemporary Social Issues - II	3	3
		SVS0403	Introduction to Economics - II	3	3
		SVS0404	Fundamentals of Accounts	3	3
	Skill Component	SVS0405	C#	3	3
		SVS0406	ASP. NET	3	3
		SVS0407	Data Warehousing and Mining	3	3
		SVS0408	Mobile App Development using Android - I	3	3
		SVS04PR1	C# & ASP.NET Practicals	3 + 3	3 = (1.5+1.5)
		SVS04PR2	Data Warehousing & Mobile App Development Practicals	3 + 3	3 = (1.5+1.5)
Sub Total of Credits (12 + 18) = 30					

6. UNDERGRADUATE COURSES (AIDED): B.A., B.Sc., B.Com. & B.Voc.

Class	Code	Course Title	L/W	No. of Credits	
SEMESTER – V					
T.Y.B.Voc. (Software Dev) for 2018-19 & 2019-20 only	General Education Component	SVS0501	Popular Culture	4	4
		SVS0502	Entrepreneurship - I	4	4
		SVS0503	Applied Psychology - I	4	4
	Skill Component	SVS0504	Mobile App Development using Android – II	4	4
		SVS0505	Python	4	4
		SVS05PR	Mobile App Development & Python Practicals	4 + 4	4 = (2 + 2)
		SVS05PJ	Project – I	2 + (10)	6
Sub Total of Credits (12 + 18) = 30					
SEMESTER – VI					
T.Y.B.Voc. (Software Dev) for 2018-19 & 2019-20 only	General Education Component	SVS0601	Business Ethics	4	4
		SVS0602	Entrepreneurship - II	4	4
		SVS0603	Applied Psychology - II	4	4
	Skill Component	SVS0604	ERP and SCM	4	4
		SVS0605	Software Testing	4	4
		SVS06PR	Software Testing Tutorial & ERP Case Study	4 + 4	4 = (2 + 2)
		SVS06PJ	Project – II	2 + (10)	6
Sub Total of Credits (12 + 18) = 30					
GRAND TOTAL OF CREDITS (72 + 108) = 180 (as per UGC Guidelines for B.Voc., 6.5.3.)					

- 6.4.8. B.Voc. (Tourism):** India's vast natural, historical and cultural diversity is poorly tapped by the tourism industry. There are lacunae in the availability of well-trained Tour guides, Managers, Operators to develop the vast potential for Tourism that India has to offer. Besides, the concept of Tourism has now widened to include Event Management for corporate groups, educational institutes etc. This service-based industry requires (besides cognitive, creative and core-competency skills in the practical and organizational aspects of the industry) crucial and well-developed interpersonal and communication skills.

6. UNDERGRADUATE COURSES (AIDED): B.A., B.Sc., B.Com. & B.Voc.

6.4.9. Syllabi per Semester (TOURISM):

Class	Code	Course Title	L/W	No. of Credits	
SEMESTER – III					
S.Y.B.Voc. (Tourism) for 2018-19 only	General Education Component	AVT0301	Media and Society – I	3	3
		AVT0302	Contemporary Social Issues - I	3	3
		AVT0303	Introduction to Economics - I	3	3
		AVT0304	Human Rights	3	3
	Skill Component	AVT0305	Intro to Tourism Marketing	3	3
		AVT0306	Forms of Tourism	3	3
		AVT0307	Domestic Tourism	3	3
		AVT0308	Comm. Skills in French - I	3	3
		AVT0301PJ	Intro to Tourism Marketing: Forms of Tourism	4 (2 + 2)	3
		AVT0302PJ	Domestic Tourism: Comm. Skills in French - I	4 (2 + 2)	3
Sub Total of Credits (12 + 18) = 30					

Class	Code	Course Title	L/W	No. of Credits	
SEMESTER – IV					
S.Y.B.Voc. (Tourism) for 2018-19 only	General Education Component	AVT0401	Media and Society - II	3	3
		AVT0402	Contemporary Social Issues - II	3	3
		AVT0403	Intro. to Economics - II	3	3
		AVT0404	Fundamentals of Accounts	3	3
	Skill Component	AVT0405	Sustainable Tourism	3	3
		AVT0406	Basic Components of Tourism Industry	3	3
		AVT0407	International Tourism	3	3
		AVT0408	Comm. Skills in French - II	3	3
		AVT0401PJ	Sustainable Tourism: Basic Components of Tourism Ind.	4 (2 + 2)	3
		AVT0402PJ	International Tourism: Comm. Skills in French - II	4 (2 + 2)	3
Sub Total of Credits (12 + 18) = 30					

6. UNDERGRADUATE COURSES (AIDED): B.A., B.Sc., B.Com. & B.Voc.

Class	Code	Course Title	L/W	No. of Credits	
SEMESTER – V					
T.Y.B.Voc. (Tourism) for 2018-19 & 2019-20 only	General Education Component	AVT0501	Popular Culture	4	4
		AVT0502	Entrepreneurship - I	4	4
		AVT0503	Applied Psychology - I	4	4
	Skill Component	AVT0504	Tourism Operations Management	4	4
		AVT0505	Basic Ticketing	4	4
		AVT0506	Intro. to Event Planning and Management	4	4
		AVT0501PR	Tourism Operations Management – Basic Ticketing	4 (2 + 2)	2
		AVT0502PR	Event Management Project	2	1
Sub Total of Credits (12 + 15) = 27					

SEMESTER – VI					
T.Y.B.Voc. (Tourism) for 2018-19 & 2019-20 only	General Education Component	AVT0601	Business Ethics	4	4
		AVT0602	Entrepreneurship - II	4	4
		AVT0603	Applied Psychology - II	4	4
	Skill Component	AVT0604	Itinerary Planning & Promotion	4	4
		AVT0605	Tourism & Allied Services	4	4
		AVT0606	Comprehensive Thematic Tourism Model	2 (10)	4
		AVT0601PR	Itinerary Planning & Promotion Tourism & Allied Services	4 (2 + 2)	2
		AVT0602PR	Thematic Tourism Project	2	1
		AVT0603IN	Compulsory Internship	6 Weeks	6
Sub Total of Credits (12 + 21) = 33					
GRAND TOTAL OF CREDITS (72 + 108) = 180 (as per UGC Guidelines for B.Voc., 6.5.3.)					

7. UNDERGRADUATE (SELF-FINANCED) COURSES

B.M.M., B.M.S. & B.Sc. (I.T.)

7.1. BACHELOR OF MANAGEMENT STUDIES (B.M.S.)

- 7.1.1. **Introduction:** The BMS course at St. Xavier's College, Mumbai was started in 1999 as a self-financed 3-year undergraduate programme affiliated to the University of Mumbai. The aim has always been to foster the spirit of entrepreneurship among young minds and also to develop mid-level managerial skills for industry. As an Autonomous College since 2010, the BMS curriculum has been critically upgraded and has been given a research slant by including relevant courses in the fields of Finance, Marketing, Human Resources and Production. Due to the project-based learning style, the alumni of this Department are placed in top positions in organisations across the globe and some have started and sustained their own ventures and businesses that nurture inclusive growth through social entrepreneurship.
- 7.1.2. **Number of students:** 60 students.
- 7.1.3. **Eligibility:** A candidate in order to be eligible for admission to the B.M.S. degree course shall have passed the 12th Std. Examination conducted by the Maharashtra State Board of Higher Secondary Education or its equivalent examination or Diploma in any Engineering branch with two or three or four years duration after passing the Secondary School Certificate (S.S.C.) examination conducted by the Board of Technical Education, Maharashtra State or equivalent examination.
- 7.1.4. **Eligibility Certificate:** Refer Section 4.3, page 25
- 7.1.5. **Admission Criteria:** For the BMS Course, unlike other courses, the students come from all 3 faculties (Arts, Science & Commerce) where the marking systems are very different. Hence an entrance test for this course is conducted for admission purposes. Admissions are on the basis of the Entrance Test (refer 4.1.2., page 22). Also refer 4.1.9, page 22 and Table 4.1.9 (B), page 24
- 7.1.6. **Minimum Percentage of Marks in Qualifying Exams:**
- 7.1.6.1. Candidates belonging to the General Category, must secure at least 65% marks in aggregate in their Qualifying Exams.
 - 7.1.6.2. Candidates belonging to the Christian Minority Community must secure at least 60% in the Qualifying Exams.
 - 7.1.6.3. Candidates belonging to SC / ST reserved category must secure at least 55% marks in their Qualifying Exams.
- 7.1.7. **Fees:** Refer Table 4.4.1 (A), page 26; Sections 4.5 (page 27) & 4.6 (page 28)

7. UNDERGRADUATE (SELF-FINANCED) COURSES B.M.M., B.M.S. & B.Sc. (I.T.)

7.1.8. Syllabi per Semester

SEMESTER - I FYBMS

Code	Course Title	L/W	Credits
CSPC0101	Special Course: Giving Voice to Values	3	3
CMS0101	Principles of Management	4	3
CMS0102	Introduction to Financial Accounts	4	3
CMS0103	Business Law	4	3
CMS0104	Business Mathematics	4	3
CMS0105	Business Communication	4	3
CMS0106	Computer Applications in Business	4	3
TOTAL		27	21

SEMESTER II FYBMS

Code	Course Title	L/W	Credits
CSPC0201	Special Course: Environmental Studies	3	3
CMS0201	Organizational Behavior	4	3
CMS0202	Industrial Law	4	3
CMS0203	Marketing Management	4	3
CMS0204	Microeconomics	4	3
CMS0205	Business Statistics	4	3
CMS0206	Introduction to Cost Accounting	4	3
TOTAL		27	21

SEMESTER - III SYBMS

Code	Course Title	L/W	Credits
CSPC0301	Special Course: Human Rights	3	3
CMS0301	Human Resource Management	4	4
CMS0302	Management Accounting	4	3
CMS0303	Operations Management	4	3
CMS0304	Consumer Behaviour	4	4
CMS0305	Macroeconomics	4	3
CMS0306	Elements of Taxation	4	4
TOTAL		27	24

7. UNDERGRADUATE (SELF-FINANCED) COURSES B.M.M., B.M.S. & B.Sc. (I.T.)

SEMESTER - IV SYBMS

Code	Course Title	L/W	Credits
CSPC0401n n = 1 to 8	Cross Faculty Courses:	3	3
	1. Astronomy, Physics and its impact on the World (Physics)		
	2. Chem. in Context: Applying Chem. to society (Chemistry)		
	3. Descriptive Statistics (Statistics)		
	4. Garden Art (Botany)		
	5. Infectious Diseases: Staying Ahead (Microbiology)		
	6. Nutrition and Reproductive Health (Life Science)		
	7. Secret Lives of Animals (Zoology)		
	8. Web Designing (Information Technology)		
CMS0401	Research Methods in Business	4	4
CMS0402	Financial Management	4	3
CMS0403	Productivity & Quality Management	4	3
CMS0404	Cooperatives & Rural Markets	4	4
CMS0405	Business Environment	4	3
CMS0406	Banking, Insurance & Capital Markets	4	4
TOTAL		27	24

SEMESTER - V TYBMS

Code	Course Title	L/W	Credits
CBMS0501	Entrepreneurship & Management of Small & Medium Enterprise	4	5
CMS0502	Service Sector Management	4	4
CMS0503	Supply Chain Management	4	4
CMS0504	Indian Management Thoughts and Practices	4	4
CMS0505	International Finance	4	4
CMS0506	Elective I: Financial Resource Raising	} OR	4
CMS0507	Elective II: International Business		
CMS0508	Elective III: Training and Development		
CMS0509PJ	Management Research Project	3	3
TOTAL		27	28

7. UNDERGRADUATE (SELF-FINANCED) COURSES B.M.M., B.M.S. & B.Sc. (I.T.)

SEMESTER - VI TYBMS

Code	Course Title	L/W	Credits
CMS0601	Strategic Management	4	5
CMS0602	Risk Management	4	5
CMS0603	Operations Research	4	4
CMS0604	Business Ethics & Corporate Social Responsibility	4	4
CMS0605	E-Commerce	4	5
CMS0606	Elective I: Invest. Analysis & Portfolio Mgt. } OR Elective II: Retail & Sales Management } OR Elective III: Econometrics	4	5
CMS0607		4	5
CMS0608		4	5
TOTAL		24	28

7.1.9. Summary of Management Studies Courses

Note: One Credit consists of 30 hours of contact and self-study.

F.Y.B.M.S. (SEMESTER I & II respectively)								
Subjects	1	2	3	4	5	6	7	Total
L / W	3	4	4	4	4	4	4	27
Credits	3	3	3	3	3	3	3	21

S.Y.B.M.S. (SEMESTER III & IV respectively)								
Subjects	1	2	3	4	5	6	7	Total
L / W	3	4	4	4	4	4	4	27
Credits	3	4	3	4	3	4	3	24

T.Y.B.M.S. SEMESTER (SEMESTER V & VI respectively)										
		Subjects	1	2	3	4	5	6	7	Total
Sem V	L / W	4	4	4	4	4	4	4	3	27
	Credits	5	4	4	4	4	4	4	3	28
Sem VI	L / W	4	4	4	4	4	4	4	NA	27
	Credits	5	5	4	4	5	5	5	NA	28

7. UNDERGRADUATE (SELF-FINANCED) COURSES

B.M.M., B.M.S. & B.Sc. (I.T.)

7.2. BACHELOR OF MASS MEDIA (B.M.M.)

- 7.2.1. **Introduction:** This Course was introduced in 2002. It initiates undergraduate students to the need to develop a strong foundation in the fundamental art subjects. The Course design helps students develop a critical and inquiry-based understanding of societal constructs, an individual's behaviour in consumer driven economies and media business management. Our alumni pursue post- graduate degrees / find job placements in Journalism, Marketing, Brand Management, Visual Arts & Design, Production-Direction-Cinematography, etc. Our graduates have also become Entrepreneurs in media related businesses.
- 7.2.2. **Number of Students:** 60 Students
- 7.2.3. **Eligibility:** A candidate in order to be eligible for admission to the B.M.M. degree course shall have passed the 12th Std. Examination conducted by the Maharashtra State Board of Higher Secondary Education or its equivalent examination or Diploma in any Engineering branch with two or three or four years duration after passing the Secondary School Certificate (S.S.C.) examination conducted by the Board of Technical Education, Maharashtra State or equivalent examination.
- 7.2.4. **Eligibility Certificate:** Refer Section 4.3, page 25
- 7.2.5. **Admission Criteria:** For the BMM Course, the students come from all 3 faculties (Arts, Science & Commerce) where the marking systems are very different. Hence an entrance test for this course is conducted for admission purposes. Admissions are on the basis of the Entrance Test (refer 4.1.2., page 22). Also refer 4.1.9, page 22 and Table 4.1.9 (B), page 24
- 7.2.6. **Minimum Percentage of Marks in Qualifying Exams:**
- 7.2.6.1. Candidates belonging to the General Category, must secure at least 65% marks in aggregate in their Qualifying Exams.
 - 7.2.6.2. Candidates belonging to the Christian Minority Community must secure at least 60% in the Qualifying Exams.
 - 7.2.6.3. Candidates belonging to SC / ST reserved category must secure at least 55% marks in their Qualifying Exams.
- 7.2.7. **Fees:** Refer Table 4.4.1 (A), page 26; Sections 4.5 (page 27) & 4.6 (page 28)

7. UNDERGRADUATE (SELF-FINANCED) COURSES B.M.M., B.M.S. & B.Sc. (I.T.)

7.2.8. Syllabi per Semester

SEMESTER - I FYBMM

Code	Course Title	L/W	Credits
ASPC0101	Special Course: Giving Voice to Values	3	3
AMM0101	Effective Communication Skills – I	4	3
AMM0102	Mass Communication and Society	4	3
AMM0103	Introduction to Economics - I	4	3
AMM0104	Introduction to Sociology	4	3
AMM0105	Introduction to Literature	4	3
AMM0106	Computer Graphics	4	3
TOTAL		27	21

SEMESTER - II FYBMM

Code	Course Title	L/W	Credits
ASPC0201	Special Course: Environmental Studies	3	3
AMM0201	Effective Communication Skills - II	4	3
AMM0202	Introduction to Media Ethics	4	3
AMM0203	Media Psychology	4	3
AMM0204	History of Ideas	4	3
AMM0205	Introduction to Economics – II	4	3
AMM0206	Introduction to Radio and T.V.	4	3
TOTAL		27	21

SEMESTER - III SYBMM

Code	Course Title	L/W	Credits
ASPC0301	Special Course: Human Rights	3	3
AMM0301	Application of Economics Concepts	4	3
AMM0302	Cultural Studies	4	4
AMM0303	Introduction to Advertising Concepts	4	3
AMM0304	Introduction to Management Environment	4	4
AMM0305	Introduction to Journalism	4	3
AMM0306	Introduction to Audio Visual Production	4	4
TOTAL		27	24

7. UNDERGRADUATE (SELF-FINANCED) COURSES B.M.M., B.M.S. & B.Sc. (I.T.)

SEMESTER - IV SYBMM

Code	Course Title	L/W	Credits
CSPC0401n n = 1 to 8	Cross Faculty Courses:	3	3
	1. Astronomy, Physics and its impact on the World (Physics)		
	2. Chem. in Context: Applying Chem. to society (Chemistry)		
	3. Descriptive Statistics (Statistics)		
	4. Garden Art (Botany)		
	5. Infectious Diseases: Staying Ahead (Microbiology)		
	6. Nutrition and Reproductive Health (Life Science)		
	7. Secret Lives of Animals (Zoology)		
	8. Web Designing (Information Technology)		
AMM0401	Writing Skills for Media	4	3
AMM0402	Introduction to Photography	4	4
AMM0403	Theory of Media	4	3
AMM0404	Mass Media Research	4	4
AMM0405	Introduction to Marketing Concepts	4	3
AMM0406	Film Reading & Appreciation	4	4
TOTAL		27	24

SEMESTER - V TYBMM (ADVERTISING)

Code	Course Title	L/W	Credits
AMM0501	Advertising for International Markets	4	5
AMM0502	Media Law and Advertising Ethics	4	4
AMM0503	Consumer Behaviour	4	5
AMM0504	Introduction to Financial Markets	4	4
AMM0505	Contemporary Issues	4	5
AMM0506	Copywriting	4	5
TOTAL		24	28

7. UNDERGRADUATE (SELF-FINANCED) COURSES B.M.M., B.M.S. & B.Sc. (I.T.)

SEMESTER - V TYBMM (JOURNALISM)

Code	Course Title	L/W	Credits
AMM0504	Introduction to Financial Markets	4	4
AMM0505	Contemporary Issues	4	5
AMM0507	Reporting	4	5
AMM0508	Editing	4	5
AMM0509	Feature and Opinion	4	5
AMM05010	Journalism and Public Opinion	4	4
TOTAL		24	28

SEMESTER - VI TYBMM (ADVERTISING)

Code	Course Title	L/W	Credits
AMM0601	Introduction to Entrepreneurship	4	5
AMM0602	Brand Building	4	5
AMM0603	Financial Management	4	5
AMM0604	Public Relations	4	5
AMM0605	Advertising Design	4	4
AMM0606	Digital Marketing	4	4
TOTAL		24	28

SEMESTER - VI TYBMM (JOURNALISM)

Code	Course Title	L/W	Credits
AMM0601	Introduction to Entrepreneurship	4	5
AMM0604	Public Relations	4	5
AMM0607	Press Laws and Ethics	4	4
AMM0608	Indian Regional Journalism	4	4
AMM0609	Newspaper and Magazine Making	4	5
AMM0610	Digital Media	4	5
TOTAL		24	28

7. UNDERGRADUATE (SELF-FINANCED) COURSES

B.M.M., B.M.S. & B.Sc. (I.T.)

