Villa Marie Degree College for Women

Somajiguda, Hyderabad - 500082
Affiliated to Osmania University, Management Programs Approved by AICTE
Recognized by UGC u/s 2(f), an ISO 9001:2015 Certified Institution
Accredited with B++ Grade by NAAC

College Code: 1238

STUDENT HAND BOOK

2024-2027

GENERAL INFORMATION

ADDRESS:

Villa Marie Degree College for Women
6-3-1089, Raj Bhavan Road
Somajiguda
Hyderabad. 500082

COMMUNICATION:

Phone: +91-40-23391966, 2330 6302
Mail: villamarieedu@gmail.com
Website: www.villamariecollege.ac.in

NETWORK

 @villacollegepress

 @villamariecollege

 @villaedunexus

STUDENTPROFILE

Name: _____

Class: _____   Section: _____

Program: _____ Academic Year: _____

Hall Ticket No.:_____

E-Mail ID: _____ Phone No.: _____

 Address: _____

Father's Name: _____

Contact No: _____ E-Mail ID: _____

Mother's Name: _____

Contact No.: _____   E-Mail ID: _____

Hostel Name: _____ (If applicable)

Warden's Contact No.: _____ (If applicable)

Hostel Address:

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OUR PATRONESS

Mother Mary

Compendium:

THE MESSAGE

Dr. Philomena   M.A., M.Ed. PhD
Founder – Director, Correspondent

Visionary, Educationist & Entrepreneur

"Learning is not attained by chance; it must be sought for with ardourand attended to with diligence."

Villa Marie College was established with a vision to create a distinguished centre of excellence to nurture and transform the talent of young minds through quality and value - based education. Her life inspires us to live life on our terms. She carried a dream with her for so many years to contribute to the society by educating the young minds and thus she defined success. She has the narrative arc which defines woman power.

"Learning is not the product of teaching. Learning is the product of the activity of learners."

FROM THE PROVOST'S DESK

Villa Marie College, for over 30 years has helped girls emerge into young, confident women who are good citizens and honest beings. I feel very privileged and honored to be the Founder Principal of this exciting 21st century college – Villa Marie College. My vision for Villa Marie College is to create an environment, in which every student can thrive in a learning community that values the development of the whole person. As a team, we will create dynamic learning environment for all our students, creating opportunities that promote inquiry and reflection by using best teaching methods that foster the continuous learning and growth of every student. We aim to nurture all students so that they become successful, confident, creative, active – informed citizens whowill be able to contribute to the society. I believe perseverance and commitment are a boost to the students which help in tapping their potential. Villa Marie College has always been the nexus, emphasizing all the academic and extracurricular activities. Every year, the institution stands out with 100% pass percentage putting Villa Marie on the meritorious list and be the most consistent, high performing college in the twin cities. We, at Villa Marie not only believe in transferring knowledge butalsoteach important skills, to raise fundamental questions.

I look forward to your contribution and involvement as we embark on a journey towards knowledge and wisdom.

Dr. Philomena
Founder – Director, Correspondent

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"I don't believe you have to be better than everybody else. I believe you have to be better than you ever thought you could be."

Ms. Chinnamma M.A., M.Ed.

Secretary

"When educating the minds of our youth, we must not forget to educate their hearts."

"A guiding force of Villa Marie, Ms. Chinnamma has been a standing example of an excellent mentor and motivator.She is an epitome of great values and a strong believer in implementing change. She has always been the driving force of inspiration for the Villa Family to deliver the best to the students. She leaves no stone unturned in the pursuit of academic excellence with enthusiasm, intrigue and dreams."

"Intelligence plus character-that is the goal of true education."

FROM THE SECRETARY'S DESK

Villa Marie College provides academic excellence, awe-inspiring decision - making skills, determination, and faith in dreams, which makes the young women successful and capable of proving their grit. Students should instill the determination to carve a niche for themselves and to be more powerful. Villa stands out with a substantial work stint of over 33 years. Villa consortium is dedicated to provide a professional learning community that works collaboratively to ensure that students are focused and committed. It encourages all young women to be confident, caring, motivating, while becoming contributing members of the community.

Villa Marie cherishes utmost importance on the partnership we form with students, their families and the community. We ensure that each student acquires the knowledge, skills, and core values necessary to achieve personal success and to enrich the community whichmakes us distinctively the top - notch institution in the state of Telangana.

We are a college that is student-centered, so all our efforts, work and endeavors revolve around the achievement of each student's potential, academically, socially and emotionally.

Ms.Chinnamma Y
Secretary

"Education is the most powerful weapon for changing the world."

Mrs. Revati Devi Mathur
Principal

"Education is not filling up of a pail but lighting of a fire."

"Mrs. Revati Devi Mathur, adapts easily to the rapidly growing technology and is adept at using her pedagogy skills. She epitomizes the ideal of a strong academician. A team player with a belief in, "Leading the team by working with the team", she has the academic credentials and professional competence in the area of pedagogy and administration. She believes inexploring theevolving educational trends and stands as the most amiable and affable faculty known for her student connect and her approachability. A great leader, an able administrator and a perfect role model.

"Mastering others is strength. Mastering oneself is true power."

FROM THE PRINCIPAL'S DESK

It is inspiring and enlivening to celebrate the transition in educational trends in Villa Marie. While reinforcing, what we believe the college was established to achieve the commitment towards women's education. Today, the magnificent edifice of Villa Marie stands as a tall testimony to the magnitude and grandeur that Dr. Philomena has embodied in her vision.

The college firmly believes to enhance the skills of every student before they graduate, transforming the students into confident women. To create smart, young and dynamic professionals, academic excellence is not enough. Therefore, the college lays emphasis on grooming our students besides the classroom learning sessions. The College has an array of certificate courses which turns turn out to be the USP of the college that armours the student from time to time keeping in mind the corporate demands. These value additions that are spread across the main stream courses, are the dynamic courses emerging in the market and finally mentoring the students for placements. Thus, it is a 360 - degree learning approach by Villa Marie where, a student shows in metamorphosis with a corporate makeover. During the last more than three decades, the momentum coming from both academia and industry has lifted the college to the zenith of educational transformation.

Let us all together pledge to uphold and enhance the legacy of Villa Marie, maintaining its impeccable academic standards.

Mrs.Revati Devi Mathur

Principal

"Education is not preparation for life; education is life itself."

THE COLLEGE

VISION

To emerge and rise as an excellent Educational Institution, in imparting quality formal education, fostering innovation, promoting entrepreneurship by laying a holistic learning environment.

MISSION

1. To provide value - based education with global perspective.
2. To emerge as a fulcrum of teacher – learner interface.
3. To promote the college as a hub of all academic transactions and polishing the learner's competence level.
4. To impart moral ethics, encourage co – curricular activities and community outreach programs for personal growth, enrichment and social transformation.

VILLA CREST

The College motto is "VILLA VISIE VISTA" meaning a house of learning with light of distinct vision of richer vistas for a prospective tomorrow.

COLLEGE PRAYER

O God! You are the truth and origin of knowledge,

Bless our studies, which we consecrate ourselves to thee,

 Strengthen our memories, direct our wills towards what is right,

Grant us to seek the truth always, and make us truly wise. Amen

"Passion + Consistency = Success."

PROFILE OF THE INSTITUTION

Villa Marie Degree College for Women is an ISO 9001:2015 Certified Institution, founded by Dr. Philomena, established in the year 1997, with the noble and far-sighted vision of imparting quality education. The Institution, in its present confines of Somajiguda, is under the affiliation of Osmania University with the Choice Based Credit System (CBCS). It is accredited with B++ Grade by NAAC.

It has a state-of-the-art infrastructure that plays a crucial role in creating a conducive environment for learning and preparing students for the future. The institution has MOUs collaborating with Professional Bodies to offer a wider spectrum of knowledge beyond the curriculum.

The faculty is committed and dedicated to deliver quality teaching with ICT Embedded innovative pedagogical tools. They keep abreast with the emerging trends in their respective domains through research and networking. A Local Chapter of SWAYAM, NPTEL exists which seeks to enhance the knowledge and expertise of staff and students.

Students delve into the field of education with academics, added with exclusive value-added Certificate Courses. The results in the Osmania University Semester End Examinations have always been 90% and above. They are mentored under the Mentorship Program fostering holistic development with strong work ethic, confidence and respect. The Placement Cell assists in employability skills for the students, is associated with leading companies, and has been a campus to scout for talent.

The spacious library and Information Centre has more than 10000 books, journals, and magazines with a dedicated space for the Digital library. It is fully automated using the New Zen Lib Version Helium 3.1 library software system, integrated into the Online Public Access Catalogue.

National and International players adorn the Department of Physical Education which is well equipped with Indoor and Outdoor Sports facilities along with the Gymnasium and Fitness Centre.

The institute has driven various endeavours toward supporting community and environmental causes, sensitizing the students to explore value beyond the regular curriculum under its signature banner VICAS. Community engagement, ethics, leadership and development of strong communication skills are the integral components of Villa Marie's graduate experience that embodies its vision and embarks on its mission towards women empowerment.

"An investment in knowledge pays the best interest."

RULES AND REGULATIONS

The schedule of the college is as follows:

❖ The college functions from 8:15 am – 2:30pm with lunch break of 30 minutes.

❖ The College starts with a Prayer at 8:15 am followed by attendance marked by the Mentor concerned and the classes begin at 8:30 am. Students who come late will not be given the attendance for the day.

❖ Students will not be permitted to leave the college before 2:30pm

❖ Students should inform their Mentor concerned in case of any planned Leave of absence. A leave letter should be submitted.

❖ For medical leave, the Medical Certificate should be enclosed along with the leave application duly signed by the Parent/Local Guardian.

❖ Students should follow the rules of the Library.

❖ The parents or guardians are requested to meet the Principal, immediately as and when they receive any communication from the college regarding unauthorized absence/leave or other disciplinary issues.

❖ All examinations should be conducted as per the Academic Calendar of Osmania University.

ORGANOGRAM
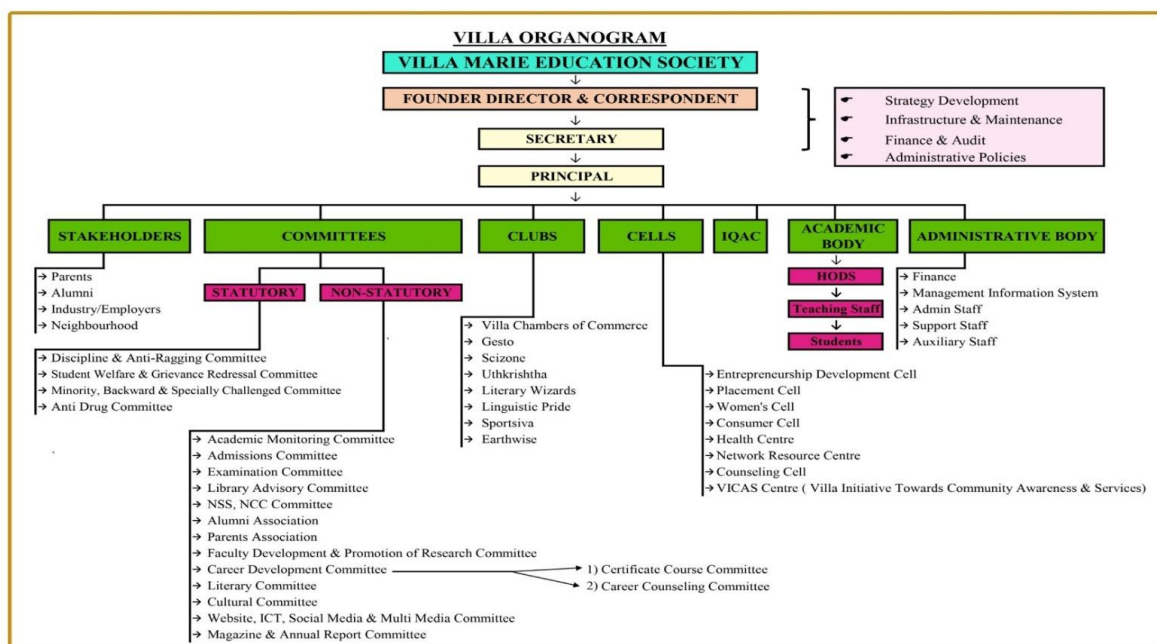
"Knowing is not enough, we must apply. Willing is not enough we must do."

