

SACRED HEART COLLEGE (AUTONOMOUS)

Chalakudy

Thrissur Dt., Pin-680 307, Kerala

Affiliated to the University of Calicut &

Re-accredited by NAAC with A+ grade (CGPA 3.28 in 4th Cycle)



HAND BOOK - CALENDAR 2025-2026



College : 0480 2701159; 2704048, 7559035300 Fax : 0480 2708877

Name.....

Class.....

Admission No.....

Address.....

.....

Contact No.....

Guardian No.....

Academic Year.....to.....

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SACRED HEART COLLEGE (AUTONOMOUS)

Chalakudy

Management : FCC (Irinjalakuda Province)

Established in : 1980

Affiliated : University of Calicut

Accolades

NAAC Accreditations

1. 'B' Grade (2004)
2. 'A' Grade (2011)
3. 'A+' Grade (2017)
4. 'A+' Grade (2023)

Autonomous Status – 2024

INSTITUTIONAL DISTINCTIVENESS

1. Unwavering commitment to women empowerment and transformative education.
2. Value-based education promoting cultural heritage and personal growth.
3. Enhancing job skills and entrepreneurship through targeted educational programs.
4. Environmental consciousness through sustainable practices and green campus initiatives.

ADMINISTRATION

Manager & Provincial

Rev. Sr. Annie Davis

Alvernia Provincial House, Chalakudy

Principal

Prof. Dr. Sr. Reena Ittyachan

(Rev. Dr. Sr. Irene)

Clarian Convent

Sacred Heart College Campus

R. S. Road, Chalakudy, 680 307

Vice Principal

Dr. Sr. A. Princy Anto

(Rev. Dr. Sr. Princy Jees)

Superintendent

Sr. Sheena Joseph K

(Rev. Sr. Shanet)

Bursar

Rev. Sr. Mercy Paul

PRAYER FOR PEACE

Lord, make me an instrument of your peace
Where there is hatred, let me sow love,
Where there is injury, pardon;
Where there is doubt, faith;
Where there is despair, hope;
Where there is darkness, light;
Where there is sadness, joy.

O Divine Master, grant that I may seek not so much to be consoled;
as to console, to be understood as to understand; to be loved as to
love, for it is in giving that we receive, it is in pardoning that we
are pardoned, and it is in dying that we are born to Eternal Life,
Amen.

St. Francis of Assisi.

PRAYER

O God / our loving father / we come to you /at the beginning of
this day / to seek your blessing. Grant us / we beseech thee / the
desire to study hard / make our hearts pure and chaste / meek and
humble.

O Lord / enlighten our minds / strengthen our memories / and
bless all our actions. We offer you/ all our works and endeavours /
our failures and successes.

We commit ourselves into thy hands / forgive us our trespasses /
and give us the courage / to follow the path of truth always.

Amen.

- 1) My life is in You, Lord,
My strength is in You, Lord
My hope is in You, Lord
In You, it's in You.
I will praise You with all of my heart.
I will praise You with all of my Strength
With all of my life, and all of my strength.
All of my hope is in You.

- 2) നന്മയാകുന്ന കാന്തി കാണുവാൻ കണ്ണിനാകേണമേ.
 നല്ല വാക്കിന്റെ ചീലു ചൊല്ലുവാൻ നാവിനാകേണമേ.
 സ്നേഹമാകുന്ന ഗീതമോ എന്റെ നാവിനിണയാകേണേ.
 സത്യം എന്നുള്ള ശീലമോടെ ഞാൻ ശാന്തി അറിയണമേ.
- ഭൂമിയെന്നറിയാനുള്ള ബോധമുണ്ടാകണേ
 ജീവജാലങ്ങളൊക്കെയും ജന്മബന്ധുവാകേണമേ
 ജാതിഭേദങ്ങൾ എന്ന ശാപമോ ദൂരെ മറയേണമേ.
 ലോകമൊന്നെന്ന പാഠമെന്നുമെൻ മനസ്സിലെഴുതേണമേ.
- 3) നീ തൂകുന്ന സ്നേഹവും, നീയേകുന്ന ജീവനും
 പറയാൻ വയ്യത്രമേൽ സുന്ദരം
 മരുവാം എൻ യാത്രയിൽ
 വരമായി നിൻ രൂപവും സ്വരവും
 കരുണയൊഴുകിടും കൈകളാൽ
 അഭയമരുളിടു ആർദ്രമാ
- സ്നേഹം.... എൻ പുണ്യം....
 ഇരുളകലാതെ നിന്നൊരെന്നിൽ
 വഴിവിളക്കായി തെളിഞ്ഞു നീ
 അഴലനിയും നിറയെല്ലം നറുമലരാക്കി നീ
 നീയെൻ ആശ്രയം അലിൻ ആലയം... നാഥാ...

NATIONAL ANTHEM

Jana gana mana adhinayaka jaya he
 Bharatha bhagya vidhata
 Punjab Sindh Gujarat Maratha
 Dravida Utkala Banga
 Vindhya Himachala Yamuna Ganga
 Uchchala jaladhi taranga
 Tava Shuba name jage
 Tava Shuba ashisha mage
 Gahe tava jaya gatha
 Jana gana mangala dayaka jaya he
 Bharatha bhagya vidhata
 Jaya he, Jaya he, Jaya he,
 Jaya, jaya, jaya, jaya he!

COLLEGE ANTHEM

LET YOUR LIGHT SHINE

Guide us in your way

Let Your light shine

Lead us in your way (2)

We young hearts of SH college's spread

To love respect our elders and to share

Here we pray together learn and grow

Together we build up right and tomorrow

Let's join our hands in unity

Spread joy peace and harmony (2)

Let your light shine.....(2)

Stand for truth and justice peace and love

Showers of blessing pour from God above

Sacred Heart our shelter and our guide

Our alma mater's name we bear with pride

Let light shines in darkness

Sacred Heart blesses Sacred Heart (2)

Let your light shine.....(2)

Time will take to help the sick and poor

Together we make a different stands for sure

Now let's be feel to those who pour in them

For passion and love to those who pour in them

Let's Make our life a lamp of fire

Burn for others burn for all (2)

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PROFILE

Sacred Heart College (Autonomous), Chalakudy is the realization of a long cherished dream of the people of Chalakudy and the suburbs. The will of the people assisted by the blessings of heaven played a marvelous role in starting the college. The profound fellow feeling of the Clarist Sisters paved the way for the starting of the college in 1980 by the Alvernia Province of Franciscan Clarist Congregation. The college is affiliated to the University of Calicut and is aided by the Government of Kerala. Located within the municipal limits of Chalakudy with a 26-acres serene campus, the college provides a congenial ambience for the overall advancement of the students. In 1991, the college was upgraded to a first grade college by the Government of Kerala. In 2004, the first NAAC visit happened and the college was accredited with B grade. In 2011 the college was re-accredited with A grade and in 2017 the college was re-accredited with A+ grade. In the recent fourth cycle of accreditation by NAAC, the college was re-accredited with A+ grade (CGPA 3.28 out of 4). The college has received star fund by the Department of Biotechnology in 2018. In 2024, the college achieved autonomous status, marking a significant milestone in its educational journey. At present the college offers 11 UG Programmes, 8 PG programmes, 1 integrated PG programme & 1 Ph. D. programme.

MOTTO

The college has its motto **“LUX IN TENEBRIS LUCET”-
“Light shines in darkness”**.

VISION

That the people shall know, for, knowledge is power. Education opens one's inner eyes to the inestimable glory and enduring beauty of Wisdom. Committed to serving the nation and humanity, this college, founded in His name, envisages the academic pursuit of truth and the search for righteous living as the supreme task.

MISSION

The sacred mission of the college enshrines creative scholarship and enrichment of young minds not merely in acquired knowledge, but in the spirit of enquiry, harmonising the spiritual and intellectual

adventures. Fostering an excellent ‘esprit de corps’, we aspire to mould competent persons armed with academic excellence, ethical principles, social sensitivity and spiritual sublimity equipped for innovative leadership enabling their ‘Lux in Tenebris Lucet’.

OUR APPROACH

The college is committed to ensure the development of the total person, which we believe, can be attained through academic excellence, self-discipline and social awareness in a spirit of service to God and man. The college has highly qualified and motivated faculty. Many of our faculty members have higher research degrees like M Phil. and Ph. D. Our faculty members regularly participate in seminars, workshops and other faculty up-gradation programmes to acquaint themselves with the latest developments in their fields. Innovative teaching methods are followed by the faculty to equip the students with the necessary skills to thrive in their chosen field of study.

We are proud that our students have come out with flying colours in the university examinations. They have also bagged ranks in various university examinations. Our track record in extra curricular activities is also impressive.

The college has extensive infrastructure to cater to the academic and non-academic needs of the student community. Well-equipped laboratories, multimedia library, audio visual rooms, seminar halls, auditorium and a spacious playground are evidences to this.

SUCCESSION-LIST OF PRINCIPALS

❖	Rev. Sr. Sancta	1980 – 1992
❖	Rev. Sr. Lalitha Teresa	1992 – 1998
❖	Rev. Sr. Ritty Paul	1998 – 2002
❖	Rev. Dr. Sr. Therese Mary	2002 – 2010
❖	Rev. Sr. Angel Rose.	2010 - 2014
❖	Rev. Sr. Lilly Maria	2014 - 2016
❖	Rev. Dr. Sr. Reena Ittyachan (Sr. Irene)	2016- present

CHRONOLOGY OF EVENTS

45th YEAR OF SERVICE TO THE NATION

26 June 1980		Media report on sanction of college
1 July	1980	State Government issued sanction order
21 July	1980	Visit of Calicut University Inspection Commission
21 August	1980	College started functioning and the first Principal Rev. Sr. Sancta assumed office
14 December	1980	Formal inauguration of the college
26 January	1981	Foundation stone of Science Block laid
6 August	1981	Government sanctioned I and II Group of the Pre-Degree courses
2 September	1991	College got upgraded as Degree College
15 October	1991	Approval for Zoology Degree Course
1 May	1992	Rev. Sr. Lalitha Teresa assumed office as Principal
20 November	1992	Approval for Economics Degree Course
10 October	1994	Inauguration of Basket Ball court
5 December	1995	Approval for B Sc. Physics Degree Course
9 October	1996	Inauguration of College Auditorium
8 October	1997	Inauguration of Library Block
1 April	1998	Rev. Sr. Ritty Paul assumed office as Principal
12 November	1998	Approval for B Sc. Polymer Chemistry Degree Course
13 December	1999	Approval for BA History Degree Course
27 March	2001	Approval for BA English Degree Course
1 June	2002	Rev. Dr. Therese Mary assumed office as Principal

26 October	2002	Approval for M Sc. Physics and M Sc. Computer Science courses
10 January	2003	Inauguration of Audio-Visual wing
7 January	2004	Inauguration of College Website, Newsletter, Academic Journal and Multimedia facility
27 January	2004	Inauguration of 400 meters 8- Lane track
4-5 February	2004	Visit of National Assessment and Accreditation Council (NAAC) for the first time
16 February	2004	College was accredited by NAAC with B grade
16 August	2004	Inauguration of Internal Quality Assurance Cell (IQAC)
19 August	2004	Foundation stone laid for the Silver Jubilee Memorial Chapel and UGC-Funded Women's Hostel
13 July	2005	Approval for MA English and B Com. Degree Courses
13 July	2005	Centre For Excellence - IT Training and Internet access centre - started functioning
16 August	2005	Inauguration of the new college canteen
26 December	2005	Valedictory function of Silver Jubilee Celebration and the blessing ceremony of the college chapel
31 May	2006	Blessing of UGC funded hostel
30 March	2008	UGC sanction for the new course -PG Diploma in New Media and Entertainment Technologies. Course discontinued.
28 June	2008	College became a partner institution of IGNOU. Course discontinued.
2 January	2009	Blessing of the new Multimedia and Animation Technology lab

31 January	2009	Prof. V N Rajasekharan Pillai, Vice Chancellor, IGNOU formally inaugurated the IGNOU Convergence Scheme and the PG Diploma Course in New Media
2 March	2009	Sri. Somnath Chatterjee, Hon. Lok Sabha Speaker and Sri. Vayalar Ravi, Minister for Parliamentary and Pravas Affairs visited the college in connection with the valedictory function of Panampilly Govinda Menon Birth Centenary Celebrations
31 March	2009	Blessing and formal inauguration of the renovated Fitness Centre
1 April	2010	Rev. Sr. Angel Rose assumed office as Principal
1 November	2010	Inauguration of Audio Visual Room, Students Centre and Day Care
24-26 March	2011	Visit of National Assessment and Accreditation Council (NAAC) for the second cycle of accreditaiton
16 September	2011	College was re-accredited by NAAC with 'A' Grade
June	2012	Approval for M. Com., M. Sc. Chemistry, M. A. Economics & B. Sc. Maths
June	2012	Approval for B Com. Finance
10 June	2012	Inauguration of Diploma Course in Fashion Designing sponsored by ASOFT Design School in collaboration with Keltron. Course discontinued at present
1 April	2014	Rev. Sr. Lilly Maria assumed office as Principal
June	2014	Approval for M. Sc. Mathematics

24 November	2014	Cricket Academy Started. Discontinued at present
22 June	2015	Construction of new block started
1 June	2016	Dr. Sr. Reena Ittyachan (Rev. Sr. Irene) assumed office as Principal In-Charge
26 September	2016	Sr. Lalitha Treesa (former Principal) took charge as the Director of the College
12-13 December	2016	NAAC peer team visit for the third cycle.
30 January	2017	The result of the third cycle of NAAC visit was declared. The College was accredited with A+ grade (CGPA 3.55).
June	2017	Seven new appointments happened in the college from the retirement vacancies in various departments and library
June	2017	Installed biometric punching system for the staff
June	2017	College newly set up a counseling centre with a Clinical Psychologist
22 September	2017	Inauguration of the Civil Service Coaching Programme by Mr. Mohammed Haneef, Civil Service topper
December	2017	Five new appointments happened in the college due to regularization of MSc Mathematics and two new appointments happened in the Physics and Computer Science Departments
January	2018	College received a grant of Rs. 63 lakhs by the Department of Biotechnology as part of the STAR college scheme.

June	2018	Inauguration of students' biometric attendance system and the website of Library and Knowledge centre
October	2018	Three new appointments happened in the government vacancy of the non-teaching staff of the college
November	2018	Rev Sr. Lilly Maria was elected as the new provincial and thereby the new Manager of the college
01 January	2020	Inauguration of newly built Luminous hall
March	2020	The college received two new aided courses, namely, MSc. Integrated Psychology (5 Year Programme) and MSc. Zoology
10 March	2020	16 smart classrooms were set up under MPLADS – 2018-19 of Sri. Benny Behanan, Chalakudy M.P.
December	2021	Four non teaching staff were appointed in the college office
March	2022	Four teaching staff were appointed in the college from the retirement vacancies in various departments
11 May	2022	New college website was launched
21 July	2022	Blessing of the new building block.
27 January	2023	Inauguration of basketball court, volleyball court, open gym and fitness centre by Dr.R. Bindu, Kerala Higher Education Minister.
14-15 February	2023	Fourth cycle of NAAC visit. The NAAC peer team members comprised Dr. Latha Pillai, Former Director NAAC, Professor Kripa Shankar Jaiswal, HoD of Commerce and Management Studies, Mahatma Gandhi Kaasi Vidyapeet,

**Varanasi and Dr. Madhuri Pejaver Principal,
VPMS, Advanced Study Centre, Thane.**

21 February 2023	The result of the fourth cycle of NAAC visit was declared. The College was accredited with A+ grade (CGPA 3.28).
15 July 2023	Shashi Tharoor, Thiruvananthapuram MP, Benny Bahanan, Chalakudy MP and Thrissur District Collector Krishna Teja IAS, visited the college in connection with the MLA award programme.
09 January 2024	Inauguration and blessing of new block.
19 February 2024	The college launched football coaching in collaboration with the ISV Football Academy.
24 April 2024	The college achieved Autonomous status, marking a significant milestone in its educational journey.
24 June, 2024	Inauguration of the new facility for sports students.
June 2024	One teaching staff was appointed in the college from the retirement vacancy in Economics Department.
12 July 2024	Governor Mr. Arif Mohammad Khan visited the college in connection with Shri Oommen Chandy award programme.
July 2024	20 Desktop Computers were installed with the MLA Special Development Fund 2023 2024 of Sri.T.J. Saneesh Kumar Joseph (MLA Chalakudy).
March 2025	One teaching staff was appointed in the Zoology Department
June 2025	Two non teaching staff were appointed in the college office.