7.2.9. Summary of Mass Media Courses

Note: One Credit consists of 30 hours of contact and self-study.

F.Y.B.M.M. (SEMESTERS I & II)								
Subjects	1	2	3	4	5	6	7	Total
L / W	3	4	4	4	4	4	4	27
Credits	3	3	3	3	3	3	3	21

S.Y.B.M.M. (SEMESTERS III & IV)								
Subjects	1	2	3	4	5	6	7	Total
L / W	3	4	4	4	4	4	4	27
Credits	3	4	3	4	3	4	3	24

T.Y.B.M.M. (SEMESTERS V & VI)							
Subjects	1	2	3	4	5	6	Total
L / W	4	4	4	4	4	4	24
Credits	5	4	5	5	4	5	28

7. UNDERGRADUATE (SELF-FINANCED) COURSES B.M.M., B.M.S. & B.Sc. (I.T.)

7.3. BACHELOR IN SCIENCE (INFORMATION TECHNOLOGY) (B.Sc.- I.T.)

7.3.1. Introduction: The B.Sc.- I.T. course was initiated in 2007-2008 as one of the self-financed courses of St Xavier's College. The course had produced subject-based Merit Rankers at the University level in 2012. Under autonomy this programme offers a wide range of subjects across each of the six semesters offering exposure in areas that touch upon mathematical abilities (Applied Mathematics, Discrete Mathematics, Descriptive Statistics, Operations Research, etc.) to Computer Programming like Computer Graphics, Arts of Programming, Java, Net, etc. The programme updates its syllabi regularly and introduces into the curriculum new technologies like: Enterprise Resource Planning (ERP), Mobile Application Development, Artificial Intelligence, Data Mining, Cloud Computing, Big Data, etc.

7.3.2. Number of Students: 60 Students

7.3.3. Eligibility: The eligibility criterion for admission to this course requires at least 45% aggregate at the XII Std. Examination of the Maharashtra State Board of Secondary & Higher Secondary Education or its equivalent with MATHEMATICS as one of the subjects. (For Reserved Category candidates the requirement is 40% aggregate).

7.3.4. Admission Criteria: Refer 4.1.9, page 22 and Table 4.1.9 (B), page 24

7.3.5. Eligibility Certificate: Refer Section 4.3, page 25

7.3.6. Fees: Refer Table 4.4.1.(A), page 26; Sections 4.5 (page 27) & 4.6 (page 28)

7.3.7. Syllabi per Semester

SEMESTER - I FYBSC (IT)

Code	Course Title	L/W	Credits
SSPC0101	Special Course: Giving Voice to Values	3	3
SITS0101	Professional Communication Skills	4	3
SITS0102	Applied Mathematics – I	4	3
SITS0103	Digital Electronics	4	3
SITS0104	The Art of Programming	4	3
SITS0105	Data Communication & Network Standards	4	3
SITS01PR	The Art of Programming & Digital Electronics	6	3
TOTAL		29	21

7. UNDERGRADUATE (SELF-FINANCED) COURSES B.M.M., B.M.S. & B.Sc. (I.T.)

SEMESTER - II FYBSC (IT)

Code	Course Title	L/W	Credits
SSPC0201	Special Course: Environmental Studies	3	3
SITS0201	Computer Graphics	4	3
SITS0202	Applied Mathematics – II	4	3
SITS0203	Microprocessors and Microcontrollers	4	3
SITS0204	Descriptive Statistics	4	3
SITS0205	C++ Programming	4	3
SITS02PR	Comp Graphics, Microprocessors & Controllers & C++ Prog'ing	6	3
TOTAL		29	21

SEMESTER - III SYBSC (IT)

Code	Course Title	L/W	Credits
SSPC0301	Special Course: Human Rights	3	3
SITS0301	Logic & Discrete Mathematical Structures - LDMS	4	3
SITS0302	Web Designing & Programming	4	3
SITS0303	Data Base Systems and Concepts	4	3
SITS0304	Object Oriented Programming with JAVA	4	3
SITS0305	Embedded Systems	4	3
SITS03PR	Data Base Systems and Embedded System	6	3
SITS03PR	OOPS with JAVA and Web Designing	6	3
TOTAL		35	24

SEMESTER - IV SYBSC (IT)

Code	Course Title	L/W	Credits
SSPC0401n n = 1 to 10	Cross Faculty Course:		
	1. An Introduction to Gandhian Studies (History)	3	3
	2. Fundamentals of Indian Constitution (Pol. Sci.)		
	3. Indian Culture and Philosophy (AICA)		
	4. International Economics (Economics)		
	5. Mgt. Accounting & Invest. Portfolio Mgt (BMS)		
	6. Psychology of Relationships (Psychology)		
	7. Rep'ing the Nation through News Media (BMM)		
	8. Science of Culture (Socio. & Anthro.)		
	9. Science, Technology & Social Change: Some Issues & Challenges (Socio. & Anthro.)		
10. Literature & Resistance (English)			
SITS0401	Software Engineering	4	3
SITS0402	Modern Operating System	4	3
SITS0403	Mobile Application Development	4	3
SITS0404	Data Structure using JAVA	4	3
SITS0405	Statistical Techniques and Operation Research	4	3
SITS04PR	Modern Operating System & Mobile Application Dev.	6	3
SITS04PR	Data Structure using JAVA and Statistical Techniques	6	3
TOTAL		35	24

7. UNDERGRADUATE (SELF-FINANCED) COURSES B.M.M., B.M.S. & B.Sc. (I.T.)

SEMESTER - V TYBSC (IT)

Code	Course Title	L/W	Credits
SITS0501	Network Security & Internet Technologies	4	4
SITS0502	C# with ASP.Net	4	4
SITS0503	Data Warehousing & Data Mining	4	4
SITS0504	E-Commerce and M-Commerce Technologies	4	4
SITS0505	Introduction to Artificial Intelligence	4	4
SITS05PR	Network Security and Data Warehousing	6	4
SITS05PR	C# & ASP. NET and Introduction to Artificial Intelligence	6	4
SITS05PJ	Scientific Communication Skills & Project	1	-
TOTAL		33	28

SEMESTER - VI TYBSC (IT)

Code	Course Title	L/W	Credits
SITS0601	Big Data and Cloud Computing	4	4
SITS0602	Enterprise Resource Planning	4	4
SITS0603	Advanced Java	4	4
SITS0604	Software Testing	4	4
SITS06PR	Big Data Visualization & Advanced Java	6	4
SITS06PJ	Project, Scientific Communication Skills	3+9	8
TOTAL		34	28

7.3.7. Summary of B.Sc. (IT) Courses

Note: One Credit consists of 30 hours of contact and self-study.

F.Y.B.Sc. (IT) (SEMESTERS I & II)								
Course	Th-1	Th-2	Th-3	Th-4	Th-5	Th-6	Pracs.	Total
L / W	3	4	4	4	4	4	6	29
Credits	3	3	3	3	3	3	3	21

S.Y.B. Sc. (IT) (SEMESTER III & IV)								
Course	Th-1	Th-2	Th-3	Th-4	Th-5	Th-6	Pracs.	Total
L / W	3	4	4	4	4	4	12	35
Credits	3	3	3	3	3	3	6	24

T.Y.B. Sc. (IT) (SEMESTER V & VI)								
Course	Th-1	Th-2	Th-3	Th-4	Th-5	Pracs.	Th-6	Total
(Sem. V) L / W	4	4	4	4	4	12	1	33
Credits	4	4	4	4	4	8	XXX	28
(Sem. VI) L / W	4	4	4	4	XXX	6	12 (PJ)	34
Credits	4	4	4	4	XXX	4	8 (PJ)	28

8. POSTGRADUATE SCIENCE (AIDED) COURSES

M.Sc. in: Botany / Geology / Life Science / Microbiology

8.1. M.Sc. Programme: An Overview

- 8.1.1. Admissions to the above courses will begin only after the declaration of the B.Sc. Degree results of the University of Mumbai sometime in the second or third week of June.
- 8.1.2. The College has introduced an **ONLINE** application system for the above mentioned First Year post-graduate M.Sc. Part-I courses. **All candidates applying for admission are expected to apply through the online application system on the homepage of the website www.xaviers.edu.**
- 8.1.3. The Online Application Fee (M.Sc. Aided Courses) of Rs. 250 is to be paid by demand draft in favour of 'St. Xavier's College, Mumbai', payable in Mumbai.
- 8.1.4. The last date for submission of online admission application forms and dates for display of merit lists will be put up on the homepage of the College website after the declaration of the B.Sc. Degree results of the University of Mumbai.
- 8.1.5. **Eligibility Certificate:** Students passing the B.Sc. Degree from Universities other than Mumbai University and seeking admissions to First Year M.Sc. Courses are required to apply for a **Provisional Eligibility Certificate (EC)** through the College at the time of admission. The EC Application Form, available at the College Office, should be duly filled and submitted with an attested copy of the B.Sc. Degree marksheet and a passport size photograph along with the prescribed fees of Rs. 320 & Rs. 500 (for verification of documents) to the College Office. Once admission is granted, for confirmation of the eligibility, students should submit to the College Office, within the First Semester, the Passing Certificate & the Migration Certificate (both in originals).
- 8.1.6. Students passing the Degree Examinations from Mumbai University will be required to submit the **Transfer Certificate** issued by their respective Colleges. This needs to be submitted after completion of the admissions process to the College.
- 8.1.7. At the time of admission the candidate must submit the following documents:
- i. Degree Marksheets & Pass Certificate (Original + 2 attested copies)
 - ii. Baptism Certificate (for Christians)
 - iii. Caste Certificate (for Reserved Category) or Documentary Evidence regarding Special Category (Refer Section 8.1.9, page 83).
 - iv. Migration Certificate (for those from other Universities).
- 8.1.8. **Total No. of Seats:** 20 seats per year each for **Botany, Life Science, Microbiology and Geology**; 30 seats for Biotechnology (Self-Financed)

8. POSTGRADUATE SCIENCE (AIDED) COURSES

M.Sc. in: Botany / Geology / Life Science / Microbiology

8.1.9. **Fees (for Aided M.Sc. only):** Includes Deposit and Laboratory Fees, as sanctioned by the Board of Management, St. Xavier's College - Autonomous:
M.Sc. Part I : Rs.14,950 (approx.) & M.Sc. Part II : Rs.13,355 (approx.)

8.1.10. **Reservation of Seats:** Refer 4.1.9 on page 22 and Table 8.1.10 on page 79

Table 8.1.10

M.Sc. (Aided) (20 seats) and M.Sc. (Self-Financed) (30 seats) M.A. (Aided and Self-Financed) (60 seats)		Criteria
Category		
TOTAL SEATS 100% (i.e., 20 or 30 or 60)		
Management Quota	15% of 20 seats or 15% of 30 seats (for M.A.) 15% of 60 seats	Case A
BALANCE SEATS 85% (i.e., 17 or 25 or 51)		
Christian Minority	50% of 85% of 20 seats or 50% of 85% of 30 seats (for M.A.) 50% of 85% of 60 seats	Case D
General Category	42% of 85% of 20 seats or 42% of 85% of 30 seats (for M.A.) 42% of 85% of 60 seats	Case D
Others		Case D
i. Persons with Disability Category: 5% of 85% of 20 seats or 5% of 85% of 30 seats (for M.A.) 5% of 85% of 60 seats ii. Special Category** (refer 8.1.11.; page 79) : 3% of 85% of 20 seats or 3% of 85% of 30 seats (for M.A.) 3% of 85% of 60 seats		
Key:		
Case A: Only for those the College is obliged to admit. Case D: Admitted on the basis of their Merit Rank which is based on performance at the appropriate Graduation Examinations		

8.1.11. Special Category refers** to:

8.1.11.1. Wards of Transferred State / Central Govt. and Private Sector employees, employees of Defence Dept. / ex-servicemen.

8.1.11.2. Wards of Freedom Fighters.

8.1.11.3. Award Winners at the District / State / National Levels in Sports or Cultural Activities.

8. POSTGRADUATE SCIENCE (AIDED) COURSES

M.Sc. in: Botany / Geology / Life Science / Microbiology

8.1. M.Sc. DEGREE IN BOTANY

8.2.1. Introduction:

Botany is a discipline of the Biological Sciences and specifically the Science of Plant Life. The field of Botany covers a wide range of scientific disciplines including structure, growth, reproduction, physiology, metabolism, development, diseases, chemical properties, classification and evolutionary relationships among the taxonomic groups of plants. Botany began with early human efforts to identify edible, medicinal and poisonous plants, making it one of the oldest branches of science. The study of plants is vital because they are a fundamental part of life on earth, and generate the oxygen and food that allow humans and other organisms to exist. India is rich in Biodiversity of plants and other biological organisms. It is a source of our food, medicine and many other requirements of life. Biodiversity is one of the important areas to be studied and understood.

In order to cater to this need, the Botany Department of St. Xavier's College (Autonomous) offers the M.Sc. degree in Botany under its Autonomous system which allows us to design our own syllabi and our own evaluation system. The degree is awarded by the University of Mumbai.

8.2.2. Eligibility Criteria:

8.2.2.1. A candidate for being eligible for admission to the M.Sc. Degree in Botany should have passed the B.Sc. (Three year integrated course) degree examination of Mumbai University with at least seven units (i.e. minimum required for majoring in a subject) in Botany **or** B.Sc. Botany from any other University recognized as equivalent thereto.

8.2.2.2. For Eligibility / Transfer / Migration Certificates: Refer 8.1.5, 8.1.6., page 78. For Reservation Criteria: Refer 8.1.10 & 8.1.11; page 79

8.2.3. List Of Courses / Specializations:

St. Xavier's College (Autonomous), Mumbai offers the M.Sc. Degree in Botany in one specialization, viz., Angiosperm Taxonomy.

8.2.4. Syllabi per Semester

Semester VII

Code	Course Title	L / W	Credits
SBOT0701	Plant Diversity – IV: Algae & Fungi	4	4
SBOT0702	Plant Diversity – V: Gymnosperms & Angiosperms	4	4
SBOT0703	Plant Physiology and Biochemistry	4	4
SBOT0704	Molecular Biology	4	4
SBOT07PR	Practicals	16	8

8. POSTGRADUATE SCIENCE (AIDED) COURSES

M.Sc. in: Botany / Geology / Life Science / Microbiology

Semester VIII

Code	Course Title	L / W	Credits
SBOT0801	Plant Diversity -VI: Bryophytes & Pteridophytes	4	4
SBOT0802	Plant Anatomy, Developmental Botany & Palynology	4	4
SBOT0803	Ecology and Environmental Botany - II	4	4
SBOT0804	Medicinal Botany	4	4
SBOT08PR	Practicals	16	8

Semester IX

Code	Course Title	L / W	Credits
SBOT0901	Biostatistics, Bioinformatics & Nanotechnology	4	4
SBOT0902	Plant Pathology	4	4
SBOT0903	Horticulture	4	4
SBOT0904	Angiosperms – IV	4	4
SBOT09PR	Practicals	16	8

Semester X

Code	Course Title	L / W	Credits
SBOT1001	Techniques & Instrumentation	4	4
SBOT1002	Angiosperms - V	4	4
SBOT1003	Angiosperms - VI	4	4
SBOT1004	Angiosperms – VII	4	4
SBOT10PR	Practicals	16	8

8.2.4.1. Semesters VII, VIII, IX & X Credit distribution is shown in Table 8.2.4.1.

Table 8.2.4.1.