VILLA ANTHEM

Every morning of every day	Every morning of every day
Standing together	Standing together
For happiness we pray (2)	For happiness we pray (2)
Every moment of every day	Every moment of every day
We thank Villa Marie	We thank Villa Marie
For showing us the way	For showing us the way
It wasn't just success	Loving, caring and forgiving
That you taught us to seek	Guiding us in the hour of need
But also to love and to live	A better people we will be
in harmony.	A promise we will keep.
Every morning of every day	Every morning of every day
Standing together	Standing together
For happiness we pray (2)	For happiness we pray (2)
Every moment of every day	Every moment of every day
We thank Villa Marie	We thank Villa Marie
For showing us the way	For showing us the way
To learn is what we wanted	
Knowledge was all we sought	
Lessons in understanding humanity	
Is what we got.	

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

INTERNAL QUALITY ASSURANCE CELL (IQAC)

Promotes Enhancement & Sustenance of Quality Initiatives

OBJECTIVES:

- To develop a system for conscious, consistent and catalytic improvement in the overall performance of the institution.
- To provide greater clarity and focus in institutional functioning towards quality enhancement and facilitate internalization of the quality culture.
- To contribute towards enhancement and integration among the activities of the college both academic and extension to institutional best practices.

"Excellence is not a skill. It is an attitude."

THE STUDENT

Villa Marie is excited to have a new batch of students every year. Life at Villa Marie is exciting, but exhaustive too!!We are here to support and make the experience more enjoyable. Learning in the Villa Marie way is a great method to ensure that a student feels confident from the 1st day and is prepared for the semesters ahead, involving themselves in the campus community through clubs, societies, volunteering and more.

The College embraces technology and best practices to deliver the best possible student experience. Recognising the rapidly changing environment, our students shall benefit from a unique education experience that prioritises activities which in turn help developgraduates who are community-minded, resilient and ready to work.

Villa Marie fosters a passion for lifelong learning, and offers opportunities for our graduates to re-engage, as alumni, with our programs throughout their lives and careers.

Start your degree with your right foot.

ADMISSION PROCEDURE

- The Admission Committee comprises of faculty from all programs who offer Pre-admission Counseling to every candidate and guide them to choose the right program.
- The Admission Schedule and the Programs offered are displayed on the college Notice Board and the official College Website.
- Application forms for admission and prospectus can be obtained by the candidates on payment of the registration fees directly from the Admission Committee in the college.
- Candidates can also apply online though the college website for the preferred programs. The Admission Committee shall call the candidates who apply online. The registration fees can be paid personally to the Admission Committee.
- Candidates should submit the application form duly filled in, within the prescribed time.
- The Program combination and Second language, once opted for cannot be changed.
- Copies of the following documents and certificates are to be submitted together with the application form:
  a) Memo of marks obtained in the Intermediate / Equivalent Examination
  b) Memo of marks obtained in the SSC / Equivalent Examination
  c) Aadhar Card
  d) Students belonging to Reservation Category must submit the certificate of Caste to which they belong to
  e) 12 color recent passport size photographs
- Candidates from other states / country must also submit Migration Certificate and Equivalency Certificate from the Board of Intermediate Education
- Candidates must pay the First Semester Fees at the Accounts Section in the Office to confirm and complete the admission in the chosen program.

CODE OF CONDUCT

- Students should be punctual and attend all their classes regularly.
- Students must be decently dressed and be presentable to the college.
- Students should wear their College Identity Cards in the College premises.

- The college lays emphasis on attendance. It is mandatory for the students to have a minimum of 75% attendance in each subject to be eligible to appear for Continuous Internal Evaluation (CIE) i.e., Unit Tests, Internal Assessment Tests, Semester-End Examinations, etc.
- The list of students having shortage of attendance is displayed on the respective Departmental Notice Boards every month. The same is also communicated to the Parents.
- Students representing the College, University, State or Nation in Sports, NSS, NCC or Cultural activities shall be eligible to claim the attendance for the actual number of days participated, subject to a maximum of 20 days in a semester based on the specific recommendations of the HOD and the Principal of the College.
- Students are required to maintain discipline which is essential for the progress and development of the individual and the college.
- Students must conduct themselves in a manner befitting the college community with due respect given to all the staff members.
- No candidate shall create mutual hatred or cause tension between different castes and communities, religious or linguistic or between any group(s) of students.
- No candidate shall be permitted to carry procession or public meeting.
- No candidate shall, nor shall her supporters, deface or cause any destruction to any property of the college.
- All candidates shall be prohibited from indulging or abetting, all activities which are considered to be corrupt practices and offences.
- Ragging is a punishable offence and it is strictly prohibited in the college premises.
- Use of mobile phones is not allowed during class hours of the college.
- Absolute silence must be maintained in the classrooms, library and corridors.
- Cleanliness must be maintained in the class rooms and in the College campus.
- Students should regularly visit the Library.
- Students must take care of their belongings. The college is not responsible for any loss of valuables.
- Students must park their vehicles in the designated places.
- Disciplinary actions will be taken on the students who do not obey rules and regulations of the college.

"Learning is a treasure that will follow its owner everywhere."

THE CBCS (Choice Based Credit System)

STRUCTURE OF OSMANIA UNIVERSITY

FEATURES OF THE CHOICE BASED CREDIT SYSTEM:

1. In the CBCS System, Continuous Evaluation of the students in all the semesters is done through Internal Assessment Examinations, Assignments and Semester End Examinations.
2. Course Content is designed to meet the ever - changing requirements of the industry/job market/needs of society; according to the latest trends in the market.

"The mind is not a vessel to be filled but a fire to be ignited"

OUTLINE OF CBCS AND THE CBCS COURSE STRUCTURE:

1. Degree Programs are offered within the Semester System.
2. There shall be six semesters in each Program. The duration of an Academic year consists of two semesters, each of 15 weeks of teaching.
3. The Academic session in each semester will provide 90 teaching days.
4. The period of the Oddsemester will be from June to December and the Even semester will be from January to May.
5. There shall be categories of courses/papers in each program: ELS, SLS, AECC, DSC, DSE, SEC, PR and GE.

6. **Discipline Specific Course:** A course, which should compulsorily be studied by a candidate as a discipline specificrequirement is termed as a Discipline Specific Course.

7.**Elective Course:** Generally, a course which can be chosen from a pool of courses andwhich may be very specific or specialized or advanced or supportive to the discipline/subject of study or which provides an extended scope or which enables an exposure tosome other discipline/subject/domain or nurtures the candidate's proficiency/skill iscalled an Elective Course.

7.1 **Discipline Specific Elective (DSE) Course**: Elective courses may be offered by themain discipline/subject of study, which is referred to as Discipline Specific Elective.

7.2**Dissertation/Project**: An elective course designed to acquire special/advancedknowledge, such as supplement study/support study to a project work, and acandidate studies such a course on her own with an advisory support by ateacher/faculty member is called dissertation/project.

7.3 **Generic Elective (GE) Course**: An elective course chosen generally from an unrelated discipline/subject, with an intention to seek exposure is called a Generic Elective.

8. **Ability Enhancement Courses (AEC):** The Ability Enhancement (AE) Courses may be of two kinds: Ability Enhancement Compulsory Courses (AECC) and Skill Enhancement Courses (SEC).

8.1 **"AECC"**: These are the courses based on content that lead toknowledge enhancement, which are mandatory for all disciplines.

8.2 **"SEC":** These are the courses which are value-based and/or skill-basedand are aimed at providing hands-on-training, competencies, skills, etc.

9.**Introducing Research Component in Under-Graduate Courses**: **Project work/Dissertation** is considered as a special course involving application of knowledgein solving / analyzing /exploring a real - life situation / difficult problem.

The Osmania University has designed the structure and syllabi for the core and elective papers in all the programs as per the CBCS Structure.

"Nothing is impossible. The word itself says 'I' m Possible."

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CONVERSION OF CREDIT(S) INTO GRADE(S):

1. Credit means the unit by which the course work is measured. In the O U Regulations, one credit means one hour of teaching work or two hours of practical work.
2. Grade letter is an index to indicate the performance of a student in a particular course (Paper). It is the transformation of actual marks secured by a student in a course/paper.
3. Grade point is the weightage allotted to each grade letter depending on the range of marks awarded in the course/paper.
4. Credit points refer to the product of the number of credits multiplied by the Grade point for a given course/paper.
5. Semester Grade Point Average (SGPA) refers to the performance of the student in a given semester. SGPA is based on the total credit points earned by the student in all the courses and the total number of credits assigned to the courses/papers.
6. Cumulative Grade Point Average (CGPA) refers to the Cumulative Grade Point Average awarded across all the semesters.

The following illustration could be taken as an example for computing SGPA and CGPA:

1. Grades and Grade Points

Range of % of marks	Inference	Grade Letter	Grade Point
≥ 90 to 100	Outstanding	O	10
≥ 75 to < 90	Excellent	A+	9
≥ 60 to < 75	Very Good	A	8
≥ 55 to < 60	Good	B+	7
≥ 50 to < 55	Above Average	B	6
≥ 45 to < 50	Average	C	5
≥ 40 to < 45	Pass	D	4
< 40	Fail (Re appear)	F	0
	Absent (Not appeared)	Ab	0

2. Computation of SGPA:

a) Multiply the Credit of each subject with the Grade Point secured in the subject. The result is called Credit Point.
   Credit x Grade Point = Credit Point
b) Add the Credits of all the Subjects
c) Add the Credit points of all the subjects
d) SGPA = Total Credit Points / Total Credits

3. Computation of CGPA:

a) The above procedure of computing SGPA must be done for all the semesters.
b) Multiply the total credits of each semester with the SGPA of the semester.
   Total Credits x SGPA = Numerator
c) CGPA = Numerator / total Credits of all the Semesters.

Note:

• SGPA is computed only if the candidate has passed in all the papers (gets a minimum E Grade in all the papers)

- A student obtaining a Grade F shall be considered failed and will be required to reappear for the paper/papers.