PROGRAMMES

UG HONOURS PROGRAMMES

MAJOR DISCIPLINES

Aided

B.Sc Zoology Integrated with Genomic Bioscience & Human Genetics

B.Sc Physics Integrated with Data Science & AI

B.Sc Chemistry Integrated with Food Technology

BA Economics Integrated with CWM+AI

BA English Integrated with IELTS

BA History Integrated with Civil Service /Tourism

Self-financing

B.Sc Mathematics Integrated with Data Science

B.Com Integrated with ACCA+AI

B.Com Integrated with CMA+AI

B.Com Co-operation with ACCA / CMA

BBA Integrated with CMA US+AI

BBA Integrated with Chartered Logistics+AI

BCA Integrated with Fintech+AI

MINOR DISCIPLINES

Zoology	:	Zoology *
Botany	:	1. Botanical Diversity
Physics	:	Physics *
Chemistry	:	Polymer Chemistry
Economics	:	1. Monetary Policy in Practice 2. Fiscal Policy in Practice
History	:	Historical Tourism
Political Science	:	1. International Relations 2. Indian Constitution and Political System
English Language and Literature	:	English for Content Creation
Journalism	:	Film Production
Mathematics	:	1. Foundations for Mathematical Applications 2. Mathematical Economics
Computer Science	:	1. Data Science and AI

		2. Computing Skills and Programming Fundamentals
Commerce	:	1. Logistics
		2. Travel and Tourism Management
BBA	:	1. General Management*
		2. Analytics for Financial Data *
(* Major courses declared as Minor courses)		

INTEGRATED PG PROGRAMMES (FYIP)

Integrated M.Sc. Psychology

MINOR DISCIPLINES

Psychology	:	Human Physiology
Statistics	:	Behavioral Statistical Techniques

PG PROGRAMMES

Aided

MSc Mathematics

MSc Zoology

Self-financing

MSc Physics

MSc Chemistry

MSc Computer Science

MA English Language and Literature

MA Economics Integrated with CWM

MCom Finance Integrated with CMA

Ph. D. PROGRAMME

Mathematics

CERTIFICATE COURSES

Department	Courses offered
Chemistry	Food Technology'-NSDC Certificate Course SWAYAM/NPTEL Certificate Course Medical Coding - Certificate by Antons Medicode
Zoology	Dairy Training
English	IELTS based English Training Programme
Mathematics	'LATEX' BY MATHLAB
Computer Science	Certificate in Professional Communication and Interview Skills

ADD-ON COURSES

Physics	Mastering Home Electrical Care
Economics	Home Economics
History & Politics	Understanding Human Rights & Responsibilities
Mathematics	Quantitative Aptitude and Analytical Skills
Computer Science	Efficient Office Dynamics
Psychology	Psychology of Human Interaction
Commerce	Tally with GST

CAPACITY BUILDING COURSES

Chemistry	Hygiene Products Manufacture Water Analysis
Zoology	Soft-Skill Training for First Year Students Basic Health and Nutrition Training
English	NET Orientation Remedial Teaching 'Micdrop'-Public Speaking Practice Interview Skills Training
Mathematics	NET Coaching
Commerce	Driving

PROGRAMME OUTCOMES

UNDER GRADUATE PROGRAMME OUTCOMES

PO1 Knowledge Acquisition:

Demonstrate a profound understanding of knowledge trends and their impact on the chosen discipline of study.

PO2 Communication, Collaboration, Inclusiveness, and Leadership:

Become a team player who drives positive change through effective communication, collaborative acumen, transformative leadership, and a dedication to inclusivity.

PO3 Professional Skills:

Demonstrate professional skills to navigate diverse career paths with confidence and adaptability.

PO4 Digital Intelligence:

Demonstrate proficiency in varied digital and technological tools to understand and interact with the digital world, thus effectively processing complex information.

PO5 Scientific Awareness and Critical Thinking:

Emerge as an innovative problem-solver and impactful mediator, applying scientific understanding and critical thinking to address challenges and advance sustainable solutions.

PO6 Human Values, Professional Ethics, and Societal and Environmental Responsibility:

Become a responsible leader, characterized by an unwavering commitment to human values, ethical conduct, and a fervent dedication to the well-being of society and the environment.

PO7 Research, Innovation, and Entrepreneurship:

Emerge as a researcher and entrepreneurial leader, forging collaborative partnerships with industry, academia, and communities to contribute enduring solutions for local, regional, and global development.

POST GRADUATE PROGRAMME OUTCOMES

- PO1: Advanced Subject Mastery:** Graduates will achieve profound and expansive knowledge in their respective fields, empowering them to become thought leaders and innovators.
- PO2: Elevated Critical Thinking:** Students will refine their ability to critically evaluate complex theories and problems, enabling them to generate sophisticated and original solutions.
- PO3: Exemplary Communication Proficiency:** Graduates will master the art of eloquent and precise communication, effectively conveying intricate ideas to both academic and professional audiences.
- PO4: Ethical Stewardship and Leadership:** Students will embody ethical principles and demonstrate leadership that is both visionary and principled, fostering trust and integrity in all endeavours.
- PO5: Synergistic Interdisciplinary Collaboration:** Graduates will excel in forging interdisciplinary connections, leveraging diverse perspectives to tackle global challenges with holistic approaches.
- PO6: Research Excellence and Innovation:** Students will engage in groundbreaking research, contributing novel insights and advancing the frontiers of knowledge in their disciplines.
- PO7: Cultural and Global Awareness:** Graduates will develop a deep understanding of cultural and global dynamics, enabling them to operate with sensitivity and effectiveness in an interconnected world.
- PO8: Lifelong Intellectual Curiosity:** Students will cultivate an enduring passion for learning, ensuring they remain at the forefront of their fields through continuous personal and professional development.
- PO9: Analytical and Quantitative Expertise:** Graduates will acquire sophisticated analytical and quantitative skills,

empowering them to interpret data and make informed, impactful decisions.

PO10: Psychological Insight and Empathy: Students will enhance their psychological acumen and empathy, enabling them to understand and influence human behaviour in personal, academic, and professional contexts.

INTEGRATED PG PROGRAMME OUTCOMES

- PO1 : Knowledge Acquisition:** Demonstrate a profound understanding of knowledge trends and their impact on the chosen discipline of study.
- PO2 : Communication, Collaboration, Inclusiveness, and Leadership:** Become a team player who drives positive change through effective communication, collaborative acumen, transformative leadership, and a dedication to inclusivity.
- PO3 : Professional Skills:** Demonstrate professional skills to navigate diverse career paths with confidence and adaptability.
- PO4 : Digital Intelligence:** Demonstrate proficiency in varied digital and technological tools to understand and interact with the digital world, thus effectively processing complex information.
- PO5 : Scientific Awareness and Critical Thinking:** Emerge as an innovative problem-solver and impactful mediator, applying scientific understanding and critical thinking to address challenges and advance sustainable solutions.
- PO6 : Human Values, Professional Ethics, and Societal and Environmental Responsibility:** Become a responsible leader, characterized by an unwavering commitment to human values, ethical conduct, and a fervent dedication to the well-being of society and the environment.
- PO7 : Research, Innovation, and Entrepreneurship:** Emerge as a researcher and entrepreneurial leader, forging collaborative partnerships with industry, academia, and communities to contribute enduring

FOUR-YEAR UNDERGRADUATE PROGRAMMES (FYUGP)

Four-Year UG Programmes (FYUGP) is implemented from 2024 admissions onwards. In FYUGP, a “Degree Programme” (Formerly known as “Degree Course”) will have different types of “Courses” (Formerly known as “Papers”) such as Major Courses and Minor Courses. In addition to major and minor courses (which are collectively referred to as discipline specific pathway courses), there are general foundation courses. They are Ability Enhancement Courses (AEC), Multi-disciplinary Courses (MDC), Skill Enhancement Courses (SEC) and Value Added Courses (VAC). Four credits each for all the major and minor courses. Three credits each for all the general foundation courses. A two credit internship is also a part of the programme,

FYUGP shall have three Broad Pathways

■ 3-year UG Degree

Students have exit option after 3 years (six semesters) acquiring a minimum of 133 credits. They can do two year PG programme.

■ 4-year UG Degree (Honours)

Students who acquire 133 credits in three years can proceed to the 4th year for UG Degree (Honours). UG Degree (Honours) shall be awarded to students who complete the four year UG programmes with a specific number of courses of minimum 177 credits. They can do one year PG programme.

■ 4-year UG Degree (Honours with Research)

Students who secure 133 credits with 75% marks and above (CGPA 7.5 and above) cumulatively in the first six semesters are eligible to get selected to Honours with Research stream in the 4th year. UG Degree (Honours with Research) shall be awarded to students who complete the 4 year UG programme with a specific number of courses of minimum 177 credits, including 12 credits from a mandatory research project/dissertation in the 4th year. They can opt to do one year PG programme or can join directly for Ph. D. programme.

Five Academic Pathways of FYUGP

1) Single Major Pathway

From major discipline, 68 credits in 3-year and 100 credits in 4- year. Credits for minor from different disciplines. ie; no specific minor discipline.

2) Major with Multiple Discipline Pathway

From major discipline 68 credits in 3-year and 100 credits in 4- year. 12 credits each from two minor disciplines in 3 - year and an additional 12 credits from any discipline in the 4th year.

3) Major with Minor Pathway

From major discipline, in three years, 68 credits from the major discipline and 24 credits from a minor discipline. In four years, 100 credits from the major discipline and 32 credits from the minor discipline.

4) Major with Vocational Minor Pathway

In this pathway the minor courses are from a vocational discipline. Credit requirement for major and minor disciplines are the same as those for the major with minor pathway.

5) Double Major Pathway

This pathway is composed of two major disciplines A and B. In three years 50% credits (68 credits) from one major (A1 or B1) and 40% credits (53 credits) from the second Major (A2 or B2).

Flexibility

Students will be admitted to a major discipline in a preferred (or default) pathway. At the end of second semester, students are permitted to switch their Major discipline, Minor discipline, and their academic pathway. Based on the availability of seats and infrastructure facilities, the students are permitted to opt any discipline in which they have completed one course and earned 4 credits during the first two semesters as discipline specific foundation course (Major /Minor). There will be a selection procedure for this switching.

FIVE-YEAR INTEGRATED PROGRAMMES (FYIP)

Five-Year Integrated Programmes (FYIP) is implemented w.e.f 2025 admission onwards, with multiple entry and exit options. The college offers a programme with Psychology as major under this framework.

- On completing 133 credits in 3 years, students earn a UG Degree in their Major Discipline.
- Completion of 177 credits in 4 years earns students a UG Honours Degree in their Major.
- Those not pursuing Honours with Research undertake three additional 4-credit courses in their Major in the 4th year.
- In the fifth year, on completion of 221 credits students earn a Post graduate degree in their chosen major discipline.

CHOICE BASED CREDIT AND SEMESTER SYSTEM FOR UNDER GRADUATE (UG) CURRICULUM 2019 (CBCSSUG 2019)

The “Regulations for Choice Based Credit and Semester System for Under Graduate Curriculum 2019” (CBCSSUG 2019) shall apply to all Regular/SDE/Private UG programmes under various Faculties conducted by the University of Calicut for the admissions commencing from 2019, with effect from the academic year 2019-2020. Every programme conducted under the CBCSS in a college shall be monitored by the College Council.

‘Programme’ means the entire course of study and examinations for the award of a degree. The duration of a UG degree programme shall be six semesters distributed in a period of 3 years. **‘Semester’** means a term consisting of 18 weeks (16 instructional weeks and two weeks for examination). **‘Course’** means a segment of subject matter to be covered in a semester.

The Undergraduate Programme includes 5 types of Courses: viz; Common Courses (Code A), Core courses (Code B), Complementary courses (Code C), Open Course (Code D) and Audit courses (Code E).

- a) **‘Common course’** means a course that comes under the category of courses, including compulsory English and additional language courses, the selection of which is compulsory for all students undergoing UG programmes. Every UG student shall undergo 10 common courses (total 38 credits).
- b) **‘Core courses’** are the courses in the major (core) subject of the degree programme chosen by the student. Core courses are offered by the parent department.
- c) **‘Complementary course’** means a course which is generally related to the core course. Complementary courses cover one or two disciplines that are related to the core subject and are distributed in the first four semesters. There shall be two complementary courses in a semester for B.Sc Programmes and only one

complementary course in a semester for B.A Programmes. The complementary courses in first and fourth semester for BA Programme (Type 1) shall be the same. Similarly the complementary courses in second and third semester (Type 2) shall be the same.

- d) 'Open course' means a course which can be opted by a student at his/her choice from any other department in the institution during the fifth semester. Total credit allotted for the open course is 3 and the hours allotted is 3. The open course shall be open to all the students in the institution except the students in the parent department.
- e) 'Ability Enhancement course/Audit courses': These are courses which are mandatory for a programme but not counted for the calculation of SGPA or CGPA. There shall be one Audit course each in the first four semesters. These courses are not meant for classroom study. The students can attain only pass (Grade P) for these courses. At the end of each semester there shall be an examination conducted by the college from a pool of questions (Question Bank) set by the University. The list of courses in each semester with credits are given below.

Course with credit	Semester
Environment Studies - 4	1
Disaster Management - 4	2
* Human Rights/Intellectual Property Rights/ Consumer Protection - 4	3
* Gender Studies / Gerontology - 4	4

* Colleges can opt any one of the courses

Extra credit Activities: Extra credits are mandatory for the programme. Extra credits will be awarded to students who participate in activities like NCC, NSS and Swatch Bharath. Those students who could not join in any of the above activities

have to undergo Calicut University Social Service Programme (CUSSP). Extra credits are not counted for SGPA or CGPA.

Credits: A student is required to acquire a minimum of 140 credits for the completion of the UG programme, of which 120 credits are to be acquired from class room study and shall only be counted for SGPA and CGPA. Out of the 120 credits, 38 (22 for common (English) courses + 16 for common languages other than English) credits shall be from common courses, 2 credits for project/ corresponding paper and 3 credits for the open course. The maximum credit acquired under extra credit shall be 4. If more Extra credit activities are done by a student, that may be mentioned in the Grade card. The credits of audited courses or extra credits are not counted for SGPA or CGPA.

Attendance: A student shall be permitted to appear for the semester examination, only if he/she secures not less than 75% attendance in each semester. Attendance shall be maintained by the Department concerned. Condonation of shortage of attendance to a maximum of 10% in the case of single condonation and 20% in the case of double condonation in a semester shall be granted by University remitting the required fee. Benefits of attendance may be granted to students who attend the approved activities of the college/ university with the prior concurrence of the Head of the institution. Participation in such activities may be treated as presence in lieu of their absence on production of participation/attendance certificate (within two weeks) in curricular/extracurricular activities (maximum 9 days in a semester). Students can avail condonation of attendance for maximum four semesters during the entire programme. (Either four single condonations or one double condonation and two single condonations during the entire programme) .If a student fails to get 65% attendance, he/she can move to the next semester only if he/she acquires 50% attendance. In that case, a provisional registration is needed. Such students can appear for supplementary examination for such semesters after the completion of the programme. Less than 50% attendance requires Readmission. Readmission is permitted only once during the entire programme.

Grace Marks: Grace marks may be awarded to a student for meritorious achievements in co-curricular activities (in Sports/Arts/NSS/NCC/Student Entrepreneurship) carried out besides the regular hours. Such a benefit is applicable and limited to a maximum of 8 courses in an academic year spreading over two semesters. In addition, a maximum of 6 marks per semester can be awarded to the students of UG Programmes, for participating in the College Fitness Education Programme (COFE). Grace marks are given to students who are members of CUSSP. A total of 12 marks is distributed in four semesters, wherein the student will receive 3 marks as grace marks per semester.

REGISTRATION

1. A student shall be normally permitted to register for the examination if he/she has required minimum attendance. If the student has a shortage of attendance below 65% in a semester, the student shall be permitted to move to the next semester (if the attendance is more than 50% - Provisional registration) and can write the examination for the entire courses of the semester in which shortage of attendance occurs as supplementary examination only after the, completion of the entire programme. In such cases, a request from the student may be forwarded through the Principal of the college to the Controller of Examinations within two weeks of the commencement of the semester. If the attendance is less than 50%, the student is ineligible to continue the programme and has to seek readmission. There will not be any Repeat semester in CBCSSUG 2019.

2. A student who registered for the course shall successfully complete the programme within 6 years from the year of first registration. If not, such a candidate has to cancel the existing registration and join afresh as a new candidate.

EVALUATION AND GRADING

Mark system is followed instead of direct grading for each question. For each course in the semester letter grade and grade point are introduced in a 10-point indirect grading system.