Subject	Subject Course 1, 2, 3 and 4 Theory	Subject Course 1, 2, 3 and 4 Practical	Total
L / W	16	16	32
Credits	16	08	24

8.2.5. Schemes of Evaluation (for each Course):

End Semester Exam 60% + Internal Assessment 40%.

A Research Project in the Semester IV will be a compulsory requirement.

8.2.6. Facilities in the Department:

The Botany Department of St. Xavier's College is the only department in the entire Mumbai University having the Blatter Herbarium with its collection of 200,000 herbarium specimens which includes a major collection of Angiosperm. In addition it also holds a collection of algae, fungi and Gymnosperms. The Herbarium also has a well-stocked attached library having 5000 volumes of Angiosperm Taxonomy related books, and various national and international research journals. The department also offers the Ph.D.

8. POSTGRADUATE SCIENCE (AIDED) COURSES

M.Sc. in: Botany / Geology / Life Science / Microbiology

Programme in Angiosperm Taxonomy. We have two newly developed, well equipped, multimedia enabled dedicated postgraduate labs for the M.Sc. Programme. A central Instrumentation facility (CIF Lab) provides access to a number of advanced and newly acquired instruments required for practicals.

8.2.7. Other Activities of this programme:

The Course is aimed at training the PG students for research. Students have to give regular seminars in the subject. Field trips accompanied by qualified and experienced teachers along with Ph.D. students.

8.3. M.Sc. DEGREE IN GEOLOGY:

8.3.1. **Introduction:** This is a two year Geology course which covers all the major aspects of this discipline. This course is affiliated to and recognized by the University of Mumbai. Students can also add a certain specialization to their M.Sc. studies as they have to undertake a dissertation (research project). In contemporary times, Geologists are increasingly in demand to study and evaluate geologic hazards and natural resources such as oil and gas. The Placement Cell of the College helps in connecting our students with such employment avenues.

8.3.2. Eligibility Criteria:

8.3.2.1. Graduates with a degree from a recognized University / College with major subject as Geology (at least 50% of the total credits earned or equivalent in marks, should be in Geology) can apply.

8.3.2.2. For Eligibility / Transfer / Migration Certificates: Refer 8.1.5, 8.1.6., page 78. For Reservation Criteria: Refer: 8.1.10 & 8.1.11; page 79

8.3.3. List of Courses:

The courses offered at the post graduate program (four semesters) in Geology have been designed by keeping the present day industry requirements in mind. A dissertation in the final semester is aimed at exposing the learner to present day trends of research in the subject.

8. POSTGRADUATE SCIENCE (AIDED) COURSES

M.Sc. in: Botany / Geology / Life Science / Microbiology

8.3.4. Syllabi per Semester

Semester VII

Code	Course Title	L/W	Credits
SGEO0701	Stratigraphy and Geology of India	4	4
SGEO0702	Geochemistry	4	4
SGEO0703	Structural Geology	4	4
SGEO0704	Advanced Gemmology	4	4
SGEO0701PR	Stratigraphy and Geology of India	4	2
SGEO0702PR	Geochemistry	4	2
SGEO0703PR	Structural Geology	4	2
SGEO0704PR	Advanced Gemmology	4	2

Semester VIII

Code	Course Title	L/W	Credits
SGEO0801	Remote Sensing and Digital Image Processing.	4	4
SGEO0802	Igneous Petrology	4	4
SGEO0803	Metamorphic Petrology	4	4
SGEO0804	Sedimentary Petrology	4	4
SGEO0801PR	Remote Sensing and Digital Image Processing.	4	2
SGEO0802PR	Igneous Petrology	4	2
SGEO0803PR	Metamorphic Petrology	4	2
SGEO0804PR	Sedimentary Petrology	4	2

Semester IX

Code	Course Title	L/W	Credits
SGEO0901	General and Invertebrate Paleontology	4	4
SGEO0902	Hydrogeology	4	4
SGEO0903	Geophysical Prospecting	4	4
SGEO0904	Coal and Petroleum Geology	4	4
SGEO0901PR	General and Invertebrate Paleontology	4	2
SGEO0902PR	Hydrogeology	4	2
SGEO0903PR	Geophysical Prospecting	4	2
SGEO0904PR	Coal and Petroleum Geology	4	2

Semester X

Code	Course Title	L/W	Credits
SGEO1001	Micropaleontology and Oceanography	4	4
SGEO1002	Engineering Geology	4	4
SGEO1003	Economic Geology	4	4
SGEO1004	Dissertation*	8	6
SGEO1001PR	Micropaleontology and Oceanography	4	2
SGEO1002PR	Engineering Geology	4	2
SGEO1003PR	Economic Geology	4	2

* The Dissertation entails field work, lab work, report, presentation and *viva voce*.

8. POSTGRADUATE SCIENCE (AIDED) COURSES

M.Sc. in: Botany / Geology / Life Science / Microbiology

8.3.5. Semesters VII, VIII and IX Credit distribution is shown in Table 8.3.5 (A)

Table 8.3.5 (A)

Subject	Subject Course 1, 2, 3 and 4 theory	Subject Course 1, 2, 3 and 4 Practical	Total
Lectures/ Week	16	16	32
Credits	16	08	24

Semester X Credit distribution is shown in Table 8.3.5. (B)

Table 8.3.5. (B)

Subject	Subject Course 1,2 and 3 theory	Subject Course 1,2 and 3 Practical	Dissertation*	Total
L/W	12	12	08	32
Credits	12	06	06	24

8.3.6. **Scheme of Evaluation (Theory and Practical Courses):**

8.3.6.1. Continuous Internal Assessment - 40 %

8.3.6.2. End Semester Examination – 60 %

8.3.7. **Integrated Fieldwork:**

There are mandatory two weeks of field work at the end of the first semester. The field areas are specifically chosen so as to offer a rich learning experience through exercises in detailed geological mapping, sample collection, analysis of satellite imageries of the study area and actual large scale mapping. The aim of this field training is to initiate the student into learning techniques which will be useful for his / her dissertation during the fourth semester. It will also help the student during his / her professional career as a Geologist.

8.3.8. **Facilities in the Department:**

8.3.8.1. Along with the standard laboratory equipment for Earth Sciences, the Department has research grade petrological microscopes and student petrological microscopes. The rock and mineral section cutting unit is well equipped with machines and trained manpower for preparing rock and mineral thin sections. Five microscopes are procured for ore-microscopy studies. For sedimentology work, a sieve shaker with standard set of sieves and good binocular zoom microscopes are available. Ground water exploration work is done using the Electrical Resistivity and Sounding system. The department has licensed software for the GIS and Remote Sensing work. Modern surveying equipment such as GPS, Theodolite, Auto Level along with all accessories is available for detailed field mapping.

8. POSTGRADUATE SCIENCE (AIDED) COURSES

M.Sc. in: Botany / Geology / Life Science / Microbiology

8.3.8.2. Over the span of about 90 years, the Department has accumulated a formidable collection of rocks and mineral specimens from around the world. A well-stocked rock thin section library is also present. Topographical maps covering almost the entire country are available in digital form and also in print along with digital satellite imageries of large parts of the country. The Department was recently gifted a portable Radiation counter (Geiger Muller Counter) and a portable short wave UV lamp for mineral exploration. Facilities for wet and dry chemical analysis of rocks and standard equipment for measuring load bearing capacity of rocks (unconfined compressive strength) is available. The centralized library has some of the latest publications in Earth Sciences and allied fields and is also supported by the online N-List (INFLIBNET) and a considerable collection of reference books in the departmental and faculty library. Learners are also encouraged to participate in summer and winter internships, for which, placement assistance is provided.

8.4. M.Sc. DEGREE IN LIFE SCIENCE:

8.4.1. MSc. (By Papers) Life Science with a specialization in Applied Medical Science :

The Department of Life Science started the M.Sc. course in 1980. It offers two post-graduate programmes.

8.4.1.1. Life Science is a vast subject that is structured to engage a student in multiple avenues of biology. The applied sciences draw from the fundamentals that are taught in the programme and focus attention on the medical field. This acts as a launch pad for careers in diverse fields, ranging from a purely academic endeavour such as research and teaching to entrepreneurship, law, science writing, etc. The programme is designed to strengthen and enhance a student's understanding and knowledge of Biology by exposure to several fields such as Cell Biology, Physiology, Genetics, Immunology, Microbiology etc., in mainstream biology and allied fields such as Biochemistry, Biostatistics, Pharmacology, Forensics, etc.

8.4.1.2. The programme will be conducted by the eleven faculty of the department using a blended learning approach which includes classical classroom teaching, self-study, experiential learning, seminars, presentations, field visits, etc. As part of their training, students will have an opportunity to work on a research project in the second year and submit a dissertation / reports on it. The students are also strongly encouraged to complete summer internships to complement the programme.

8. POSTGRADUATE SCIENCE (AIDED) COURSES

M.Sc. in: Botany / Geology / Life Science / Microbiology

8.4.2. MSc. (By Research) in Life Science:

There are two research guides for a PG programme in the department. Interested candidates may approach the department for further details.

8.4.3. Eligibility Criteria:

8.4.3.1. Graduates in Botany, Biochemistry, Biotechnology, Life Science, Microbiology, Zoology from the University of Mumbai are all eligible.

8.4.3.2. Graduates in any of the above-mentioned disciplines from other Universities are also eligible, but will have to fulfil 8.4.4.3., page 86.

8.4.3.3. For Eligibility / Transfer / Migration Certificates: Refer 8.1.5, 8.1.6., page 78. For Reservation Criteria: Refer 8.1.10 & 8.1.11, page 79

8.4.4. Process of Selection:

Applicants will be selected on the basis of the TYBSc marks / grades.

8.4.5. Syllabi per Semester:

Semester VII

Code	Course Title	L / W	Credits
SLSC0701	Genetics and Evolution	4	4
SLSC0702	Scientific Comm., Research Methodology, IPR and Entrepreneurship	4	4
SLSC0703	Biochemistry	4	4
SLSC0704	Basic Mathematics and Biostatistics	4	4
SLSC07PR	Practicals	16	8

Semester VIII

Code	Course Title	L / W	Credits
SLSC0801	Cell Biology	4	4
SLSC0802	Human Physiology - I	4	4
SLSC0803	Immunology	4	4
SLSC0804	Microbial Diseases	4	4
SLSC08PR	Practicals	16	8

Semester IX

Code	Course Title	L / W	Credits
SLSC0901	Clinical Microbiology & Public Health	4	4
SLSC0902	Human Physiology - II	4	4
SLSC0903	Molecular Biology & Recombinant DNA Technology	4	4
SLSC0904	Analytical Techniques	4	4
SLSC09PR	Practicals	16	8

8. POSTGRADUATE SCIENCE (AIDED) COURSES

M.Sc. in: Botany / Geology / Life Science / Microbiology

Semester X

Code	Course Title	L / W	Credits
SLSC1001	Human Genetics	4	4
SLSC1002	Pharmacology & Neutraceuticals	4	4
SLSC1003	Lab Management and Routine Diagnostics	4	4
SLSC1004	Applied Biology	4	4
SLSC10PR	Practicals	16	8

8.4.6. Semesters VII, VIII, IX & X Credit distribution is shown in Table 8.4.7.

Table 8.4.7.

Subject	Subject Course 1, 2, 3 and 4 Theory	Subject Course 1, 2, 3 and 4 Practical	Total
L / W	16	16	32
Credits	16	08	24

8.4.7. Scheme of Evaluation:

8.4.7.1. **Internal 40%:** 2 internal tests each for 20% of the total marks Tests / Quizzes / MCQs / Assignments / Essays / Case Studies / Presentations / Projects / Surveys / Flipped Classes.

8.4.7.2. **External 60%:** 1 Examination for 2 hours at the end of each semester

8.4.8. Facilities in the Department:

8.4.8.1. The Department of Life Science & Bio-Chemistry is recognized by the University of Mumbai for MSc (by Research) and PhD, with research guides for both.

8.4.8.2. All equipment and requirements for MSc (by Papers / Research) along with a common instrumentation facility and Department Library are available.

8.4.8.3. **Other activities for this course:** Annual Seminars / Conferences / Internships / Industrial Visits / Guest Speakers.

8.5. M.Sc. DEGREE IN MICROBIOLOGY:

8.5.1. **Introduction:** The Department of Microbiology, St. Xavier's College, is the oldest Microbiology Department in the Country (over eighty years old). Microbiology, one of the three classical disciplines in the Biological Sciences is an extremely diverse and complex field. A constantly changing and advancing science it has spawned the evolution of modern scientific disciplines like

8. POSTGRADUATE SCIENCE (AIDED) COURSES

M.Sc. in: Botany / Geology / Life Science / Microbiology

microbial biotechnology, genetic engineering, immunology, molecular biology, genomics and solve many challenges in health, energy, environment, etc. The course is designed to provide students with training and research experience that will prepare them for a wide range of careers in pure and applied sciences.

8.5.2. Eligibility criteria:

8.5.2.1. A candidate for being eligible for admission to the M.Sc. Degree in Microbiology should have passed the B.Sc. (Three year integrated course) degree examination of Mumbai University with at least 14 theory courses and 6 practical courses (i.e. minimum required for majoring in a subject) in Microbiology **OR** B.Sc. Microbiology from any other University.

8.5.2.2. For Eligibility / Transfer / Migration Certificates: Refer 8.1.5, 8.1.6. on page 78. Reservation Criteria: Refer: 8.1.10 & 8.1.11 on page 79

8.5.3. Syllabi per Semester

Semester VII

Code	Course Title	L/W	Credits
SMIC0701	Virology and Cell Biology	4	4
SMIC0702	Genetics	4	4
SMIC0703	Microbial Biochemistry - I	4	4
SMIC0704	Immunology	4	4
SMIC0701PR	Laboratory & Scientific Communication Skills	4	2
SMIC0702PR	Genetics & Cell Biology	4	2
SMIC0703PR	Microbial Biochemistry - I	4	2
SMIC0704PR	Immunology & Virology	4	2

Semester VIII

Code	Course Title	L/W	Credits
SMIC0801	Cell Biology	4	4
SMIC0802	Genetics and Bioinformatics	4	4
SMIC0803	Microbial Biochemistry II	4	4
SMIC0804	Medical Microbiology	4	4
SMIC0801PR	Cell Biology & Bioinformatics	4	2
SMIC0802PR	Molecular Biology	4	2
SMIC0803PR	Microbial Biochemistry – II	4	2
SMIC0804PR	Medical Microbiology & Mathematics	4	2

8. POSTGRADUATE SCIENCE (AIDED) COURSES

M.Sc. in: Botany / Geology / Life Science / Microbiology

Semester IX

Code	Course Title	L/W	Credits
SMIC0901	Research Methodology and Biostatistics	4	4
SMIC0902	Tools and Techniques: Biomolecular Analysis	4	4
SMIC0903	Advances in Biotechnology - I	4	4
SMIC09PR	External Project	12	12

Note: Semester IX: External Project is for a period of 4 months at various research institutes like BARC, TIFR, NCL, ACTREC, FMR, TMC, etc.

Semester X

Code	Course Title	L/W	Credits
SMIC1001	Applied & Env'tal Microbiology, Monitoring & Mgt	4	4
SMIC1002	Food Microbiology	4	4
SMIC1003	Pharmaceutical Microbiology	4	4
SMIC1004	Advances in Biotechnology – II	4	4
SMIC1001PR	Internal Project	4	2
SMIC1002PR	Internal Project	4	2
SMIC1003PR	Food, Pharmaceutical & Cosmetic Microbiology	4	2
SMIC1004PR	Environmental Microbiology & Biotechnology	4	2

8.5.4. Semesters VII, VIII, IX & X Credit distribution is shown in Table 8.5.4.

Table 8.5.4

Subject	Subject Course 1, 2, 3 and 4 Theory	Subject Course 1, 2, 3 and 4 Practical	Total
L / W	16	16	32
Credits	16	08	24

8.5.5. Scheme of Evaluation

- 8.5.5.1. **Theory Courses:** 2 Continuous Internal Assessment and 1 End semester evaluation per course per semester.
- 8.5.5.2. **Practical Courses:** 1 Continuous Internal Assessment and 1 End Semester Evaluation per course per semester.
- 8.5.5.3. Evaluation of the Semester IX external project is based on Principal Investigator's assessment of the dissertation submitted, a presentation and *viva-voce*.
- 8.5.5.4. Evaluation of the Semester X internal project is based on the assessment of the dissertation submitted, a presentation and *viva-voce*.

