



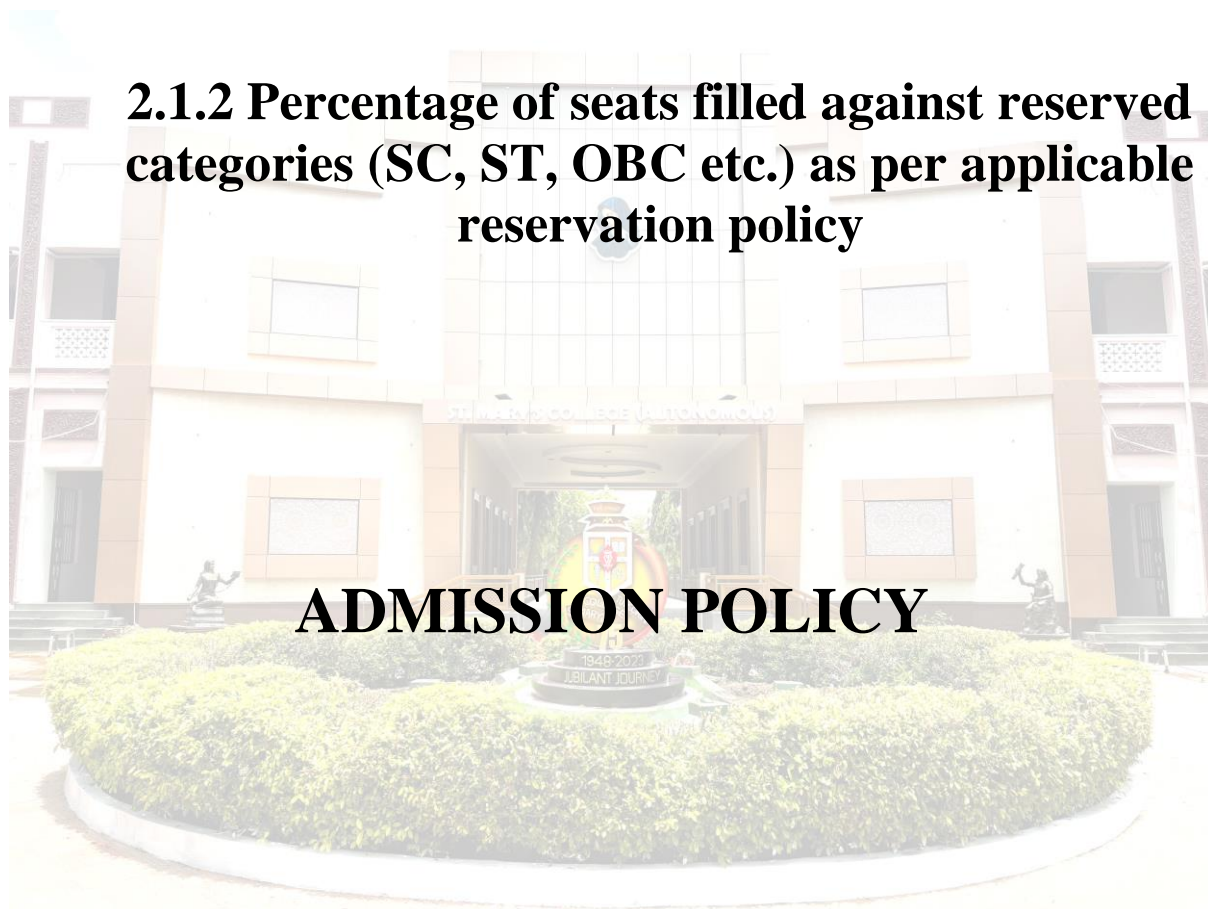
St. Mary's College (Autonomous)
Reaccredited with 'A+' Grade by NAAC (Cycle IV)
Thoothukudi



Criterion: II – Teaching- Learning and Evaluation
2.1: Teaching Learning and Evaluation
Year: 2018-2023



2.1.2 Percentage of seats filled against reserved categories (SC, ST, OBC etc.) as per applicable reservation policy



ADMISSION POLICY



ST. MARY'S COLLEGE (Autonomous)

(Re-accredited with A⁺ Grade by NAAC)

Thoothukudi - 628001, Tamilnadu.