Percentage of Marks (Both Internal & External put together)	Grade	Interpretation	Grade point Average (G)	Range of Grade points	Class
95 and above	O	Outstanding	10	9.5-10	First Class with Distinction
85 to below 95	A+	Excellent	9	8.5-9.49	
75 to below 85	A	Very good	8	7.5-8.49	
65 to below 75	B+	Good	7	6.5-7.49	First Class
55 to below 65	B	Satisfactory	6	5.5-6.49	
45 to below 55	C	Average	5	4.5-5.49	Second Class
35 to below 45	P	Pass	4	3.5-4.49	Third Class
Below 35	F	Failure	0	0	Fail

An aggregate of P grade (after external and internal put together) is required in each course for a pass and also for awarding a degree (A minimum of 20% marks in external evaluation is needed for a pass in a course. But no separate pass minimum is needed for internal evaluation). No separate grade/mark for internal and external will be displayed in the grade card; only an aggregate grade will be displayed. Also the aggregate marks of internal and external are not displayed in the grade card. A student who fails to secure a minimum grade for a pass in a course is permitted to write the examination along with the next batch. After the successful completion of a semester, Semester Grade Point Average (SGPA) of a student in that semester is calculated using the formula

$$\text{SGPA} = \frac{\text{Sum of the credit points all courses in a semester}}{\text{Total credits in that semester}}$$

The Cumulative Grade Point Average (CGPA) of the student is calculated at the end of a programme. The CGPA of a student determines the overall academic level of the student in a programme and is the criterion for ranking the students. CGPA can be calculated by the following formula.

$$\text{CGPA} = \frac{\text{Total credit points obtained in six semester}}{\text{Total credits acquired (120)}}$$

Course Evaluation

The evaluation scheme for each course shall contain two parts

1) Internal assessment 2) External Evaluation

20% weight shall be given to the internal assessment. The remaining 80% weight shall be for the external evaluation.

1) Internal Assessment : Components with percentage of marks of Internal Evaluation of Theory Courses are- Test paper 40%, Assignment 20%, Seminar 20% and Classroom participation based on attendance 20%.

For practical courses - Record 60% and lab involvement 40% as far as internal is concerned.

For the test paper marks, at least one test paper should be conducted. If more test papers are conducted, the mark of the best one should be taken.

To ensure transparency of the evaluation process, the internal assessment marks awarded to the students in each course in a semester shall be notified on the notice board at least one week before the commencement of external examination. There shall not be any chance for improvement for internal marks. The course teacher(s) shall maintain the academic record of each student registered for the course, which shall be forwarded to the University by the college Principal after obtaining the signature of both course teacher and Head of the Department.

2) External Evaluation

External evaluation carries 80% of marks. All question papers shall be set by the University. The external question papers may be of uniform pattern with 80/60 marks. The courses with 2/3 credits will have an external examination of 2 hours duration with 60 marks and courses with 4/5 credits will have an external examination of 2.5 hours duration with 80 marks. The external examination in theory courses is to be conducted by the University with question papers set by external experts. The external examination in practical courses shall be conducted by two examiners – one internal and an external, the latter appointed by the University. The project evaluation with viva can be conducted either internal or external which may be decided by the Board of Studies concerned.

FACULTY

Prof. Dr. Sr. REENA ITTYACHAN PRINCIPAL 9947763648
(Sr. Irene) (Principal) (Research Guide-Calicut University)

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(UGC-NETWORK RESOURCE CENTRE)

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| 2. Ms. ALICE PAULY | 8301844233 |

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| 2. Ms. BIJI SHAJU | 9656972533 |
| 3. Ms. JINCY SHIBU | 9061813495 |

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AUTONOMY STATUTORY COMMITTEES

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Management Nominee	Dr. Sr. A Princy Anto Vice Principal & HoD of Department of English
Management Nominee	Dr. Sajimol Augustine M Senior Administrator & Former Principal, St.Teresa's College, Ernakulam
Management Nominee	Prof. (Dr.) D. Sajan Associate Professor, Department of Physics, Bishop Moore College, Mavelikkara
Management Nominee	Dr C.D. Sebastian Professor and Head, Department of Zoology University of Calicut
Teacher Member Nominated by Principal	Dr. Nijo Varghese Assistant Professor & HoD, Department of Physics
Teacher Member Nominated by Principal	Dr. V. Neetha Assistant Professor & HoD, Department of Zoology
Administrative Officer	Rev. Sr. Sheena Joseph K (Sr. Shanet) Junior Superintendent, Sacred Heart College, Chalakudy
Educationist	Dr. Dhanya Alex Professor and Director, Sahrdaya Institute of Management Studies, Kodakara
State Government Nominee	Sri. Rajesh M Joint Secretary, Higher Education Department
University Nominee	Prof. (Dr.) Abraham Joseph Senior Professor, Department of Chemistry, University of Calicut
Principal	Prof. (Dr.) Sr. Reena Ittyachan Professor & Principal, Sacred Heart College, Chalakudy

ACADEMIC COUNCIL	
Chairman	Prof. (Dr.) Sr. Reena Ittyachan Professor & Principal, Sacred Heart College, Chalakudy
HoD, Department of Physics	Dr. Nijo Varghese
HoD, Department of Chemistry	Dr. Santhosh Paul
HoD, Department of Zoology	Dr. V. Neetha
HoD, Department of Mathematics	Ms. Smitha Davis
HoD, Department of Computer Science	Dr. Sr. Mini T V
HoD, Department of Economics	Mr. Nijil Jacobi
HoD, Department of English	Dr. Sr. A. Princy Anto
HoD, Department of History	Dr. Meenu Jacob
HoD, Department of Commerce	Adv. Najeed P S
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HoD, Department of Botany	Dr. Sr. Betty K P
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HoD, Department of Physical Education	Dr. Jesmy Jose
HoD, Department of Malayalam	Sr. Jini M T
HoD, Department of Hindi	Ms. Sreeja N S
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Teaching member of the Academic Council nominated by the Principal	Ms. Fency K F Assistant Professor, Department of Physics
Teaching member of the Academic Council nominated by the Principal	Ms. Sandra Juliet Jose Assistant Professor, Department of English
Teaching member of the Academic Council nominated by the Principal	Mr. Libin Francis Assistant Professor, Department of History
Experts from outside the college	Prof. Dr. K.V. Thomas (Rtd Principal) Director of Nirmala College Autonomous, Muvattupuzha

Experts from outside the college	Prof.(Dr.) C A Babu Department of Atmospheric Sciences. Cochin University of Science and Technology, Kochi
Experts from outside the college	Mr. V. P. Nandakumar MD & CEO, Manappuram Finance LTD
Experts from outside the college	Mr. Joby A L Managing Director, Synergy International ZE,UAE
Experts from outside the college	Mr.Jinu Thomas MD, 4CARE International, 11A Green Crescent, Wellington, New Zealand
Experts from outside the college	Mr. Smijay Gokuldasan CEO, 90+ My Tuition App, Koratty, Thrissur.
Experts from outside the college	Adv. Laya M. A Advocate, Swarnam Square, Opp. Chalakudy Block Office, Thrissur.
University Nominee	Dr. V. M.Chacko Professor, Dept.of Statistics, St.Thomas College (Autonomous), Thrissur.
University Nominee	Dr. Nisha M Professor, Dept. of English, Govt.College, Malappuram.
University Nominee	Dr. Ibrahim Cholakkal Professor, Dept. of Economics, EMEA College, Kondotty.
Controller of Examinations	Dr. Santhosh Paul Assistant Professor & HoD, Department of Chemistry
Member Secretary	Ms. Amala Mary George Assistant Professor, Department of Mathematics

BOARD OF STUDIES (BOS)

DEPARTMENT OF ZOOLOGY

SL. NO	ROLE IN BOS	NAME	DESIGNATION	EMAIL ID	PHONE NO
1	Chairperson (Head of the Department)	Dr. V Neetha	Assistant Professor, Department of Zoology, Sacred Heart College (Autonomous), Chalakudy	neetha@sacredheartcollege.ac.in	9400018554
2	All Faculty of the Department				
3	Subject experts outside parent university	Dr. G Prasad	Professor & Head Dept of Zoology, University of Kerala Kariavattom Campus, Thiruvananthapuram	contactgp135@gmail.com	9497254158
		Dr. Matthew Thomas	Assistant Professor and Head, Department of Zoology, St. Thomas College, Pala	matthewthomasp@gmail.com	8547152511
4	Subject experts within university	Dr. Shaji E.M	Associate Professor & Head, Dept. of Zoology KKTM Govt. College, Pullut, Thrissur	shajiem007@gmail.com	9446467474
5	Industry Representative	Mr. Raju C Abraham	Raju C Abraham, Hatchery Manager, Govt. Fish Seed Hatchery, Peechi .P.O. Thrissur., PIN 680653.	fishseedhatcherypeechi@gmail.com	9388557382
6	Alumni Representative	Devika P Sajan	Assistant professor, School of Environmental Sciences Dept of Disaster Management, M.G. University, Kottayam	devikadps@gmail.com	9037300540

DEPARTMENT OF PHYSICS

SL. NO	ROLE IN BOS	NAME	DESIGNATION	EMAIL ID	PHONE NO
1.	Chairperson (Head of Department)	Dr. Nijo Varghese	Asst. Professor & Head, Department of Physics, Sacred Heart College (Autonomous), Chalakudy	nijo@sacredheartcollege.ac.in	9496804788
2.	All Faculty of the Department				
3.	Subject Experts Outside Parent University	Dr. Saji K J	Asso. Professor and Director, International School of Photonics, Cochin University of Science and Technology, Cochin 682 022, Kerala.	saji@cusat.ac.in	9400217723
		Dr. Sasidevan Vijayakumar	Asst. Professor, Department of Physics, Cochin University of Science and Technology, Kochi	sasidevan@cusat.ac.in	9495043765
4.	Subject Experts Within University	Dr. Minikrishna K	Asso. Professor, Department of Physics, Vimala College (Autonomous), Thrissur.	minikrishna@gmail.com	9495381789
5.	Representative From Industry/Corporate Sector/ Allied Areas	Mr. Peter Thettayil	Executive Director, The Andhyodaya – Innovations in Renewable Energy & Rain Water Harvesting, Angamaly, Ernakulam Dist, 683572, Kerala	peterthettayil@hotmail.com	9388607010
6.	Alumni Representative	Ms. Vidya V Menon	Asst. Professor, Dept. of Basic Science & Humanities, Jyothi Engineering College, Thrissur	vidyabsh@jecc.ac.in	9446144296

DEPARTMENT OF CHEMISTRY

SL. NO.	ROLE IN BOS	NAME	DESIGNATION	EMAIL ID	PHONE NO
1.	Chairman (Head of Department)	Dr. Santhosh Paul	Assistant Professor, Department of Chemistry, Sacred Heart College (Autonomous), Chalakudy, Thrissur - 680307	santhoshpaul@sacredheartcollege.ac.in	9497249176
2.	All Faculty of the Department				
3.	Experts from outside the Parent University	Dr. Jorphin Joseph	Assistant Professor, Department of Chemical Oceanography Cochin University of Science and Technology Kochi - 682022, Kerala	jorphin@cusat.ac.in	9495283270
		Dr. Anuja E V	Assistant Professor, Department of Chemistry, Government Polytechnic College, Perumbavoor, Koovappady P.O. Ernakulam - 683544, Kerala	evanujal@gmail.com	8547762452
4.	Panel of Experts for the nomination by VC	Dr. Manoj A L	Assistant Professor Department of Chemistry St. Joseph's College (Autonomous), Irinjalakuda-680125, Kerala	manojlazar2005@gmail.com	7025566957
5.	Representative from Industry	Dr. M V Maheshkumar	Managing Director, Spiceor Bionutritionalties Pvt. Ltd., XII-IV/M1, BTIC, KINFRA Hitech Park Kalamassery-683104, Cochin	spicebio@gmail.com	9744274163
6.	Alumni representative	Neenu Mariya Thankachan	Assistant Professor, Department of Cyberscience & Technology, Brainware University, 398, Ramkrishnapur Rd, Barasat, Kolkata, West Bengal-700125	neenumariathankachan@gmail.com	9544958192

DEPARTMENT OF ENGLISH

SL. NO	ROLE IN BOS	NAME	DESIGNATION	EMAIL ID	PHONE NO
1.	Chairperson (Head of Department)	Dr. Sr. A. Princy Anto	Associate Professor, Department of English, Sacred Heart College (Autonomous), Chalakudy	aprincyanto@sacredheartcollege.ac.in	8547302953

2.	All Faculty of the Department				
3.	Subject Experts Outside Parent University	Dr. Muralikrishnan T. R.	Professor, Department of English, Sree Sankaracharya University of Sanskrit, Kalady	mesmurali@gmail.com	9446138965
		Ms. Nimisha Francis	Assistant Professor, Department of English, St. Joseph's College, Alappuzha	nimishf@gmail.com	9895358530
4.	Subject Experts Within University	Dr. Chithra P. S.	Assistant Professor, Department of English, Sree Kerala Varma College, Thrissur	chithraps@keralavarma.ac.in	9446908045
5.	Representative From Industry/Corporate Sector/ Allied Areas	Mr. Jobin & Ms. Jismi	CEOs, Oracle Netsuite- Solution Providers, Chalakudy	contactus@jobinandjismi.com	9645215867
6.	Alumni Representative	Dr. Susan Varghese	Assistant Professor, Department of English, Sahridaya College of Advanced Studies, Kodakara	lillies4susan@gmail.com	9656894547

DEPARTMENT OF ECONOMICS

SL. NO.	ROLE IN BOS	NAME	DESIGNATION	MAIL ID	PHONE NUMBER
1.	Chairperson (Head of the Department)	Mr. Nijil Jacobi	Assistant Professor & Head, Department of Economics, Sacred Heart College (Autonomous), Chalakudy	nijiljacobi@sacredheartcollege.ac.in	740353 9290
2.	All Faculty of the Department				
3.	Subject Experts Outside the Parent University	Dr. Smiji A J	Assistant Professor, Department of Economics, St. Paul's College, Kalamassery, Affiliated to MG University, Kottayam	smiji@stpauls.ac.in	9567479328
		Lt. Rajy Ramakrishnan	Assistant Professor, Department of Economics, Sree Sankara College, Kalady, Affiliated to MG University, Kottayam	rajy@ssc.edu.in	9544600092
4.	Subject Experts within University	Prof. Dr. Chacko Jose P	Principal, St. Aloysius College, Thrissur	chackojosep@stalloysiuselt.edu.in	9447033292
5.	Industrial Representative	Adv. Sabeena Ashraf	Entrepreneur, HR & Legal Director of Al-Maaedah Group Mala, Thrissur 680732	advsaabeena@gmail.com	9544056912

6.	Alumni Representative	Dr. Liji Maliakkal	Assistant Professor, Department of Economics, Vimala College (Autonomous), Thrissur	lijimaliakkel@gmail.com	9745510716
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DEPARTMENT OF HISTORY

SL. NO	ROLE IN BOS	NAME	DESIGNATION	EMAIL ID	PHONE NO
1	Chairperson (Head of the Department)	Dr Meenu Jacob	Assistant Professor & Head, Department of History, Sacred Heart College (Autonomous), Chalakudy	meenujacob84@sacredheartcollege.ac.in	9496350736
2	All Faculty of the Department				
3	Subject expert outside parent university	Dr Preetha Raj D	Assistant Professor, Department of History, S N College, Chempazhanthi, Thriuvananthapuram	preetharajd@gmail.com	8547432096
		Ms. Sandhya K A	Assistant Professor, Department of History, St Joseph College for Women, Alappuzha.	aksandya@gmail.com	8547578062
4	Subject expert within university	Dr Sreeparvathy D	Associate Professor, Department of History, Sri C Achuthamenon Govt College, Kuttanellur	sreeparvathyd@gmail.com	6282113350
5	Representative from industry/corporate sector/allied areas	Prof. Dr Manoj Kumar K	M D Muziris Heritage Project and Principal KSID	kinimanoj@gmail.com	9846096174
6	Alumni representative	Preetha Varghese	Business(John Ford Pharmacy)	Preethaford07@gmail.com	9447551314