8. POSTGRADUATE SCIENCE (AIDED) COURSES

M.Sc. in: Botany / Geology / Life Science / Microbiology

8.5.6. Facilities of the Department:

- 8.5.6.1. It is well equipped for teaching Modern Microbiology, through the 'Palacios Research Lab'
- 8.5.6.2. The Department has access Instrumentation Facility with sophisticated instruments to carry out teaching, as well as research, in the biological sciences
- 8.5.6.3. There is also a Department library.
- 8.5.6.4. The Department organizes an annual Seminar in Khandala along with Industrial visits.
- 8.5.6.5. The Department releases a Journal entitled 'Michronicle'.

9. POSTGRADUATE ARTS (AIDED) COURSE ANCIENT INDIAN HISTORY, CULTURE & ARCHAEOLOGY

9.1. M.A. DEGREE IN ANCIENT INDIAN HISTORY, CULTURE & ARCHAEOLOGY

9.1.1. **Introduction:** In an endeavor to further the holistic understanding of Ancient Indian Culture in all its parameters, this course provides a sound grounding in understanding the various vistas of our history and culture. It helps in promoting the conservation of our heritage and also helps in heritage management. It opens the door to opportunities in the streams of Archaeology, Museology, Conservation, Social Sciences and Humanities. This course aims at helping students to:

- 9.1.1.1. Comprehend the theoretical framework in which to study Indian Culture, Indian Archaeology and Museology.
- 9.1.1.2. Work with Indian Archaeological data and analyses.
- 9.1.1.3. Have practical experience via field trips, practical, workshops.

9.1.2. **Number of Seats:** 60 Seats

9.1.3. **Reservation of Seats:** Refer 4.1.9 on page 22 and Table 8.1.10 on page 79

9.1.4. **Fees:** Total fees, sanctioned by the Board of Management, St. Xavier's College (Autonomous), Mumbai are:

M.A. Part I: Rs.8,100 (approx.)

M.A. Part II: Rs.6,935 (approx.)

9.1.5. **Eligibility:**

- 9.1.5.1. Students with a Bachelor's Degree in any faculty or discipline, with a minimum of 50% marks can apply.
- 9.1.5.2. Students from the non-Arts faculties will have to appear for an entrance exam and an interview.
- 9.1.5.3. For Eligibility / Transfer / Migration Certificates: Refer 8.1.5, 8.1.6. on page 78. (Note: Read B.Sc. as B.A. and M.Sc. as M.A.)

9.1.6. **Scheme of Evaluation:**

9.1.6.1. Two units of CIAs:

9.1.6.1.1. CIA 1 (20 marks) will be a Class Test

9.1.6.1.2. CIA 2 (20 Marks) will be either a Home Assignment, Class Test, Project Report, Oral Exam (for Language Papers), Field Visit Report, Paper Presentation, et al.

9.1.6.2. The ESE will be for 60 marks.

9.1.6.3. Semester X a Research Thesis will have to be submitted under the guidance of a Research Guide for 80 marks.

9. POSTGRADUATE ARTS COURSE (AIDED) ANCIENT INDIAN HISTORY, CULTURE AND ARCHAEOLOGY

9.1.7. Syllabi per Semester

L = Lectures per week & SS = Self-Study hours per week

Semester VII

Code	Course Title	(L + SS)	Credits
AAIC0701	Ancient India Through the Ages: From Prehistoric to Early Historic Period	4 + 2	6
AAIC0702	Studies in Indian Archaeology	4 + 2	6
AAIC0703	Socio- Political, Economic & Scientific Aspects in Ancient India	4 + 2	6
AAIC0704	Study of Epigraphic & Numismatics of India	} OR	4 + 2
AAIC0705	History of Performing Arts and Theatre in India		4 + 2

Semester VIII

Code	Course Title	(L + SS)	Credits
AAIC0801	Ancient India through the Ages: From Classical to Early Medieval Period	4 + 2	6
AAIC0802	Facets of Indian Art and Architecture	4 + 2	6
AAIC0803	Introduction to Buddhist Studies	4 + 2	6
AAIC0804	Maritime Heritage of Ancient India	} OR	4 + 2
AAIC0805	Brief Study of the Comparative Mythology of the World		4 + 2

Semester IX

Code	Course Title	(L + SS)	Credits
AAIC0901	Religious & Philosophical Thoughts in Ancient India	4 + 2	6
AAIC0902	Studies in Indian Iconography, Paintings & Temple Arch'ture	4 + 2	6
AAIC0903	Studies in Conservation and Restoration	4 + 2	6
AAICE0904	Introduction to Pali Language	4 + 2	6

Semester X

Code	Course Title	(L + SS)	Credits
AAIC1001	Museology & Preventive Conservation of Sites & Collections	4 + 2	6
AAIC1002	A Study of the Cultural History of World Civilization	4 + 2	6
AAICE1003	Research Methodology in Ancient Indian History, Culture & Archaeology	4 + 2	6
AAICE1004	Studies in Pali Literature and Language	} OR	4 + 2
AAICE1005	Remedial Conservation of Tangible Heritage		4 + 2

9.1.7.1. Self-Study Hours of students are monitored by the concerned Lecturer via the quality of the student's participation in the class room deliberations.

9.1.7.2. Semesters VII, VIII, IX & X Credit distribution is shown in Table 9.1.7.2.

Table 9.1.7.2.

Subject's L / W	Total Credits
24	24

10. POSTGRADUATE SCIENCE (SELF-FINANCED) COURSE M.Sc. in BIOTECHNOLOGY

10.1. M.Sc. IN BIOTECHNOLOGY

10.1.1. Introduction: Genetic engineering has revolutionized biotechnology in the past three decades. India has witnessed a rapid growth in the biotechnology sector with a prominent presence in Recombinant Vaccines, Biosimilars and Transgenic Cotton. With numerous comparative advantages in terms of research development (R & D) facilities, knowledge, skills and cost effectiveness, the biotechnology industry in India has immense potential to emerge as a global key player. To cater to this increasing need for trained professionals, The College began the MSc - Biotechnology programme affiliated to the University of Mumbai from the academic year 2007-08.

10.1.2. Number of Seats: 30 students per year.

10.1.3. Reservation of Seats: Refer 4.1.9 on page 22 and Table 8.1.10 on page 79

10.1.4. Selection Process: Admission to the course will be purely merit based in accordance with the marks obtained in Biotechnology at the T. Y. B. Sc. examination. Applications for the course will be available Online.

10.1.5. Eligibility Criteria:

10.1.5.1. B.Sc. Biotechnology (3-year integrated course) degree examination of University of Mumbai or any other University recognized as equivalent thereto, with at least 6 units in Biotech (i.e. minimum required for majoring in the subject) **OR** With three units in Biotechnology at the T.Y.B.Sc in combination with three units of any other major subject at the T.Y.B.Sc.

10.1.5.2. For Eligibility / Transfer / Migration Certificates: Refer 8.1.5, 8.1.6. on page 78.

10.1.6. Fees: The total fees, including deposit and laboratory fees, as sanctioned by the Board of Management, St. Xavier's College:

M.Sc. Part I : Rs.55,560 (approx.)

M.Sc. Part II : Rs.53,510 (approx.)

10.1.7. Syllabi per Semester

Semester VII to IX comprises of 4 theory courses (100 marks each) and practical courses (50 marks each). Semester IX also includes an internal project. Semester X comprises of 2 theory papers (100 marks each), 2 practical courses (50 marks) and research project (300 marks)

10. POSTGRADUATE SCIENCE (SELF-FINANCED) COURSE M.Sc. in BIOTECHNOLOGY

Semester VII

Code	Course Title	L/W	Credits
SBTS0701	Biomolecules	4	4
SBTS0702	Immunology	4	4
SBTS0703	Molecular Biology	4	4
SBTS0704	Membrane Studies and Cell Cycle Regulation	4	4
SBTS0701PR	Basic Laboratory Skills	4	2
SBTS0702PR	Microbiological & Mol. Bio Techniques	4	2
SBTS0703PR	Biochemistry	4	2
SBTS0704PR	Computational Tools in Biology	4	2

Semester VIII

Code	Course Title	L/W	Credits
SBTS0801	Metabolism and PTC in Metabolic Engineering	4	4
SBTS0802	Clinical Immunology	4	4
SBTS0803	Molecular & Cellular Biotechnology	4	4
SBTS0804	Advanced Analytical Techniques	4	4
SBTS0801PR	Biochemical Techniques & Assays	4	2
SBTS0802PR	Molecular Biology	4	2
SBTS0803PR	Immunology & Animal Cell Culture	4	2
SBTS0804PR	Analytical Techniques & Data Interpretation	4	2

Semester IX

Code	Course Title	L/W	Credits
SBTS0901	Biostatistics and Bioinformatics	4	4
SBTS0902	Applications of Biotechnology	4	4
SBTS0903	Bioprocess Technology	4	4
SBTS0904	Environmental Biotechnology	4	4
SBTS0901PR	Bioinformatics	4	2
SBTS0902PR	Animal Cell Culture	4	2
SBTS0903PR	Bioprocess Technology	4	2
SBTS0904PR	Research Methodology	4	2

Semester X

Code	Course Title	L/W	Credits
SBTS1001	Drug Designing and Nanotechnology	4	4
SBTS1002	Entrepreneurship and IPR	4	4
SBTS1001PR	Intellectual Property Rights	4	2
SBTS1002PR	Entrepreneurship	4	2
SBTS10PR	4 to 5 months of internship & Research Project	-	12

Note: In Semester X, the students have to do a research project for a period of 5 months at various research centers / National Institutes like BARC, NIRRH, TIFR, NCL Pune, ACTREC, NIO Goa and others.

10. POSTGRADUATE SCIENCE (SELF-FINANCED) COURSE M.Sc. in BIOTECHNOLOGY

10.1.8. Semester VII, VII & IX Credit distribution is shown in Table 10.1.8.

Table 10.1.8

Subject	Theory	Practicals	Total
Course	1, 2, 3, 4	1, 2, 3, 4	
L / W	16	16	32
Credits	16	08	24

10.1.9. Table 10.1.9. shows Semester X Credit distribution

Table 10.1.9.

Subject	Theory	Practicals	Research Project	Total
Course	1, 2	1, 2	10 PR	
L / W	08	08	4 to 5 months	16
Credits	08	04	12	24

10.1.10. Scheme of Evaluation:

10.1.10.1. **Theory Courses:** 2 CIAs and 1 ESE per course per semester.

10.1.10.2. **Practical Courses:** 1 CIA and 1 ESE per course per semester.

10.1.10.3. Evaluation of the semester 4 project is based on the dissertation submitted, a presentation and **viva-voce**.

10.1.11. Facilities of the Department:

10.1.11.1. It is well equipped for teaching Modern Biology. It has an independent Bioinformatics Lab for the students and an in-house Library facility.

10.1.11.2. It has access to the Common Instrumentation Facility with sophisticated instruments to carry out teaching, as well as research, in the biological sciences.

10.1.11.3. It has a Department library.

10.1.12. Extracurricular Activities

10.1.12.1. Students organise 'Palindrome', an intercollegiate fest and publish the Department Magazine called 'Palindrome'.

10.1.12.2. An industrial visit is organised, for the Semester I students, to different biotechnology-related industries in different parts of India.

10.1.12.3. Students are also taken to St Xavier's Villa at Khandala – our Human Development Resource Centre, for their annual seminar, where they present research papers on various aspects of current trends in Biotechnology.

11. POSTGRADUATE ARTS (SELF-FINANCED) COURSE M.A. PUBLIC POLICY

11.1. M.A. IN PUBLIC POLICY

- 11.1.1. **Introduction:** As public policy is an integral aspect of governance and routine living, it is necessary for the academic world to critically engage with it. Currently, in India, there is a dearth of post-graduate degree courses in public policy. It is for these reasons that the College launched a multi-disciplinary Master in Public Policy (MPP) Course in 2013. The course is ideal for Civil Servants, NGO / Development practitioners or those who aspire to join government services; those who aspire to research and publish in the field of Public Policy, especially those who wish to join policy research centres / organizations & those who wish to work in the field of Corporate Social Responsibility; Communications / Media related work around policy issues; consulting for Public Sector.
- 11.1.2. **Number of Seats:** 60 Students
- 11.1.3. **Lecture Timings:** Evenings (5 pm to 8 pm); 2 lectures per day, on all working days of the week.
- 11.1.4. **Fees:** Rs. 60000 / academic year (Payable in 3 installments – with completion of payment prior to end of VII or IX Semester).
- 11.1.5. **Reservation of seats:** Refer 4.1.9 on page 22 and Table 8.1.10 on page 79
- 11.1.6. **Selection Process:**
- 11.1.6.1. Online Application Forms available on College website from the second half of April. Last date for submission is the third Sunday of May (5 pm IST). The online Application Fee is Rs. 500.
 - 11.1.6.2. Along with the Application Form, the academic exercises announced (as part of the Entrance Exams) for that academic year would have to be uploaded for evaluation.
 - 11.1.6.3. The shortlisted candidates are interviewed (personally or through video-conferencing).
 - 11.1.6.4. Post the interviews, the admissions are finalized.
- 11.1.7. **Eligibility Criteria:**
- 11.1.7.1. Students with a Bachelor's Degree in any faculty or discipline, with a minimum of 50% marks can apply for this course.
 - 11.1.7.2. Candidates who have appeared for their VI semester, but have not yet received their Degree results are eligible to apply for admission. Provisional admission would be offered to such admitted students, till the original results are not presented to the College.

11. POSTGRADUATE ARTS (SELF-FINANCED) COURSE M.A. PUBLIC POLICY

11.1.7.3. The Grades awarded by some Universities are converted to percentages according to a formula provided by their respective Universities or by the Association of Indian Universities, New Delhi for foreign students.

11.1.7.4. For Eligibility / Transfer / Migration Certificates: Refer 8.1.5, 8.1.6. on page 78. (Note: Read B.Sc. as B.A. and M.Sc. as M.A.)

11.1.8. Syllabi per Semester:

Semester VII

Code	Course Title	(L + SS)/W	Credits
PPCC0701	Public Policy Analysis	4 + 1	5
PPCC0702	Ethics and Redistribution	4 + 1	5
PPCC0703	Public Economics	4 + 1	5
PPCC0704	Research Methods for Public Policy	4 + 1	5

There would be two Bridge Courses conducted in this Semester. They would be for compulsory for those students who have not done any one or both of these subjects:

1. A course in Basic Economics
2. A course in Basic Statistics

Note: L = Contact Hours / Week and SS = Self-Study Hours / Week

Semester VIII

Code	Course Title	(L + SS)/W	Credits
PPCC0801	Law and Public Policy	4 + 1	5
PPCC0802	Corporate Governance	4 + 1	5
PPEC0801	Environment Policy	4 + 1	5
PPEC0802	Gender Policy	4 + 1	5
PPEC0803	Public Health Policy	4 + 1	5

Note: L = Contact Hours / Week and SS = Self-Study Hours / Week
Students choose ANY TWO from PPEC801 to PPEC803

Semester IX

Code	Course Title	(L + SS)/W	Credits
PPCC0901	Development & Public Policy: Theories & Experiences	4 + 2	6
PPCC0902	Project Planning and Evaluation	4 + 2	6
PPEC0901	Urban Policy	4 + 2	6
PPEC0902	Rural Policy	4 + 2	6
PPEC0903	Media Policy	4 + 2	6

Note: L = Contact Hours / Week and SS = Self-Study Hours / Week
Students choose ANY TWO from PPEC901 to PPEC903

Semester X

Code	Course Title	(L + SS)/W	Credits
PPCC1001	International Economics and Public Policy	4 + 2	6
PPCC1002	Dissertation	0 + 14	14
PPEC1001	Globalization and Labour	4 + 2	6
PPEC1002	Foreign Policy	4 + 2	6
PPEC1003	Education Policy	4 + 2	6

Note: L = Contact Hours / Week and SS = Self-Study Hours / Week
Students choose ANY TWO from PPEC1001 to PPEC1003

11. POSTGRADUATE ARTS (SELF-FINANCED) COURSE M.A. PUBLIC POLICY

- 11.1.8.1. The Self-Study Hours of each student are monitored by the concerned Lecturer via the quality of the student's participation in the class room deliberations.
- 11.1.8.2. In the case of Dissertation (PPCC.10.02) the student is expected to meet the supervising lecturer at least once a week throughout Semester IV. Each of these meeting is recorded and weighted for final marking.
- 11.1.8.3. Table 11.1.8.3. shows the Credit distribution per semester.

Table 11.1.8.3.

Semester	L/Course	SS/Course	Total L/W	Total Credits
Sem. I (4 Courses)	04	01	20	20
Sem. II (4 Courses)	04	01	20	20
Sem. III (4 Courses)	04	02	24	24
Sem. IV (4 Courses)	04	02	18	18
Sem. IV Dissertation	--	14	14	14
Total Credits				96

- 11.1.9. **Scheme of Evaluation:** Each semester has: 2 CIAs (20 marks each) and 1 ESE (60 Marks)
- 11.1.9.1. Compulsory Internship between the VIII and IX Semesters. Students work with organizations connected with various aspects of public policy.
- 11.1.9.2. Our students have interned with the Thane Municipal Corporation, Centre for Social Research (Delhi), various State and Central Government Ministries and NGOs involved in various types of social work and action.

12. Ph.D. PROGRAMMES

12.1. Ph.D. Programme Details

12.1.1. The College has Ph.D. programmes in the following subjects:

12.1.1.1. **Science:** Botany; Chemistry; Geology; Zoology.