EVALUATION METHOD:

1. Semester End Examinations of AECC shall be conducted by the University and its marks shall be a part of SGPA and CGPA.
2. **Pattern of Evaluation of 2 Credit Papers:** AECC and SEC have 2 credits and will be evaluated for 50 marks. 10 marks Internal Assessment (10 MCQs and 10 FIBs of ½ marks each) 40 marks for Semester end examination (Section A: 10 marks – 2 short questions of 5 marks each, one from each unit.
Section B: 30 marks – 2 longessayquestions of 15 marks each, form each unit with internal choice)
3. **Pattern of Internal Evaluation in UG Core and Elective papers (4 and 5 credit courses/papers):** 2 Internal Assessment Tests of 15 marks each to be averaged and 1 assignment of 5 marks for a total of 20 marks. Each Internal Assessment Question Paper consists of 10 MCQs of ½ mark each, 10 FIBs of ½ mark each, 5 short answers of 1 mark each.
4. **Pattern of Evaluation of Practical Examination:** Practical Examination is evaluated at the end of the semester. Evaluation is done by Internal Examiners for I, III and V Semesters and by External Examiners for II, IV and VI Semesters.
5. **Pattern of Semester End Examination:** (80 marks). Section A (20 marks) consists of 8 short answer questions (at least one from each unit) out of which 5 questions are to be answered. Each Question carries 4 marks. Section B (60 marks) consists of 5 long answer / essay type questions of 12 marks each with internal choice (2 to be set per unit)

IMPROVEMENT OF GRADES AND COMPLETION OF THE COURSE

1. Candidates who have passed in a theorypaper/papers, are allowed to appear again for theory paper/papers only once, in order to improve their grade, by paying the fee prescribed by the University.
2. If a candidate improves her grade, then her improved grade will be taken into consideration for the award of SGPA. Such improved grade will not be counted for the award of prizes/medals, Rank and Distinction.
3. If the candidate does not show improvement in the grade, her previous grade will be taken into consideration. Candidates will not be allowed to improve marks/grade in the Internal Assessment and Project Work.

"The only place where success comes before work is in the dictionary."

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PROMOTION, RE-ADMISSION RULES AND MAXIMUM TIME FOR COMPLETION OF COURSE

PROMOTION RULES:

S.No	Semester	Conditions to be fulfilled for Promotion
1	From Semester I to Semester II	Undertook a Regular Course of study of Semester I and registered for the Semester I Examination
2	From Semester II to Semester III	a) Undergone a Regular Course of study of Semester I and II b) The number of backlogs if any, of Semester I and II taken together shall not exceed 50% of the total number of papers/subjects prescribed for Semesters I and II
3	From Semester III to Semester IV	Undergone a Regular Course of study of Semester III and registered for the Semester III Examination
4	From Semester IV to Semester V	a) Undergone a Regular Course of study of Semester I, II, III and IV b) The number of backlogs if any, of Semester I, II, III and IV taken together shall not exceed 50% of the total number of papers/subjects prescribed for Semesters I, II, III and IV.
5	From Semester V to Semester VI	Undergone a Regular Course of study of Semester V and registered for the Semester V Examination

*Registration means obtaining a Hall Ticket for the specific examination.

RE-ADMISSION RULES

The procedure to be followed for granting re-admission to the students in the following cases:

a) A student who did not put in the required attendance in a semester/year of a course and thus detained.

b) A student who did not pass in the required number of papers and thus detained.

c) A student after completing a semester/year did not continue her studies in the next immediate semester/year on personal/health grounds but desired to continue her studies after a short break.

d) A student who has put in not less than 40% of attendance in a semester and not registered for the examination can take re-admission in the same semester.

e) Candidates who, after completing a semester/year of the course but took T.C. to join another course and come back wishes to continue the earlier course.

In all the above cases, re-admission is permissible provided they are within the period of 3 years. Further, the approval of the University has to be obtained in respect of those students who took T.C. to join some other course and come seek for re-admission in the college.

THE PROGRAMS OFFERED

We are proud of all of the opportunities we offer to our students, with strong core academic programs as well as outstanding elective programs. We have a strong Advanced Placement program as well as academic interventions to help ensure all of our students to reach their goals.The flexible and conservative course structure provides numerous opportunities for students to pursue their goals. We believe, we provide a comprehensive institution where every student has opportunities in any area they pursue.

Programs Offered:

- **Department of Commerce:**
  B.Com (Finance)
  B.Com (Computer Applications)
  B.Com (Honors)
  B.Com (Business Analytics)

- **Department of Business Management:**
  BBA
- BBA (Business Analytics)

- **Department of Arts:**
  B.A
  (Political Science, Mass Communication &Journalism, Modern Language English)
  B.A
  (Psychology, Mass Communication & Journalism, Modern Language English)
  B.A
  (Psychology, Marketing Management, Modern Language English)

- **Department of Mathematics & Statistics:**
  B.Sc (Mathematics, Statistics, Data Science)

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"Education is not the filling of a pail, but the lighting of the fire."

PROGRAM STRUCTURE AS PER CBCS
B.COM (BUSINESS ANALYTICS)

	Semester – I		Semester – II
S No	**Course**	**S No**	**Course**
1.	English (First Language)	1.	English (First Language)
2.	Second Language	2.	Second Language
3.	a) Environmental Science / b) Basic Computer Skills	3.	a) Basic Computer Skills/ b) Environmental Science
4.	Financial Accounting – I	4.	Financial Accounting – II
5.	Business Organisation & Management	5.	Business Laws
6.	Data-driven Decision Making	6.	Data Analytics Essentials

	Semester – III		Semester – IV
S No	**Course**	**S No**	**Course**
1.	English (First Language)	1.	English (First Language)
2.	Second Language	2.	Second Language
3.	a) Communication Skills/ b) Professional Skills	3.	a) Leadership & Management Skills / b) Universal Human Values
4.	a) Principals of Insurance / b) Foundation of Digital Marketing & Web Design	4.	a) Practice of Life & General Insurance / b) Social Media Marketing Search Engine Optimisation & Online Advertising
5.	Advanced Accounting	5.	Income Tax
6.	Business Statistics – I	6.	Business Statistics – II
7.	Data Analytics Modeling	7.	Forecasting & Predictive Analytics

	Semester – V		Semester – VI
S No	**Course**	**S No**	**Course**
1.	English (First Language)	1.	English (First Language)
2.	Second Language	2.	Second Language
3.	a)Business Economics/ b)Advanced Aspects of Income Tax	3.	Research Methodology & Project Report
4.	a) Cost Accounting/ b) Financial Planning & Performance/ c) International Financial Reporting-I	4.	a) Cost Control& Management Accounting b) Financial Control / c) International Financial Reporting - II
5.	a) Computerized Accounting/ b) Financial Decision Making-I/ c) International Tax &Regulation	5.	a) Theory of Practice of GST / b) Financial Decision Making – II / c) International Auditing
6.	a) Advanced Data Visualization/ b) AdvancedCorporate Accounting/ c) Financial Management	6.	a) Business Applications of Emerging Technologies / b) Corporate Governance / c) Investment Management

PROGRAM STRUCTURE AS PER CBCS
B.COM (HONOURS)

	Semester – I		Semester – II
S No	**Course**	**S No**	**Course**
1.	English (First Language)	1.	English (First Language)
2.	a) Environmental Science / b) Basic Computer Skills	2.	a) Basic Computer Skills / b) Environmental Science
3.	Financial Accounting – I	3.	Financial Accounting – II
4.	Business Organisation & Management	4.	Business Laws
5.	Foreign Trade	5.	Banking & Financial Services
6.	Business Economics	6.	Financial Management

	Semester – III		Semester – IV
S No	**Course**	**S No**	**Course**
1.	English (First Language)	1.	English (First Language)
2.	Communication Skills/ Professional Skills	2.	Leadership & Management Skills / Universal Human Values
3.	a) Principals of Insurance / b) Foundation of Digital Marketing & Web Design	3.	a) Practice of Life & General Insurance / b) Social Media Marketing Search Engine Optimisation & Online Advertising
4.	Advanced Accounting	4.	Income Tax
5.	Business Statistics – I	5.	Business Statistics – II
6.	Financial Institutions & Markets	6.	Corporate Accounting
7.	Investment Management	7.	Human Resource Management

	Semester – V		Semester – VI
S No	**Course**	**S No**	**Course**
1.	English (First Language)	1.	English (First Language)
2.	a) Excel Foundation / b) Advanced Aspects of Income Tax	2.	Research Methodology & Project Report
3.	a) Cost Accounting / b) Financial Planning & Performance / c) International Financial Reporting – I	3.	a) Cost Control & Management Accounting b) Financial Control / c) International Financial Reporting - II
4.	a) Computerised Accounting / b) Financial Decision Making – I / c) International Tax & Regulation	4.	a) Theory of Practice of GST / b) Financial Decision Making – II / c) International Auditing
5.	a) Auditing / b) Strategic Management / c) Investment Industry – I	5.	a) Accounting Standards / b) Corporate Governance / c) Investment Industry – II
6.	a) Marketing Management / b) Project & Relationship Management / c) Investment Instruments	6.	a) International Finance / b) Business Applications of Emerging Technologies / c) Investment Industry Controls

PROGRAM STRUCTURE AS PER CBCS
B.COM (COMPUTER APPLICATIONS)

	Semester – I		Semester – II
S No	Course	S No	Course
1.	English (First Language)	1.	English (First Language)
2.	Second Language	2.	Second Language
3.	a) Environmental Science / b) Basic Computer Skills	3.	a) Basic Computer Skills / b) Environmental Science
4.	Financial Accounting – I	4.	Financial Accounting – II
5.	Business Organisation & Management	5.	Business Laws
6.	Fundamental of Information Technology	6.	Programming with C & C++

	Semester – III		Semester – IV
S No	Course	S No	Course
1.	English (First Language)	1.	English (First Language)
2.	Second Language	2.	Second Language
3.	Communication Skills/ Professional Skills	3.	Leadership & Management Skills / Universal Human Values
4.	a) Principals of Insurance / b) Foundation of Digital Marketing & Web Design	4.	a) Practice of Life & General Insurance / b) Social Media Marketing Search Engine Optimisation & Online Advertising
5.	Advanced Accounting	5.	Income Tax
6.	Business Statistics – I	6.	Business Statistics – II
7.	Relational Database Management System	7.	Web Technologies

	Semester – V		Semester – VI
S No	Course	S No	Course
1.	English (First Language)	1.	English (First Language)
2.	Second Language	2.	Second Language
3.	a) Business Economics / b) Advanced Aspects of Income Tax	3.	Research Methodology & Project Report
4.	a) Cost Accounting / b) Financial Planning & Performance / c) International Financial Reporting – I	4.	a) Cost Control & Management Accounting b) Financial Control / c) International Financial Reporting - II
5.	a) Computerised Accounting / b) Financial Decision Making – I / c) International Tax & Regulation	5.	a) Theory of Practice of GST / b) Financial Decision Making – II / c) International Auditing
6.	a) Management Information Systems / b) E-Commerce / c) Mobile Applications	6.	a) Multimedia Systems / b) Cyber Security / c) Data Analytics

PROGRAM STRUCTURE AS PER CBCS
B.COM (FINANCE)

S No	Semester – I Course	S No	Semester – II Course
1.	English (First Language)	1.	English (First Language)
2.	Second Language	2.	Second Language
3.	a) Environmental Science / b) Basic Computer Skills	3.	a) Basic Computer Skills / b) Environmental Science
4.	Financial Accounting – I	4.	Financial Accounting – II
5.	Business Organisation & Management	5.	Business Laws
6.	Indian Financial System	6.	Fundamentals of Financial Management

S No	Semester – III Course	S No	Semester – IV Course
1.	English (First Language)	1.	English (First Language)
2.	Second Language	2.	Second Language
3.	a) Communication Skills/ b) Professional Skills	3.	a) Leadership & Management Skills / b) Universal Human Values
4.	a) Principals of Excel/ b) Big Data Analysis	4.	a) Project Finance/ b) Cyber Security Laws
5.	Advanced Accounting	5.	Income Tax
6.	Business Statistics – I	6.	Business Statistics – II
7.	Security Analysis	7.	Portfolio Management