DEPARTMENT OF MATHEMATICS

SL. NO	ROLE IN BOS	NAME	DESIGNATION	Email ID	PHONE NO
1.	Chairperson (Head of the Department)	Ms. Smitha Davis	Assistant Professor & Head, Department of Mathematics, Sacred Heart College (Autonomous), Chalakudy	smithadavis@sacredheartcollege.ac.in	8156977780
2.	All Faculty of the Department				
3.	Subject Experts Outside Parent University	Dr. Dhanya Mol M V	Assistant Professor & Head, Department of Computational Science And Humanities, IIT, Kottayam	dhanya@iiitkottayam.ac.in	9495546385
		Dr. Shine C Mathew	Assistant Professor, St. Berchmans College (Autonomous), Changanassery	shinecmathew@gmail.com	9847531272
4.	Subject Experts Within University	Capt. Dr. Jaison Jacob	Assistant Professor & Head, Department of Mathematics, St. Aloysius College, Elthuruth, Thrissur	jaisonjacob@staloysiuselt.edu.in	9446908045
5.	Representative From Industry/Corporate Sector/ Allied Areas	Dr. Athira Babu	Software Scientist, IBM India Pvt Ltd, Infopark , Kochi	athirab751@gmail.com	9605096892
6.	Alumni Representative	Geethu Simon	Process Technician, Johnson And Johnson, Vision Care, Limerick, Ireland	geethusubin12@gmail.com	+353 894433212

DEPARTMENT OF PSYCHOLOGY

SL. NO	ROLE IN BOS	NAME	DESIGNATION	MAIL ID	PHONE NUMBER
1.	Chairperson	Dr. Liby Leo Akkara	Assistant Professor (on contract) & Head Department of Psychology, Sacred Heart College (Autonomous), Chalakudy	libyleo@sacredheartcollege.ac.in	9995438414
2.	All Faculty of the Department				
3.	Two Subject Experts (Outside the UoC)	Dr. Vidhya Ravindranadan	Assistant Professor & Head, Department of Psychology, Union Christian College, Aluva	vidhyaravindranadan@uccollege.edu.in	9846980616
		Dr. Neelima Ranjith	Assistant Professor, Department of Psychology, Union Christian College, Aluva	neelimiranjith@uccollege.edu.in	8943517551

4.	Subject Experts within University	Dr. Soumya Starlet C T	Assistant Professor Department of Psychology Prajyoti Niketan College Pudukad	soumyastarlet@prajyotinetan.edu.in	7293748473
5.	Industrial Representative	Ms. Juliet George	Clinical Psychologist	julietgeorge@sacredheartcollege.ac.in	7594016166
6.	Alumni Representative	Ms. Salini Dharmadas	Tutor Department of Anatomy Amala Institute of Medical Sciences	salinibinusyam24@gmail.com	9567438421

DEPARTMENT OF COMMERCE

SL. NO	ROLE IN BOS	NAME	DESIGNATION	Email ID	PHONE NO
1.	Chairperson (Head of Department)	Adv. Najeeb P S	Head of The Department of Commerce, Sacred Heart College (Autonomous), Chalakudy	najeebps@sacredheartcollege.ac.in	9495419795
2.	All Faculty of the Department				
3.	Subject Experts Outside Parent University	Prof. Dr. Saji T G	Dean, Department of Commerce, Central University Kerala.	sajthazhungal@cu-kerala.ac.in	9446869214
		Prof. Dr. Ajims P .Mohammed	Professor, Department of Management Studies MES Mampad College(Autonomous) Mampad College P.O, Malappuram Dist	principalmesambi@gmail.com ajimspm@gmail.com	9446194905
4.	Subject Experts Within University	Dr. Sajikumar K B	Associate Professor, Department of Commerce, Government Arts and Science College, Chelakara	drsajikumarkb@gmail.com	9447315920
5.	Representative From Industry/Corporate Sector/ Allied Areas	Ms. Jismi	CEO, Co Founder Jobin & Jismi, IT Services Pvt Ltd., Thrissur.	jismi@jobinandjismi.com	8589883344
6.	Alumni Representative	Jessna Jose (B Com 2017-2020)	Customer Service Executive, South Indian Bank	jesnajose1601@gmail.com	8547437560

DEPARTMENT OF MALAYALAM

SL. NO.	ROLE IN BOS	NAME	DESIGNATION	Email ID	PHONE NO
1.	Chairperson (Head of Department)	Jini M.T	Assistant Professor, Department of Malayalam, Sacred Heart College (Autonomous), Chalakudy	srangela@lfc1979@sacredheartcollege.ac.in	9207845068
2	Subject Experts Outside Parent University	Dr. Simi P.Sukumar	Assistant Professor, Department of Malayalam, Sree Narayana Arts & Science College, Kumarakam	niranjanasimi@gmail.com	9447821992
		Dr. Anoop V	Assistant Professor, Department of Malayalam, Sree Sankara Vidyapeetom College, Valayanchirangara	anoopv@ssvcollege.ac.in anoopvellani@gmail.com	9447830249
3.	Subject Experts Within University	Dr. Beesa P. Bhaskar	Assistant Professor, Department of Malayalam, Sree Narayana College, Nattika	Beesabhaskar22@gmail.com	7907942417
4.	Representative From Industry/Corporate/Allied Areas	Mr. Anoop M R	Sr. Linguist, Key Point Technologies 1 Ainslie Rd, Hillington, Glasgow G52 4RU	anoopmr5@gmail.com	9567513310
5.	Alumni Representative	Sindu M P	HST Malayalam Presentation Convent Girls High School Vellikulanghara Thrissur	annmaryhailmar@gmail.com	7736748161

DEPARTMENT OF BOTANY

SL. NO	ROLE IN BOS	NAME	DESIGNATION	EMAIL ID	PHONE NO
1	Chairperson (Head of the Department) and Faculty of the Department	Dr. Sr. Betty K P	Associate Professor, Department of Botany, Sacred Heart College (Autonomous), Chalakudy	srbetsy2@sacredheartcollege.ac.in	9400018554

2	Subject experts outside parent university	Dr. Nisha P	Assistant Professor, Department of Botany, St. Xavier's College for Women, Aluva.	nishapmadhu@gmail.com	9447538254
		I. K. Nishitha	Assistant Professor Department of Botany St. Teresa's College (Autonomous), Ernakulam	iknishitha@teresas.ac.in	9947512392
3	Subject experts within university	Dr. Bindhu K B	Associate Professor, Research and PG Department of Botany, Carmel College (Autonomous), Mala, Thrissur, Kerala-680732	bindhuk.b@carmelcollege.ac.in	9496124867
4	Industry Representative	Joymon.P.M	Global Natural Food Processing Co.&Vita Rich International. (Manufacturer of jack fruit and other fruits value added products and Exporters) Velookara,	joypm1508@gmail.com	9745240735
5	Alumni Representative	Dona Mary	Assistant Professor on contract, Sacred Heart College (Autonomous). Chalakudy	donamary2521@gmail.com	8078221522

DEPARTMENT OF COMPUTER SCIENCE

SL. NO.	ROLE IN BOS	NAME	DESIGNATION	EMAIL ID	PHONE NO.
1.	Chairperson (Head of Department)	Dr. Sr. Mini T.V.	Associate Professor, Department of Computer Science, Sacred Heart College (Autonomous), Chalakudy	minity@sacredheartcollege.ac.in	9656131765
2.	All Faculty of the Department				
3.	Subject Experts Outside Parent University	Dr. Rajesh R	Professor, Department of Computer Science, Central University of Kerala.	rajeshr@cukerala.ac.in	9894850299
		Dr. Mendus Jacob	Professor and Director, Department of Computer Applications, Marian College (Autonomous) Kuttikkanam.	mcadirector@mariancollege.org	94470 53716

4.	Subject Experts Within University	Dr. Lajish V L	Associate Professor & Head, Department of Computer Science, University of Calicut	lajish@uoc.ac.in	9495793094
5.	Representative From Industry/Corporate Sector/ Allied Areas	Diju Thampi A D	Level 3 - Software Engineer Vbridge software services, Thrissur	dijuthampi@gmail.com	9496349856
6.	Alumni Representative	Archana Venugopal (MSc. Computer Science 2019-21)	Ramco Systems Chennai	archana.venu1998@gmail.com	7025382411

DEPARTMENT OF PHYSICAL EDUCATION

Sl. No	ROLE IN BOS	NAME	DESIGNATION	Email ID	PHONE NO
1.	Chairperson (Head of the Department)	Dr. Jesmy Jose	Asst. Professor & Head, Department of Physical Education, Sacred Heart College (Autonomous), Chalakudy	jesmyjose@sacredheartcollege.ac.in	6282531616
2.	Subject Experts Outside Parent University	Dr. Sudheesh C.S.	Assistant Professor and Head, Department of Exercise Physiology, Lakshmbai National College of Physical Education, Kariavattom P.O, Trivandrum	cssudheesh493@gmail.com	9526430184
		Mr. Shinil Kuriakose	Assistant Professor & HoD, Department of Physical Education, Nirmalagiri College, Nirmalagiri PO, Kuthuparamba, Kannur.	shinilkuriakose@gmail.com	9447695189
3.	Subject Experts Within University	Dr Binoy K	Professor & HoD, Department of Physical education, Govt Arts and Science college, Calicut	thanalbinu@gmail.com	9447627249
4.	Representative From Industry/Corporate Sector/ Allied Areas	Mr. Xavier Poullose	Athletic coach, Kerala State Sports Council. Currently working at St.Thomas College (Autonomous), Thrissur	xaviorpoullose18@gmail.com	9446232523

5.	Alumni Representative	Ms. Alpha Babu	Yoga Therapist Thattil House Near Udaya Provincial House, Irinjalakuda, North Pin 680125	alphababu1998@gmail.com	7593056402
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DEPARTMENT OF POLITICAL SCIENCE

Sl.No	ROLE IN BOS	NAME	DESIGNATION	Email ID	PHONE NO
1.	Chairperson (Head of Department)	Mr. Jose James	Asst. Professor & Head, Department of Political Science, Sacred Heart College (Autonomous), Chalakudy	josejames056@sacredheartcollege.ac.in	9946453056
2.	Subject Experts Outside Parent University	Dr.Unnikrishnan. G	Asst.Professor, Govt. College, Ambalappuzha	unnikrishnangokulam1987@gmail.com	9605534007
		Dr.Reshmi.H.Fernandez	Asst.Professor, Maharajas College (Autonomous), Ernakulam	reshmifernandez@maharajas.ac.in	9895767630
3.	Subject Experts Within University	Dr. Arun K V	Assistant Professor, Sree Kerala Varma College, Thrissur	arun.kv.karippal@gmail.com	8281840873
4.	Representative From Industry/Corporate Sector/ Allied Areas	Dr. Biveesh U C	Director General, Institute of Parliamentary Affairs, Govt, of Kerala	biveeshuc@gmail.com	7511105556
5	Alumni Representative	Ms. Radhika A.R	Cashier, Supplyco, Govt.of Kerala	arradhika4@gmail.com	9745027192

DEPARTMENT OF HINDI

SL. NO.	ROLE IN BOS	NAME	DESIGNATION	Email ID	PHONE NO
1.	Chairperson (Head of the Department)	Fahmi V Meeran	Assistant Professor & Head, Department of Hindi, Sacred Heart College (Autonomous), Chalakudy	sreejans@sacredheartcollege.ac.in	9745745932
2.	Subject Experts Outside Parent University	Dr. Babu K Viswanathan	Professor, Department of Hindi, Sree Sankaracharya University of Sanskrit, Regional Campus, Kalady	babuvviswanath123@gmail.com	8547312255
		Dr. Nadia C. Raj	Assistant Professor Sree Narayana Arts and Science College, Kumarakom, Kottayam	nadiasc15@gmail.com	94460 71839
3.	Subject Experts Within University	Dr. Asha. G	Professor, Department of Hindi, University College, Trivandrum	hindiasha@gmail.com	8075988676
4.	Representative From Industry/Corporate Sector/ Allied Areas	Mr. Rajesh K	Senior Manager (Official Language), Regional Office, Union Bank of India, Thiruvananthapuram	andaman.rajesh@gmail.com	9743757341
5.	Alumni Representative	Lucy Ittoop	HSST Hindi, SHCGHSS, Chalakudy	lucyittoop1973@gmail.com	7736092974

DEPARTMENT OF STATISTICS

S.NO	ROLE IN BOS	NAME	DESIGNATION	Email ID	PHONE NO
1.	Chairperson (Head of Department)	Ms. Athira K S	Asst. Professor (on Contract)	intoathiraks@gmail.com	8138969024
2.	Subject Experts Outside Parent University	Ms. Nibha P Raj	Asst. Professor, Department of Statistics, Govinda Pai Memorial Government College, Manjeshwar	nibhapraj@gpmgc.ac.in	7736836479

		Mrs. Manjusha Murali	Asst. Professor, Department of Statistics, Govinda Pai Memorial Government College, Manjeshwar	manjushamurali@ gpmgcm.ac.in	9744857858
3.	Subject Experts Within University	1.Sankaran K K	Asso. Professor, Head of the Department of Statistics, Sree Narayana College, Nattika, Thrissur.	snsankaran08@gmail.com	9495634199
		2.Mr. Ravikumar K	Asso. Professor, Head of the Department of Statistics, Government Victoria College, Palakkad.	ravikumar koottaplavil@gmail.com	9495013289
		3. Dr. Mariamma Antony	Asso. Professor, Little Flower College, Guruvayur, Thrissur.	mariammaanantony @rediffmail.com	9605445175
		4. Dr. T. Unnikrishnan	Asst. Professor, Department of Statistics, Sri. C. Achutha Menon Government College, Kuttanellur.	t.unnikrishnan@gmail.com	9400839525
		5. Dr. Rasin R S	Asst. Professor, Department of Statistics, St. Thomas College (Autonomous), Thrissur	rasinrs@gmail.com	9447770029
		6. Dr. Sreelakshmi. N	Asst. Professor, Department of Statistics, Prajyoti Niketan College, Pudukad.	sreelakshmin@prajyotินิกetan.edu.in	9495842845

4.	Representative From Industry/Corporate Sector/ Allied Areas	Mr. Arun Mathew	Senior Machine Learning Engineer, Trensor Technology Solutions (P) Ltd, Trivandrum.	arunmathew1997@gmail.com	8129495131
5.	Alumni Representative	Ms.Anila Benny	Business Analyst The Strategist Business Management Consultancy Kochi	anilabenny2022@gmail.com	6282960256

DEPARTMENT OF BUSINESS ADMINISTRATION

SLNO	ROLE IN BOS	NAME	DESIGNATION	Email ID	PHONE NO
1.	Chairperson (Head of Department)	Adv. NAJEEB P S	Head of The Department of Commerce, Sacred Heart College (Autonomous), Chalakudy	najeebps20@gmail.com	9495 419 795
2.	All Faculty of the Department				
3.	Subject Experts Outside Parent University	Dr. Ajims. P. Mohammed	Principal, Department of Administration, MES College Marampilly	principalmesasmabi@gmail.com	9446194905
		Dr. Sopna V Muhammed	Associate Professor, HOD MES College Marampally	sopnames123@gmail.com	9447918418
4.	Subject Experts Within University	Dr. Nandukrishna T Ajith	Assistant Professor, Department of Management Studies, Govt. Arts And Science College, Ollur	nandukrishnatajith@gmail.com	99471 24071

		Dr. Lt. Shaheetha K	Assistant Professor Department of Management Studies. Mar Dionysious College, Pazhanji	shaheetha@mdcollege.edu.in	97449 88924
		Ms. Simi Baby Thattil	Assistant Professor Department of Commerce And Management Studies Mar Dionysius College, Pazhanji	simijivo@gmail.com	98476 72112
		Dr. Salwa C H	HOD, Assistant Professor, Department of Management Studies, Govt. Arts And Science College, Ollur	salwachundayil@gmail.com	98958 03672
		Ms. Suchithra P P	Assistant Professor, Department of Commerce And Management Studies, Sri Achutha Menon Govt College , Kuttanellur.	suchithra.107@gmail.com	9895795198
		Mr. Aravind Ghosh T R	Assistant Professor, Department of Management Studies, Govt. Arts And Science College, Ollur	traravind696@gmail.com	97448 94010
5.	Representative From Industry/Corporate Sector/ Allied Areas	Ms. Jismi	CEO, Co Founder Jobin & Jismi, It Services Pvt Ltd., Thrissur.	jismi@jobinandjismi.com	8589883344
6.	Alumni Representative	Ms. Angel Rose	Management Trainee, HDFC Mutual Funds, Kochi	angelrosepaulm@gmail.com	9495306972

FINANCE COMMITTEE

Prof. (Dr.) Sr. REENA ITTYACHAN (Professor & Principal)

Dr. Sr. A PRINCY ANTO (Governing Body Nominee)

Adv. NAJEEB P S

Sr.MERCY PAUL (Finance Officer)