12.1.1.2. **Arts:** Ancient Indian History, Culture & Archaeology; History; Avesta Pahlavi

12.1.1.3. **Commerce:** Management and Accounts

12.1.1.4. Table 12.1.1.4 shows the names the College faculty who are recognized Research Guides (vis-à-vis the University of Mumbai):

Table 12.1.1.4.

Sr. No.	Name of Research Guides	Subjects
1	Dr. Rajendra D. Shinde	Botany
2	Dr. Hrishikesh P. Samant	Geology
3	Dr. Pravin Henriques	Geology
4	Dr. Goutam Bandyopadhyay	Geology
5	Dr. Priya Sundarrajan	Life Science
6	Dr. (Ms) Madhuri S. Hambarde	Zoology
7	Dr. (Ms) Anita Rane-Kothare	AIHCA
8	Dr. (Sr.) Anila Verghese	History
9	Dr. (Ms) Sonali Pednekar	History
10	Dr. Arvind Dhond	Commerce

12.1.1.5. Table 12.1.1.5. indicates the various research spaces / facilities that have received recognition from the University of Mumbai:

Table 12.1.1.5.

Sr. No.	Subjects	Specialization	No. of Seats	Sanction No. & Date
1	AIHCA	AIHCA	10	No. 7963, dt 7/9/1999 No. Th / 5910, dt 12/7/1999, Read with No. Th / 6381, dt 21/9/1988 Permanent Recognition
2	History	History	30	
3	Avesta Pahlavi	Avesta Pahlavi	3	
4	Botany	Botany	20	No. Th. / ICD/2012-13 / 2603 dt 30/7/13. Permanent Recognition
5	Chemistry	Chemistry	20	No Th / 2057 dt 18/3/1997 Permanent Recognition
6	Geology	Geology	10	Permanent Recognition
7	Zoology	Zoology	4	Permanent Recognition

12. Ph.D. PROGRAMMES

12.1.2. **Qualifications:**

M.Sc. / M.A. with C.S.I.R. / U.G.C. J.R.F. / N.E.T., **OR** Maharashtra S.E.T.;
OR University of Mumbai – P.E.T.

12.1.3. **Criteria for Registration:**

As per procedures laid down by the University of Mumbai.

12.1.4. **Admission Procedures:**

All admissions to the above courses begin only after the qualifying examination (refer Section 12.1.2.) results are declared.

12.1.5. **Fees:**

As directed by University of Mumbai. Separate Laboratory Fees need to be paid to St. Xavier's College (Autonomous), Mumbai.

12.1.6. **Eligibility Certificate:**

Refer 8.1.5, 8.1.6. on page 78.

12.1.7. **Departments' Information:** Details of depts. which are eligible for guiding Ph.Ds. in St. Xavier's College (Autonomous), Mumbai, as of May 2017:

12.1.8. **Department of Botany:**

12.1.8.1. Recognition as Research Lab: Permanent (under University of Mumbai) - (Blatter Herbarium)

12.1.8.2. Number of Seats: 20 (13 Registered and 07 Vacant)

12.1.8.3. Recognized Research Guides (by University of Mumbai): Prof. (Ms) Ujwala Bapat (Rtd.), Dr. Rajendra Shinde.

12.1.9. **Department of Chemistry:**

12.1.9.1. Recognition as Research Lab: Permanent (under University of Mumbai) – (Nadkarny-Sacasa Laboratory)

12.1.9.2. Number of Seats: 20. (02 Registered and 18 Vacant)

12.1.9.3. Recognized Research Guide (by University of Mumbai): Prof. Freddy Havaldar (Rtd.).

12. Ph.D. PROGRAMMES

12.1.10. Department of Geology:

- 12.1.10.1. Recognition as Research Lab: Permanent (under University of Mumbai)
- 12.1.10.2. Number of Seats: 10. (00 Registered and 10 Vacant)
- 12.1.10.3. Recognized Research Guides (by University of Mumbai): Dr. Hrishikesh P. Samant, Dr. Pravin Henriques and Dr. Goutam Bandyopadhyay.

12.1.11. Department of Zoology:

- 12.1.11.1. Recognition as Research Lab: Permanent (under University of Mumbai)
- 12.1.11.2. Number of Seats: 04. (03 Registered and 01 Vacant)
- 12.1.11.3. Recognized Research Guide (by University of Mumbai): Dr. (Ms.) Madhuri S. Hambarde.

12.1.12. Department of Ancient Indian History, Culture and Archeology:

- 12.1.12.1. Recognition as Research Centre: Permanent (under University of Mumbai)
- 12.1.12.2. Number of Seats: 10. (02 Registered and 08 Vacant)
- 12.1.12.3. Recognized Research Guide (by University of Mumbai): Dr. (Ms) Anita Rane-Kothare

12.1.13. Department of History:

- 12.1.13.1. Recognition as Research Centre: Permanent (under University of Mumbai)
- 12.1.13.2. Number of Seats: 30 (02 Registered and 28 Vacant)
- 12.1.13.3. Recognized Research Guides (by University of Mumbai): Dr. (Sr.) Anila Verghese (Rtd), Dr. (Ms) Sonali Pednekar

13. COLLEGE SHORT-TERM COURSES

13.1. DIPLOMA COURSE IN CLINICAL RESEARCH:

13.1.1. Introduction: Clinical research is a branch of healthcare science that determines the safety and effectiveness of medications, devices, diagnostic products and treatment regimens intended for human use. Clinical trials are conducted in a highly regulated and controlled environment and forms an integral part of the drug development process. Before a new drug is marketed, it has to be proven safe and efficacious, using controlled clinical trials. This course is designed to equip interested candidates with the knowledge and skills to pursue any of the following functions within the clinical research industry, viz., Clinical Operations, Data Management and Clinical Study Co-ordinator. The job opportunities for Clinical Operations (Clinical Trial Assistant / Clinical Research Associate) and Data Management exists within Pharmaceutical companies, Biotechnology companies as well as Contract Clinical Research Organizations (CROs). The job opportunities for Clinical Study Co-ordinators exists at Hospitals and Institutions conducting clinical research.

13.1.2. Curriculum: The course consists of 6 months of class-room training over 24 week-ends and four to six months of internship within the clinical research industry. The curriculum is has six modules:

Module 1: Clinical Research – An Overview; Ethics, Guidelines and Regulations	(11 credits)
Module 2: Clinical Trial Planning and Design	(9 credits)
Module 3: Clinical Trial Conduct, Compliance and Quality Assurance	(9 credits)
Module 4: Pharmacovigilance	(4 credits)
Module 5: Data Analysis & Mgt. in Clinical Research	(10 credits)
Module 6: Clinical Research Mgt. & Interpersonal Skills	(5 credits)

The teaching methodology includes lectures by Industry Professionals, class-room discussions and debates, group assignments and case studies. The Data Analysis and Mgt. Module include hands-on training in Data Mgt. activities. Evaluations are conducted by a combination of written tests, presentations and performance in class-room and home based assignments.

13.1.3. Course Eligibility:

13.1.3.1. Students with a minimum of a bachelor's degree in any biological science will be eligible to apply for the course, however students with a master's degree will be given preference.

13.1.3.2. A maximum of 25 students will be selected for each batch, based on their academic background and a screening interview.

13. COLLEGE SHORT-TERM COURSES

13.1.4. Course Structure and Evaluation:

13.1.4.1. The course will be conducted at the St. Xavier's College Campus and will comprise of:

13.1.4.1.1. 24 weekend lectures; Saturday – 4 hours (2 pm to 6 pm); Sundays – 6 hours (9.00 a.m. to 3.00 p.m.) for 24 credits.

13.1.4.1.2. Home assignments and assessments (10 hours per week); 24 credits over 24 weeks.

13.1.4.1.3. 4 to 6 months' industry internship program / dissertation project; 64 to 96 credits.

13.1.4.1.4. Final assessment and Presentations: 8 credits

13.1.4.1.5. All students from each batch will be recommended for internship positions to the clinical research industry for a period of 4 months. At the end of the internship, each student will be asked to submit a report and make a presentation to the group. Evaluation will be made based on the written test and the presentation, judged for its content & delivery.

13.1.5. **Course Fees:** Rs.1,22,000 consolidated (Inclusive of Service Tax). This includes tuition fees, course materials & handouts, refreshments during lectures, video conferencing as applicable, and lecture room facilities.

13.1.6. **Contact Details:** Dr Radiya Pacha-Gupta or College Website

13.2. DIPLOMA IN FORENSIC SCIENCE AND CRIMINAL LAW

13.2.1. **Conducted by:** Dept. of Zoology and Forensic Science, St. Xavier's College (Autonomous), Mumbai.

13.2.2. **About the Program:** This course has been formulated with the aim to provide an introduction and orientation to the functioning of the Indian Criminal Justice delivery system, and the role of forensic science plays in this process. With the use of case studies, mock crime scene and various practicals, it gives the students the opportunity to hone in the basic skills necessary for investigation. This course is apt for all interested professionals from the fields of Police, Security, Legal Management, Media, Sociology as well as any citizen or student keen to learn more about forensic science and the law.

13.2.3. Course Content:

1. Foundations of Criminal law, Crime Scenes & Crime Scene Processing
2. Investigation procedures – Crime Scene to Courtroom
3. Forensic Biology & Human Forensics
4. Medico-legal Investigations
5. Document Analysis

13. COLLEGE SHORT-TERM COURSES

6. Cyber Forensics
7. Media and the Law
8. End of Year Project and Moot Court
9. Practicals

13.2.4. **Duration:** One academic year, Part Time.

13.2.5. **Timings:** Monday, Tuesday, Wednesday evenings

13.2.6. **Fees Structure:** Rs. 27,200 (including registration)

13.2.7. **Pre-registration forms available online:** at www.xaviers.edu (under College – Run Courses).

13.2.8. **Contact Details:**

Dr. Pushpa Sinkar	(98203-84648, pushpa.sinkar@xaviers.edu);
Ms. Riva Pocha	(98210-40421, riva.pocha@xaviers.edu);
Ms. Sejal Gupta	(98209-49850, sejal.gupta@xaviers.edu);
Ms Alethea Vaz	(9819706026, alethea.vaz@xaviers.edu).

13.3. ON-LINE CERTIFICATE COURSE IN FORENSIC SCIENCE:

13.3.1. The online program has a primary objective to make quality forensic education easily accessible by:

13.3.1.1. Facilitating distance learning for students interested in forensic science, living in different parts of India, with limited funds and / or access to good college level forensic programs:

13.3.1.2. Providing students interested in careers in forensic science a basic understanding of crime scene related forensic science practice, while they are studying other subjects at the graduate / post graduate level.

13.3.1.3. Familiarizing law enforcement professionals and law students with a basic understanding of forensic sciences, while allowing them the flexibility of a non-classroom teaching mode.

13.3.2. Course Content

1. An Introduction to Forensic Science
2. Ethics and Research Methods
3. Understanding the Indian Police and Legal System
4. Crime Scene Processing & Investigation Techniques
5. Forensic Instrumentation Techniques & Applications
6. Impression Evidence
7. Biological Evidence - Types, Handling & Analysis
8. Medical Jurisprudence
9. Role of Forensic Science in Counter-Terrorism
10. Emerging Trends in Forensic Science

13. COLLEGE SHORT-TERM COURSES

13.3.3. **Eligibility Criteria:** Minimum HSC certificate or equivalent.

13.3.4. **Duration:** 6 Months (twice a year)

13.3.5. **Fees**

Course Fees: Rs. 15,000/- Demand Draft, drawn in favour of:

The Bombay St. Xavier's College Society

Processing Charges:

Rs. 500/- (*by cash for domestic students*)

Rs. 1000/- (*by cash for international students*)

Note: (Online Payment options also available)

13.3.6. **Application forms available on the College website**

Xaviers.edu → CLICK ON Courses and admissions → CLICK ON Online Certificate Program in Forensic Science

13.3.7. **Contact Details:**

1. Program Facilitator: Dr. Pushpa Sinkar Landline: (022)22620662 – Ext 233
pushpa.sinkar@xaviers.edu
2. Faculty & Administrator: Ms. Alethea Vaz alethea.vaz@xaviers.edu
3. Program Co-ordinator & Faculty: Ms. Riva Pocha riva.pocha@xaviers.edu
4. Faculty: Ms. Sejal Gupta sejal.gupta@xaviers.edu

13.4. DIPLOMA IN GEMMOLOGY

13.4.1. The Gemmology course has been specifically designed for anyone who may be interested in the study of gems and minerals. This three months course includes theory and practical hands on training. It covers a wide variety of gems commonly encountered in the gem and jewellery market like Rubies, Sapphires, Amethysts, Topaz, Quartz, Pearls etc. including some rare gemstones too.

13.4.2. Starting from the rough 'mineral' the course goes right up to teaching the fundamental character of gems and the most modern techniques used for their identification. This course is designed for persons interested in jewellery designing, sales professionals or making one a more confident buyer.

13.4.3. **Duration :** 3 months

13.4.4. **Timings:** This is an evening course and classes are held from Monday to Friday for 1½ hour duration. Date of commencement is end June.

13.4.5. **Fees:** Rs. 45000

13.4.6. **Contact Details:** Dr. Pravin Henriques or College Website

13. COLLEGE SHORT-TERM COURSES

13.5. CERTIFICATE COURSE IN PRACTICAL GEM APPRECIATION AND IDENTIFICATION

13.5.1. This 20-hour, one month (evening) certificate course is designed to widen the knowledge of anyone interested in gemstones. It is particularly recommended for the consumer who wishes to make informed decisions when purchasing fine gemstones. It stresses the 'how to' of gem identification. Learning basic instrumentation will show you how a gemologist can distinguish between natural, synthetic and imitation gems. Gem testing instruments are provided, but students should have their own pocket instruments.

13.5.2. **Duration:** One month (20 hours)

13.5.3. **Timings:** Evening

13.5.4. **Fees:** Rs. 11,236

13.5.5. **Contact Details:** Dr Pravin Henriques or College Website.

13.6. CERTIFICATE COURSE IN FISH EYE SCHOOL

13.6.1. Conducted by the Caius Research Laboratoy in Collaboration with Bombay Indigenous Peoples Association (BIPA). The course has been designed to develop appropriate skills of students having interests in the field environment conservation - coastal and marine conservation. Methodology of learning would include Documentary film making, Pool Sessions, Classroom sessions, Research methodology in class and on field, Field excursions, Post-Production, etc.

13.6.2. **Eligibility:** This course is open to students of any faculty and the applicants could be completing either an Under-Graduation or a Post-Graduation Degree.

13.6.3. **Duration:** 3 months (Total 56 sessions from July).

13.6.4. **Timings:** Evenings / Weekends once or twice week.

13.6.5. **Fees:** Overall course costs Rs. 85,000 + Taxes. From this amount, Rs. 45,000 is the Fee Payment towards the Professional Association of Diving Instructors (PADI). Additional charges have to be borne by the participants for travel and stay during the PADI Certification Course as well as for the field trips.

13.6.6. **Contact Details:** Dr. Priya Sundarrajan or College Website.

13. COLLEGE SHORT-TERM COURSES

13.7. POST GRADUATE DIPLOMA IN COUNSELLING PSYCHOLOGY (XICP):

- 13.7.1. The Course aims at creating well-trained counsellors who can effectively tackle the increasing societal stress-related problems.
- 13.7.2. This Practicum-based Diploma has 7 Courses (3 credits each) covered in 3 trimesters (July of current academic year to March of subsequent academic year) (with breaks for Diwali and Christmas).
- 13.7.2.1. There is a **compulsory** supervised practicum in career counseling in the month of April. Career / Psychometric tests are conducted from 8.00 a.m. to 12.30 p.m. on two days and the results are given out on the third day. Counsellors (Students) are requested to be at the XICP for the practicum from 7.45 a.m. to 3.00 p.m. on both these days to administer the tests and from 8.00 a.m. to 9.00 a.m. on the 3rd day for a report-giving session with the parents and clients. Students are encouraged to take on clients while the course is on and discuss their cases in class. It is mandatory for students to go through personal counseling themselves while they are doing the course. Students have to work for about of 10 hours at any Old Age or Geriatric Care Home.
- 13.7.3. **Lecture Sessions:** Mondays, Wednesdays and Fridays (5.00 pm to 8.00 pm) in the College Campus. Regular attendance, class participation and submission of assignments are mandatory.
- 13.7.4. **Eligibility:** P.G. Degree in Psychology, Social Work or Human Development. Special Educators are also eligible.
- 13.7.5. **Number of Seats:** 25. Applications are invited through a form on the College website.
- 13.7.6. **List of Courses Offered:**
- CPP 01 Micro-counselling
 - CPP 02 Principles and techniques of counselling process
 - CPP 03 Development across the lifespan
 - CPP 04 Psychopathology
 - CPP 05 Personality psychology & contemporary psychotherapies
 - CPP 06 Career psychology
 - CPP 07 Group psychological tests
 - CPP 08 Practicum in counselling
- 13.7.7. **Contact Details:** Ms Rizwana Nulwala or College Website

13. COLLEGE SHORT-TERM COURSES

13.8. CERTIFICATE COURSES IN ANCIENT INDIAN HISTORY, CULTURE AND ARCHAEOLOGY

13.8.1. **Conducted by** the Department of Ancient Indian Culture. For further details please check the College Website. These courses have been designed to develop appropriate talents of students having interests in the field of Ancient Indian History, Culture and Archaeology. Applicants could join for any number of the four courses offered.