Year of Gratitude

Prospectus

2022-2023



St. Mary's college was started in 1948 by the combined efforts of the then Bishop of Thoothukudi, Most Rev. Francis Tiburtius Roche S.J., Rev. Fr. B.S. Susainather (the former Managar of the college) and the Servite Superiors for the higher education of poor young girls of this area. With just 21 girls as the first set of students, the college had a humble beginning in the premises of St. Aloysius Girls' High School also managed by the Servites. The zeal of the pioneers has today created a tradition of academic excellence and service.

Vision

To make young women agents of an egalitarian society through liberative education.

Mission

To empower women through regular and non-formal courses to make them economically independent and socially aware so that they make better homes and contribute to family and social progress.

Goals

- To bring more students of the lowest strata to the main stream of education.
- To make young women competent and skilled to compete in the global sphere of education and employment.
- To bring out the inner power and potential in young women and channelize them towards social transformation.
- To involve the students in community oriented activities thereby enabling them to contribute to national development.
- To make them emotionally balanced, morally upright and spiritually integrated.

Our College aims at fulfilling the needs of the students for :

- Certification
- Higher Standard and greater creativity
- Improvement of Skills
- Acquisition of professional qualifications
- Self - enrichment
- Spiritual, social and civic values

College Profile

St. Mary's College, a prestigious institution of higher education for women, enjoys a heritage of 74 years as a Catholic minority institution. Founded in 1948, St. Mary's College functions under the society of the Congregation of Mother of Sorrows Servants of Mary also known as Servites. As a Catholic minority institution the college is meant primarily for the higher education of Catholic girls in a Christian atmosphere. Other students, however, are admitted without distinction of caste or creed and their religious feeling are respected.

Affiliated to Manonmaniam Sundaranar University, the college offers Under graduate, Post graduate, M.Phil., and Ph.D. Courses. Besides the academics, the college aims at the integral development of its students, especially in spiritual, social and civic values.

Autonomy

The college has been granted autonomy by UGC in 2009. Under this scheme the college modernizes its curriculum to meet the demands of employability and local needs. It offers courses and programmes of a higher standard and greater creativity and provides ample freedom of choice. It also involves the learner to acquire an all round personality development. An atmosphere of value oriented study is created for the learner.

School System

The academic activities of the college are undertaken through its School of Language and Culture, School of Biological Sciences, School of Physical Sciences, School of Computing Sciences & School of Management & Economics. This system helps to augment research, design pioneering courses, enable efficient teaching, facilitate effective learning and promote smooth functioning among departments. The Schools also aim to provide many interdisciplinary courses and enable the students to face the global demands of the 21st century.

The college has implemented Choice Based Credit System for the students admitted in UG and PG programmes from 2009 onwards. It is applicable to all the programmes under the Regular and Self Supporting Streams. The word 'credit' suggests that learning can be measured and given a credit value i.e., one credit means specified hours of learning with the instructor. The CBCS provides ample scope for academic innovation. The learners are offered a number of career-oriented (skill-based) courses and certificate courses. It also enables the students to choose courses and skills that match their interests and learning capacities.

Apart from spacious class rooms and well equipped labs, the institution also has a well stacked library with internet, Biometric, INFLIBNET, blogs and photocopying facilities. All the departments and administrative offices have been provided intranet connection. A modern Language lab, Computer labs, Smart class rooms, Conference Theatre, Audio-Visual room, Rest rooms, canteen and vehicle parking sheds are added facilities.

There are two hostels under the personal care of wardens. The mess is run under dividing system. A separate application must be made for admission in the hostel.

A large playground, well equipped gymnasium and indoor games room provide recreation and relaxation. An indoor stadium and 100 bedded sports hostel funded by the UGC have been constructed.