UNIVERSITY STATUTORY COMMITTEES

COLLEGE COUNCIL

1. Dr. Sr.REENA ITTYACHAN (Sr. Irene)
2. Dr.Sr. A. PRINCY ANTO (Sr. Princy Jeas)
3. Dr. SANTHOSH PAUL
4. Sr. JINI M.T. (Sr. Angela)
5. DR. V NEETHA
6. MR. NIJIL JACOBI
7. Dr. Sr. MINI T.V. (Sr. Miranto)
8. Dr. MEENU JACOB
9. Ms. SMITHA DAVIS
10. Dr. NIJO VARGHESE
11. Dr. Sr. BETTY K P
12. Mr. JOSE JAMES
13. Ms. LIBI LEOAKKARA
14. Dr. JESMY JOSE
15. Sr. SHEENA JOSEPH K.
(Sr. Shanet)
16. Ms. STEPHY K. SUNNY

WORK ALLOTMENT FOR THE YEAR 2025-26

SL.No.	Nature of work	Staff Incharge
1.	Dean of Academics	Dr. Sr. Betty K P (Dr. Sr. Betsy)
2.	Dean of Student Affairs	Dr. Sr. A Princy Anto
3.	Dean of Research	Dr. Sr. Mini T V (Dr. Sr. Miranto)
4.	Dean of Administration	Sr. Sheena Joseph (Sr. Shanet)
5.	Staff Secretary	Dr. Meenu Jacob
6.	Student Advisor	Dr. Jisha Jose Panackal
7.	IQAC Coordinator	Dr. V Neetha
8.	IQAC Joint Coordinators	Ms. Fency K F, Mr. Nijil Jacobi
9.	IQAC Core Team	Zoology - Dr. M S Rajan
	Department IQAC	Economics - Ms. Anju P B
	Coordinators (DQAC)	Physics - Ms. Fency K F
		Chemistry - Dr. Laina A L
		History - Ms. Smina M B
		English - Dr. Sandra Juliet Jose
		Mathematics - Ms. Amala Mary George
		Computer Science - Ms. Aleena Rose Jacob
		Commerce - Ms. Ria Thomas
		Psychology - Ms. Sanjana George
10.	IQAC Core Team	Criterion 1 - Ms. Darly Mathew
	Criterion in-charges	Criterion 2 - Ms. Amala Mary George
		Criterion 3 - Dr. Jisha Jose Panackal
		Criterion 4 - Ms. Stephy K Sunny
		Criterion 5 - Ms. Smina M B
		Criterion 6 - Dr. Sandra Juliet Jose
		Criterion 7 - Dr. Laina A L
11.	Admission Nodal Officer	Mr. Libin Francis
	Admission Committee	Manager, Principal, HODs of each
	Members	Dept, Sr. Emil Rose, Dr. Laina A L, Ms. Fency K F, Mr. Nijil Jacobi, Dr. Sandra Juliet Jose,

	Coordinators	Dr. Jisha Jose Panackal, Ms. Ria Thomas, Ms. Nayana Sreedharan, Sr. Soumya, Sr. Liya Therese, Sr. Maria Alby ACCA, CMA, Logistics - Ms.Nayana Sreedharan, Ms. Ria Thomas FinTech - Dr. Jisha Jose Panackal CWM - Mr. Nijil Jacobi Cambridge English - Dr. Sandra Juliet Jose SAT - Ms. Fency K F
12.	FYUGP Nodal Officer FYUGP Joint Coordinator FYUGP Committee	Dr. Nijo Varghese Mr. Libin Francis All Department FYUGP Coordinators
13.	PG Coordinators	Ms. Shyama I, Ms. Athira Menon, Ms. Seena Kareem
14.	Student Induction Programme	Mr. Libin Francis, Ms. Linet Roslin Antony, Ms. Stephy K Sunny, Dr. Jesmy Jose, Ms. Amritha M All FYUGP Coordinators
15.	Examination Chief Superintendent Paper in Charge Members	Ms. Noble A Paliath Ms. Smina M B Ms. Bindhu T K, Sr. Nicy Therese, Smt. Lilly
16.	Calicut University Portal Controller of Examinations - Autonomous Deputy Controllers of Examinations	Mr. Nijil Jacobi, Ms. Merin Dr. Santhosh Paul Dr. Nijo Varghese, Dr. Nidhin T J

	Members	Sr. Nimisha, Sr. Mariya Paul, Smt. Shiji Sabu, Other clerical staffs
17.	Internal Examination	Dr. Meenu Jacob, Dr. Sr. A Princy Anto, Ms. Aleena Rose Jacob, Ms. Divya Rajan, Ms. Sruthy P K
18.	Research Forum	Dr. Mini T V (Dr. Sr. Miranto), Dr. Vijitha Mukundan, Dr. Sandra Juliet Jose, Dr. Nidhin T J, Dr. M S Rajan, Dr. Harinagaraj M
19.	Finance	Finance Committee: Principal, Dr. Sr. A Princy Anto (Governing Body Nominee), Adv. Najeeb P S, Sr. Mercy Paul (Finance Officer) UGC & Other Fundings: Principal, Dr. Sr. A Princy Anto
20.	Purchase Committee	Principal, Vice Principal, Superintendent, Dr. Nijo Varghese, Dr. Santhosh Paul, Dr. Meenu Jacob
21.	College Academic Calendar	Principal, Ms. Stephy K Sunny, Sr. Sheena Joseph (Sr. Shanet), Dr. Sr. Betty K P (Dr. Sr. Betsy), Ms. Darly Mathew, Adv. Najeeb P S, Sr. Roshin, Sr. Nimisha
22.	Policy Documents	Adv. Najeeb P S, Ms. Noble A Paliath, Dr. Anu Antony, Ms. Julie P A
23.	Academic Management System (AMS) AMS Department Coordinators	Dr. Jisha Jose Panackal, Mr. Nimil Babu Mr. Libin Francis, Dr. Vijitha Mukundan, Ms. Shyama I, Ms. Megha C B, Ms. Nayana Sreedharan,

		Ms. Anagha Sivasdas, Ms. Anju P B, Dr. Liby Leo Akkara, Ms. Dona Mary, Dr. Shola Lohith Dr. Vijitha Mukundan, Mr. Nijil Jacobi
24.	OBE Coordinator	One person from each department
25.	OBE Committee	Dr. V Neetha
26.	NIRF Coordinator	Ms. Smitha Davis
27.	Academic Bank of Credits (ABC)	
28.	NPTEL Coordinator	Ms. Stephy K Sunny
29.	MOOC	Dr. Vijitha Mukundan
30.	College Union	Dr. Laina A L, Ms. Smina M B, Ms. Darly Mathew, Ms. Anusha Baby, Ms. Anjal Joseph P, Ms. Athira T A, Ms. Asha T V
31.	Fine Arts	Ms. Pournami, Ms. Megha C B, Ms. Shyama I, Ms. Amritha M, Ms. Athira T A, Ms. Sreelakshmi, Ms. Dona Mary, Ms. Parvanendhu, Ms. Rinu Devassy, Ms. Malavika K S, Ms. Ciya Francis, Sr. Nicy Therese, Sr. Emil Rose, Ms. Athira K S, Ms. Seena Kareem
32.	Sports	Dr. Jesmy Jose, Mr. Nijil Jacobi, Mr. Libin Francis, Dr. Nidhin T J
33.	NSS	Mr. Jose James, Dr. Anjaly Jacob K
34.	Green Initiatives	Dr. Sr. Betty K P (Dr. Sr. Betsy), Ms. Ciya Francis, Dr. Harinagaraj M, Ms. Divya Rajan, Sr. Emil Rose, Sr. Mercy Paul
35.	Career & Placement	Mr. Libin Francis, Ms. Linet Roslin Antony, Ms. Stephy K Sunny,

36.	IIC	Dr. Anu Antony, Ms. Jisha Jose (BBA)
37.	IEDC	Dr. Laina A L, Ms. Libi Prakash, Ms. Megha C B, Ms. Sanjana George, Ms. Athira K S
38.	CUSSP/SHIFT (Sacred Heart's Initiative For Transformation)	Ms. Amala Mary George, Ms. Linet Roslin Antony, Ms. Mohasina, Ms. Rinu Devassy, Ms. Anagha Sivadas, Ms. Remya Ms. Darly Mathew, Ms. Divya Rajan, Ms. Sanjana George, Ms. Athira Menon, Sr. Leena N.K (Sr. Rose Prabha), Sr. Soumya, Sr. Maria Alby
39.	IKS Coordinator	Mr. Libin Francis, Dr. Vijitha Mukundan, Ms. Haripriya S Nath
40.	Time Table Committee	Dr. Sr. Mini T V (Dr. Sr. Miranto), Dr. Sandra Juliet Jose, Ms. Linet Roslin Antony, Ms. Ria Thomas, Dr. Vijitha Mukundan, Ms. Sanjana George, Dr. Meenu Jacob
	Time Table Scrutiny	Dr. Nijo Varghese (FYUGP Nodal Officer)
41.	Internal Compliance Cell (ICC)	Dr. Sr. Betty K.P (Dr. Sr. Betsy), Ms. Noble A Paliath, Sr. Sheena Joseph (Sr. Shanet), Ms. Juliet Shony (Psychologist), Ms. Aleena (Jeevani Counsellor)
42.	Grievance Redressal Cell	Principal, Dr. Sr. A Princy Anto A, Dr. V Neetha, Adv. Najeeb P S,

43.	Antiragging Cell	Dr. Meenu Jacob Dr. Santhosh Paul, Adv. Najeeb P.S, Ms. Darly Mathew, Dr. Liby Leo Akkara
44.	Anti Narcotics Cell	Principal, Dr. Sr. A Princy Anto, Dr. Vijitha Mukundan, Dr. Anjaly Jacob K, Mr. Jose James, Ms. Amritha M, Ms. Aleena (Jeevani Counsellor)
45.	SC/ST Cell Principal,	Dr. Sr. A Princy Anto, Ms. Smina MB, Sr. Maria Alby
46.	Women Cell	Ms. Linet Roslin Antony, Ms. Amala Mary George, Ms. Noble A Palliath, Sr. Jini M T (Sr. Angela)
47.	Equal Opportunity Cell	Principal, Ms. Haripriya S Nath, Dr. M S Rajan, Ms. Anju P B, Ms. Remya, Ms. Maya K Manoharan, Student Representative
48.	Cyber Security Cell	Ms. Pournami, Ms. Anjitha Varghese, Ms. Ambili Wilson, Student Representative
49.	Student Service Centre (SSC)	Director Dr. Jesmy Jose
50.	Website Coordinators	Principal, Mr. Nijil Jacobi, Ms. Merin, Mr. Nimil Babu
51.	Brochure Designing	Ms. Linet Roslin Antony, Ms. Pournami, Ms. Jesmy Shaju, Ms. Merin, Mr. Nimil Babu
52.	Social Media	Ms. Stephy K Sunny, Mr. Nijil Jacobi, Ms. Pournami,

53.	Media Publicity & Photos	Ms. Merin Ms. Linet Roslin Antony, Dr. Santhosh Paul, Dr. Shola Lohith, Ms. Seena Kareem, Ms. Remya, Mr. Jaison K T, Sr. Maria Alby, Sr. Nicy Therese
54.	Alumni Association	Ms. Smitha Davis, Ms. Amala Mary George, Mr. Libin Francis, Ms. Linet Roslin Antony, Dr. Meenu Jacob, Dr. Laina A.L., Dr. Sr. A. Princy Anto, Dr. Sr. Betty K P (Dr. Sr. Betsy), Dr. Sr. Mini T V (Dr. Sr. Miranto), Sr. Shanet, Sr. Emil Rose, Ms. Julie P A, Ms. Ria Thomas, Ms. Shyama I, Ms. Aleena Rose Jacob, Ms. Pournami, Ms. Megha C B
55.	PTWA	Principal, Dr. Sr. A Princy Anto, Dr. Santhosh Paul, Ms. Ria Thomas, Prof. Krishnakumar
56.	PTA	Principal PTA Secretary: Dr. Meenu Jacob PTA Treasurer: Dr. Sr. A Princy Anto PTA Executive Members: Dr. Anjaly Jacob K, Ms. Noble A Paliath, Ms. Fency K.F, Ms. Haripriya S Nath
57.	Academic Audit	Dr. V Neetha, Ms. Fency K F, Mr. Nijil Jacobi
58.	Administrative Audit	Sr. Sheena Joseph (Sr. Shanet), Sr. Mini U V (Sr. Jinsa),

59.	MoU Incharge	Sr. Roshin, Sr. Soumya, Adv. Najeeb PS, Dr. Nijo Varghese
60.	Unnath Bharath Abhiyan (UBA) Coordinator	Dr. Sandra Juliet Jose, Mr. Nijil Jacobi, Adv. Najeeb P S
61.	Assembly	Mr. Jose James, Dr. Anjaly Jacob K
62.	Daily Events & Chronicles	Sr. Emil Rose, Ms. Jesmy Shaju, Sr. Nicy Therese
63.	Common Events	Ms. Stephy K Sunny, Ms. Fahmi, Ms. Anagha Sivadas, Ms. Asha T V, Ms. Menon Ridhi, Ms. Anjal Joseph P
64.	Library Advisory Committee	Dr. Anu Antony, Ms. Grace Treasa Saju, Ms. Ambili Wilson, Ms. Anjitha Varghese, Sr. Jini M T (Sr. Angela), Ms. Remya
65.	Value Education	Principal, Ms. Stephy K Sunny, HoDs of All Departments, Students Union Chairperson
66.	Catholic Activities & Catechism	Dr. Meenu Jacob, Class Teachers, Dr. Jesmy Jose, Mr. Jose James, Dr. Anjaly Jacob K, College Union
67.	Discipline in the Auditorium	Sr. Emil Rose, Sr. Roshin, Sr. Soumya, Sr. Nimisha, Sr. Liya Therese, Sr. Nicy Therese, Sr. Maria Alby, Sr. Mariya Paul, Student Sisters, Ms. Jesmy Shaju, Ms. Sharol M A, Ms. Grace Treasa Saju, Ms. Rinu Devassy, Ms. Anusha Baby, Dr. Anu Antony
		Dr. Jesmy Jose, NSS Coordinators, Class Teachers, College Union

68.	Civil Service Coaching	Mr. Libin Francis
69.	Club Coordinator	Ms. Smitha Davis
70.	College Report	Principal, Ms. Darly Mathew, Ms. Fency K F, Ms. Merin, Ms. Stephy K Sunny, Dr. Anu Antony, Dr. Jisha Jose Panackal, Ms. Anusha Baby, Ms. Nimil Babu, Ms. Sruthy P K, Ms. Athira Menon
71.	College Magazine	Ms. Smitha Davis, Ms. Amala Mary George, Sr. Jini M T (Sr. Angela), Ms. Remya, Ms. Menon Ridhi, Ms. Ciya Francis, Ms. Sreelakshmi, Ms. Aleena Rose Jacob, Ms. Mohasina, Ms. Rinu Devassy, Dr. Shola Lohith
72.	College Social, Staff Send off (Food etc)	Sr. Mini U V (Sr. Jinsa), Sr. Mercy Paul, Sr. Nimisha, Sr. Liya Therese, Sr. Soumya, Sr. Roshin, Ms. Libi Prakash, Library Staff, Smt. Lissy, Smt. Sini, Smt. Nisha
73.	Send off & Convocation (Outgoing students)	Dr. Sr. Betty K.P (Dr. Sr. Betsy), Ms. Smina M.B, Ms. Anju P B, Dr. Liby Leo Akkara, Ms. Anagha Sivadas, Ms. Sruthy P K, Ms. Seena Kareem, Ms. Vandana Sreevalsan,

		Ms. Sharol MA, Sr. Liya Therese, Sr. Mariya Paul, Class Teachers of III DC Students Mr. Jaison K T, Mr. John V J
74.	Clare Hall, Luminous Hall & Auditorium	
75.	Hostel Warden	UG - Sr. Leena NK (Sr. Roseprabha), PG - Dr. Sr. Mini T V (Dr. Sr. Miranto)
76.	Office Superintendent	Sr. Sheena Joseph (Sr. Shanet)
77.	Bursar	Sr. Mercy Paul
78.	P D Accounts	Sr. Soumya
79.	Fees	Sr. Liya Therese (Aided) Sr. Maria Alby (BBA & BCA) Sr. Soumya (BCom)
80.	E-Grants	Sr. Maria Alby
81.	Scholarships	Sr. Maria Alby
82.	Bill Teaching Non Teaching	Sr. Mini U V (Sr. Jinsa) Sr. Roshin
83.	Guest Room	Sr. Nicy Therese, Sr. Maria Alby, Smt. Alice
84.	Bouquet	Sr. Maria Alby, Sr. Mariya Paul, Sr. Roshin, Sr. Nicy Therese, Sr. Nimisha
85.	Light, Water, Generator, Transformer	Sr. Sheena Joseph (Sr. Shanet), Sr. Roshin, Sr. Soumya, Mr. Jaison K T, Mr. Thomas, Mr. John V J
86.	Zoology & Botany Lab	Smt. Sini, Smt. Nisha
87.	Chemistry Lab	Smt. Rasoona, Smt. Lissy, Smt. Lilly
88.	Physics Lab	Smt. Shiji Sabu
89.	Library	Smt. Melba

