

Jagarlamudi Kuppuswamy Choudary College

(An Autonomous Institution in the jurisdiction of Acharya Nagarjuna University)

Accredited by NAAC with **A** grade

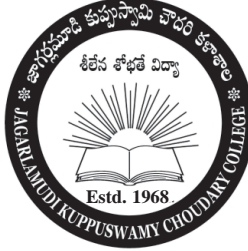
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Sponsored by
Nagarjuna Education Society,
Guntur

2024 - 2025

CALENDAR AND HANDBOOK

Undergraduate

A Few Hints About Good Manners

You have come to the college not only to seek knowledge but also to develop into a good citizen. Good manners are the sign of true education.

- ❖ When you meet your teachers for the first time in the day, greet them with appropriate words and gestures of respect.
- ❖ Use the polite form of address while speaking to your teachers.
- ❖ When the teacher enters the classroom, you shall stand up and sit down only after the teacher takes his seat or tells you to be seated.
- ❖ You may leave the classroom only after the teacher goes out.
- ❖ Always make way for the members of the Teaching Staff.
- ❖ Loud talking and laughing, using vulgar language, smoking on the Campus, loitering on the verandah, throwing litter in and around the classrooms, writing anything on the walls, doors and black boards etc., are bad manners.
- ❖ Have consideration for others and do not always think about your own conveniences.
- ❖ You should always strive to bring credit to your college.
- ❖ Always remember the adage "The end of education is character". Your education shines only if your character is good. Therefore the college motto "Seelena Sobhate Vidya" must be your motto.

Personal Memorandum

Name:

Class : Roll No : Blood Group :

Father's / Guardian's Name :

Present Address :

Calendar Committee

Sri P. Gopichand, M.A., M.Phil., NET Principal	Chairman
Sri S.R.K. Prasad, M.Sc.,	Director (P.G.) & Controller of Examinations
Dr. K. Sambasiva Rao, M.Sc., Ph.D., Lecturer in Physics	Vice-Principal
Sri T. Bala Narendra Prasad, M.Sc., M.Phil., Lecturer in Physics	Vice- Chairman
Sri Y. Venkateswara Rao, M.C.A., HoD of Computer Science	Member
Sri K. Charan Choudary, M.Com., M.Phil., Lecturer in Commerce	Member

Student Representatives :

1. Ch. Sirisha, III B.Sc., (M.S.Cs)
2. P. Chandrika, III B.Com., (CA)
3. M. Mahesh, III B.B.A.,
4. B.V. Siva Prasad, III B.C.A.,

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Executive Body of
The Nagarjuna Education Society,
Guntur

- President : Dr. Rayapati Srinivas, M.B.,B.S.,
- Vice-Presidents : 1. Dr. Jagadish K. Maddineni
: 2. Sri Madala Ratnagiri Babu
: 3. Sri Chukkapalli Ramesh
- Secretary : Sri Jagarlamudi Murali Mohan
- Additional Secretary : Sri Byrapaneni Naresh
- Joint Secretary : Dr. C.N. Srinivas. M.B.,B.S.,
- Treasurer : Dr. Kondabolu Vara Prasad
- Member : Sri Rayapati Mohan Sai Krishna
- Special Invitees : 1. Sri V. Kuppu Swamy
2. Dr. P. Gopichand
3. Dr. Madala Srinivas

Governing Body of
Jagarlamudi Kuppaswamy Choudary College (Autonomous),
Guntur.

President	: Dr. Rayapati Srinivas
Vice - President	: Dr. Kondabolu Krishna Prasad
Secretary & Correspondent	: Sri J. Murali Mohan, B.Tech., M.B.A.,
Joint Secretary	: Dr. C.N. Srinivas, M.B.,B.S.,
Treasurer	: Dr. P. Gopichand
University Nominee	: Prof. P. Siddaiah
State Govt. Nominee	: Dr. A. Amruthavalli
Principal (Ex-Officio)	: Sri P. Gopichand, M.A., M.Phil., NET
Vice-Principal (Spl. Invitee)	: Dr. K. Sambasiva Rao, M.Sc., Ph.D.,
Director, P.G. Courses (Spl. Invitee)	: Sri S.R.K. Prasad, M.Sc.,
Teaching Staff	: Sri Ch. Ram Prasad, M.Sc., M.Phil., Sri R. Srinivasa Rao, M.Sc., M.Phil.,
Senior Administrative Staff	: Smt. K. Lakshmi Kumari
Educationist	: Prof. K.R.S. Sambasavia Rao

Executive Body of
Jagarlamudi Kuppuswamy Choudary College,
Guntur.