S No	Semester – V Course	S No	Semester – VI Course
1.	English (First Language)	1.	English (First Language)
2.	Second Language	2.	Second Language
3.	a) Business Economics / b) Business Environment & Policy	3.	a) Financial Derivatives/ b) Mutual Fund Management
4.	a) Personal Finance/ b) Blockchain Technology	4.	a) Financial Analytics/ b) Business Ethics & Corporate Governance
5.	a) Behavioural Finance/ b) Data Mining & Business Intelligence	5.	a) Fintech Services/ b) GST – Theory & Practice
6.	a) International Finance b) Financial Statement Analysis	6.	Research Methodology and Project Report#

PROGRAM STRUCTURE AS PER CBCS
BBA

Semester – I		Semester – II	
S No	Course	S No	Course
1.	English (First Language) – I	1.	English (First Language) - II
2.	Second Language – I	2.	Second Language – II
3.	Environmental Studies	3.	Basic Computer Skills
4.	Principles of Management	4.	Organisational Behaviour
5.	Basics of Marketing	5.	Business Statistics
6.	Business Economics	6.	Financial Accounting

Semester – III		Semester – IV	
S No	Course	S No	Course
1.	English (First Language) – III	1.	English (First Language) – IV
2.	Second Language – III	2.	Second Language – IV
3.	a) Communication Skills/ b) Professional Skills	3.	a) Leadership & Management Skills / b) Universal Human Values
4.	a) Basic Quality Management / b) Advanced Computer Skills	4.	a) Start-up Opportunity & Feasibility b) Business Policy & Strategy
5.	Human Resource Management	5.	Business Law & Ethics
6.	Introduction to Information Technology	6.	Marketing Research
7.	Financial Management	7.	Management Science

Semester – V		Semester – VI	
S No	Course	S No	Course
1.	English (First Language) – V	1.	English (First Language) – VI
2.	Second Language – V	2.	Second Language – VI
3.	Mobile Commerce	3.	a) Supply Chain Management / b) Business Intelligence & Data Visualization
4.	a) Entrepreneurship Development / b) Business Analytics	4.	a) Banking (F) b) Buyer Behaviour (M) c) Leadership & Change Management (HR)
5.	a) Financial Markets & Services (F) / b) Brand Management (M) / c) Organisational Development (HR)	5.	a) Insurance (F) b) Customer Relationship Management (M) c) Compensation Management (HR)
6.	a) Analysis of Investment in Financial Assets (F) / b) Retail Management (M)) / c) Performance Appraisal &Counseling (HR)	6.	Project Report
		7.	Viva-Voce

PROGRAM STRUCTURE AS PER CBCS
BBA (BUSINESS ANALYTICS)

Semester – I		Semester – II	
S No	**Course**	**S No**	**Course**
1.	English (First Language) – I	1.	English (First Language) - II
2.	Second Language – I	2.	Second Language – II
3.	Environmental Studies	3.	Basic Computer Skills
4.	Principles of Management	4.	Business Economics
5.	Business Mathematics	5.	Financial Accounting
6.	Introduction to Information Technology	6.	Introduction to Business Analytics

Semester – III		Semester – IV	
S No	**Course**	**S No**	**Course**
1.	English (First Language) – III	1.	English (First Language) – IV
2.	Second Language – III	2.	Second Language – IV
3.	a) Communication Skills/ b) Professional Skills	3.	a) Leadership & Management Skills / b) Universal Human Values
4.	a) Basic Quality Management / b) Advanced Computer Skills	4.	a) Business Policy & Strategy b) Business Law
5.	Basics of Marketing	5.	Human Resource Management
6.	Management Science	6.	Financial Management
7.	Descriptive Business Analytics (Practical EXCEL)	7.	Predictive Business Analytics (Practical EXCEL)

Semester – V		Semester – VI	
S No	**Course**	**S No**	**Course**
1.	English (First Language) – V	1.	English (First Language) – VI
2.	Second Language – V	2.	Second Language – VI
3.	Entrepreneurship Development	3.	a) Business Intelligence & Data Visualization b) Business Analytics Programming
4.	a) Big Data Analytics b) Data Warehousing & Data Mining	4.	a) Banking (F) b) Buyer Behaviour (M) c) Leadership & Change Management (HR)
5.	a) Financial Markets & Services (F) / b) Brand Management (M)) / c) Organizational Development (HR)	5.	a) Financial Analytics – II (F) b) Marketing Analytics – II (M) c) HR Analytics – II (HR)
6.	a) Financial Analytics – I (F) b) Marketing Analytics – I (M) c) HR Analytics – I (HR)	6.	Project Report
		7.	Comprehensive Viva-Voce

PROGRAM STRUCTURE AS PER CBCS
B.Sc. (MATHEMATICS, STATISTICS, DATA SCIENCE)

Semester – I		Semester – II	
S No	**Course**	**S No**	**Course**
1.	English (First Language)	1.	English (First Language)
2.	Second Language	2.	Second Language
3.	a) Environmental Science / b) Basic Computer Skills	3.	a) Basic Computer Skills / b) Environmental Science
4.	Differential & Integral Calculus	4.	Differential Equations
5.	Descriptive Statistics & Probability	5.	Probability Distributions
6.	Fundamentals of Information Technology	6.	Problem Solving & Python Programming

Semester – III		Semester – IV	
S No	**Course**	**S No**	**Course**
1.	English (First Language)	1.	English (First Language)
2.	Second Language	2.	Second Language
3.	a) Communication Skills/ b) Professional Skills	3.	a) Leadership & Management Skills / b) Universal Human Values
4.	Mini Project	4.	Mini Project
5.	Real Analysis	5.	Algebra
6.	Statistical Methods & Estimations	6.	Statistical Inference
7.	Data Engineering with Python	7.	Machine Learning

Semester – V		Semester – VI	
S No	**Course**	**S No**	**Course**
1.	English (First Language)	1.	English (First Language)
2.	Second Language	2.	Second Language
3.	Data Structures & Algorithms	3.	Major Project
4.	Linear Algebra	4.	Numerical Analysis
5.	Applied Statistics – I	5.	Applied Statistics - II
6.	a) Natural Language Processing/ b) No SQL Data Bases	6.	a) Big Data/ b) Deep Learning

PROGRAM STRUCTURE AS PER CBCS
BA (POLITICAL SCIENCE, MASS COMMUNICATION & JOURNALISM, MODERN LANGUAGE ENGLISH)

Semester – I		Semester – II	
S No	Course	S No	Course
1.	English (First Language)	1.	English (First Language)
2.	Second Language	2.	Second Language
3.	a) Environmental Science / b) Basic Computer Skills	3.	a) Basic Computer Skills / b) Environmental Science
4.	Understanding Political Theory	4.	Western Political Thought
5.	Introduction to Communication & Journalism	5.	Mass Media in India
6.	Introduction to English Language & Literature	6.	English Poetry

Semester – III		Semester – IV	
S No	Course	S No	Course
1.	English (First Language)	1.	English (First Language)
2.	Second Language	2.	Second Language
3.	a) Communication Skills/ b) Professional Skills	3.	a) Leadership & Management Skills / b) Universal Human Values
4.	Forms of Journalism Writing	4.	Public Relations & Event Management
5.	Indian Political Thought	5.	Constitution & Politics of India
6.	Reporting & Editing for Print Media	6.	Broadcast & New Media Journalism
7.	English Drama	7.	English Fiction

Semester – V		Semester – VI	
S No	Course	S No	Course
1.	English (First Language)	1.	English (First Language)
2.	Second Language	2.	Second Language
3.	Fundamentals of Academic Writing	3.	Project
4.	International Relations	4.	Global Politics
5.	Media & Development	5.	Media Literacy
6.	Modern Indian Literature	6.	American Literature

PROGRAM STRUCTURE AS PER CBCS
BA (PSYCHOLOGY, MASS COMMUNICATION & JOURNALISM, MODERN LANGUAGE ENGLISH)

Semester – I		Semester – II	
S No	**Course**	**S No**	**Course**
1.	English (First Language)	1.	English (First Language)
2.	Second Language	2.	Second Language
3.	a) Environmental Science / b) Basic Computer Skills	3.	a) Basic Computer Skills / b) Environmental Science
4.	General Psychology	4.	Personality Theories & Assessment
5.	Introduction to Communication & Journalism	5.	Mass Media in India
6.	Introduction to English Language & Literature	6.	English Poetry

Semester – III		Semester – IV	
S No	**Course**	**S No**	**Course**
1.	English (First Language)	1.	English (First Language)
2.	Second Language	2.	Second Language
3.	a) Communication Skills/ b) Professional Skills	3.	a) Leadership & Management Skills / b) Universal Human Values
4.	Forms of Journalism Writing	4.	Public Relations & Event Management
5.	a) Social Psychology (T) b) Basics of Statistics &Experimental Psychology (P)	5.	a) Abnormal Psychology (T) b) Inferential Statistics & Experimentation on Behavioural Phenomena (P)
6.	Reporting & Editing for Print Media	6.	Broadcast & New Media Journalism
7.	English Drama	7.	English Fiction

Semester – V		Semester – VI	
S No	**Course**	**S No**	**Course**
1.	English (First Language)	1.	English (First Language)
2.	Second Language	2.	Second Language
3.	Fundamentals of Academic Writing	3.	Research in Psychology &Project Work
4.	a) Child Psychology (T) b) Psychological Testing (P)	4.	a) Adolescent Psychology (T) b) Psychological Assessment (P)
5.	Media & Development	5.	Media Literacy
6.	Modern Indian Literature	6.	American Literature

ACADEMIC CALENDAR FOR THE YEAR 2024-2025

JULY 2024

Date/Day	Particulars	Department / Club / Committee / Cell	Class/Section
13.07.2024 - Saturday	Induction Program	Parents Committee	I Year
15.07.2024 - Monday	Commencement of Classes	VMDC	I Year
17.07.2024 – Wednesday	Muharrum – Holiday		
19.07.2024 – Friday	Plantation Drive	NSS	
20.07.2024 - Saturday	Field Visit – Coca Cola Factory & Forest Academy	Department of Business Management	BBA II Year
	Field Visit – Pochampally Handloom Industry & Organic Farming	Department of Business Management	BBA III Year
22.07.2024 – Monday	Pi Approximation Day – Students Presentation	Department of Maths & Stats	B.Sc I, II, III Yr
26.07.2024 - Friday	Selection of the Members of Clubs	All Clubs	
29.07.2024 - Monday	Bonalu Festival - Holiday		
31.07.2024 - Wednesday	World Rangers Day	NCC	
	Collection of Personal Memoranda of students from the Hand Book	Academic Monitoring Committee	
	Thal Sainik Camp	NCC	
	Extension Activity – Green Immerse	Department of Commerce	B.Com I, II, III Yr
	Collage making – La Fete Nationale (French)	Department of Second Lang	I, II, III Year
	Library Induction Program Library Membership Registration Process	Department of Library & Information Centre& Library Advisory Committee	All I Year
	OU Inter Collegiate & Open Tournaments: National, International	Department of Physical Education	
	Clothes & Shoes Donation Drive	Department of II Languages	

	Orientation on the Placement Cell	Placement Cell	III Year
	Registration of Students with the Placement Cell	Placement Cell	III Year
	Eating Disorders – Session	Counseling Cell	II Year
	Selection of Office Bearers and Members	Consumer Cell	
	Activity	Gesto Club	BBA II Year
	Sustainable Campus Campaign	Earthwise Club	
	Faculty Development Program on Research Paper Writing	Faculty Development & promotion of Research Committee	
	Orientation of Certificate Courses	Certificate Courses Committee	I, II, III Year
	Workshop on "Resume Building & Cover Letter Writing"	Career Counseling Committee	III Year
	Launch of an annual survey to gather Alumni feedback on desired activities & services	Alumni Association	
	Meeting with Members	Students Grievance & Redressal Committee	
	Informal Orientation	All Clubs	
	Informal Orientation	All Departments	I Year
	Bridge Courses	All Departments	I Year
	Display of Students Attendance Statement - Fortnightly	Academic Monitoring Committee	I, II, III Year