13.8.2. **Eligibility:** This course is open to students of any faculty and the applicants could be completing either an Under-Graduation or a Post-Graduation Degree.

13.8.3. **Duration:** 3 months (From last week of July).

13.8.4. **Timings:** Evenings, once a week, as per the AIHCA MA Time Table

13.8.5. **Fees :** Rs 1000 per Course

13.8.6. Course Description:

13.8.6.1. **Epigraphy and Numismatics of Ancient India:** This course introduces the various scripts used in Ancient India and the role of coins in the Indian context. Students will be taught three ancient scripts: Brahmi, Kharoshti and Persian.

13.8.6.2. **History of Performing Arts & Theatre in Ancient India:** This course is designed to enlighten students about the synergy between fluid and static arts and thus broaden their horizon and innate understanding this subject.

13.8.6.3. **Maritime Heritage of Ancient India:** This course helps in understanding the maritime tradition that existed in India from the proto-historic period.

13.8.6.4. **Brief study of the Comparative Mythology of the World:** Various mythologies of world civilizations are classified. A comparative analysis of Indian and other world mythologies is also dealt with.

13.8.6.5. **Basic Elements of Archaeology:** This course helps in understanding the change from traditional archaeology to new archaeology, its relations with sciences, explorations and excavation techniques with field visits.

13.8.6.6. **Contact Details:** Dr. Anita Rane-Kothare or College Website

14. TEACHING FACULTY

Keys: * = Recognized by Univ. of Mumbai for PG teaching at M.A., M.Sc., M.Com.

+ = As Research Guides for Ph.D.

@ = Honorary

NOTE: The Lecturers' names are listed as per Seniority in St Xavier's College (Autonomous), Mumbai

14.1. FACULTY OF ARTS

14.1.1. DEPARTMENT OF ANCIENT INDIAN HISTORY, CULTURE & ARCHEOLOGY

- +* Ms. Anita Rane-Kothare, M.A. Dip. Pali. Ph.D. Assoc. Prof. & **Head of Dept.**
* Ms. Radha Kumar, M.A., Ph.D. Assoc. Prof.

14.1.2. DEPARTMENT OF COMMERCE (FOR ARTS)

- Mr. Sanjiv P. Jhaveri, M.Com., F.C.A. Assoc. Prof. (Part-Time)
Ms. Suvaiba Pirani, M.Com., Ph.D. Asst. Prof.

14.1.3. DEPARTMENT OF ECONOMICS

- * Ms. Aditi P. Sawant, M.A., Ph.D. Asst. Prof. & **Head of Dept.**
* Mr. Baptist A. Menezes, M.A., Ph.D. Assoc. Prof. & **Principal**
Ms. Manali Pawar, M.A. Asst. Prof.
Ms. Aparna Kulkarni, M.A. Asst. Prof.

14.1.4. DEPARTMENT OF ENGLISH

- Ms. Pearl Pastakia, M.A., M.Phil., Ph. D Assoc. Prof. & **Head of Dept.**
Ms. Rashmi Lee George, M.A., Ph.D. Asst. Prof.
Ms. Prasita Mukherjee, M.A., Ph.D. Asst. Prof.

14.1.5. DEPARTMENT OF FRENCH

- Ms. Alpana. Palkhiwale, M.A. Asst. Prof. & **Prof.-In-Charge**

14.1.6. DEPARTMENT OF HINDI

- Mr. Bhagwati Upadhyay, M.A., Ph.D. Asst. Prof. & **Prof.-in-Charge** (Ad hoc)

14.1.7. DEPARTMENT OF HISTORY

- * Mr. Avkash D. Jadhav, M.A. Assoc. Prof. & **Head of Dept.**
Ms. Kaizeen Jehangir, M.A. Asst. Prof. (Ad hoc)

14.1.8. DEPARTMENT OF POLITICAL SCIENCE

- Ms. Pratiba Naitthani, M.A., B.Ed., Ph.D. Asst. Prof. & **Head of Dept.**
Ms. Shazia Shaikh, M.A. Asst. Prof. (on Maternity Leave)

14.1.9. DEPARTMENT OF PSYCHOLOGY

- Ms. Ruby Pavri, M.A., B.Ed. Assoc. Prof. & **Head of Dept.**
Ms. Linda Dhakul, M.A., B.Ed. Asst. Prof.
Bro. Dean Fernandes S.J., M.A. Asst. Prof.

14. TEACHING FACULTY

14.1.10. DEPARTMENT OF SOCIOLOGY AND ANTHROPOLOGY

Mr. Sam Taraporevala, M.A., Ph.D., D.H.R.M.	Assoc. Prof. & Head of Dept.
Ms. Pranoti Chirmuley, M.A., M.Phil, Ph.D.	Asst. Prof. (on Maternity Leave)
Ms. Radhika Rani, M.A., M.Phil.	Asst. Prof.
Ms. Ankita Gujar M.A., L.L.B.	Asst. Prof. (Ad hoc)
Fr. Savio Abreu M.A., Ph.D.	Asst. Prof. (Ad hoc)
Mr. Sunetro Ghosal M.Sc., Ph.D.	Asst. Prof. (Ad hoc)

14.1.11. DEPARTMENT OF MASS MEDIA

Ms. S.P. Periyanyagi, B.Com., MBA, M.Phil.	Asst. Prof. & Head of Dept.
Ms. Akshara Jadhav, M.A., MCJ	Asst. Prof.

14.1.12. DEPARTMENT OF PUBLIC POLICY

Mr. Baptist A. Menezes, M.A. Ph.D.	Assoc. Prof; Principal & In-Charge Head of Dept.
Ms. Nandini Naik, M.A., M.Phil.	Asst. Prof.
Mr. Awanish Kumar, M.A., M.Phil.	Asst. Prof.

14.1.13. DEPARTMENT OF VOCATIONAL STUDIES -TOURISM

Ms. Siddhi Bhatgara, M.A.	Asst. Prof. & Head of Dept. (Ad hoc)
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14.2. FACULTY OF SCIENCE

14.2.1. DEPARTMENT OF BOTANY

* Mr. Kevin J. D'Cruz, M.Sc.	Assoc. Prof.
+* Mr. Rajendra D. Shinde, M.Sc., Ph.D.	Assoc. Prof. & Head of Dept.
* Mr. Alok Gude, M.Sc.	Asst. Prof.
Ms. Vijaya Lobo, M.Sc., Ph.D.	Asst. Prof.
Mr. Royston Lobo, M.Sc.	Asst. Prof. (Ad hoc)
Mr. Saif Khan, M.Sc.	Asst. Prof. (Ad hoc)

14.2.2. DEPARTMENT OF CHEMISTRY

* Ms. Dionysia L. M. Coutinho, M.Sc., Ph.D.	Assoc. Prof.
* Fr. Roy J.J. Pereira, S.J. M.Sc., Ph.D.	Asst. Prof.; Head of Dept. & Vice-Principal (Academics)
* Mr. Bhagavat D. Bonde, M.Sc., Ph.D.	Assoc. Prof.
Mr. Marazban S. Kotwal, M.Sc.	Assoc. Prof.
* Ms. Ashma Aggarwal, M.Sc., Ph.D.	Asst. Prof.
Ms. Geeta N. Kotian, M.Sc., Ph.D.	Assoc. Prof.
Ms. Saima Khan, M.Sc.	Asst. Prof.
Ms. Abhilasha Jain, M.Sc., Ph.D.	Asst. Prof.
* Mr. Pralhad V. Rege, M.Sc., Ph.D.	Asst. Prof.
Mr. Himanshu Gupta, M.Sc.	Asst. Prof. (Ad hoc)
Mr. Sandip Kale, M.Sc.	Asst. Prof. (Ad hoc)
Ms. Nikhila Bhatt, M.Sc., Ph.D.	Asst. Prof. (Ad hoc)

14. TEACHING FACULTY

14.2.3. DEPARTMENT OF GEOLOGY

+*	Mr. Hrishikesh P. Samant, M.Sc., M.Tech., Ph.D.	Assoc. Prof. & Vice-Principal (Science)
+*	Mr. Pravin Henriques, M.Sc., Ph.D.	Assoc. Prof. & In Charge Head of Dept.
+*	Mr. Goutam Bandyopadhyay, M.Sc. Ph.D.	Assoc. Prof.
*	Mr. Bobby P. Mathew, M.Sc., Ph.D.	Asst. Prof.
*	Mr. Ashwin Pundalik, M.Sc., Ph.D.	Asst. Prof.
	Mr. John D'Souza, M.Sc.	Asst. Prof.
	Ms. Shweta Gurav, M.Sc., Ph.D.	Asst. Prof.
	Mr. Vibhas Shevde, M.Sc.	Asst. Prof. (Ad hoc)

14.2.4. DEPARTMENT OF LIFE SCIENCES AND BIOCHEMISTRY

*	Ms. Nandita B. Mangalore, M.Sc., M.Phil., Ph.D.	Assoc. Prof. & Head of Dept.
*	Ms. Seema Das, M.Sc., Ph.D.	Assoc. Prof.
*	Mr. Prashant S. Ratnaparkhi, M.Sc.	Assoc. Prof.
+*	Ms. Priya Sundarajan, M.Sc., Ph.D.	Assoc. Prof.
*	Ms. Sangeeta R. Shetty, M.Sc.	Asst. Prof. (on F.I.P. Leave)
	Ms. Radhika Tendulkar, M.Sc., Ph.D.	Asst. Prof.
	Ms. Manasi K. Kanuga, M.Sc., Ph.D.	Asst. Prof.
	Ms. Maya S. Murdeshwar, M.Sc., Ph.D.	Asst. Prof.
	Mr. Binoj Kutty, M.Sc., Ph.D.	Asst. Prof.
	Mr. Bhaskar Saha, M.Sc., Ph.D.	Asst. Prof.
+*	Ms. Radiya Pacha-Gupta, M.Sc., Ph.D.	Assoc. Prof. (Ad hoc)
	Ms. Priya Jadhav, M.Sc.	Asst. Prof. (Ad hoc; on F.I.P. Vacancy)

14.2.5. DEPARTMENT OF MATHEMATICS

	Ms. Meenal Kolkar, M.Sc., M.Phil.	Assoc. Prof. & Head of Dept.
*	Mr. Ashok Bingi, M.Sc., Ph.D.	Asst. Prof.
	Mr. Aditya Garg, M.Sc.	Asst. Prof.
	Ms. Simi Cyriac, M.Sc., B.Ed.	Asst. Prof. (Ad hoc)
	Mr. Rahul Katkam M.Sc.	Asst. Prof. (Ad hoc)

14.2.6. DEPARTMENT OF MICROBIOLOGY

*	Ms. Miriam Stewart, M.Sc.	Assoc. Prof. & Head of Dept.
*	Ms. Sangeeta Chavan, M.Sc., M.Phil.	Assoc. Prof.
*	Ms. Karuna R. Gokarn, M.Sc., Ph.D.	Assoc. Prof.
	Ms. Aparna Talekar M.Sc., Ph.D.	Asst. Prof.
	Ms. Pampi Chakraborty, M.Sc., Ph.D.	Asst. Prof.
	Ms. Pradnya Gogte, M.Sc.	Asst. Prof. (Ad hoc)

14. TEACHING FACULTY

14.2.7. DEPARTMENT OF PHYSICS

* Ms. Shyamala P. Bodhane, M.Sc., M.Phil., Ph.D.	Assoc. Prof. & Head of Dept.
* Ms. K. Vedasankari, M.Sc., Ph.D.	Assoc. Prof.
Ms. Jyoti T. Singh, M.Sc., Ph.D.	Assoc. Prof.
Mr. Rajesh Singh, M.Sc.	Asst. Prof.
Mr. Ajay Yadav, M.Sc.	Asst. Prof.
* Mr. Rohan Jadhav, M.Sc., Ph.D.	Asst. Prof.
* Ms. Leena Joshi, M.Sc., Ph.D.	Asst. Prof.
* Mr. Radhekrishna Dubey, M.Sc., Ph.D.	Asst. Prof.

14.2.8. DEPARTMENT OF STATISTICS

* Ms. Pooja Ochaney, M.Sc.	Assoc. Prof.
* Ms. Myrtle C. Fernandes, M.Sc.	Assoc. Prof. & Head of Dept.
* Ms. Ayesha Dias, M.Sc.	Assoc. Prof.
* Mr. Saju V. George, M.Sc., M.Phil.	Assoc. Prof.
* Ms. S. Annapurna, M.Sc., D.C.S.T., D.O.R.M.	Assoc. Prof. & Vice Principal (Arts)
* Ms. Piyali Unnikrishnan, M.Sc.	Assoc. Prof.
Ms. Vaidehi Bhopatkar, M.Sc.	Asst. Prof. (Ad hoc)

14.2.9. DEPARTMENT OF ZOOLOGY

Ms. Smita Krishnan, M.Sc., Ph.D.	Assoc. Prof. & Head of Dept.
+ Ms. Madhuri P. Hambarde, M.Sc., Ph.D.	Assoc. Prof.
Ms. Pushpa U. Sinkar, M.Sc., Ph.D.	Assoc. Prof.
Mr. Conrad Cabral, M.Sc.	Asst. Prof.
Ms. Sujata Deshpande, M.Sc., Ph.D.	Asst. Prof.

14.2.10. DEPARTMENT OF BIOTECHNOLOGY

* Ms. Karuna R. Gokarn, M.Sc., Ph.D.	Assoc. Prof. & In Charge Head of Dept.
Ms. Shiney Peter, M.Sc., Ph.D.	Asst. Prof.
Ms. Norine D'Souza, M.Sc.	Asst. Prof.
Ms. Ira Vashisht, M.Tech., Ph.D.	Asst. Prof. (Ad hoc)

14.2.11. DEPARTMENT OF INFORMATION TECHNOLOGY

Mr. Thomas Roy, M.C.A.	Asst. Prof. & Head of Dept.
Mr. Subhash Kumar, M.C.A., M.Phil.	Asst. Prof.
Ms. Lydia Fernandes M.Sc.	Asst. Prof.
Ms. Rachana Pandey, M.Sc., B.Ed.	Asst. Prof.

14.2.12. DEPARTMENT OF VOCATIONAL STUDIES – (SOFTWARE DEVELOPMENT)

Ms. Jyoti Singh, M.Sc., Ph.D.	Assoc. Prof. & In Charge Head of Dept.
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14. TEACHING FACULTY

14.3. FACULTY OF COMMERCE

14.3.1. DEPARTMENT OF MANAGEMENT STUDIES

Ms. Soni George Tharakan, B.Sc. Agri. (Hons), MMS	Asst. Prof. & Head of Dept.
Ms. Neelam Shetty, M.Com., PGDBA, M.Phil.	Asst. Prof.
Mr. Pritesh Arte, M.Com., L.L.B.	Asst. Prof.

14.3.2. DEPARTMENT OF COMMERCE AND ACCOUNTS

Mr. Rajinder Singh Saluja, M.Sc., M.Phil.	Assoc. Prof.
Fr. Errol Fernandes, S.J. M.Com., M.Th.	Asst. Prof. & Vice-Principal (Commerce)
Mr. Rajesh N. Vora, M.Com., C.A.	Asst. Prof.
+* Mr. Arvind Dhond, M.Com., M.Phil., MFM., PGDFM., Ph.D.	Assoc. Prof.
Mr. Sanjay Parab, M.Com, CS.	Asst. Prof.
Fr. Conrad Pessa, S.J., M.Com., ICWA, CS, LLB, Ph.D.	Asst. Prof.
Mr. Syed Shakeel Hussain, L.L.M.	Asst. Prof. (Part-Time)
Mr. Kamaji Bokare, M.A., Ph.D.	Asst. Prof.
Mr. Jotiram J. Gaikwad, M.A., M.Phil.	Asst. Prof.

14.4. RESEARCH DEPARTMENTS

14.4.1. HERAS INSTITUTE OF INDIAN HISTORY & CULTURE

* Ms. Joan Dias, M.A., Ph.D.	Director
@+* Sr. Anila Varghese, M.A., Ph.D.	Research Guide (History)
+* Ms. Sonali Pednekar, M.A., Ph.D.	Research Guide (History)
+* Ms. Anita Rane-Kothare, M.A. Dip. Pali. Ph.D.	Research Guide (AIC)
* Ms. Radha Kumar, M.A., Ph.D.	Assoc. Prof. (AIC)
Ms. Shilpa Chheda, M.A. (AIC), M.A. (Jain Philosophy)	Secretary & Curator

14.4.2. BLATTER HERBARIUM

+* Mr. Rajendra D. Shinde, M.Sc., Ph.D.	Director & Research Guide
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14.4.3. CAIUS RESEARCH LABORATORY FOR INTER DISCIPLINARY STUDIES

+* Ms. Priya Sundarrajan, M.Sc., Ph.D.	Director
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14.4.4. NADKARNY SACASA RESEARCH LABORATORY

* Fr. Roy J.J. Pereira, S.J. M.Sc., Ph.D.	Director
* Ms. Dionysia Coutinho, M.Sc., Ph. D.	Research Guide

14.4.5. DEPARTMENT OF AVESTA PAHLAVI

@+* Mr. K. M. Dastoor, M.A. Ph.D.
@ * Mr. R. P. Karanjia, M.A., Ph.D.
@ * Mr. P. M. Bajan, M.A. Ph.D.