STAFF IN CHARGE OF VARIOUS CLUBS

- 1. Staff Club** - Ms. Pournami, Ms. Merin
- 2. Biota Club - ZASHC** - Dr. Harinagaraj M
- 3. Eco Club - ECOSOC** - Ms. Haripriya S Nath
- 4. Energy Club - SHARP** - Ms. Libi Prakash
- 5. Eureka Club - OPAC** - Ms. Megha C B
- 6. Heritage Club - HASH** - Dr. Meenu Jacob
- 7. Littera Club - LITTERA** - Ms. Mariyam Sandra Francis
- 8. ED Club - CASH** - Ms. Divya Rajan
- 9. Quiz Club - CASC** - Ms. Ambili Wilson
- 10. Math Club - MERAKI** - Ms. Linet Roslin Antony
- 11. Mental Health Club EXORIOR** - Dr. Liby Leo Akkara
- 12. Nature Club** - Dr. Sr. Betty K P (Dr. Sr. Betsy)
- 13. Debate Club** - Mr. Jose James
- 14. Literary Club** - Sr. Jini M T (Sr. Angela)
- 15. Yoga Club** - Dr. Jesmy Jose
- 16. Electoral Literacy Club** - Mr. Jose James
- 17. Red Ribbon Club** - Dr. Anjaly Jacob K
- 18. Music Club** - Ms. Asha T V
- 19. Tourism Club** - Mr. Libin Francis
- 20. Civil Service Club** - Mr. Libin Francis

STAFF IN CHARGE OF VARIOUS CELLS

- 1. Internal Compliance Cell: (ICC):** Dr. Sr. Betty K.P.
- 2. Grievance Redressal Cell** : Principal
- 3. Antiragging Cell** : Dr. Santhosh Paul
- 4. Anti Narcotics Cell** : Principal
- 5. SC/ST Cell** : Principal
- 6. Women Cell** : Ms. Ms. Linet Roslin Antony
- 7. Equal Opportunity Cell** : Ms. Haripriya S Nath
- 8. Cyber Security Cell** : Ms. Pournami
- 9. Career Guidance Cell** : Mr. Libin Francis

RULES FOR ADMISSION

- m Application should be submitted online through the website of the college (<https://sacredheartcollege.ac.in>).
- m Students should keep printout of the application submitted online and present it to the college at the time of admission.
- m Applicants claiming reservation, weightage marks etc. should produce the certificates as per the Govt/ University Admissions rules at college at the time of admission.
- m Admission of students for the FYUGP, PG and Integrated PG Programmes will be under the Choice-Based Credit Semester System.
- m There will be a trial rank list for all categories of students followed by a final publication of the rank list. The rank list will be published on the college website as per the admission schedule. Listed candidates will be intimated about the interview schedule.
- m Candidates have to appear for verification of certificates in person.
- m At the time of interview, the applicant should produce the following certificates in original.
 - * Transfer Certificate from school/college last attended.
 - * Course and Conduct Certificate.
 - * Mark List and Pass Certificate.
- m Immediately after the interview, the candidate if selected will be enrolled in payment of the fees and the submission of the certificates.
- m Students are advised to have with them sufficient number of attested copies of their mark list and other documents before the original certificates are submitted to the office.

ELIGIBILITY FOR ADMISSION AND INDEXING FOR RANKING UG

1. The eligibility for admissions and reservation of seats for various FYUGP Degree Programmes shall be in accordance with the norms/ rules made by the Government/University of Calicut, from time to time.
2. Those candidates who are “Eligible for Higher Studies” as per a Higher Secondary Examination, Kerala or a pass in the equivalent examinations is the minimum criteria for admission to degree courses, unless otherwise specified. (U.O.No 2393/2015/ Admn Dated: 10.03.2015).
3. The candidates who have qualified HSE and VHSE of the Government of Kerala under the ‘SAY’ scheme, the Compartmental Examination of CBSE are also eligible for admission to first-year degree course in the same academic year.(u.o.No. GAI/A2/5753/2000 dated 14.05.2004).
4. The candidates possessing a certificate with “Eligible for Higher Studies” issued by the Kerala State Literacy Mission Authority are also eligible for Humanities and Commerce programmes. (u.oNo. 408/2019/Admn Dated:11.01.2019).
5. Candidates who have passed the Higher Secondary Examination of Tamil Nadu (Private study) shall not be admitted to any course in this college coming under the University of Calicut. (U.O.No.GAI/ AI/5062/2002 dated 07.07.2005).
6. The visually challenged candidates are not eligible for admission to Science subjects (involving practical) except BCA.
7. Bonus/Weightage marks Bonus/weightage marks will be added to the total marks obtained in qualifying examination to calculate the index marks and for ranking in the selection list in the case of candidates who already possess the required minimum marks prescribed.

ELIGIBILITY FOR ADMISSION AND INDEXING FOR RANKING PG

1. The eligibility for admissions and reservation of seats for various PG Programmes shall be in accordance with the norms/rules made by the Government/University Of Calicut, from time to time.
2. The ethnic native Lakshadweep candidates are exempted from appearing the entrance examinations based on the sponsorship letter from the Lakshadweep Administration, subject to eligibility (u.o. No:14933/2016/Admndated 26.12.2016).
3. Those who are awaiting final semester/year results of the qualifying examination can also apply. All Candidates including result awaiting students shall submit their Mark List/Grade Card (consolidated grade card and provisional certificate) to prove the eligibility of qualifying examination at the time of admission
4. Additional PG: Candidates can apply for Additional PG programmes subject to the conditions laid down in U.O.No. 2545/2024/Admn dated 15.02.2024. A candidate having a regular PG Degree in Non Professional/Professional Programme can avail additional PG in Professional/Non professional programmes under Regular Mode. A candidate can pursue two PG programmes simultaneously one in regular mode and another in Open and Distance Learning (ODL)/ Online mode, without overlapping the class timing of the other programme. Students taking additional PG are not eligible for any fee concession in reservation.
5. Those candidates who have completed their qualifying examination from other Universities shall produce a percentage certificate from concerned University,if the same not mentioned in their final grade card/mark list.If they fail to submit the same before the stipulated time, they will not be considered for admission.
6. Those candidates who have completed their qualifying examination from other Universities shall produce an Equivalency /Recognition Certificate for the students of Other States from University of Calicut.
7. Persons with Disabilities(PwD): Five Percent (5%) of the seats shall be additionally created,over and above the sanctioned strength in each programme, are reserved for Persons with Disabilities. (U.0.280/

2018/Admn dated 06.01.2018). PwD candidates shall produce the medical certificate issued by the District Medical Board or competent authorities stating that the disability is 40% or above. The Category of the disabilities should be specified clearly in the medical certificate.

8. Claim for Reservation under Scheduled Castes/Scheduled Tribe Quota: Candidates claiming reservation under Scheduled Castes/Scheduled Tribes quota should obtain the Caste/Community Certificate from the Tahsildar. The seats availed by the SC candidates will go to ST candidates and vice versa.
9. Claim of OEC candidates against the un-availed seats of SC/ST candidates: Other Eligible Community (OEC) candidates who claim allotment to the un-availed seats, if any, under SC/ST quota should furnish Community and Income Certificates.

COLLECTION OF FEE

Fees are collected as per the Governmental rules.

- a. The Tuition fees including the special fees prescribed will be collected on the date of admission.
- b. If any student fails to pay the fees or special fees on the due date, she shall be liable to pay a fine of Rs. 5/- along with the fees on or before the 10th day, after the due date. If the 7th day, happens to be a holiday, the next working day will be counted as the 7th day.
- c. If the fee with the fine is not paid on or before the 7th day after the due date, an additional fine of Rs. 10/- will have to be paid. If the fee and fines are not paid within 15 days from that date, the name of the student will have to be removed from the rolls of the college. If she is to be re-admitted, she has to apply for the special permission of the Principal and also has to remit a re-admission fee of Rs. 100/- in addition to the arrears with fine.
- d. If the fee and fines are not paid on the 11th day or within 15 days, from that date, the name of the student will be entered in a special register of defaulters. The attendance of the student would be taken every day as usual and her attendance or absence would be marked. If the student settles the arrears of fees with fines before last opportunity given for such a settlement, she would be granted

attendance as per actual presence or absence as record. If the student does not pay the dues till the last date prescribed, she would not be allowed to appear for the examination.

- e. Those who are from the regular and self financing courses should remit full course fee before collecting transfer certificate.
- f. For self financing courses, the fee will be fixed as per the norms of the University of Calicut and the Govt. of Kerala.
- g. Fees once paid are not refundable.
- h. Students leaving the College after the commencement of a term will have to pay the whole Term Fees.
- i. Students joining the College in between the course will have to pay the fees for the whole year.
- j. Absence with leave or without leave from the College is no excuse for non-payment of fees at the proper time.
- k. It is the responsibility of each student to know the amount due.

FEE REGULATIONS

DEGREE AND POST GRADUATE COURSES

I.	TUITION FEE (UG)	RS 1225
	TUITION FEE (PG)	
	MSc. ZOOLOGY AND MSc. MATHS-	RS 2190
	INTEGRATED PSYCHOLOGY	RS 1290
II.	SPECIAL FEE	
1.	ADMISSION FEE	Rs. 95
2.	LIBRARY FEE	Rs.135
3.	ATHLETIC FEE	Rs.135
4.	STATIONERY FEE	Rs.70
5.	MAGAZINE FEE	Rs.70
6.	ASSOCIATION FEE	Rs.70
7.	CALENDAR FEE	Rs.50
8.	AUDIO VISUAL FEE	Rs.45
9.	HEALTH FEE	Rs.25
10.	WOMEN STUDY	Rs.25

11.	STUDENTS AID FUND	Rs.25
III.	SPORTS AFFILIATION	Rs.330
IV.	UNIVERSITY UNION	Rs. 100
V.	LAB FEE	
1.	BSc. MAIN	
I-	PHYSICS	Rs.500
	CHEMISTRY	Rs.500
	ZOOLOGY	Rs.690
2.	II- PHYSICS	Rs.500
	CHEMISTRY	Rs.500
	ZOOLOGY	Rs.690
3.	III- PHYSICS	Rs.310
	CHEMISTRY	Rs.310
	ZOOLOGY	Rs.310
VI.	CAUTION DEPOSIT	
	BA/BSC	Rs.360
	PG	Rs.600
	IP	Rs.600

INSTITUTIONAL CODE OF ETHICS

1. The institution adheres to a conduct of duties in a righteous manner and in accordance with the principles of honesty, trust, transparency and fairness.
2. The institution should balance the diversity and difference through a culture of tolerance, discussion and forgiveness among stakeholders.
3. The institution should adopt standards, policies and procedures to promote and ensure equal opportunity without any discrimination.
4. Dedication to the vision and mission of the institution while cultivating one's knowledge, skill and attitudes to achieve excellence within the regulatory boundaries.
5. The institution must foster a shared vision and ensure a secure, safe environment where all stakeholders feel included and accepted.

6. The institution should ensure optimal resource utilisation – economic, environmental and social – to achieve a sustainable future.

GENERAL RULES AND CODE OF CONDUCT FOR STUDENTS

1. The students' registration in the college is considered an expression of willingness to abide by all the rules and regulations prevailing in the college. Every student therefore is committed to the observance of these rules.
2. Life in the College must be inspired by unity, mutual trust and co-operation among the management, staff and students. Every student must make it a part of her personal duty to attend classes daily and punctually. Students are expected to be in class at the first bell and begin the day by reciting the common prayer. When teachers are on leave, students shall remain in the class and do the work assigned to them for the period. They should not loiter along the verandas or crowd at the gate or in the campus road. No student is allowed to enter classes of other batches when the class is in session.
3. Attendance shall be marked at the beginning of each class, whether lecture, practical, or tutorial, by the teacher-in-charge of the class. Students should occupy their respective seats before attendance is taken. They should not leave the classroom, nor should late comers enter the classroom without the permission of the teacher-in-charge of the class. Students availing leave for more than ten working days without submitting proper leave applications will have their names removed from the rolls. They may be readmitted only at the discretion of the Principal.
4. Students are not expected to leave the campus during the working hours. In case of an emergency, sanction must be obtained from the Principal with a written request duly countersigned by the Parent/Guardian/Warden and the class teacher.

5. Important notices are posted on the respective notice boards. It is the responsibility of the students to read these notices and to respond immediately if summoned.
6. Learning not to damage property whether public or private is one of the primary requirements for civilized behaviour. It is the responsibility of the student to treat college property with care and to keep the buildings and the campus neat and clean. Students shall not disfigure, damage or destroy public or college properties. In the event of such damage or destruction the cost of such properties will be recovered from the student or students concerned. Disciplinary action will also be taken against the delinquents.
7. Students should not throw litter in the campus, rather place them only in the waste bins. Students are bound to keep the campus neat and clean.
8. Students are requested to see that an attitude of respect, love and consideration is reflected in their behavior towards elders, teachers, peers and others.
9. All students should read and understand library regulations. Students are advised to make use of the library during free periods. Those who prefer to sit in the classroom for doing academic work should not in any way cause disturbance to the neighbouring class. Students who are not attending classes or lectures or working in the Library, during college working hours shall take special care not to disturb classes that are going on.
10. The students have to wear the uniform prescribed by the college from time to time. Students are advised to dress modestly. Tights, leggings, miniskirts, transparent clothes, short-tops, sleeveless and deep necklines are not allowed.
11. Students should not wear gold ornaments except a pair of earrings.
12. Unauthorized use of mobile phones is not allowed in the campus for students.
13. Every student is expected to wear her identity card with photograph attested by the Principal while on campus and when travelling to and from the College. Failure to do so will

invite strict disciplinary action. Students should produce their identity cards for inspection whenever they are required to do so by the members of the Staff or the College authorities. The identity cards must also be presented at the time of payment of each installment of fees, while taking the hall tickets, mark lists and other certificates and also in the library. ID card should be surrendered after the completion of the programme or if the student discontinues.

14. The primary purpose of Examinations and Test papers is to evaluate the academic progress of the students and also to give them training. Exemption from attendance at assessments and test papers is granted only by the Principal. Malpractices during assessments and examinations will be dealt in accordance with the gravity of the incident. The principal has the right to rusticate/ban/ suspend students practicing unethical academic behavior or supporting such behavior in the campus.
15. Plagiarism or other forms of academic dishonesty, furnishing false information to any college official, faculty or office, forgery, alteration or misuse of any college document, record, or instrument of identification, copying in examination etc. will call for strict disciplinary action amounting to suspension and dismissal.
16. Silence shall be maintained in the college library and in the office premises.
17. Ragging is prohibited by law in the college campus.
18. Political activism is strictly banned in the campus, as it is detrimental to the teaching learning process. (Vide:W.A. No.535 of 2003- Judgement dt. 26/5/2003 of the Honourable High Court of Kerala). Nevertheless, the college recognizes the right of a student to dissent and to fight for the legitimate rights of students. However, these rights should not fringe upon the rights of other students to attend class and/or of the teacher to conduct his/her lessons. Students shall not take out demonstrations along the corridors or enter the classrooms and obstruct the teaching process.