PROGRAMMES OFFERED 2022 - 2023

SUBJECT	UG		PG		M.Phil	Ph.D.
	Regular	SSC	Regular	SSC	SSC	SSC
English	✓	✓	✓	✓	✓	✓
History	✓		✓		✓	✓
Economics	✓			✓		
Mathematics	✓	✓ ✓		✓	✓	✓
Physics	✓			✓		
Computer Science	✓			✓		
Chemistry	✓			✓		
Botany	✓		✓		✓	✓
Zoology	✓		✓		✓	✓
Microbiology		✓		✓		
Psychology		✓		✓		
Commerce	✓	✓ ✓	✓		✓	✓
Commerce (Corporate)		✓				
Business Admin.		✓				
MHRM				✓		

Undergraduate Course Structure [Under CBCS]

- Part I** : Language – Tamil / French
- Part II** : English
- Part III** : Core, Allied, Core Elective, Core Skill Based Elective, Non Major Elective
- Part IV** : Ability Enhancement Courses, Professional English, Common Skill Based
- Part V** : Extension Activities – NCC, NSS, Sports, Games and CDP

Certificate Courses offered to the I year UG students :

The following courses are being conducted after the regular hours to enhance the special skills of the students.

Spoken English

Spoken Hindi

Basics of Computer

Tailoring

Fashion Designing

Cookery

Dance Art (Western, Classical, Folk)

Hand Craft - Aari Work

Jewellery Making

Co-Curricular Activities

The various co-curricular and extra-curricular activities of the college support and complement the academic programme. They provide opportunities to create a rapport with the society and also serve as appropriate platforms for the students to exhibit their talents and potential. All the UG students are expected to involve in any one of the co-curricular activities during the first two years of their study. The student earns one credit for the activity.

NSS

There are four N.S.S. units with 100 students in each unit. Through this scheme, the students get an exposure to the stark realities of societal life and are made to realise their responsibilities towards the society. They have annual camps during which their service among the people in the rural area educates them and benefits the society.

NCC

The NCC wing functions to instil in the young minds discipline and a happy sense of belonging to our country. They train themselves to take up the 'B' and 'C' Certificate examinations and get sometimes the honour to be in the Republic Day parade. By attending various camps held at Inter-State level, the students get a wide exposure and gain a healthy expansion of their horizon and contacts.

SPORTS & GAMES

Our college gives importance to sports and games. Our teams have always excelled in athletics and various games. We have secured and retained MS University Women's Zone overall shield twenty eight times and consequently the Championship title. Our students participate in inter-collegiate tournaments in the University, District and State levels. The candidates with distinctions in various games and athletics at District, State and National level are given special consideration during admissions. A Gymnasium has been set up for the benefit of students and staff.

EXTRA-CURRICULAR ACTIVITIES

The College offers various art forms to its young women enabling them to compete in the global sphere of education and employment. The varied skills foster an all round personality development. The awareness programmes regulate the students with the moral code of conduct, in accordance with their belief system and vision of life.

Specific objectives

- To train students in rational thinking and decision making and to develop their potential.
- To encourage student involvement in institutional affairs.
- To create a platform for the new entrants to exhibit their talents, thereby establishing camaraderie with their seniors
- To promote art and art consciousness through activities that will also serve as channels for expressing themselves, their ideas, spirit and faith.

Centre for Human Excellence

Campus Ministry

Catechism / Ethics

AICUF

FSS

Yoga and Meditation

Centre for Entrepreneurship & Skill Excellence

Certificate Course

Consumer Club

Quiz Club

Centre for Women Excellence

Human Rights Forum

Women's Cell

Anti-Sexual Harassment Cell

Anti-Ragging Cell

Centre for Cultural Excellence

Band

Orchestra

Dance

Drama

Choir

Centre for Service Excellence

CDP

Road Safety

Red Ribbon Club

Youth Red Cross

Rotaract Club

Scribes Forum

Centre for ECO-Feminine Excellence

ECO friendly campus

Clean Campus

Green Campus

Health and Hygiene

Extension Programme : CDP - *TOUCH*

In order to promote an integrated education among the students, Community Development Programme (CDP) has been included as part of curriculum and is named as TOUCH (Towards Upliftment and Community Healing). It is mandatory for all the II UG students to participate in this extension programme. They visit the adopted neighbouring villages to get in touch with the women and children in the area and to resolve their socio-economic issues and to empower them. They organise awareness programmes, medical camps and celebrations thus promoting an egalitarian society in the neighbourhood.

Admission Procedure

The candidate have to apply for admission to any academic programme of her choice in the prescribed form available on the website **www.stmaryscollege.edu.in**. Last date of submission of online application will be mentioned in the website.