14.5. DEPARTMENT OF INTER-RELIGIOUS STUDIES

Fr. Prashant Olalekar S.J.	Director
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14.6. LANGUAGE LAB.

Ms. Jyoti More, M.A.	Instructor
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15. NON-TEACHING STAFF

15. NON – TEACHING STAFF

15.1. GENERAL OFFICE:

1	Ms. Maria Carrasco	Superintendent (Commerce Section)
2	Ms. Grizel A. Menezes	Stenographer
3	Mr. Bipin B. Patil	Office Assistant
4	Mr. Vincent I. Pereira	Office Assistant
5	Mr. Anand Alphanso	Office Assistant
6	Ms. Supriya R. Saraf	Office Assistant
7	Ms. Flavia D'Mello	Office Assistant
8	Ms. Shainy O. Lopes	Office Assistant
9	Ms. Delina B. Lopes	Office Assistant
10	Ms. Shefali Fernandes	Office Assistant
11	Ms. Namrata Naik	Office Assistant
12	Ms. Shivali Mayekar	Office Assistant

15.2. TREASURER'S OFFICE:

1	Dr. (Fr.) Conrad Pessa, S.J.	Treasurer
2	Mr. Peter D'Monte	Head Clerk
3	Mr. Vijayrao Thapala	Senior Office Assistant
4	Mr. Dixon F. Colaco	Senior Office Assistant
5	Mr. David Patil	Office Assistant
6	Mr. Ganesh Padrat	Office Assistant
7	Mr. Sameer Padrat	Office Assistant
8	Ms. Shweta Jadhav	Office Assistant
9	Mr. Rocky Vaz	Office Assistant
10	Ms. Snehal Kamat	Office Assistant
11	Ms. Rutika Gawade	Office Assistant

15. NON-TEACHING STAFF

15.3. LIBRARY:

1	Ms. Medha Taskar	Librarian
2	Mr. Vivek Tambe	Assistant Librarian
3	Mr. Ashok G. Rambade	Senior Library Assistant
4	Mr. Bharat Hejmadi	Library Assistant
5	Ms. Sonali Paradkar	Library Assistant
6	Mr. Jay Thorat	Library Assistant
7	Mr. Caitano F. Simoes	Library Attendant
8	Mr. Sudhakar Damle	Library Attendant
9	Mr. Rajaram B. Agre	Library Attendant
10	Mr. Peter A. Fernandes	Library Attendant
11	Mr. Lawrence D'costa	Library Attendant (Commerce Section)
12	Mr. Julio Pereira	Library Attendant
13	Mr. Truman Borges	Library Attendant (Commerce Section)
14	Mr. Kishore C. Chaphe	Library Attendant
15	Mr. Prakash G. Rambade	Library Attendant
16	Mr. Deepak S. Chowgule	Library Attendant
17	Mr. Uttam Jadhav	Library Attendant
18	Mr. Adinath Raut	Library Attendant

15.4. LABORATORY ASSISTANTS:

1	Mr. Rajdhar Dabhade	6	Mr. Gurunath Dhuri
2	Mr. Vijay A. Gurav	7	Mr. Anthony Thomas
3	Mr. Prakash Dandge	8	Mr. Glesson Dias
4	Mr. Manohar Veliye	9	Mr. Sanjay S. Karambele
5	Mr. Elias Joseph Abreo	10	Mr. Sandeep Kelwadkar

15. NON-TEACHING STAFF

15.5. LABORATORY ATTENDANTS:

1	Mr. Shantaram Tamankar	19	Mr. Sudhakar D. Kolge
2	Mr. Hanumanth Chowgule	20	Mr. Agnelo A. Fargose
3	Mr. Ramchandra Chandurkar	21	Mr. Jagdish B. Guldekar
4	Mr. Subhash A. Kalekar	22	Mr. Uddhav E. Patole
5	Mr. Laxman Dajee Gurav	23	Mr. Dayanand Kumbhar
6	Mr. Ashok Hari Agre	24	Mr. Sandeep P. Pawar
7	Mr. Devchandra K. Gurav	25	Mr. Sandeep Rambade
8	Mr. Prakash Agre	26	Mr. Sandip I. Patil
9	Mr. Sandeep B. Berde	27	Mr. Aatish Shirke
10	Mr. Chandrakant Chandurkar	28	Mr. Uttam Patil
11	Mr. Ashwin W. Parmar	29	Mr. Sachin Bhure
12	Mr. Ramdas Y. Gawde	30	Mr. Macfedyan Noronha
13	Mr. Melcome R. Abreu	31	Mr. Kishore Sonavane
14	Mr. Rajesh N. Athawale	32	Mr. David Foss
15	Mr. Sanjay S. Geliye	33	Mr. Kishore Arbune
16	Mr. Simon Joseph	34	Mr. Nitin Lokhande
17	Mr. Iandas Sydney Banger	35	Mr. Umesh Chavan
18	Mr. Sanjay I. Chaudhary		

15.6. PEONS:

1	Mr. Sudhakar Gurav	14	Mr. Santosh Sangale
2	Mr. Baju Solanki	15	Mr. Yogesh M. Gade (Comm.)
3	Mr. Cajetan Fernandes	16	Mr. Amol Lohar
4	Mr. Prakash S. Chougule	17	Mr. Vaibhav Patil
5	Mr. Santosh K. Zeple	18	Mr. Uday Mane
6	Mr. Arun Jadhav	19	Mr. Uttam Ghatkar
7	Mr. Devid S. Ghadge	20	Mr. Rajan Gurav
8	Mr. Kevin N. D'Souza	21	Mr. Shishir Khedekar
9	Mr. Avitkumar Mangale	22	Mr. Mahadev Sonule
10	Mr. Avinash Agre	23	Mr. Kunal Mahida
11	Mr. Bharat Koli	24	Mr. Prabhanjan Gite
12	Mr. Deepak Parit	25	Mr. Vipin Nam
13	Mr. Yogesh Enamdar	26	Mr. Gangaram Sawant

15.7. MULTI-MEDIA OPERATORS / TECHNICIANS:

1	Mr. Deb Shankar Das	2	Mr. Francis Kadam	3	Mr. Dinesh Mohite
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15. NON-TEACHING STAFF

15.8. EXAMINATION CENTRE:

- | | | |
|---|-----------------------|-----------------------------|
| 1 | Mr. Marazban Kotwal | College Controller Of Exams |
| 2 | Dr. Hoshang E. Master | Officer On Special Duty |
| 3 | Ms. Fiona R. Crasto | Office Assistant |

15.9. KNOWLEDGE CENTRE:

- | | | |
|---|---------------------|---------------------|
| 1 | Mr. Kevin D'Cruz | Director |
| 2 | Ms. Khyati Bhora | Web Designer |
| 3 | Ms. Nilam S. Jadhav | Office Assistant |
| 4 | Mr. Swapnil Bagwe | Technical Assistant |
| 5 | Mr. Yogendra Mohite | Technical Assistant |
| 6 | Mr. Mayur Agre | Peon |

15.10. CAMPUS MAINTENANCE STAFF :

- | | | |
|----|----------------------|-------------------------------------|
| 1 | Mr. Kamal Dhaundiyal | Administrator |
| 2 | Mr. Adrian Menezes | Admin. Assistant |
| 3 | Mr. Santosh Chavan | Office Attendant |
| 4 | Ms. Seema Sisodiya | Telephone Operator-Cum-Receptionist |
| 5 | Ms. Sunita Misquitta | Telephone Operator-Cum-Receptionist |
| 6 | Mr. Gulab Sharma | Carpenter |
| 7 | Mr. Vijay Sharma | Carpenter |
| 8 | Mr. Sanjay Sawant | Electrician |
| 9 | Mr. Amol Shinde | Peon |
| 10 | Mr. Narayan Rambade | Gardener |
| 11 | Mr. Pravin Waghela | Peon |
| 12 | Mr. George Kudel | Carpenter |

15.11. RESEARCH LABORATORY SUPPORT STAFF:

- | | | |
|---|------------------------|---------------------------------|
| 1 | Mr. Pravin Kale | Asst. Curator-Blatter Herbarium |
| 2 | Mr. Prashant Manchekar | Attendant, Caius Lab. |
| 3 | Mr. Rajesh Mahadik | Attendant, Biotechnology Lab. |
| 4 | Mr. Melvin Fernandes | Maintenance Engineer |
| 5 | Ms. Janhavi Jadhav | Assistant - Blatter Herbarium |

15.12. SOCIAL INVOLVEMENT PROGRAMME:

- | | | |
|---|----------------------|-------------------------|
| 1 | Dr. Agnelo Menezes | Coordinator & Principal |
| 2 | Ms. Jenipher D'souza | Social Worker |
| 3 | Ms. Roshen Thomas | Social Worker |
| 4 | Ms. Ankita Kulaye | Office Assistant |

15. NON-TEACHING STAFF

15.13. HOSTEL:

1	Dr. Agnelo Menezes	Warden & Principal
2	Mr. John D'Souza	Assistant Warden
3	Mr. Karan Bahadur	Receptionist
4	Mr. Ravindra Yadav	Receptionist
5	Mr. Kamal Maji	Peon
6	Mr. Martin Waghela	Peon

15.14. HERAS:

1	Mr. Shannon Mendonca	Asst. Librarian
2	Mr. Roshan D'Souza	Peon

15.15. XRCVC and INCLUSION CENTRE:

1	Dr. Sam Taraporevala	Director
2	Mr. Aniket Gupta	Executive Asst. & Manager (Admin & Finance)
3	Ms. Neha Tivedi	Key Consultant
4	Ms. Calveena D'Sylva	Key Consultant
5	Mr. Keshavan Nadar	Key Consultant
6	Mr. Sushil Pandit	Key Consultant
7	Ms. Rebecca Carvalho	Key Consultant
8	Mr. Krishna Warriar	Key Consultant
9	Ms. Shizanne D'Mello	Key Consultant
10	Mr. Vikas Dabholkar	Key Consultant

15.16. PLACEMENT CENTRE:

Mr. Dominic C. Fernandes	Placement Officer
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15.17. INDIAN MUSIC GROUP:

Ms. Luiza Albuquerque	Office Assistant
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16. GENERAL RULES & QUALITY MECHANISMS

16.1. Introduction: For St. Xavier's College, like any other Jesuit Institution, discipline goes beyond the mere adherence to rules and regulations. Discipline is looked upon as a means to inculcate into one's being the spirit of integrity and academic honesty, respect for the dignity and rights of individuals and deference for public and personal property. The College Discipline Committee (CDC) along with every Staff member of the College is expected to contribute to the cultivation of such a discipline-spirit within the campus. Thus, staff members, on noticing disciplinary infringements, are authorized to intervene and take appropriate action in consultation the CDC and ultimately the Principal. To ensure such a discipline environment the Rules & Regulations that the College follows are:

16.1.1. Government Regulations vis-à-vis Ragging and Substance Abuse:

16.1.1.1. Ragging, of whatever kind, is strictly forbidden and will result in the dismissal of the student who rags, even if the act is committed outside the college campus. As per Supreme Court order dated May 2007, the College authorities may also file an F.I.R. with the police, if a case of ragging is reported / detected.

16.1.1.2. The possession and / or consumption of drugs, cigarettes or alcohol on campus will lead to immediate suspension or dismissal of that student - at the discretion of the Principal. Physical violence also attracts the same penalty. In both cases the College may file an F.I.R. with the police.

16.1.2. College Identity Card (IDC)

16.1.2.1. Every student of this College is required to display the College issued IDC at the point of entry and whenever in the college campus.

16.1.2.2. The Principal or any of the Vice-Principals will levy a fine of Rs. 100 (which will go towards the Students' Beneficiary Fund - SBF) on any student who is found without the IDC being aptly displayed, when on the campus.

16.1.2.3. The use of the IDC of another student and the lending of an IDC to another are unacceptable and will attract suspension from College.

16.1.2.4. If the College issued IDC is lost, the student is expected to register the loss with the Mumbai Police. Only against the Police Certificate will the student be issued a temporary IDC (for 15 days). After the lapse of 15 days, a proper duplicate IDC will be issued (provided that there are more than 2 months of the concerned academic year still remaining). The student would have to pay to get the temporary IDC (Rs. 100) as well as the duplicate IDC (Rs. 500) – this money will go towards the SBF.

16. GENERAL RULES & QUALITY MECHANISMS

16.1.3. Use of Facilities:

16.1.3.1. Decorum in the Academic Environs:

16.1.3.1.1. Students should not disturb ongoing lectures if they arrive early for their lecture or while walking in the corridors when lectures are on, or while they await the lecturer in the classroom.

16.1.3.1.2. Maintenance of classroom cleanliness is the responsibility of students who occupy those spaces. They are expected to inform the College Administrative Office if the classroom was untidy when they entered it.

16.1.3.1.3. Switching off the classroom lights and fans when not in use is a good green practice that all classroom users should follow.

16.1.3.2. In the College **Laboratories** students are expected to closely follow the instructions of the Staff-in-Charge. Strict action will be taken against those who flout the Laboratory Rules.

16.1.3.3. The **Class Notice-Boards** must be visited by every student on every working day to check for notices and updates. The onus of updating one's self vis-à-vis the notices rests on the students.

16.1.3.4. In the **Canteen**, students are expected to return the used plates and cutlery into the basket kept for that purpose. Similarly, used paper cups and plates and empty packets and bottles should be dumped into the (Red coloured) bins kept for that purpose. Keeping the Canteen clean and tidy (and so hygienic) is also the responsibility of the students. Wasting of food should be absolutely avoided.

16.1.3.5. **Spaces for the Consumption of Eatables and Beverages** are limited to the Canteen, the 'Woods' and the Students' Common Rooms. This is needed to ensure that ants, rats and other pests are not attracted into the academic and administrative spaces of the campus. This would not only render the campus safe and healthy but also clean and tidy.

16.1.3.6. The College **Gym** is available to all students during the time announced by the Sports Director. Those using the gym facilities are urged to use them properly and judiciously. Eatables are strictly prohibited in the gym. Students are encouraged to participate in the various sports tournaments that college organizes.

16.1.3.7. The College **Library** is a place of study and research. Refer to (Section 16.2, page 122) for the Library Rules.

16.1.3.8. **Students' Common Rooms** must be kept tidy so as to be pleasant to be in. The **Students' Lockers** have to be hired through the Treasurer's Office and then used appropriately and handled with care. The Common Rooms are kept closed on Sundays and holidays.

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- 16.1.3.9. **Toilets** are expected to be used in a hygienic manner. Users are expected to shut the taps after use as well as if they find them left open or dripping. It would save an important natural resource if such leakages are reported to the College Infrastructure Committee or Administrative Office.
- 16.1.4. **Use of Unfair Means at Exams:** If a student is detected using unfair means or is found in possession of a mobile / electronic gadget or is found within reach of material pertaining to the test / exam, then he / she will have to face the Unfair Means Committee constituted by the College. If the Committee finds the individual guilty, he / she will be given zero marks for that specific course or for all the exams of the concerned semester. Even those found abetting such behaviour will be given a similar penalty. Also refer 16.1.5.4. (page 121).
- 16.1.5. **Mobile Phone and other Electronic Gadgets:**
- 16.1.5.1. The use of mobile phones and other electronic gadgets for any purpose during lectures and practicals is not allowed, unless the lecturer has permitted the use of such gadgets for the lecture / discussion.
- 16.1.5.2. It is advisable that during lectures, such gadgets are kept in one's bag / pocket and not on / in the desk - this would minimize the possibility of losing these gadgets. If a student is found using these gadgets during lectures his / her IDC is confiscated and given to the Principal / Vice-Principal for further action (including a fine of Rs.100 / infringement).
- 16.1.5.3. If a student reports the loss of such gadgets in the campus, that student would be advised to file a case of theft with the Police. However, if a lost gadget is found and given to the Principal, then the student would have to pay a fine (of Rs. 100) to get repossession of that item.
- 16.1.5.4. Students cannot wear smart watches during any examination. If a student is found with any electronic gadget (except a non-programmable calculator) during an examination, he / she will be immediately reported. However, he / she will be given a new answer booklet and permitted to continue with the said exam. Subsequently, he / she will be required to appear before the Unfair Means Committee of the College.
- 16.1.6. **College / Department Fests / Programmes** have to be organized and executed under the supervision of either the Staff Committee appointed by the Principal or a faculty from the concerned department. The Principal must be kept informed about the content of these activities.
- 16.1.7. **Women students** should not remain on the College premises after 9.00 p.m. unless they are attending evening courses in the Commerce Section or in the other Institutes on campus or have explicit permission of the Principal to do so.

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- 16.1.8. The **Right to Dissent** and the **Right to Resolve Conflict** through discussion and reason are acceptable means of protest. All protests should be routed through the Students' Council and should be governed by the Constitution of that Council. It is the Principal who ultimately decides if a protest flouts the College discipline.
- 16.1.9. **Dress Code:** Students are expected to wear clothes that contribute to the academic atmosphere necessary on an Indian College Campus. Accordingly, sleeveless or short tops, as well as short dresses, shorts & ripped jeans are considered inappropriate.
- 16.1.10. **Class picnics** or outings are not permitted by the College at all. Parents are therefore warned that the College authorities do not assume any responsibility for picnics or outings organized by students on their own or by teachers in their personal capacity.
- 16.1.11. **Undertakings:** At the time of admission, every student signs a declaration, on his / her Admission Form, that he /she will abide by all the Rules and Regulations of the College and will accept the decision of the Principal, in all matters, as final. He / She will also give an undertaking to accept the College Rules under Autonomy.