President	: Dr. Rayapati Srinivas
Vice-Presidents	: 1. Dr. Kondabolu Krishna Prasad : 2. Sri Chukkapalli Ramesh
Secretary & Correspondent	: Sri Jagarlamudi Murali Mohan
Joint Secretary	: Dr. C.N. Srinivas
Treasurer	: Dr. P. Gopichand
Members	: 1. Sri Y. Naga Venkata Praveen : 2. Sri Rayapati Mohan Sai Krishna : 3. Sri Jagarlamudi Suresh
Special Invitees	: 1. Sri V. Kuppu Swamy : 2. Sri Madala Ratnagiri Babu : 3. Sri Korrapati Rama Rao : 4. Dr. Madala Srinivas

Vision and Mission

Vision

The grand vision of JKC College comprehends large interactive areas of Education, Culture, Literature, Arts, Humanities, Science and Technology; the high quality education at different levels, inculcation of scientific temper and creative thinking, cultivation of character, promotion of dynamic, forward looking outlook.

Mission

High quality higher education providing the youth, in particular to rural youth in humanities, science and technology and brightening their future with wider educational opportunities and better employment avenues.

Aims and Objectives

Aims

- ❖ Providing high quality higher education in accordance with the changing needs of the society.
- ❖ Brightening the future of rural youth in particular with wider educational opportunities.
- ❖ Facilitating better employment avenues.
- ❖ Training of young men and women of quality to be leaders in all walks of life and serve their people in justice, truth and love.
- ❖ To create personally mature, professionally equipped and service oriented integrated leaders to become assets to the Community and Nation.

Objectives

- ❖ Providing education at UG & PG level
- ❖ Providing vocational training for better employment avenues.
- ❖ The training in this college plays a vital role for betterment of the students in general and in particular the poorer and marginalized sections of the society.
- ❖ To develop intellectual capacity and quest for truth and knowledge in order to make the students personally responsible for their own lives.
- ❖ To empower every student to take up the issue of the down-trodden in order to protect their dignity.
- ❖ To inculcate the values enshrined in the Preamble of the Indian Constitution such as love, justice, truth, simplicity, self-sacrifice, service and esteem for special values.
- ❖ To foster an atmosphere of intellectual vigour and moral rectitude in which the young men and women of our country may find fulfillment and achieve eminence.

Origin and History of the College

Origin : The Nagarjuna Education Society was formed in 1967 by eminent educationists, philanthropists with an aim to serve society in the field of education. It is named after the great Buddhist scholar, Acharya Nagarjuna. The brain-child of the Nagarjuna Education Society is J.K.C. College. The legacy of the college started with its name given after the noble patron and celebrated philanthropist Sri Jagarlamudi Kuppuswamy Choudary.

The college was inaugurated on 19-7-1968 by the late Buddhiraju Ramachandra Rao, M.A.,L.T. a veteran educationist and the first Principal of the Hindu College, Guntur. Prof. K. Satchidananda Murthy, M.A., Ph.D., the Principal, Andhra University Post Graduate Centre, Guntur presided over the inauguration function.

Since the day of its inception J.K.C. College has been progressing in leaps and bounds to reach a unique mark of distinction.

History : The members of the College Governing Body are enlightened citizens and educationists. Founder President Sri Jagarlamudi Chandramouli, B.A., B.L, Ex-M.P., Ex-M.L.A., Ex-Member of the Syndicate of Acharya Nagarjuna University was a venerable man of high integrity and generous outlook and under his efficient presidentship, which lasted for about two decades, the college achieved all round progress and good reputation.

Dr. K. Sadasiva Rao, the founder Secretary & Correspondent and also a reputed surgeon rendered his invaluable services to the institution over 3 decades by safeguarding the noble objectives of J.K.C. College.

The prominent patrons are Sri Chebrolu Hanumaiah, Ex-MLC and Ex-Minister of Marketing, Govt of A.P and Sri Y.K.S. Prakasa Rao, B.A., a great philanthropist and educationist.