ACADEMIC CALENDAR FOR THE YEAR 2024-2025

AUGUST 2024

Date/Day	Particulars	Department / Club / Committee / Cell	Class/Section
1.08.2024 Thursday	World Wide Web Day – Quiz Competition	Scizone Club	Inter Department
2.08.2024 Friday	Investiture Ceremony of the Student Clubs	All Clubs	
3.08.2024 Saturday	"NISAU Achiever" – National Indian Students and Alumni Union Event & UK Education Fair	Career Counseling Committee VMDC	All III Year
8.08.2024 Thursday	Quit India Movement Day	NSS	
10.08.2024 - Saturday	Fresher's Party	Cultural Committee	I, II, III Year
12.08.2024 – 20.08.2024	UNIT TEST – I	Examination Committee	II, III Year
12.08.2024 - Monday	National Librarian's Day – Outreach Activity	Library Advisory Committee	
	International Youth Day	NCC	
13.08.2024 - Tuesday	Organ Donation Day	NCC	
15.08.2024 - Thursday	Independence Day – Holiday Department of Physical Education, NSS, NCC		
16.08.2024 - Friday	Varalakshmi Puja - Holiday		
17.08.2024 - Saturday	International Conference - ONLINE	IQAC	Faculty, Research scholars, students from VMDC & other colleges
	RakshaBandhan – Tie Rakhi to a Tree	Women's Cell	
	Rakhi Making (Hindi)	Linguistic Pride Club	I, II, III Year
	World Sanskrit Day - Sanskrit		
19.08.2024 - Monday	Raksha Bandhan - Holiday		
20.08.2024 - Tuesday	Humanitarian Day	VICAS Centre	

22.08.2024 - Thursday	Foundation Day	IQAC	All students
26.08.2024 - Monday	Janmashtami Festival - Holiday		
3rd Week	Field Trip – Management Information System	Department of Computer Science	B.Com IIIC
3rd Week	Extension Lecture	Department of Computer Science	B.Com IIIC, IIIB, B.Sc III
29.08.2024 – Thursday-30.08.2024 - Friday	Model Parliament	Department of Arts	BA Pol I, II, III
	Guest Lecture in Computerized Accounting	Department of Commerce	B.Com III Year
	Guest Lecture in Human Resources Mgt	Department of Business Management	BBA II Year
	Workshop in Design thinking, Critical Thinking & Innovative Design	Department of Business Management	BBA III Year
	World Photography Day – Competition	Department of Arts	BA
	Field Visit – Photo walk	Department of Arts	BA I Year
	Extension Lecture - Real time Mathematics	Department of Maths & Stats	B.Sc I, II, III
	Outreach - Visit to Old Age Home – One Day Meal	Department of Maths & Stats	B.Sc I, II, III
	Guest Lecture (French)	Department of Second Lang	III Year
	ICT OU – Hand Ball, Chess, Basket Ball	Department of Physical Education	
	OU Inter Collegiate & Open Tournaments: National, International	Department of Physical Education	
	Commencement of Aptitude Training	Placement Cell	III Year
	Procrastination - Session	Counseling Cell	I Year
	Health Camp	Health Centre	All Students

SEPTEMBER 2024

Date/Day	Particulars	Department / Club / Committee / Cell	Class/Section
5.09.2024 - Thursday	Teachers Day	VMDC	All Students
	International Day of Charity	Linguistic Pride	I, II, III Year
	UNIT TEST – I	Examination Committee	I Year
	INTERNAL ASSESSMENT – I	Examination Committee	I, II, III Year
7.09.2024 - Saturday	Ganesh Chaturthi - Holiday		
9.09.2024 Monday	Visit to a Government School	Department of English	All Students
10.09.2024 - Tuesday	World Suicide Prevention Day	NCC	
12.09.2024 – Thursday – 13.09.2024 - Friday	STRATEGIA – The Power of Mind – 2 Day Mgt Meet – Signature Event	Department of Business Management	BBA I, II, III Year
14.09.2024 - Saturday	Hindi Diwas (Hindi)	Linguistic Pride Club	I, II, III Year
15.09.2024 - Sunday	International Day of Democracy – To be organized on 18.09.2024	Department of Arts – Political Science	BA Pol - I, II, III
16.09.2024 - Monday	Milad – un – Nabi Festival - Holiday		
	Celebrations by Department of Second Languages (Arabic) – II Year		
17.09.2024 - Tuesday	Ganesh Immersion - Holiday		
19.09.2024 - Thursday	Dr. Philomena, Founder Director Correspondent Birthday	VMDC	
21.09.2024 - Saturday	World Gratitude Day – 23.09 2024	VICAS Centre	
	CONVOCATION	IQAC	Graduates
24.09.2024 - Tuesday	NSS Day	NSS	
	Visit to the Theatre	Department of English	All students
4th Week	Guest Lecture in Data Structures using C++	Department of Computer Science	B.Sc II Year
	ATC Camp 1	NCC	
	Guest Lecture related to Differential Statistical tools for Research	Department of Commerce	B.Com III Year
	Rangeela Raas – Dandiya Festival Signature Cultural Event	Department of Commerce	VMJC, VMDC,

			VMPG
	VILLA CONCLAVE – 3.0 Signature Event	VMDC	All Junior Colleges
	Guest Lecture in Finance	Department of Business Management	BBA III Year
	Ecolution 2024-2025 – Best out of waste Competition	Department of Business Management	BBA I Year
	World Suicide Prevention Day	Department of Arts	BA Psy I, II, III
	Click Fest – Signature Event	Department of Arts	BA Mass Com
	Visit to Old Age Home (Arabic)	Department of Second Lang	I Year
	NAAT Recitation (Arabic)	Department of Second Lang	I Year
	Distribution of Food Packets (Arabic)	Department of Second Lang	III Year
	National Seminar (Sanskrit)	Department of Second Lang	II, III Year
	Webinar (Sanskrit)	Department of Second Lang	I, II Year
	Guest Lecture (French)	Department of Second Lang	I, II Year
	ICT OU – Hand Ball, Chess, Basket Ball	Department of Physical Education	
	OU Inter Collegiate & Open Tournaments: National, International	Department of Physical Education	
	Aptitude Training Contd….	Placement Cell	III Year
	Painting Competition	Women's Cell	
	Fair with Women owned Businesses	Women's Cell	
	Onam Festival	Cultural Committee	
	Inter Club & Inter Departmental Tournaments in Basket Ball, Volley	Sportsiva Club	

Date/Day	Particulars	Department / Club / Committee / Cell	Class/Section
	Ball, Table Tennis, Cricket, Throw Ball		
	Workshop on Waste Management	Earthwise Club	
	Guest Lecture on Career Guidance	Alumni Association	
	Parent Teacher Meeting	Parents Committee	
	Implement a tracking system to monitor the status & resolution taken	Students Grievance & Redressal Committee	
	Speaker Series on "Career Pathways in various Industries – Business Edition"	Career Counseling Committee	III Year
	Speaker Series on "Career Pathways in various Industries – Sciences Edition"	Career Counseling Committee	III Year
	Speaker Series on "Career Pathways in various Industries – Arts Edition"	Career Counseling Committee	III Year
	Speaker Series on "Career Pathways in various Industries – Unconventional Industries"	Career Counseling Committee	III Year
	Self Demonstration on Anti Drug Movement	Anti Drug Committee	I, II, III Year
	Field Visit – Newspaper Organization	Arts - Journalism	II Year
	Guest Lecture in Statistics	Maths	III Year BSC
	Workshop in Statistics		BSc I, II, III
	Display of Students Attendance Statement – Fortnightly	Academic Monitoring Committee	I, II, III Year

OCTOBER 2024

Date/Day	Particulars	Department / Club / Committee / Cell	Class/Section
2.10.2024 - Wednesday	Gandhi Jayanthi / Bathukamma Starting Day – Holiday		
	UNIT TEST – II	Examination Committee	II, III Year
	Gandhi Jayanthi	Department of Arts	BA Pol
	World Animals Day	NCC	

4.10.2024 - Friday	Drama Workshop DRAMA EXPOSITION - Signature Event	Department of English	All students
8.10.2024 - Tuesday	Indian Air Force Day	NCC	
5.10.2024 Saturday - 13.10.2024 – Sunday	Dassera Festival – Holidays National/International Trips, Eduventure Trips		
14.10.2024 – Monday	Reopen of VMDC		
	International E – Waste Day	Department of Computer Science	B.Com IC & B.Sc I Year
17.10.2024 – Thursday	ValmikiJayanti (Hindi) – Students Presentation	Department of Second Lang	I Year
	ValmikiJayanti (Hindi) – Celebrations	Department of Second Lang	II, III Year
19.10.2024 – Saturday	Field Visit – Masqati Dairy, ZindaTilismath & Parle G	Department of Business Management	BBA I Year
25.10.2024 - Friday	Frankenstein Friday – Role Play Competition	Literary Wizards Club	BA I, II, III Yr
31.10.2024 – Thursday	Diwali Festival – Holiday		
	Halloween Day (French)	Linguistic Pride Club	I, II, III Year
	Review & update of Departmental Activities	IQAC	Teaching Staff
	Feedback	IQAC	Teaching & Office
	Extension Activity – Visit to Cow Foundation	Department of Commerce	B.Com III Year
	Ad Making Competition – Convert an old print ad into a new audio - visual ad	Department of Business Management	BBA I Year
	Guest Lecture on World Mental Health day	Department of Arts	BA Psy
	World Statistics Day	Scizone Club	B.Sc I, II, III
	Guest Lecture (Arabic)	Department of Second Lang	II Year

	Drama (Hindi)	Department of Second Lang	I Year
	Guest Lecture (Hindi)	Department of Second Lang	II, III Year
	OU Inter Collegiate & Open Tournaments: National, International	Department of Physical Education	
	Versant Training	Placement Cell	III Year
	Seminar – The Secret of how to start a Start Up	Entrepreneurship Development Cell	III Year
	Dramatic Exposition	Consumer Cell	
	Traditional Day with Intra Class Pot Luck	Gesto Club	
	GLOCAL – Think Global Act Local – Inter Departmental Competition	Gesto Club	
	Bloggers Event	Uthkrishta Club	
	Outreach Activity	Alumni Association	
	Monthly Review	Students Grievance & Redressal Committee	
	Networking Event – "Nurturing & Growing Professional Connections"	Career Counseling Committee	III Year
	Field Visit	Pol Science	I, II, III
	Field Visit	Journalism – Radio Station	III Year
	Field Visit	DRDO	BSc I, II, III
	Display of Students Attendance Statement – Fortnightly	Academic Monitoring Committee	I, II, III Year

NOVEMBER 2024

Date/Day	Particulars	Department / Club / Committee / Cell	Class/Section
1.11.2024 - Friday	Following day of Diwali - Holiday		
1st Week	Workshop in Business Analytics	Department of Computer Science	B.Com IB, IIB
5.11.2024	Arts Day – Signature Event	Uthkrishta Club	
6.11.2024 - Wednesday	Constitution Day	Department of Arts – Political Science	BA Pol I, II, III Yr
7.11.2024 –	National Cancer Awareness Day	NSS	