19. Students are strictly prohibited from organizing, attending or participating in any activity or agitation sponsored by the politically based student organizations.
20. The college being a temple of learning and an exclusive academic zone, nobody shall involve in any form of strike or agitation including slogan shouting, dharna, gherao, burning effigy or indulge in anything which may harm the peaceful and serene atmosphere of the institution and shall eschew from violence within the campus and the hostel.
21. Any case of criminal activity or violation of law and order in the college campus will be reported to the police and the police shall register a case and initiate action against the offenders.
22. Students who are charged with a criminal offence or are under suspension will not be allowed to enter the college campus without the permission of the Principal.
23. Unauthorized entry of outsiders into the campus as well as to the hostel is strictly prohibited. Without specific permission of the authorities, students shall not bring outsiders to the college or to the hostel.
24. Student shall seek prior permission from Principal:
 - To conduct meetings in the College buildings or anywhere in the College premises.
 - To use Megaphone, loudspeakers etc. and posters, banners or boards to be put up on the campus.
 - To publish matters in Newspapers, Magazines, Journals or Social media in the name of the College.
 - To collect money from others within the campus or the hostel.
25. There is a Students' Grievance Redressal Cell in the college. In case the students have any grievance or complaint they may approach the Head of the Department first and if not satisfied, the Principal. The Principal will, at her discretion refer the matter to the Students' Grievance Redressal Cell consisting of the Vice- Principal (or an impartial senior teacher), one HoD

- and one senior teacher (Selection Grade/Reader/Associate Professor) nominated by the Principal.
26. The Principal has the power to declare holiday for the college if she finds the peaceful academic functioning of the college is getting seriously affected.
 27. Students are not permitted to drive their vehicles into the prohibited area of the campus.
 28. In order to ensure a congenial academic atmosphere in the campus, the election process shall be in the parliamentary form. The college parliament will be constituted with the representatives elected from each class and the college parliament will in turn elect the college level and university level office bearers.
 29. In support of the college's commitment to the health of the campus community, Sacred Heart College is a smoke and tobacco free college. Smoking, consumption of alcohol, tobacco, drugs or any tobacco derived or containing products is strictly prohibited in the premises of college. Smoking and tobacco use is prohibited in personal vehicles parked on college property. Those who violate the policy are subject to disciplinary actions.
 30. The Code of Discipline exists primarily to provide the discipline necessary for an academic environment. In the matter of internal discipline and enforcement of the rules and regulations, the decision of the Principal shall be final. The management has the right to suspend /dismiss any student for breach of discipline.

LIBRARY RULES & REGULATIONS

1. Only the members of the staff & students of this college are entitled to the use of library.
2. The library is kept open from 8.00 a.m. to 5.00 p.m. on all working days. Books can be issued and returned from 8.00 am to 3.30pm.

3. Students are allowed to take only paper and pen in the library. Other books, umbrellas etc. should be left at the entrance.
4. Strict silence must be observed in the library and its immediate premises, especially in the library veranda.
5. A student in degree class is allowed to borrow three books and PG students 10 books at a time and borrower's tickets will be issued accordingly, which are not transferable. One book can be borrowed against each ticket. When the book is returned to the library, the tickets will be given back.
6. Students are expected to take care of the tickets and slips issued to them. If a ticket or slip is lost, a duplicate will be issued on payment of fine as fixed by the librarian.
7. Students shall return their tickets at the close of the course of study. Those who discontinue the course should return their tickets before applying for T.C. Fine would be levied for the misuse of library tickets.
8. Members are not permitted to sub lend the books or ticket issued to them.
9. Students are permitted to walk amidst the bookshelves and to take any book to the reading table. After reading, they shall leave the books on the reading table so that books may not be misplaced. A book misplaced is virtually a book lost.
10. Books should be handled with great care. Pencil marks and ink stains made in books, destruction of binding, tearing of pages or pictures etc. will invite fine. Before leaving the counter, students must examine the books borrowed and report to the library staff any damage found therein. If they fail to do so, they will be held responsible for any damage detected afterwards.
11. Subject books and fiction are issued for 14 days. An overdue charge of Rs.1/- for subject books and fiction shall be levied after two week.
12. Damage to or loss of books on loan should be immediately reported to the librarian. Members may replace such books or pay the amount as fixed by the librarian. Books will not be issued to such members till the loss has been compensated.

13. The librarian can recall from the borrower any book at any time.
14. Once a book is issued, it will not be taken back on the same day. Renewals are not permitted.
15. Readers must be considerate to others. Kindly leave the magazines, journals or papers, back in their respective places thus making it convenient to other readers. Damage to these will be treated seriously.
16. Dictionaries, encyclopaedias, current periodicals and other reference books shall not be lent out.
17. Students are expected to return all library books before they leave for their revision holidays.
18. The staff members are not allowed to lend the library books to those outside the college.
19. At the end of the academic year, all the members of the staff are expected to return all the books and periodicals borrowed at least three days before the closing date.
20. Internet access to students are meant only for study purpose. They are free to use internet for Assignment and Project Work. One hour for PG students and 30 minutes for UG students per day.
21. The library has an active readers' forum. Students who are interested can be its members.

PROFESSIONAL ETHICS FOR FACULTY

1. Faculty members should adhere to a responsible pattern of conduct and demeanour.
2. Faculty should respect the right/dignity of the student in expressing her opinion.
3. Faculty must recognise the differences in aptitudes and capabilities of students and strive to meet their individual needs.
4. Faculty should encourage students to improve their attainments, develop their personalities and simultaneously contribute to community welfare.
5. Faculty should behave in an affectionate manner to the students and refrain from any sort of vindictive behaviour.

6. Faculty should be available and approachable to students even outside class hours.
7. Faculty should seek to make professional growth continuously through study and research.
8. Faculty should perform their duties in the form of teaching, tutorial, practical and seminar work conscientiously and with dedication.

FINANCIAL ASSISTANCE

The college cares for providing financial support to deserving students. The different scholarships/financial aids available to students from different agencies are listed below.

A. Central Government Scholarships.

1. Island Student's Scholarship.
2. Scholarship of Physically Handicapped.
3. Single Girl Child Scholarship

B. State Government Scholarships.

1. Kerala State Merit Scholarship.
2. Children of Beedi & Mineworker's Scholarship.
3. Sports Scholarship.
4. Post Matric Scholarship
5. Central Sector Scholarship
6. District Merit Scholarship
7. Fishermen's Scholarship.
8. Cultural Scholarship.
9. Scholarship to Children of School Teachers.
10. Hindi Scholarship
11. Muslim Nadar Girls Scholarship
12. Sanskrit Scholarship
13. Suvarna Jubilee Merit Scholarship

14. C H Muhammedkoya Scholarship
15. Blind/P H Scholarship
16. Music Fine Arts Scholarship
17. Scholarship for dependent of Jawan
18. Merit Cum Means Scholarship
19. Snehapoorvam

C. Calicut University Scholarship.

1. University Merit Scholarship.

D. Higher Education Scholarship.

E. SC/ST/OBC/OEC/KPCR Education Concession

F. Institutional Scholarships / Prizes /Endowments

1. Student's Aid Fund.
2. Poor Students Fund.
3. Santhwanam Fund
4. Others.

No. Endowment by

Prize Beneficiary

- | | |
|------------------------------------|----------------------------------|
| 1. K.T. Jose Kanichai. | Top scorer in Physics |
| 2. Kochupaul Kizhakoodan. | Top scorer in B.Sc. Zoology. |
| 3. Ulahannan Memorial Prize. | Top scorer in B.A. History. |
| 4. A.D. Lonappan Alappat Prize. | Top scorer in Indian History. |
| 5. Sr. Ephrem Prize. | Top scorer in Hindi. |
| 6. Sr. Carmel Prize. | Top scorer in Malayalam. |
| 7. K.T. Francis Kallukaran Prize. | Top scorer in Mathematics. |
| 8. Mrs. & Mr. V.L. Rappai Prize. | Top scorer in Economics. |
| 9. Sr. Stella Prize. | Top scorer in English. |
| 10. Fr. Jose Chittilappilly Prize. | Top scorer in Political Science. |
| 11. Fr. George Kalen Prize. | Top scorer in Chemistry. |
| 12. Alappat Lonappan Family Prize. | Top scorer in Computer Science. |

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| 13. Sr. Sancta Prize. | Top scorer in Economics. |
| 14. Marykutty Joseph Memorial Prize. | Top scorer in English. |
| 15. T.V. Varghese Thekkuden Prize. | Top scorer in Botany. |
| 16. Sr. Lalitha Chandy Prize. | Top scorer in Literary competitions. |
| 17. Sr. Cajetan Prize. | Top scorer in Arts Festival. |
| 18. P.T.W.A. Prize. | Top scorer in Literary Competitions. |
| 19. Teaching & Non Teaching Staff Prize. | Top scorer in University Exams. |
| 20. State Bank Prize. | Top scorer in General Economics. |
| 21. South Indian Bank Prize. | Top scorer in English Literature. |
| 22. Catholic Syrian Bank Prize. | Top scorer in Malayalam. |
| 23. S.H. Staff Prize. | Top scorer in P.G. |
| 24. Federal Bank Prize. | Top scorer in Hindi. |
| 25. Presentation Prize. | Top scorer in Computer Science. |
| 26. P.T.WA. Prize. | Top scorer in Sports. |
| 27. Teaching Staff Prize. | Top scorer in P.G. |
| 28. Sr. Ritty Paul Prize. | Top scorer in Economics. |
| 29. Boy's High School Prize. | Top scorer in Malayalam. |
| 30. Ms. Elicy Poulose Endowment Prize | Best student in sports and games |
| 31. Ms. Celin T.T Endowment Prize | Best student in B.Sc. Botany sub. |
| 32. Ms. Molly K.K Endowment Prize | Top scorer in B.A. English |
| 33. Sr. Samson Endowment Prize | Top scorer in Catechism |
| 34. Sr. Gracy Chethalan Endowment Prize | Top scorer in Value Education |
| 35. Mrs. Marykutty P A
Endowment Prize | Best Student in Historiography
and Kerala History |
| 36. Kum. Tincy Thomas
Endowment Prize | Top scorer in Chemsitry Main |
| 37. Sr. Foncy Alappatt Endowment Prize | Top scorer in Commerce |
| 38. Sr. Catherine Endowment Prize | Best Reader |

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| 39. Sr. Therese Mary Endowment Prize | Top scorer in BCA & MCA of IGNOU |
| 40. Sr. Lima Rose Endowment | Retired Staff Association |
| 41. Sr. Angel Rose Endowment Prize | Top scorer in P.G Physics |
| 42. Sr. Philo Jeess Endowment Prize | Top scorer in P.G Chemistry |
| 43. Sr. Deepa Endowment Prize | Best reader |
| 44. Ms. Susan Koshy's Parent
Endowment Prize | Best student in Comp. Course Eco |
| 45. Ms. Molly Sebastian Endowment | Best student in B.A.
History Core Course |
| 46. M D James Tatvamasy
Endowment Prize | Best performer |
| 47. Mrs. Elsy Thomas Endowment Prize | Treatment of needy students
and their family members |
| 48. Ms. Daisy M C Endowment Prize | Best student in Chemistry |
| 49. Ms. Annie Ittoop Endowment Prize | Act of Charity on the occasion
of the feast of Sacred Heart
College, Chalakudy |
| 50. Ms. Meera Rajan Endowment Prize | Best Student in English
Literature |
| 51. Sr. Gladys Therese Endowment Prize | Best Administrative staff award |
| 52. Sr. Dally Jose Endowment Prize | For dialysis of student and
family members |
| 53. Sr. Lilly Maria Endowment Prize | Proficiency Prize for
B A Economics |
| 54. Ms. Annie Ittoop Endowment Prize | Best student in Physics |
| 55. Sr. Lilly Maria Endowment Prize | Best student in the college |
| 56. Eluvathingal Koonan Lona
Endowment Prize | Top scorer in MSc Zoology |
| 57. K C Jose Endowment Prize | Top scorer in the complementary
paper for History students |

58. SP Antony Sankoorikal & Elsy Antony Sankoorikal
Endowment Prize Top scorer in Hindi
59. Adv. Jose Philip & Prof. Rosamma Jose
Endowment prize Best outgoing student of English Department
60. Sr. Alben endowment prize constituted by Thottapilly family Student with highest marks in MSc Mathematics
61. Prize in honour of Prof. Chacko Jose P, Former Prof. and Head of the Dept. of Economics Student with Outstanding performance in FYUGP Minor Course

ASSOCIATIONS, CLUBS & FORUMS

Sacred Heart College acknowledges that development and growth of an individual does not take place in the classroom alone. Development of talent and skills is essential for the integral formation of the personality of a student. With this insight, the college has a number of associations, clubs and forums. A student can join any number of these according to her taste/talents. There will be a faculty coordinator for each body who will be in charge of its overall supervision.

STATUTORY ASSOCIATIONS

1. The College Union

Student participation in the activities of the college is enhanced by the formation of the College students union comprising of elected representatives of the Students. College Union is a body selected every year by the students through an election process and its tenure is one year. The election of the office bearers of the union is conducted on Democratic norms observing University rules. There is a College Union Advisor who is a senior member of the faculty. The union involves in conducting various extra curricular and co-curricular activities. They discuss various matters with the union, staff advisor and principal. Election to the College Union is conducted every year when affiliating University issues orders in this regard. At present the College follows the Parliamentary system of election as per the provision of the orders of Honourable Supreme

Court of India, Honourable High Court of Kerala, J M Lyngdoh Committee recommendations and the schedule issued by the affiliating universities of Kerala.

2. Subject Associations

In subjects where the instructions are offered as main, the college has subject associations. Each subject association has an elected Secretary and will function as per the guidelines issued by the head of the department. The broad objective of the associations is to give students exposure to the subject beyond textbooks by organizing lectures, debates, quizzes etc.

3. National Service Scheme (NSS)

The college has two units of NSS, unit No. 76 and 84. It aims at education through community service. It is intended to arouse the social conscience of the student by preparing them to be useful to society.

Motto of NSS : Healthy Youth for Healthy India The specific objects are to provide them

- a. To work with and among the people.
- b. To engage in non-violent constructive social action.
- c. To enhance their knowledge of themselves and the community through a confrontation with reality.
- d. To put their scholarship to practical use in mitigating at least some of the social problems.
- e. To practice democratic leadership.

Membership in NSS is voluntary and is strictly on selective basis. Each student is subject to its discipline and code of behaviour. Every student attending NSS will be required to put the minimum of time equivalent to 120 hours each academic year including the hours of work put in during the camp days. Those who complete 240 hours of work in 2 years and attend the 7-day camp are eligible for a certificate issued by the University.

Application for enrolment will be called for by the programme officer of the unit at the beginning of each academic year.

Membership in NSS and a certificate to that effect from the University will be treated as additional qualification while making recruitments to public services.

4. Parent Teacher Well-Wishers Association

This association is established to create an atmosphere of friendship, co-operation and unity among the guardians of students, faculty members and well wishers of the college in matters pertaining to functioning of the college and to foster feeling of unity in all spheres of development of the college.

5. Alumnae Association

The college has an Alumnae Association to continue the Sacred Heart Fraternity after completing education from the college. The association also aims at tapping the potential of its alumni for the enhancement of the institution.

The annual meeting of the Alumnae Association will be conducted every year during the time of Deepavali. Alumnae association is registered under the Travancore-Cochin Cultural Scientific and Charitable Societies Registration Act (Act 12 of 1955) with registration number TSR/TC/301/2022

RESOURCES AND SERVICES

1 Smart Class and ICT-enabled Classrooms

Audio-Visual Equipment is now a cornerstone of the teaching and learning experience. With the rise of blended learning, the college is equipped with advanced facilities that enable seamless integration of technology into education.

1 Canteen and Store

The college canteen is a hub for refreshments, offering a wide variety of snacks, meals, and beverages at reasonable prices, available from 8:15 AM. Additionally, a stationery store is conveniently located within the canteen for all the academic needs.

1 Student Service Center (SSC)

“The college has a Student Service Center that promotes physical fitness, sports, health, welfare, psychological and emotional well being of students dealing with and managing the problems related to stress and emotional adjustment, especially in students from rural backgrounds, female students, students from divergent cultural backgrounds, and students with special needs. The center was established as per the regulations of the UGC. The college gives great importance to mental

health and has appointed a licensed clinical psychologist for providing professional counseling, psychometric assessments and psychotherapy to students, teachers and parents. Counseling facility helps them to deal with various personal and psychological problems through proper guidance. The counselor is available on three days a week. Understanding the importance of physical fitness, the college has invested in a well-equipped fitness center and an open gym. These facilities promote health and mental well-being among the college community, encouraging a balanced lifestyle. The director of the SSC is Dr. Jesmy Jose, Assistant Professor and Head of Department of Physical Education and members include, Ms. Juliet Shony, Clinical Psychologist and Ms. Libi Leo Akkara, Assistant Professor (on contract) and Head, Department of Psychology.

1 Chapel

Faith and spirituality are integral to the college's ethos. The chapel offers a serene environment for prayer and reflection, fostering a positive and peaceful atmosphere on campus.

1 Hostel

The hostel is designed to be a comfortable home away from home for students. Separate accommodations are provided for undergraduate and postgraduate students, ensuring a safe and supportive living environment.

1 Facilities for Divyangjan

Sacred Heart College is committed to inclusivity, offering Divyangjan-friendly facilities that ensure an accessible learning environment for all students.