Dr. Kondabolu Basavapunniah, renowned physician and surgeon who succeeded Dr. K. Sadasiva Rao as Secretary and Correspondent and later as President has played a pivotal role in the phenomenal physical and academic growth of the institution, working in tandem with all the members of the Governing Body.

Dr. Rayapati Srinivas, a medical practitioner, Ex-Chairman, Guntur Zilla Parishad and Ex-MLC succeeded Dr. K. Basavapunniah as president of Nagarjuna Education Society and its institutions.

A veteran of sports and staunch humanitarian Sri J. Narendernath, son of founder President, Late Sri J. Chandramouli, succeeded Dr. K. Basavapunniah as Secretary and Correspondent. In his two and half decades tenure, the college has

seen a phenomenal growth in terms of infrastructure and academic excellence. During this period the college was accredited with "A" grade by NAAC and Autonomy status was also conferred by UGC.

A prominent industrialist marked for his magnanimity and meticulous vision, Sri Jagarlamudi Murali Mohan, B.Tech., M.B.A., son of founder President, Late Sri J. Chandramouli, has taken up the noble mission of his great predecessors to ensure the quality of higher education. Under his statesmanship J.K.C. College is certain to reach new heights of glory.

Though the college started with humble beginnings, it has steadily grown from strength to strength, acquiring a full-fledged status in a very short time. By achieving remarkable results in the academic sphere, JKC College has carved out a niche for itself in the temple of education in Andhra Pradesh.

The college had its glorious beginnings with an erudite scholar, Sri Yalavarthi Rosayya as its Founder Principal. Here is the succession list of Principals.

Sri Y. Rosayya (1968 - 1976)	Dr. S. Anantham (1976 - 1980)
Dr. C.N. Sastry (1980 -1984)	Sri E. Bhaskara Rao (1984 - 1993)
Sri A. Nomula Rao (1993 - 1998)	Sri G. Someswara Sarma (1998 - 2003)
Sri N. Bhushaiah (2003 - 2004)	Sri S.R.K.Prasad (2004 - 2007)
Dr. K.V.N.B. Kumar (2007 - 2014)	Dr. I. Nageswara Rao (2014 - 2024)
Sri P. Gopichand is appointed as Principal (FAC) on 1-7-2024	

The launching of JKC College has breathed life into the slumbering surroundings of Ring Road, a desolate place in 1968. It is now a densely populated area, bustling with hectic activity. Yet the tranquility of yore is preserved intact even after five decades of its inception and classes are run in serene and ideal setting and atmosphere.

It is the fervent prayer and hope of the Nagarjuna Education Society that JKC College shall continue "to strive, to seek, to find and never to yield". In the relentless pursuit of noble ideals enshrined in the memory of the sage and savant, Acharya Nagarjuna, and never resting on its oars, the college shall be "still achieving and still pursuing"

Golden jubilee year :

J.K.C. College has reached another landmark of Golden Jubilee. The inauguration of the Golden Jubilee year (2017-18) is celebrated on July 19th 2017 with great fervour and festivity. College has celebrated the Golden Jubilee on 2nd and 3rd February 2018. Hon'ble Vice President of India, Sri M. Venkaiah Naidu and Hon'ble Chief Minister of Andhra Pradesh Sri N. Chandra Babu Naidu graced the occasion.

Profile of the College

Infrastructure : The infrastructure of JKC College is shown at a glance in the following table.