Thursday			
	UNIT TEST – II	Examination Committee	I Year
	INTERNAL ASSESSMENT – II	Examination Committee	I, II, III Year
11.11.2024 Monday	National Education Day (Arabic)	Linguistic Pride Club	II Year
14.11.2024 - Thursday	Children's Day	VMDC	
14.11.2024 Thursday – 20.11.2024 Wednesday	National Library Week: Book Talk Book Review Competition Book Fair Book Donation Drive Best Library User Award – Faculty & Students	Department of Library & Information Centre & Library Advisory Committee	All Degree Students
15.11.2024 - Friday	Guru Nanak Jayanthi - Holiday		
	Internal Quality Audit – IQAC – All Departments		
17.11.2024 - Sunday	International Students Day	NCC	
18.11.2024 - Monday	National Journalism Day	Department of Arts (Journalism)	BA I
24.11.2024 - Sunday	NCC Day	NCC	
25.11.2024 - Monday	International Day for Elimination of Violence against Women	Women's Cell	
	Submission of Department Files	IQAC	All Departments
	Kayaking	NCC	
	Extension / Guest Lecture in Business Organization & Mgt	Department of Commerce	B.Com I Year
	Guest Lecture in Marketing	Department of Business Mgt	BBA III Year
	Guest Lecture (Arabic)	Department of Second languages	I Year
	Extension Lecture (Arabic)	Department of Second languages	III Year
	Diya Decoration (Hindi)	Department of Second languages	I Year

	Extension Lecture (Hindi)	Department of Second languages	II, III Year
	OU Inter Collegiate & Open Tournaments: National, International	Department of Physical Education	
	Versant Training Resume Building Session	Placement Cell	III Year
	Guest Session on "Building your Personal Branding & Online Presence"	Career Counseling Committee	III Year
	Newsletter – Departments to provide a summary of their accomplishments, news and events during the semester	Magazine & annual Report Committee	I, II, III Year
	Display of Students Attendance Statement – Fortnightly	Academic Monitoring Committee	I, II, III Year

DECEMBER 2024

Date/Day	Particulars	Department / Club / Committee / Cell	Class/Section
2.12.2024 - Monday	World Computer Literacy Day – Awareness Campaign	Department of Computer Science	
10.12.2024 - Tuesday	Human Rights Day	NSS NCC	
	PRE FINAL EXAMINATIONS	Examination Committee	I, II, III Year
25.12.2024 - Wednesday	Christmas Festival - Holiday		
26.12.2024 - Thursday	Boxing Day – Following Day of Christmas - Holiday		
	International Day of persons with Disabilities – Outreach Program	Department of Arts	BA
	OU Inter Collegiate & Open Tournaments: National, International	Department of Physical Education	
	Pre Placement Drive	Placement Cell	III Year
	ATC Camp – II	NCC	

	Display of Students Attendance Statement – Fortnightly	Academic Monitoring Committee	I, II, III Year
	SEMESTER END EXAMINATIONS	Examination Committee	I, II, III Year

JANUARY 2025

Date/Day	Particulars	Department / Club / Committee / Cell	Class/Section
	Commencement of Classes		
	Orientation of Certificate Courses	Certificate Courses Committee	I, II, III Year
2.01.2025 – Thursday	Science Fiction Day – Guest Lecture	Department of English	BA I, II, III Year
12.01.2025 – Sunday	National Youth Day	NCC	Degree Students
24.01.2025 - Friday	National Girl Child Day	NSS	
26.01.2025 - Sunday	Republic Day Department of Physical Education, NSS, NCC		
28.01.2025 - Tuesday	Data Privacy Day – Awareness Campaign	Department of Computer Science	
4th Week	Guest Lecture in Forecasting & Predictive Analysis	Department of Computer Science	
	Eduventure Trip	Department of Commerce	B.Com II, III Yr
	Workshop – Statistical Applications in Management using Advanced Excel	Department of Business Management	BBA III Year
	National Girl Child Day: – Outreach Activity	Department of Arts	BA
	Guest Lecture on Operations Research	Department of Maths & Stats	B.Sc III Year
	World Arabic Language Day: (Arabic)		

	Poster making Competition	Department of Second Lang	I Year
	Debate Competition		II Year
	Extension Lecture		III Year
	Inter Club Matches	Department of Physical Education	All Degree Students
	Inter Collegiate 3x3 Basket Ball, Throw Ball, Table Tennis, Pickle Ball, Chess Matches	Department of Physical Education and Sportsiva Club	Other Junior Colleges
	Workshop – How to crack Interviews	Placement Cell	III Year
	Talk on Legal Awareness on Women's Safety	Women's Cell	
	Stress Management - Session	Counseling Cell	I, II, III Year
	Fun Activities	Gesto Club	I Year Students
	Field Trip and Eco Tour	Earthwise Club	
	Workshop on Major & Minor Projects	Faculty Development & Promotion of Research Committee	
	Mentoring session on "Building your own Business"	Career Counseling Committee	III Year
	Debate on "From Tweets to Tech: Analyzing the trends in Social Media, AI & Technology	Website, ICT & Multi Media Committee	I, II, III Year
	Display of Students Attendance Statement - Fortnightly	Academic Monitoring Committee	I, II, III Year

FEBRUARY 2025

Date/Day	Particulars	Department / Club / Committee / Cell	Class/Section
1.02.2025 - Monday	Outreach Activity	VICAS	
4.02.2025 - Tuesday	World Cancer Day	NCC	
	UNIT TEST – I	Examination Committee	I, II, III Year
7.02.2025 - Friday	Visit to the Orphanage	Department of English	All Degree

Date/Day	Particulars	Department / Club / Committee / Cell	Class/Section
			Students
11.2.2025 - Tuesday	Safer Internet Day - Skit	Department of Maths & Stats	B.Sc I, II, III Year
13.02.2025 - Thursday	Sarojini Naidu's Birth Anniversary	Department of II Lang (Arabic)	
	World Radio Day – Field Visit	Department of Arts - Journalism	BA III Year
20.02.2025 - Thursday	World Day of Social Justice	Department of Arts	BA Political S
21.02.2025 - Friday	International Mother Language Day	Department of II Language	
24.02.2025 - Monday	NDLI User Awareness Program	Department of Library & Information Centre & Library Advisory Committee	All I Year
	Animal Day	NSS	
26.02.2025 - Wednesday	Shivratri Festival - Holiday		
3rd Week	Workshop	Department of Computer Science	B.Com IC, IIC, IIIC, B.Sc I, II, III
28.2.2025 - Friday	National Science Day – Science Fair – Breathing Science – Signature Event	Department of Maths & Stats	All Degree Students

MARCH 2025

Date/Day	Particulars	Department / Club / Committee / Cell	Class/Section
3.03.2025 - Monday	World Wildlife Day	NCC	
12.03.2024 - Wednesday	International Women's Day 0n 12th	Women's Cell	
	INTERNAL ASSESSMENT – I	Examination Committee	I, II, III Year
14.03.2025 - Friday	Holi Festival - Holiday		
15.03.2025 – Saturday	Consumer Rights Day	Consumer Cell	

20.03.2025 – Thursday	International Day of Happiness	Uthkrishta Club	
	World Sparrow Day	Earthwise Club	
21.03.2025 – Friday	World Poetry Day: "Poetrython"	Literary Wizards Club	I, II, III Year
26.03.2025 - Wednesday	NLIST User Awareness Program	Department of Library & Information Centre & Library Advisory Committee	All I Year
30.03.2025 - Sunday	Ugadi Festival		
4th Week	CODESPACE	Department of Computer Science	B.Com IIC
	Workshop on Entrepreneurship	Department of Commerce	B.Com II Year
	Guest lecture – Johari Window	Department of Business Mgt	BBA I Year
	Quintano – Empowering Research	Department of Business Mgt	BBA II Year
	Guest Lecture in Statistics – Forecasting Models	Department of Maths & Stats	B.Sc II, III Year
	Guest lecture (Arabic)	Department of Second Lang	II Year
	Guest Lecture (Hindi)	Department of Second Lang	II, III Year
	Webinar (Sanskrit)	Department of Second Lang	I, II Year
	Guest lecture (French)	Department of Second Lang	II, III Year

APRIL 2025

Date/Day	Particulars	Department / Club / Committee / Cell	Class/Section
	UNIT TEST – II	Examination Committee	I, II, III Year
	INTERNAL ASSESSMENT – II	Examination Committee	I, II, III Year
	PRE FINAL EXAMINATIONS	Examination Committee	I, II, III Year
4.04.2025 – Friday	Maya Angelou's Birthday – Paper Presentation	Literary Committee	All Degree Students
5.04.2025 Saturday – 12.04.2025 Saturday	WEB – O- PEDIA - Signature Event National Robotics Week	Department of Computer Science	B.Com IC, IIC, IIIC, B.Sc I, II, III
6.04.2025 - Sunday	Ram Navmi Festival - Holiday		

	Ram Navmi Celebrations (Sanskrit) – II, III Year		
7.04.2025 - Monday	World Health Day	NSS	
8.04.2025 – Tuesday to 10.04.2025 – Thursday	MUN – Signature Event	Department of Arts	BA Political Science
15.04.2025 – Tuesday	Taxation Day	Department of Commerce	B.Com II Yr
18.04.2025 - Friday	World Heritage Day	NCC	
22.04.2025 – Tuesday	World Mother Earth Day	NCC	
29.04.2025 – Tuesday	International Dance Day	Uthkrishta Club	
	Field Visit to Telangana District Forum	Department of Commerce	B.Com I Year
	World Autism Awareness Day – Field Visit	Department of Arts	BA Psychology
	Flick Fest – Signature Event	Department of Arts	BA Mass Com
	Eid Celebrations (Arabic)	Linguistic Pride Club	I, II Year

MAY 2025

Date/Day	Particulars	Department / Club / Committee / Cell	Class/Section
9.05.2025 – Friday	Visit to Old Age Home	NSS	
11.05.2025 - Sunday	National Technology Day	NCC	
22.05.2025 – Thursday	Arthur Conan Doyle's Sherlock Holme's Birthday – Screening of the Movie	Literary Wizards Club	All Degree students
II Week	Departmental Annual Reports	Magazine & Annual Report Committee	All 3 Years
31.05.2025 - Saturday	Institutional Annual Report	Magazine & Annual Report Committee	All 3 Years
	Anti Tobacco Day	NCC	
	Placement Drives	Placement Cell	III Year
	Farewell Party	Villa Chambers of Commerce Club	III Year

	Stock Verification of Departmental Library Books	Library Advisory Committee	
	Cultural Activities	NCC	
	Submission of Report	Students Grievance & Redressal Committee	
	Institutional Semester Report Department wise Semester Report	Magazine & Annual Report Committee	All 3 Years
	Display of Students Attendance Statement - Fortnightly	Academic Monitoring Committee	I, II, III Year
	Plan for the next Academic Year 2025-2026	IQAC	VMDC

THE FACILITIES AND SUPPORT SERVICES

INFRASTRUCTURE:

Set in sylvan surroundings Villa Marie College boasts of a sound infrastructure. A building replete with all the amenities provides the ambience, conducive to nurture the student's all round development.