16.2. LIBRARY RULES

- 16.2.1. The College Library is open from 9.00 a.m. to 8.00 p.m. (Monday through Friday) and from 9.00 a.m. to 5.00 p.m. (Saturday) during the term. Vacation timings are different.
- 16.2.2. While making use of the Library, students are required to wear their identity-card on their person at all times.
- 16.2.3. All library services are provided only against valid Library Cards.
- 16.2.4. Students are required to report loss of a book immediately to the Librarian in writing.
- 16.2.5. No books or periodicals can be removed from the Library unless the loan has been registered at the Loan Counter.
- 16.2.6. Readers must, on receiving a book, examine it, and report to the Library Assistant any damage found therein. If they fail to do so, they will be held responsible for any damage that may be detected later by the Library authorities.
- 16.2.7. Books lost, damaged or defaced, must be paid for by the reader on whose name they were issued. The value of the books will be determined by the Librarian.

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- 16.2.8. All loans must be returned by the due date (or time). Overdue charges will be imposed on all books not returned in time. Students who repeatedly fail to return books on time may be denied the use of the Library's Lending Facility.
- 16.2.9. All books must be returned on or before the last date of the academic year or the last date of the examination of the student, whichever is later.
- 16.2.10. Students, who fail to return books borrowed from the Library at least one week prior to the declaration of results, will be declared as 'Library Defaulters' and their results will be withheld until they get clearance from the Library.
- 16.2.11. The Librarian reserves the right to recall any book or periodical at any time.
- 16.2.12. To ensure that the Library is kept tidy all the time, furniture must not be re-arranged and must be used only for its proper purpose.
- 16.2.13. Eating and drinking of beverages is forbidden in the Library.
- 16.2.14. For library access as visitors, please contact the College Librarian.
- 16.2.15. Silence should be observed in the Library at all times.
- 16.2.16. Disregard of Library Rules, indiscipline and misbehaviour will render students liable to be refused access to the Library altogether.

16.3. QUALITY MECHANISMS AND BEST PRACTICES

St Xavier's College, over the years and especially under autonomy, has developed and adopted certain quality mechanisms and best practices to enhance teaching-learning processes and bench-mark them to global academic standards. Following are highlights of the Best Practices of the College:

16.3.1. Teaching, Learning and Evaluation Processes:

- 16.3.1.1. An annual syllabi review as well as the Question Papers (CIAs and ESE) is undertaken by the Department Faculty and its External Experts from the Board of Studies.
- 16.3.1.2. The use of ICT in the teaching-learning process with the use of LCD facilities in all classrooms is encouraged.
- 16.3.1.3. To make the lectures participative, the use of the Constructionist Ideology of Education and not the Banking Philosophy of Education is followed.
- 16.3.1.4. Special efforts are undertaken at Inclusive Education through the XRCVC, disabled-friendly campus, sensitization of faculty to the needs of slow

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learners and scholarships for the disadvantaged through the Student Beneficiary Fund.

- 16.3.1.5. Study packs of essential readings, drawn from different sources are created, to cover the syllabus along with guided and critical study of these and further reference work.
 - 16.3.1.6. A 3-credit Cross Faculty Course is made obligatory for all students so as to encourage inter-disciplinary learning.
 - 16.3.1.7. The use of Blooms Taxonomy to evaluate Learning Objectives for the Teaching – Learning Process and for Question Paper Setting is practiced.
 - 16.3.1.8. To ensure objective criteria for assessment, pre-announced Presentation / Assignment Evaluation Grids are used.
 - 16.3.1.9. To ensure fairness in assessment Bar Coding / Masking of Answer Papers before the assessment process begins is followed. Moderation of assessed papers through External Examiners or Double-Blind Evaluation is also practiced.
 - 16.3.1.10. To offer feedback to students on their performance their assessed answer papers are displayed to them. Students are also allowed to have a photocopy of the assessed answer paper and / or challenge the evaluation of the assessed paper through the proper procedure.
 - 16.3.1.11. To get regular student feedback about faculty on the teaching-learning process the Teacher Assessment Questionnaire (TAQ) is administered.
 - 16.3.1.12. To enable new faculty to settle in-house orientation programmes for them are organised and they are also offered Faculty-Mentorship as well as sit-ins during their lectures by the HoD.
- 16.3.2. Enquiry and Project-based learning Processes:**
- 16.3.2.1. The Quest for Excellence Programme (Q.E.P.) is conducted for the academically better students. The Q.E.P. consists of 7 extra credits, earned over the 3 years, including an introduction to research. Relevant courses are also conducted under the Learning for Life Programme.
 - 16.3.2.2. Fieldtrips, industrial visits and guest lectures are organized to make academics more experiential and inquiry-based. Students are encouraged to take up Summer Internships / Projects so as to experience industry and corporate entities in the real world.
 - 16.3.2.3. Annual Department Seminars (usually at the College Khandala Villa) are organized to help students build up their confidence and skills at making academic presentations.

16. GENERAL RULES & QUALITY MECHANISMS

- 16.3.2.4. Annual thematic Department Journals are published containing students' articles. This helps in exposing students to writing research papers and even in handling editorial tasks.
- 16.3.2.5. Regular Faculty Seminars and Workshops are organized to upgrade the pedagogical skills of the Faculty and thus help them to evolve better methods and processes of teaching and learning.
- 16.3.2.6. To support research among Faculty, the College offers them help in applying for State, Central Government, UGC and University funding for Minor and Major Research Projects. Faculty members are also encouraged to participate in Conferences and to serve as Resource Persons in other institutions.
- 16.3.2.7. Infrastructural support in the form of research facilities like the Heras Institute, Blatter Herbarium, NSRL and Caius are made available to faculty members.
- 16.3.2.8. The practice of following Laboratory-Safety Guidelines as well as Biosafety Guidelines for Microbiological work in the College is obligatory. The latter Guidelines have been compiled by the Dept. of Microbiology and passed through the Bioscience Faculty involved in research and the members of the Institutional Biosafety Committee (IBSC) of the college.
- 16.3.2.9. The College publishes 'Xplore', the annual peer-reviewed Research Journal by the Faculty in order to promote the research culture among faculty members.
- 16.3.3. Soft Skill Development and Collateral Programmes**
- 16.3.3.1. The mandatory Social Involvement Programme exposes students to social realities thereby provoke in them a consciousness to serve society.
- 16.3.3.2. Language and Soft-Skills are developed through the Language Lab, the special communication skills courses, presentations as part of CIA and through participation in extra-curricular activities.
- 16.3.3.3. The College has a Counselling Centre for Aptitude Testing, Career Guidance and for Personal Counselling of students and parents.
- 16.3.3.4. Students are mentored by Faculty, in the groups assigned to each of the faculty members.
- 16.3.3.5. The Placement Cell of the College trains students in the soft skills needed for applications and interviews and to facilitate interaction with the corporate world for internships and final placements.

16. GENERAL RULES & QUALITY MECHANISMS

- 16.3.3.6. International programmes are offered to expand the horizons of the Faculty and Students. By admitting foreign students to courses on the Campus cultural diversity is enhanced.
- 16.3.3.7. Parent interactions are encouraged on a routine basis (through the internet or personally) or at the annual Parent-Teacher Meeting.

16.4. ANNUAL THEME

The 20th century economist, Joseph Schumpeter rightly opines that innovations, by breaking the rut of inertia, drive systems forward. Contemporary academic literature, influenced by this insight, has brought to the fore innovative Teaching-Learning processes which are essential for the Learning Curve's momentum. In the realm of modern education, innovation constructs new ideas, builds novel ways of effectiveness and helps cultivate original thinking. By synergising these impacts of educational innovations with the profound wisdom accumulated over 149 years in academics, St. Xavier's College (Autonomous), Mumbai, has chosen as its annual theme (for 2018-19), '**INNOVATIONS FOR COMMUNITY GAINS**'. Conscious that we draw strength, sustenance and solace from the larger nurturing community, our College gives back to society by innovating educational practices that are:

RELEVANT: We ensure this by regularly updating our syllabi, evolving new evaluation modalities, creating co-curricular courses, signing Exchange MoUs with reputed national & international institutes, nurturing professional excellence and brilliance by linking academics with industry, etc.

ROOTED IN REALITY: We guarantee this through our Social Involvement Programme (SIP) with NGOs, the discipline-centric SIP, involving our students with a slew of extra-curricular activities, having outreach programmes (through internships, fieldworks & collaborations), fostering financial inclusion and incubating start-ups, etc.

REFLECTIVE: We practice this through our research outcomes, promoting inquiry-based experiential learning techniques, encouraging teaching methods that are deliberative, peer-driven & ICT supported, fostering critical & creative thinking, etc.

As we step into our 150th year, we weave together the annual themes of 2017-18 (Inclusive Campus), 2018-19 (Innovations for Community Gains) and 2019-20 (Holistic Integration). In doing so, we attempt to foster an integral educational culture involving head, heart and hands.

17. COLLEGE STUDENT ACHIEVERS

ANNUAL RESULTS OF ST. XAVIER'S COLLEGE (AUTONOMOUS) MARCH 2018

Students conferred **Ph.D. Degree** in 2017-18 (by University of Mumbai)

Ms Smita Gurea Botany Guide: Dr Ujwala Bapat

POST-GRADUATE STUDENT TOPPERS ON THE BASIS OF C.G.P.A.

NAME OF STUDENT	CGPA	NAME OF STUDENT	CGPA
M.A. A.I.H.C.A.		M.A. Public Policy	
Priti Karwa	3.71	Shruti Jain	3.40
Roshan Ail	3.61	Stuti Agarwal	3.34
Surbhi Subramonian	3.61	Sankalp Singh	3.32
Chelsea Santos	3.52		

NAME OF STUDENT	CGPA	NAME OF STUDENT	CGPA
M.Sc. Biotechnology		M.Sc. Botany	
Amrita Suresh	3.85	ErnesT Khongsit	3.77
Priya Chakradhar Mishra	3.84	Jemyleen Diengdoh	3.74
Tanvi Sushil Kaku	3.83	Joel Joy M.	3.71

M.Sc. Geology		M.Sc. Life Science	
Renzo Robert Dsouza	3.74	Farha Ansari	3.81
Shawn Vincent Dsouza	3.49	Mary Gomes	3.71
Belinda James Gomes	3.30	Maithili Joshi	3.71
		Merlyn Cherusserikkaran	3.64

M.Sc. Microbiology	
Shivani Nandha	3.94
Aakifa Ansari	3.91
Durva Panchal	3.83
Flevia Susairaj	3.83

17. COLLEGE STUDENT ACHIEVERS

UNDER-GRADUATE STUDENT TOPPERS ON THE BASIS OF C.G.P.A.

NAME OF STUDENT	CGPA	NAME OF STUDENT	CGPA
T.Y.B.A.		T.Y.B.Com.	
Soham Daruwala	3.93	Jose Akhila	3.82
Anjana Ramakrishnan	3.82	Tasneem Attari	3.79
Farah Maneckshaw	3.82	Keerthikumar Ranjana	3.63
Ujjayee Lunkar	3.81		

NAME OF STUDENT	CGPA	NAME OF STUDENT	CGPA
T.Y.B.M.M.		T.Y.B.M.S.	
Parmesh Milind	3.82	Anshita Agarwal	3.86
Letisha Fernandes	3.74	Vishwa Shah	3.85
Anushka Maheshwari	3.73	Sanchit Tripathi	3.76

NAME OF STUDENT	CGPA	NAME OF STUDENT	CGPA
T.Y.B.V.(S-D)		T.Y.B.V.(T)	
Alroy Tauro	3.45	Shardul Bhogle	3.5
Sonali Hate	3.43	Angela Rodrigues	3.48
Aarjavee Shah	3.40	Crescenta Colaco	3.4
		Rita D'Souza	3.4

NAME OF STUDENT	CGPA	NAME OF STUDENT	CGPA
T.Y.B.Sc.		T.Y.B.Sc. (I-T)	
Arjun Ashoka	3.94	Apurva Agarwal	3.88
Som Banerjee	3.94	Avinash Patel	3.86
Anushka Naruka	3.92	Anay Singh	3.84
Claudia Fernandes	3.91		

18. COLLEGE CALENDAR (2018-19)

ODD SEMESTER

Dates	JUNE 2018
7	College Reopens (for all SY and TY Classes)
12	9 am Inter-Faith Prayer Service; 10.30 Classes for SY & TY begin
15	Joint TY Student Meeting with the Principal - 10.30 to 12.10 HALL
18	Joint SY Student Meeting with the Principal - 10.30 to 12.10 HALL
21,22,23	Graduation Ceremony (Self Financing & Masters; Science; Arts)
25	Orientation for FY students (Tentative)
26	FY classes Start; 9 am Mass; 10.30 Classes begin (Tentative)

Dates	JULY 2018
16 - 21	CIA - 1 (SY & TY Classes)
31	College Day

Dates	AUGUST 2018
15	Independence Day - Flag Hoisting at 8.30 am
15, 16, 17	Malhar
18	Clean Up Day
27 to 01/09	CIA 2 (for SY & TY Classes) & CIA (for FY)

Dates	SEPTEMBER 2018
1	CIA 2 (for SY & TY Classes) & CIA (for FY)
13 to 17	Mid-Term Break (For All Courses)
26	Last Day of Teaching For All Classes
27- 30	Study Leave For Students (UG Courses)

Dates	OCTOBER 2018
1 to 19	End Semester Exam (UG Courses)
21 to 31	Diwali Break (till 11 th November 2018) (For All Courses)
12 Onwards	Additional Exams (UG Courses)

- Note:** 1) The listed Dates and Events can change, subject to circumstances.
2) Listed dates are subject to the Govt. of Maharashtra's list of Public holidays for 2018

18. COLLEGE CALENDAR (2018-19)

EVEN SEMESTER

Dates	NOVEMBER 2018
12	College Reopens (for UG and PG Courses)

Dates	DECEMBER 2018
1	College Sports - 8 am onwards
2	Traditional Day
3	Feast of St Francis Xavier (Holiday)
7	FY, SY, TY Results
8	Parents – Teachers Meeting
17 to 22	CIA 1 (FY, SY & TY Classes)
24 to 1 Jan	Winter Break (For All Courses)
29	Inaugural Mass (5.30 pm) – Sesquicentennial Celebrations

Dates	JANUARY 2019
2	College Reopens (For All Courses)
3	Inauguration of Sesquicentennial Celebrations
25 & 26	IMG's Jan-Fest; 26th January, Republic Day – Flag Hosting (8.30 am)
28 to 02/02	CIA 2 (till 2nd February 2019) (FY, SY & TY Classes)

Dates	FEBRUARY 2019
1 & 2	CIA 2 (FY, SY & TY Classes)
16	Last Day For All EC Activities
24	TY Farewell

Dates	MARCH 2019
2	Last Day of Teaching - For B.Sc. & B.Sc.(IT) Classes
4 to 12	Science Practical Exams (UG Courses)
5	College to be visited by Fr. General of the Society of Jesus (Tentative)
12	Last Day of Teaching - For BA, BMS, BMM & BVoc Classes
13 to 15	Study Leave For Students (UG Courses)
16 to 03/04	End Semester Exams (UG Courses)

Dates	APRIL 2019
1 to 3	End Semester Exams (UG Courses)
6 Onwards	Additional Exams (UG Courses)
13	Display of FY Assessed papers
16	Display of SY Assessed papers
18	Display of TY Assessed papers

Dates	MAY 2019
3, 4	FY (BA, MM, MS) Results & FY to SY Admissions
6, 7	FY (BSc, IT) Results & FY to SY Admissions
8, 9	SY (BA, MM, MS, Voc -T) Results & SY to TY Admissions
6, 7	SY (BSc, IT, Voc -SD) Results & SY to TY Admissions
20	Online display of TY Results

- Note:**
- 1) The listed Dates and Events can change, subject to circumstances.
 - 2) Listed dates are subject to the Govt. of Maharashtra's list of Public holidays for 2018 and the Govt. of Maharashtra's list of Public holidays for 2019

COLLEGE ANTHEM

Chorus

Xavier's - you gave me roots and wings
Xavier's - opened my eyes to things
Xavier's - somewhere along the way
You taught me how to fly
And how to stay
In a world outside so differently
Xavier's - you helped me become more me !

To fly like an eagle, discover new skies
With wings we've been given
To soar ever high
Over mountain and ocean beach
Learning from what they teach
Believing that we can reach
Way beyond (Chorus)

To walk over rough roads
To open our minds
To ask the right questions
And answers to find
Even though we stand alone
We know that we have grown
All because you've shown
Skies beyond ... (Chorus)

To reach out, believing
To love is to share
In giving, receiving
Learning to care
Through a world that's one big surprise
We live and we learn to rise
From valley to lofty skies
Up up beyond ... (Chorus)

Composed by Fr. Terence Quadros, S.J. and Fr. Roy Pereira, S.J.



Provoke
To
Fly

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