At the time of interview the original documents of all certificates enclosed with admission application should be produced for verification. Communication will be sent only to those who are provisionally selected. They have to present themselves along with parents for interview with the Heads of the concerned Departments on the date mentioned in the E-mail/SMS. Their absence on the scheduled date will lead to cancellation of Admission.

The following Certificates must be produced at the time of interview.

1. Transfer Certificate
2. Higher Secondary Marks Statement / Qualifying Exam Marks Statement.
3. Community Certificate
4. Aadhar Card
5. Baptism Certificate for Catholics

How to Fill

1. Read the prospectus before filling up the application.
2. Incomplete application forms and applications received after the last date will be rejected.
3. **Any incorrect, false or misleading information in the application form will disqualify the applicant and if already admitted, will lead to the cancellation of her admission.**
4. All the relevant columns in the application form must be duly filled in.

Attested documents to be enclosed

1. Transfer Certificate
2. The qualifying examination mark statement
3. Community Certificate (BC/MBC/DNC/SC/ST)
4. Certificate of proof for differently abled, Sports and Ex-serviceman
5. Baptism Certificate for Catholics
6. Aadhar Card

REGULAR - FEE STRUCTURE

UG COURSES	Enterance Fee ₹	Admission Fee ₹	Lab Fee ₹	Special Fee ₹	Non Salary Fee ₹
English	250	5	-	327	110
History	250	5	-	327	110
Economics	250	5	-	327	110
Mathematics	250	5	40	327	110
Physics Major	250	5	130	327	110
Allied					
Chemistry Major	250	5	100	327	110
Allied			50		
Com. Science					
Major	250	5	500	327	110
Allied					
Botany Major	250	5	175	327	110
Allied					
Zoology Major	250	5	190	327	110
Allied					
B.Com.	250	5		327	110

REGULAR - FEE STRUCTURE

PG Programmes	Enternace Fee ₹	Admission Fee ₹	Tuition Fee ₹ (Per year)	Lab Fee ₹	Special Fee ₹	Non Salary Fee ₹
English	250	5	500		322	60
History	250	5	500		322	60
M.Com.	250	5	750		322	60
Botany	250	5	750	250	322	60
Zoology	250	5	750	300	322	60

N.B. : * Fee Structure is as per Government Norms.

* Fee is to be paid in 2 semesters (SSC)

Fee Concessions and Scholarships

The management and the government, both the State and the Central, help students for their study. The scholarships can be availed through duly filled in prescribed application forms submitted to the office (where these forms are issued at request.) These scholarships and fee concession holders must secure 90% of attendance failing which they run the risk of losing these scholarships and concessions.

Note to Students

- The College expects the students to be highly focused and make maximum use of opportunities provided
- No Student is allowed to take tuitions privately from the teachers of this college.
- Examinations and evaluations will be conducted periodically
- Attendance requirement is compulsory to be eligible for examinations and scholarships
- Students are encouraged to take relevant Certificate Courses offered in the campus

- Classes are from 8.30 a.m. to 1.30 p.m. with a break of twenty minutes from 11.20 a.m to 11.40 a.m.
- Certificate classes, Co-curricular activities, Extra curricular activities and tutor ward meet are from 2.15 p.m. to 4 p.m.

Disciplinary Norms

- Ragging of any kind and any magnitude inside/outside the College Campus will lead to dismissal
- All students who come to college by two wheelers are asked to wear a helmet and have a driving licence.
- Any kind of immoral behaviour in the Campus is not permitted
- Any ill-treatment, both physical and verbal, based on caste and religion will lead to dismissal

Note to Parents

- Parents and guardians need to create a healthy atmosphere at home for their wards
- They need to co-operate with the institution in their academic progress and formation
- Mark sheets will be handed over only to the parents in the Parent Teacher Meeting. Parents attendance in PTA is mandatory.

Note to the Public

- **The public is informed that the college does not accept donations in any form for admission**
- **Beware of anyone who promises you to get an admission on payment of money**
- Kindly bring such malpractices to the knowledge of the Principal

Dr. Sr. A.S.J. Lucia Rose

Principal,

St.Mary's College (Autonomous), Thoothukudi - 628 001.