- Office & Info Desk – *Interface to best serve the student community*
- Stationery Shop – *script your own success*
- Class Rooms – *the future of the world lies in the classroom.*
- Conference Hall - *Winning strategies*
- Seminar Halls – *Gateway to the future*
- Dr. A P J Abdul Kalam Auditorium – *Inspiring Minds*
- Dr. Sarojini Naidu Auditorium – *Inculcating Versatility*
- Library – *The Knowledge Treasury*
- Commerce Lab – *The lifeline of trade*
- Computer Labs – *The Laboratory of Computers*
- Network Resource Centre – *The Research Hub*
- Psychology Lab – *Come and know yourself*
- Mass Communication Lab – *Shutterbugs in the making*
- Language Lab – Trained to face the world and become eloquent speakers of tomorrow.
- Health Centre–*The greatest wealth is health*
- Sports Centre -In Fine Fettle – *the fitness hub*
- Gymnasium – *Go the extra mile*
- Canteen – *Grab-and-go –eateries @ VMC*
- Parking Lot – *A service that makes a Grade*
- Safety and Security – *Assurance is the priority for us*

"Goodness is the only investment that never fails."

LIBRARY & INFORMATION CENTRE

– *The Knowledge treasury*

The Library has been an integral part of the college from its very inception. The VMC library was inaugurated by its founder, Dr. Philomena, Principal in 1991.The students and faculty of Villa Marie College can access a plethora of books, magazines and journals and more than 30,000 books on record available.

It is divided into a number of sections based on the collections and services offered. They are Text Book Section, Periodical section, Reference Section, Acquisition & Cataloging Sections respectively. The Digital Library was built using D Space Digital Library Software. It also maintains a record of previous set of question papers. To keep the students abreast with the current affairs, Delnet, an e-resource web page of our library was launched for student's login and access all the reading material available.

The Reference Section currently has more than 8000 books with new additions every year. The current journals and new arrivals are displayed in the reference section consisting of both National and International repute, catering to both curricular and extra-curricular needs of the students.

The library provides multimedia facility to the students and facilitates online access to their reference work. One of the salient features of VMC Library is that, it is fully automated using New Zen lib version Helium 3.1 library software system. The entire inventory in the library is Bar-Coded, which enables easy lending transactions. The system is integrated into the Online Publc Access Catalogue (OPAC) facility catering to easy tracking of books in circulation.

Rules and Regulations for Library

➢ Library etiquette is to be followed at all times by maintaining silence and switching off the mobiles .
➢ Carefully handling the books is appreciated and to be returned on/before the due date without damage.
➢ Students should bring their ID cards while visiting the library, books will not be issuedor renewed without ID card.
➢ Personal belongings should be kept in the rack at the library entrance.
➢ Students will not be allowed to sit in the library during class hours.
➢ A fine of Rs. 1/- is charged for each day, if a book is overdue for the first week and thereafter Rs.2/- for each day.
➢ Students must return all the books and cards and settle any outstanding dues at the end of the academic year to obtain the No Dues Certificate.

"Education is not just about going to college and getting a degree. It's about widening your knowledge and absorbing the truth about life."   **49**

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Library services:

• Open Access System

• Orientation for new users

• Audio visual service

• Service for advanced readers

• Ready reference service

• Internet – Electronic Library Service

• Photocopy

• Scanner

• OPAC (Online Public Access Catalogue)

• Computerized subject bibliography

Working Hours: Monday to Friday: 8:30 am to 4:00 pm

ACCESS THE MAJOR DIGITAL LIBRARY RESOURCES

http://www.delnet.in/

(Please Contact Librarian for User id and Password)

CONTACT US: libraryvmdc@gmail.com

SAFETY AND SECURITY

• Safety in all-girls institution is on our priority list.

• We abide by the safety norms of the educational institution so we have a fire extinguisher

• Licensed and reliable security uniformed men from a reputed security agency

• Vigil mechanism with inward /outward register at the entrance

• Entire campus is secured with CCTV surveillance

"Make your own future. Make your own hope… Yourself, right now, right down here on earth"

PLACEMENTS:

Villa Marie Degree College is proud to be associated with leading companies and has been their favorite campus to scout for talent. In addition to academic excellence, the students work hard to develop their industry exposure through company research projects, industry visits and guest lectures.

Placement Cell-Villa Marie Degree College for Women has a body of experts assisting in enhancement of employability skills for the students. Resume designing, interview etiquette, career counseling, job placement assistance are all taken care of by the Placement Cell.

This is the beginning of our radical overhaul of how we work. Critical thinking, communication skills, excellent writing and researching are some of the most important skills that the companies look for in a new hire. These are the skills that the students start imbibing in the college.

Placement Cell is proactive throughout the year ensuring pre placement talks, workshops and seminars for the students making them capable to attend the campus recruitment drive .The outcomes of these programs is conspicuous as Villa Marie takes pride in announcing 100% placement assistance every year. Leading corporate like Amazon, Deloitte, Wipro, Cognizant, Sutherland Global and many corporate Moguls recruit Villa Marians every year for lucrative job profiles and handsome packages.Theatre, Startup and other Art companies also hire Villa Marians.

Today, our alumni are holding senior positions in many organizations and more and more students are joining each year at various levels to contribute meaningfully to the corporate world.

The success of the Placement Cell is purely because of the valuable support and tireless effort of each and every student of the college. We hope to build stronger relationships with our placement partners and continue to take Villa Marians to greater heights.

For further details contact:

Training & Placement Officer-

Placement Coordinator

Department Coordinators

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"Go for it now. The future is promised to no one."

SPORTS

-The sweat, the time, and the devotionpays off!

Villa Marie Department of Physical Education offers opportunities for sports instruction and participation at all levels. As a department, it is committed to our core values – the pursuit of Excellence in creating an environment that: develops community; provides education; inspires leadership; and promotes wellness.

Villa Marie offers a variety of competitive, instructional, and recreational sports. A sample of these includes indoor games such as Chess, Carroms and Boxing, Outdoor sports like Basketball, Volley Ball, Throw Ball, Hand Ball, Lawn Tennis, and Table Tennis and Athletics like Swimming.

The sports women at Villa Marie represent at the Inter College level, Inter University level, and Inter District level, National Level and Khelo India and International Level and have brought accolades and laurels to our Institution.

GYMNASIUM

-A sound mind resides in a sound body

Whether you are new to exercise, a beginner or a fitness freak, Villa Marie Physical Fitness Centre has you covered. Open to student community, the Fitness Centre has highly qualified instructors who are always available to help you achieve your health and fitness goals. Explore the potential to develop your physical health and well-being with the expertise of our fitness professionals. The prime importance is to motivate and challenge to get the desired results that maximises overall health and wellness.

The Gym at Villa Marie is well - equipped with trained coaches. Tread Mill, Cross Trainer caters to provide the sessions including group exercise and personal training.

"Leap, and the net will appear."

NSS: NATIONAL SERVICE SCHEME

National Service Scheme popularly known as NSS, the scheme was launched in Mahatma Gandhi Centenary year 1969 and aimed to developing student's personality through community service. The overall objective of National Service is educational. This objective is attained through the service to the community.The National Service Scheme (NSS) is a Central Sector Scheme of Government of India, Ministry of Youth Affairs & Sports. The sole aim of the NSS is to provide hands on experience to young students to deliver community service. Students in various Universities, Colleges and Institutions of higher learning have volunteered to take part in various community service programmes.

Mr. N. Jaya Kumar is the NSS Program Officer of Villa Marie Degree College for Women.

OBJECTIVE

The overall objective of NSS is Personality Development through community service.The broad objectives of NSS are to:

- Understand the community in which they work.
- Understand themselves in relation to their community.
- Identify the needs and problems of the community and involve them in problem solving process.
- Develop among them a sense of social and civic responsibility.
- Utilize their knowledge in finding practical solution to individual and community problems.
- Develop competence required for group-living and sharing of responsibilities.
- Gain skills in mobilizing community participation.
- Acquire leadership qualities and democratic attitude.
- Develop capacity to meet emergencies and natural disaster and
- Practice national integration and social harmony.

MOTTO:

The motto of National Service Scheme is NOT ME BUT YOU

BENEFITS OF BEING A NSS VOLUNTEER:

A NSS volunteer who takes part in the community service programme would either be a college level or a senior secondary level student. Being an active member these student volunteers would have the exposure and experience to be an accomplished social leader, an efficient administrator and a person who understands human nature.

"Light up your heart for others and their similes will take your pain away."

NCC: NATIONAL CADET CORPS

The National Cadet Corps is the Indian Military Cadet Corps which is open to college students on voluntary basis. Villa Marie Degree College is equipped with the 7(T) Girls Bn NCC Unit with a sanction of 104 cadets, wherein the cadets are given basic military training in small arms and parades.

Ms. Ambika is the NCC Care Taker Officer of Villa Marie Degree College for Women

MOTTO OF NCC: UNITY AN DISCIPLINE

AIMS OF NCC

To develop qualities of character, courage, comradeship, discipline, leadership, secular outlook, spirit of adventure and sportsmanship and the ideals of selfless service among the young to make them useful citizens.

To create a human resource of organised, trained and motivated youth to provide leadership in all walks of life including the Armed Forces and be always available for the service of the nation.

"Communication is where truly great ideas emerge"

THE VALUE ADDITIONS

CERTIFICATE COURSES

Certificate courses provide specific knowledge on the theoretical concepts with refined practical exposure and encompassed with technology and contemporary ideas. Every semester, an array of certificate courses is available, useful in providing the exact, specific knowledge you may be looking for. Staying current and updated in a field is an ongoing challenge. Certificate courses help a student develop a deeper understanding of topics relevant to their academic concepts and learn critical skills for success. Many of our programs are aligned with industry standards and continuing education requirements. This makes it possible for a student to enhance their career and prepare for new opportunities making them industry ready.

MAIN FEATURES OF CERTIFICATE COURSES

- Foster knowledge in key areas and demonstrates dedication and professional commitment of a student.

- Provide a competitive edge and help the students aware of the emerging trends of any industry.

- Deepen a student's understanding and branch out and discover new areas.

- Offer Innovative online resources to strengthen skills.

- Offer Experts /mentors who have real-world experience.

"Your only limit is your mind."

BRIDGE COURSES

A bridge course is a preparation course with an academic curriculum that is offered to students as a means of preparing for the intellectual challenges of a course education. They are the prerequisites to be satisfied in order to meet the academic standards of a course. The course gives students the confidence and skills to have a successfultransition to college and new curriculum. A Curriculum is framed separately in each of the subjects, for the Bridge Course. During the first month, after the commencement of the classes, the bridge course curriculum is delivered to the students in various disciplines.

MAIN FEATURES OF BRIDGE COURSES:

- Flexible and convenient courses which help students for higher learning
- Expert faculty to help students excel from a basic to advance course
- A tool to check a student's previous knowledge and understanding and assist in better comprehension.

NPTEL / SWAYAM:

Villa Marie Degree College for Women is proudly a Local Chapter of SWAYAM with registration -4246. NPTEL is a National Programme on Technology Enhanced Learning (*NPTEL*) is a project of MHRD.

The SPOC of Villa Marie Degree College for Women is **Dr.K.Naveen Kumar**, Assistant Professor- Department of Commerce.

"Don't watch the clock; do what it does. Keep going."