1 Language Lab and Audio Visual Room

The Language Lab and Audio Visual Room are equipped with modern technology to enhance language learning and communication skills. These facilities provide an interactive and immersive learning experience.

1 Library

The college library is a treasure trove of knowledge, offering an extensive collection of books, journals, and digital resources. It serves as a quiet space for study and research, supporting the academic pursuits of students and faculty alike.

COLLEGE CALENDAR 2025 - 2026 JUNE 2025		
Date	Day	
1	SUNDAY	H
2	MONDAY	
3	TUESDAY	
4	WEDNESDAY	
5	THURSDAY	
6	FRIDAY	ID-UL-AD'HA (BAKRID)
7	SATURDAY	H
8	SUNDAY	H
9	MONDAY	
10	TUESDAY	IQAC MEETING
11	WEDNESDAY	LAST DATE OF TERM FEE WITHOUT FINE
12	THURSDAY	
13	FRIDAY	
14	SATURDAY	H
15	SUNDAY H	
16	MONDAY	
17	TUESDAY	
18	WEDNESDAY	
19	THURSDAY	
20	FRIDAY	INTERNATIONAL YOGA DAY
21	SATURDAY	H
22	SUNDAY H	
23	MONDAY	
24	TUESDAY	
25	WEDNESDAY	
26	THURSDAY	
27	FRIDAY	FEAST OF SACRED HEART OF JESUS
28	SATURDAY	H
29	SUNDAY H	
30	MONDAY	

JULY 2025		
Date	Day	
1	TUESDAY	
2	WEDNESDAY	
3	THURSDAY	H, ST.THOMAS DAY
4	FRIDAY	
5	SATURDAY	H
6	SUNDAY	H, MUHARAM
7	MONDAY	
8	TUESDAY	
9	WEDNESDAY	
10	THURSDAY	
11	FRIDAY	
12	SATURDAY	H
13	SUNDAY	H
14	MONDAY	
15	TUESDAY	
16	WEDNESDAY	
17	THURSDAY	
18	FRIDAY	
19	SATURDAY	H
20	SUNDAY	H
21	MONDAY	
22	TUESDAY	
23	WEDNESDAY	
24	THURSDAY	KARKADAKA VAVU
25	FRIDAY	
26	SATURDAY	H
27	SUNDAY	H
28	MONDAY	FEAST OF ST. ALPHONSA
29	TUESDAY	INTERNATIONAL TIGER DAY,IQAC MEETING
30	WEDNESDAY	
31	THURSDAY	

AUGUST 2025		
Date	Day	
1	FRIDAY	
2	SATURDAY	H
3	SUNDAY	H
4	MONDAY	
5	TUESDAY	
6	WEDNESDAY	HIROSHIMA DAY
7	THURSDAY	
8	FRIDAY	
9	SATURDAY	H
10	SUNDAY	H
11	MONDAY	
12	TUESDAY	
13	WEDNESDAY	
14	THURSDAY	
15	FRIDAY	H, INDEPENDENCE DAY
16	SATURDAY	H
17	SUNDAY	H
18	MONDAY	
19	TUESDAY	WORLD PHOTOGRAPHY DAY
20	WEDNESDAY	
21	THURSDAY	
22	FRIDAY	
23	SATURDAY	H
24	SUNDAY	H
25	MONDAY	
26	TUESDAY	
27	WEDNESDAY	
28	THURSDAY	AYYANKALI JAYANTHI
29	FRIDAY	
30	SATURDAY	H
31.	SUNDAY	H

SEPTEMBER 2025		
Date	Day	
1	MONDAY	
2	TUESDAY	
3	WEDNESDAY	
4	THURSDAY	FIRST ONAM
5	FRIDAY	TEACHER'S DAY, THIRUVONAM,NABIDHINAM
6	SATURDAY	H,THIRD ONAM
7	SUNDAY	H,FOURTH ONAM, SREENARAYANA GURU JAYANTHI
8	MONDAY	
9	TUESDAY	
10	WEDNESDAY	
11	THURSDAY	
12	FRIDAY	
13	SATURDAY	H
14	SUNDAY	H,SREEKRISHNA JAYANTHY
15	MONDAY	
16	TUESDAY	
17	WEDNESDAY	
18	THURSDAY	
19	FRIDAY	IQAC MEETING
20	SATURDAY	H
21	SUNDAY	H,SREENARAYANA GURU SAMADHI DAY
22	MONDAY	
23	TUESDAY	
24	WEDNESDAY	
25	THURSDAY	
26	FRIDAY	
27	SATURDAY	H
28	SUNDAY	H
29	MONDAY	
30	TUESDAY	

OCTOBER 2025		
Date	Day	
1	WEDNESDAY	H, MAHANAVAMI
2	THURSDAY	H, GANDHIJAYANTHI, VIJAYADASAMI
3	FRIDAY	
4	SATURDAY	H, WILD LIFE WEEK
5	SUNDAY	H
6	MONDAY	
7	TUESDAY	
8	WEDNESDAY	
9	THURSDAY	
10	FRIDAY	
11	SATURDAY	H
12	SUNDAY	H
13	MONDAY	
14	TUESDAY	
15	WEDNESDAY	
16	THURSDAY	
17	FRIDAY	
18	SATURDAY	H
19	SUNDAY	H
20	MONDAY	H, DEEPAVALI
21	TUESDAY	
22	WEDNESDAY	
23	THURSDAY	
24	FRIDAY	
25	SATURDAY	H
26	SUNDAY	H
27	MONDAY	
28	TUESDAY	
29	WEDNESDAY	
30	THURSDAY	
31	FRIDAY	

NOVEMBER 2025		
Date	Day	
1	SATURDAY	H,KERALA PIRAVI
2	SUNDAY	H
3	MONDAY	
4	TUESDAY	
5	WEDNESDAY	
6	THURSDAY	
7	FRIDAY	GURU NANAK'S BIRTHDAY,IQAC MEETING
8	SATURDAY	H
9	SUNDAY	H
10	MONDAY	
11	TUESDAY	
12	WEDNESDAY	
13	THURSDAY	
14	FRIDAY	CHILDREN'S DAY/WORLD DIABETES DAY
15	SATURDAY	H
16	SUNDAY	H
17	MONDAY	
18	TUESDAY	
19	WEDNESDAY	
20	THURSDAY	
21	FRIDAY	
22	SATURDAY	H
23	SUNDAY	H
24	MONDAY	
25	TUESDAY	
26	WEDNESDAY	
27	THURSDAY	
28	FRIDAY	
29	SATURDAY	H
30	SUNDAY	H

DECEMBER 2025		
Date	Day	
1	MONDAY	
2	TUESDAY	IQAC MEETING
3	WEDNESDAY	
4	THURSDAY	
5	FRIDAY	
6	SATURDAY	H
7	SUNDAY	H
8	MONDAY	
9	TUESDAY	
10	WEDNESDAY	
11	THURSDAY	
12	FRIDAY	
13	SATURDAY	H
14	SUNDAY	H
15	MONDAY	
16	TUESDAY	
17	WEDNESDAY	
18	THURSDAY	
19	FRIDAY	
20	SATURDAY	H
21	SUNDAY	H
22	MONDAY	
23	TUESDAY	
24	WEDNESDAY	
25	THURSDAY	H,CHRISTMAS
26	FRIDAY	
27	SATURDAY	H
28	SUNDAY	H
29	MONDAY	
30	TUESDAY	
31	WEDNESDAY	

JANUARY 2026		
Date	Day	
1	THURSDAY	
2	FRIDAY	H, MANNAM JAYANYHI
3	SATURDAY	H
4	SUNDAY	H
5	MONDAY	
6	TUESDAY	
7	WEDNESDAY	
8	THURSDAY	
9	FRIDAY	
10	SATURDAY	H
11	SUNDAY	H
12	MONDAY	
13	TUESDAY	
14	WEDNESDAY	
15	THURSDAY	
16	FRIDAY	
17	SATURDAY	H
18	SUNDAY	H
19	MONDAY	
20	TUESDAY	
21	WEDNESDAY	
22	THURSDAY	
23	FRIDAY	
24	SATURDAY	H
25	SUNDAY	H
26	MONDAY	H, REPUBLIC DAY
27	TUESDAY	
28	WEDNESDAY	
29	THURSDAY	
30	FRIDAY	
31	SATURDAY	H

FEBRUARY 2026		
Date	Day	
1	SUNDAY	H
2	MONDAY	
3	TUESDAY	IQAC MEETING
4	WEDNESDAY	
5	THURSDAY	
6	FRIDAY	
7	SATURDAY	H
8	SUNDAY	H
9	MONDAY	
10	TUESDAY	
11	WEDNESDAY	
12	THURSDAY	
13	FRIDAY	
14	SATURDAY	H
15	SUNDAY	H,SHIVARATHRI
16	MONDAY	
17	TUESDAY	
18	WEDNESDAY	
19	THURSDAY	
20	FRIDAY	
21	SATURDAY	H
22	SUNDAY	H
23	MONDAY	
24	TUESDAY	
25	WEDNESDAY	
26	THURSDAY	
27	FRIDAY	
28	SATURDAY	H

MARCH 2026		
Date	Day	
1	SUNDAY	H
2	MONDAY	
3	TUESDAY	
4	WEDNESDAY	
5	THURSDAY	
6	FRIDAY	
7	SATURDAY	H
8	SUNDAY	H, INTERNATIONAL WOMEN'S DAY
9	MONDAY	
10	TUESDAY	
11	WEDNESDAY	
12	THURSDAY	
13	FRIDAY	
14	SATURDAY	H
15	SUNDAY	H
16	MONDAY	
17	TUESDAY	
18	WEDNESDAY	
19	THURSDAY	
20	FRIDAY	EID UL FIT-HE-R
21	SATURDAY	H
22	SUNDAY	H
23	MONDAY	
24	TUESDAY	IQAC MEETING
25	WEDNESDAY	
26	THURSDAY	
27	FRIDAY	
28	SATURDAY	H
29	SUNDAY	
30	MONDAY	
31	TUESDAY	

APRIL 2026		
Date	Day	
1	WEDNESDAY	
2	THURSDAY	H, MAUNDY THURSDAY
3	FRIDAY	H, GOOD FRIDAY
4	SATURDAY	H
5	SUNDAY	H, EASTER
6	MONDAY	
7	TUESDAY	
8	WEDNESDAY	
9	THURSDAY	
10	FRIDAY	
11	SATURDAY	H
12	SUNDAY	H
13	MONDAY	
14	TUESDAY	
15	WEDNESDAY	H, VISHU
16	THURSDAY	
17	FRIDAY	
18	SATURDAY	H
19	SUNDAY	H
20	MONDAY	
21	TUESDAY	
22	WEDNESDAY	
23	THURSDAY	
24	FRIDAY	
25	SATURDAY	H
26	SUNDAY	H
27	MONDAY	
28	TUESDAY	
29	WEDNESDAY	
30	THURSDAY	

MAY 2026		
Date	Day	
1	FRIDAY	H, MAY DAY
2	SATURDAY	H
3	SUNDAY	H
4	MONDAY	
5	TUESDAY	
6	WEDNESDAY	
7	THURSDAY	
8	FRIDAY	
9	SATURDAY	H
10	SUNDAY	H
11	MONDAY	
12	TUESDAY	
13	WEDNESDAY	
14	THURSDAY	
15	FRIDAY	
16	SATURDAY	H
17	SUNDAY	H
18	MONDAY	
19	TUESDAY	
20	WEDNESDAY	
21	THURSDAY	
22	FRIDAY	
23	SATURDAY	H
24	SUNDAY	H
25	MONDAY	
26	TUESDAY	
27	WEDNESDAY	BAKRID
28	THURSDAY	
29	FRIDAY	
30	SATURDAY	H

SACRED HEART COLLEGE (AUTONOMOUS), CHALAKUDY
SCHEDULE FOR INTERNAL & EXTERNAL EXAMINATIONS
(2025-26)

ODD SEMESTER			
Class	Class Start Date	Internal	End Semester Exam
First sem UG	30-06-2025	10-09-2025	24-10-2025
Third sem UG	02-06-2025	10-09-2025	08-10-2025
Fifth sem UG	23-06-2025	10-09-2025	30-10-2025
First sem PG	30-06-2025	10-09-2025	24-10-2025
Third sem PG	02-06-2025	10-09-2025	08-10-2025
First sem Integrated PG	30-06-2025	10-09-2025	24-10-2025
Third sem Integrated PG	02-06-2025	10-09-2025	08-10-2025
Fifth sem Integrated PG	24-06-2025	10-09-2025	06-11-2025
Seventh sem Integrated PG	28-06-2025	10-09-2025	10-11-2025
Ninth sem Integrated PG	05-06-2025	10-09-2025	15-10-2025
EVEN SEMESTER			
Second sem UG	13-11-2025	19-01-2026	16-03-2026
Fourth sem UG	23-10-2025	19-01-2026	23-02-2026
Sixth sem UG	12-11-2025	19-01-2026	16-03-2026
Second sem PG	13-11-2025	19-01-2026	16-03-2026
Fourth sem PG	23-10-2025	19-01-2026	23-02-2026
Second sem Integrated PG	13-11-2025	19-01-2026	16-03-2026
Fourth sem Integrated PG	23-10-2025	19-01-2026	23-02-2026
Sixth sem Integrated PG	13-11-2025	19-01-2026	25-03-2026
Eighth sem Integrated PG	20-11-2025	19-01-2026	26-05-2026
Tenth sem Integrated PG	28-10-2025	19-01-2026	02-03-2026

TIME TABLE

Day	MORNING SESSION			AFTERNOON SESSION	
	I	II	III	IV	V
Monday					
Tuesday					
Wednesday					
Thursday					
Friday					
Saturday					
			LUNCH BREAK		

TIME TABLE

Day	MORNING SESSION			AFTERNOON SESSION	
	I	II	III	IV	V
Monday					
Tuesday					
Wednesday					
Thursday					
Friday					
Saturday					
LUNCH BREAK					

NOTES

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STUDENT'S LEAVE FORM
SACRED HEART COLLEGE (AUTONOMOUS), CHALAKUDY

Application for Leave

Date:.....

Name of the Student :

Class :

Class Number :

Period of Leave : Fromto

Total no. of days on leave :

Reason for leave :

*(Produce medical certificate
if necessary)*

Whether hostler or not :

Signature of the Applicant :

Name & Signature of the :

Parent/Guardian/Warden

Signature of class-in-charge:

with date

NB: 1. Application for leave should be submitted in this format only.

2. Leave on account of co-curricular activities should be countersigned by the faculty concerned.

CONTACT DETAILS OF RETIRED STAFF

Sr. Sancta, St. John Baptist Convent, Kottat	9846727715
Sr. Lalitha Treasa, Chennai	0984113938
Sr. Ritty Paul	9947115703
Sr. Samson	8289970194
Sr. Foncy Alappat	8289970162
Smt. Elicy P.C.	0484-232885
Smt. Marykutty P. A.	9037875942
Prof. Babu Thomas K.	0480 2770021
Sri.Vincent T. M.	9633676371
Smt.Rosa K. D.	9400071436
Smt.Rosa M. V.	8086275193
Ms. Sheela Mathews	9400601966
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Sr. Alphons Jaya	9354246840
Sr. Therese Mary	9495130702
Sr. Philo Grace, Clare Bhavan, Chemmunda	9048546216
Sr.Angel Rose	7356439933
Ms. Molly Sebastian	9947370876
Ms. Susan Jim	9446144320
Sr. Deepa	8078891168
Sr. Philo Jeess	9087144153
Mr. Devassy N.A.	9400944193
Sr. Vinaya Bastin	9656910538
Sr. Salomi P.L.`	9207995632
Sr. Lilly Maria	8921864527

Sr. Gladys Therese, Delhi	7403549905
Sr. Dally	9495608374
Ms. Annie Ittoop	9447992929
Ms. Daisy M C	9495851103
Ms. Meera Francis	9846632474
MS. Mary M.A.	9562557817
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Ms. Mariyam VO	9656924760
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Sr. Maries	8289970171
Sr. Rosemary	9447432640
Mr. Sajjan P.D.	9961859896
Sr. Treasa Flower, Karanchira	7025934760
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Ms. Lissy PA	9072966490
Ms. Mary MD	8943308834
Ms. Maria Jose	9446232176
Mr. Joseph Chacko	9446502116
Dr. Rosy T.T.	9447133882
Dr. Molly John	9446144403
Dr. Shirely Jose K	9846603436
Dr. Tessy K L	9446226358
Sr. Rosemel	9207482401
Ms. Bindhu Jose	9497459569
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