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COMMITTEES @ VILLA MARIE DEGREE COLLEGE FOR WOMEN

COMMITTEES:

Villa Marie Degree College for Women takes strategic measures in its endeavour to pursue quality assured education. The following Committees help in the smooth functioning of the College:

ACADEMIC YEAR 2024-2025

S.No.	Name of the Committee	Convener	Members
1	Academic Monitoring Committee • Hand Book • Almanac • Time Table • Attendance	Ms. Saritha	Mr. Jaya Kumar Mrs. Sapna Mathur Mrs. Ankhee Ghosh Mrs. Gayathri
2	Admission Committee	Mr. Jaya Kumar	Mrs. Sapna Mathur Mrs. Ankhee Ghosh Mrs. Gayathri
3	Examination Committee	Mrs. Sapna Mathur	Mr. Jaya Kumar Mrs. Ankhee Ghosh Mrs. Gayathri
4	Library Advisory Committee	Mrs. Sudeshana	Mrs. Shailaja Ms. Rani
5	NSS Committee NCC Committee	Mr. N. Jaya Kumar Ms. Ambika	Mrs. Bhargavi Mr. Venkat
6	Alumni Association	Dr Naveen Kumar	Mr. Chandrasekhar Mrs. Nafees Jahan
7	Parents Committee	Mrs. Gayathri	Ms. Anitha Kulkarni Ms. Insiya Fatima Ms. Leena
8	Discipline & Anti Ragging Committee	Mrs. Gayathri	Mr. Venkat Mr. Jaya Kumar Mrs. Sapna Mathur Mrs. Ankhee Mrs. Saritha Tagore
9	Student Welfare & Grievance Redressal Committee	Ms. Swapna Salla	Ms. Insiya Fatima Mrs. Mary
10	Faculty Development & Promotion of Research Committee	Dr. Durdana Shaheen	Dr. Naveen Kumar Dr. Gitanjali Mrs. Prasanna Laxmi

11	Career Development Committee: a) Certificate Courses Committee	Mrs. Jyoti Sridhar	Ms. Khushboo Ms. Anitha Kulkarni Ms. Rajitha Mrs. Mounika Sree
	b) Career Counseling Committee	Mr. Chandrasekhar	Mrs. Swapna Salla Ms. Tabitha Ms. Akshaya
12	Website, ICT & Multimedia Committee	Ms. Khushboo	Ms. Gayathri Ms. Insiya Ms. Maria
13	Literary Committee	Mrs. Saritha Tagore	Mrs. Ankhee Ghosh Ms. Bhargavi Mrs. Naveed Fathema Mrs. Poornima Bharadwaj
14	Cultural Committee	Dr. Latha	Mrs. Lalitha Poddar Mrs. Mounika Sree Ms. Tabitha Mrs. Bhavani
15	Magazine & Annual Report Committee	Mrs. Salma Khan	Mrs. Swapna Salla Ms. Tabitha Ms. Mary Ms. Insiya Mrs. Naveed Dr. Gitanjali
16	Minority, Backward & Specially Challenged Committee	Ms. Zeeba	Dr. Latha
17	Anti-Drug Committee	Mr. Venkat Komu	Mrs. Ambika

CELLS @ VILLA MARIE DEGREE COLLEGE FOR WOMEN

CELLS:

Keeping in mind the all-round development of the student, the Institution has set up various Cells with the aim to facilitate personality development and human values. The Cells nurture the students to sharpen their abilities and to build capacities in various life skills.

ACADEMIC YEAR 2024-2025

S.No.	Name of the Cell	Convener	Members
1	Placements Cell	Mr. Chandrasekhar	Mrs. Swapna Salla Ms. Tabitha Ms. Akshaya
2	Entrepreneurship Development Cell	Mrs. Sapna Mathur	Mrs. Swapna Salla Mrs. Prasanna Laxmi Mrs. Lalitha Poddar Ms. Anitha Kulkarni
3	Women's Cell	Dr. Durdana	Dr. Latha Dr. Gitanjali Ms. Zeeba
4	Counseling Cell	Mrs. Saritha Tagore	Dr. Durdana Shaheen
5	Consumer Cell	Mrs. Jyoti	Ms. Khushboo
6	Health Centre	Ms. Akshaya	Ms. Pavani Chigola Mrs. Mounika Sree
7	Network Resource Centre	Mrs. Gayathri	Mrs. Nafees Jahan Ms. Chandan Tanvi
8	VICAS Centre	Mrs. Ankhee Ghosh	Mrs. Bhavani Mrs. Lalitha Poddar Ms. Rajitha Mrs. Nafees Jahan Ms. Zeeba

"Education's purpose is to replace an empty mind with an open one."

STUDENT CLUBS @ VILLA MARIE DEGREE COLLEGE FOR WOMEN

STUDENT CLUBS

Villa Marie Degree College motivates students to proactively participate in the clubs initiated. Clubs are a vital part of the education system because they are the ultimate in experiential learning for young minds, giving them the leadership and power to make their own decisions and watch, how those decisions affect their life and the lives of others.

ACADEMIC YEAR 2024-2025

S.No.	Name of the Club	Chairperson	Members
1	Villa Chambers of Commerce	Mr. N. Jaya Kumar	Mrs. Jyoti Sridhar Ms. Insiya Fatima Mrs. Bhavani Mrs. Salma Ms. Khushboo Dr. Naveen Kumar Mr. Chandra Shekar
2	Gesto	Mrs. Sapna Mathur	Mrs. Swapna Salla Mrs. Prasanna Laxmi Mrs. Lalitha Poddar Ms. Anitha Kulkarni
3	Scizone	Mrs. Gayathri	Ms. Akshaya Mrs. Mounika Sree Mrs. Nafees Mrs. Mary Ms. Pavani Ms. Tanvi
4	Uthkrishtha	Mrs. Ankhee Ghosh	Ms. Tabitha Ms. Rajitha Ms. Leena
5	Literary Wizards	Mrs. Saritha Tagore	Mrs. Ankhee Ghosh Ms. Bhargavi Mrs. Naveed Fathema Mrs. Poornima Bharadwaj
6	Linguistic Pride	Dr. Durdana Shaheen	Dr. Latha G. Dr. Gitanjali Nayak Ms. Zeeba Bolooki
7	Sportsiva	Mr. Venkat Komu	Mrs. Ambika Ms. Pavani Ms. Leena Keskar
8	Eco – Earth wise	Mrs. Bhavani	Mrs. Salma Khan

"What you do today can improve all your tomorrows."

THE STAFF

The staff at Villa Marie are masters in their subjects with profound knowledge and experience. The objective lies in supporting the students to develop the skills they need to succeed at the College and beyond. The staff is efficient enough to provide excellence in teaching and learning based on research informed approaches with strong foundations and support and focusedon providing students with an outstanding learning experience that will help them to be inspired and achieve their continuing educational goals.The knowledge reflects in the classrooms, outreach activities and outbound learning that excites and motivates students, where they will gain the knowledge, industry connections and real-world experience needed to create the career they want.

The faculty at Villa Marie aims at teaching in the most engaging way to make sure students have fun while learning. The staff isvibrant, dynamic, supportive and inspiring personnel in the campus assisting students to a level where they can really make a mark.

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"I Touch the Future. I Teach."

TEACHING FACULTY

S.No.	Name of Faculty
1	Mrs. Revati Devi Mathur – Principal
DEPARTMENT OF COMMERCE	
1	Mr. N. Jaya Kumar – HOD
2	Mr. K. Naveen Kumar
3	Mr. B. Chandrashekar
4	Mrs. Jyoti Sridhar
5	Mrs. D. Bhavani
6	Mrs. Salma Khan
7	Ms. Insiya Fatima
8	Ms. Khushboo Sachdev
DEPARTMENT OF BUSINESS MANAGEMENT	
1	Mrs. Sapna Mathur – HOD
2	Mrs. Swapna Salla
3	Mrs. Prasanna Laxmi
4	Mrs. Lalitha Poddar
5	Anitha Kulkarni
DEPARTMENT OF ARTS	
1	Ms. Rajitha
2	Ms. Tabitha
3	Ms. Leena Keskar
DEPARTMENT OF MATHEMATICS & STATISTICS	
1	Ms. Akshaya
2	Mrs. D. Mounika Sree
DEPARTMENT OF COMPUTER SCIENCE	
1	Mrs. Gayathri Sangewar - HOD
2	Mrs. Nafees Jahan
3	Mrs. Vijaya Mary
4	Ms. Pavani Chigola
5	Ms. Chandana Tanvi
DEPARTMENT OF ENGLISH	

1	Mrs. P. Saritha Tagore -HOD
2	Mrs. Ankhee Ghosh
3	Mrs. Bhargavi Tondapu
4	Mrs. Naveed Fathema
5	Mrs. Poornima S. Bharadwaj
DEPARTMENT OF SECOND LANGUAGES	
1	Dr. Durdana Shaheen - HOD
2	Dr. Latha
3	Dr. Gitanjali Nayak
4	Ms. Bibi Zeeba
DEPARTMENT OF LIBRARY & SCIENCES	
1	Mrs. B. Sudheshna Reddy
2	Mrs. K. Shailaja
DEPARTMENT OF PHYSICAL EDUCATION	
1	Mr. Venkat Komu
2	Mrs. Ambica

ADMINISTRATIVE STAFF

S.No.	Name
1	Mrs. M. Sakuntala – Accounts Officer
2	Mrs. Y. Ratna – Administrative Officer
3	Ms. K. Rani Indira
4	Mr. B. Rajavardhan Reddy
5	Mr. G. Mahesh
6	Mrs. Suneetha
7	Mrs. Aisha Shamim
8	Ms. Usha Maria Benedict
9	Mrs. A. Leena
10	Mrs. Sarikonda Swapna
11	Mrs. P. Shailaja
12	Mrs. G. Padma

NON TEACHING STAFF

S.No.	Name
1	Mrs. N. T. Mary
2	Mrs. A. Kanaka Durga Rani
3	Mr. M. Gopal
4	Mrs. Vazramma
5	Mrs. Shobha Rani

6	Mr. Naga Rajeshwariah
7	Mrs. Habeebunissa
8	Mrs. Shaik Nazneen
9	Mrs. J. Usha Rani
10	Mrs. M.Yamuna
11	Mrs. Rajyalaxmi
12	Mrs. P. Swapna
13	Mrs. Vazramma
14	Mrs. N. Padma
15	Mr. Siddu
16	Mr. Veerabhadra
17	Mr. Diwakar
18	Mr. Vittal
19	Mr. Srinivas
20	Mr. Guddu Kahar
21	Mr. Jag Lal
22	Mr. Parmeshwar Kumar Ram

AUXILIARY STAFF

S.No.	Name
1	Mrs. M. Padma
2	Mrs. N. Lakshmi

"Coming togetheris a beginning ; keeping together is progress ; working together is success."

THE INSTITUTIONAL SOCIAL RESPONSIBILITY

*"Coming together is a beginning; keeping together is progress; working together is success"*

"A little bit of humility can always change the world"

Attending college isn't all about academics. Rather, the college experience helps shape a student's perspective about the community strengthens the sense of social responsibility and enables them to become well educated social beings.

Villa Marie Degree College promotes ethical behavior and raises awareness about key issues faced by the society under its signature banner VICAS (Villa Marie Initiatives towards Community Awareness and Services). The college aims to connect students and community to promote community engagement.

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"Ethics is the new competitive environment - Service of Society is the highest utilization of the force of life."

THE PERSONAL MEMORANDA
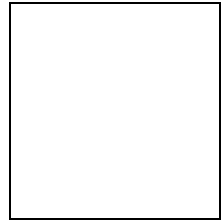
Name: _____

Class: _____   Section: _____

Program: _____   Academic year _____

Hall ticket No.:_____

E-Mail ID: _____   Phone No:_____

Mailing Address:
_____
_____

Vehicle No.: _____ Driving License: _____

Aadhar Card: _____ Category: _____

Blood Group: _____

Any Chronic Health Issues _____

Area of interest for Internships _____

Father's Name: _____ Occupation: _____

Contact No: _____ Email ID: _____

Mother's Name: _____ Occupation: _____

Contact No: _____   Email ID: _____

Hostel Name: _____ (If applicable)

Warden's Contact No.: _____ (If applicable)

Hostel Address:
_____

Signature of the Student   Signature of the Parent/Guardian