Sl. No.	Infrastructure	Area and number	Purpose of utilization
1.	Land	6.815 acres	Buildings and play ground
2.	Play Ground	4 acres	Sports
3.	Buildings (a) <i>No. of Class Rooms</i> UG PG	52 16	UG Teaching PG Teaching
	(b) <i>Area of the Class Rooms</i> UG PG	27,505.20 sq.ft 9,683.93 sq.ft.	UG Teaching PG Teaching
	(c) <i>No. of Labs</i> UG PG	16 6	UG Teaching PG Teaching
	(d) <i>Area of the Labs</i> UG PG	22,484.51 sq.ft 18,050.84 sq.ft.	UG Practicals PG Practicals
	(e) <i>Distance Education</i> Ambedkar Open University	1017.23 sq.ft	Administrative Block
	(f) <i>Andhra Bank</i>	1436.74 sq.ft	Room for banking transactions
	(g) <i>Physical education</i> Indoor Stadium	4,833.32 sq.ft	Concrete, Wooden Shuttle Courts, Table Tennis & Physical Education Department
	Gymnasium	2,100 sq.ft	Equipment available for 30 different exercises and steam bath for 5 members in a single sitting
	(h) <i>Common facilities</i> : Canteen, Library, Boys and Girls retiring rooms, Indoor auditorium, 3A.C. conference Halls, 2 English Language Labs, Health Centre, Work Shop etc.	38,901.74 sq.ft	Academic and other facilities
4.	Generator facility	100 K.V.A 20 K.V.A 10 K.V.A	Power supply to the total college during power cut.
5.	CALL & Language Lab	1200 sq.ft	Communication skills and soft skills
6.	Autonomous Examination Building	5000 sq.ft	Exam Section, NCC, NSS, Language Lab-2
7.	Solar Power Plant	40 kw	

Introduction of Programmes

The following table helps to know the Programmes introduced at P.U.C, Intermediate, U.G. and P.G. levels.

Sl. No.	Year of Introduction	Name of the Programme	Medium	Intake
1.	1968-69	<p>PUC</p> <p>M.P.</p> <p>Bi.P.</p> <p>Indian History, Economics</p> <p>Indian History, Telugu</p> <p>Indian History, English</p> <p>Maths-1, Maths-II, Economics</p> <p>Economics, Accounts</p> <p>Commercial Knowledge</p> <p>Indian History, Civics and Elements of Indian Administration.</p> <p>B.A.</p> <p>History, Politics and Economics,</p> <p>History, Politics and Telugu</p> <p>History, Politics and Spl. English,</p> <p>B.Com. : 2 Sections</p>	<p>English</p> <p>English</p> <p>Telugu</p> <p>Telugu</p> <p>Telugu</p> <p>Telugu</p> <p>Telugu</p> <p>Telugu</p> <p>Telugu</p>	<p>60</p> <p>120</p>
2.	1969-1970	<p>Two Year Intermediate Course</p> <p>M.P.</p> <p>Bi.P.</p> <p>E.C.Com.</p> <p>M.E.Com</p> <p>H.E.C.</p> <p>H.E. Telugu</p> <p>H.E. Spl. Eng.</p> <p>B.Sc.,</p> <p>M.P.C.</p> <p>C.B.Z.</p>	<p>English</p> <p>English</p> <p>English & Telugu</p> <p>English</p> <p>Telugu</p> <p>Telugu</p> <p>Telugu</p> <p>English</p> <p>English</p>	<p>120</p> <p>120</p> <p>160</p> <p>80</p> <p>80</p> <p>96</p> <p>48</p>

Sl. No.	Year of Introduction	Name of the Programme	Medium	Intake
3.	1989-90	B.Sc. , Maths, Statistics, Computer Science, Maths, Physics, Electronics	English English	100 50
4.	2000-01	B.Sc. , Maths, Electronics, Computer Science	English	50
5.	2002-03	B.Sc. , Micro Biology, Bio-Chemistry, Chemistry	English	30
6.	2003-04	B.Sc. , Bio-Technology Botany, Chemistry	English	30
7.	2005-06	B.Sc. , Maths, Physics, Computer Science	English	50
8.	2006-07	B.Sc. , Bio-Technology Bio-Informatics Chemistry	English	30
9.	2007-08	B.C.A.	English	50
10.	2008-09	B.Com , Computer Applications	English	60
11.	2016-17	B.Sc. , Maths, Chemistry, Computer Science	English	50
12.	2018-19	B.Sc. , Data Science, Statistics Computer Science	English	50
13.	2018-19	B.B.A. ,	English	60
14.	2020-21	B.Voc (WT & SD)	English	50

P.G. Programmes :			Medium	Intake
1.	1993-94	M.C.A.	English	60
2.	1995-96	M.Sc., Mathematics	English	40
3.	1996-97	M.A., English	English	40
4.	1997-98	M.Sc., Chemistry	English	30
5.	1999-00	M.Sc., Microbiology	English	30
6.	2006-07	M.Sc., Biotechnology	English	30

Certificate Courses

Sl.No.	Year of Starting	Name of the Programme	Intake
1.	2002-03	Accounts Package	20
2.	2003-04	Computer Applications	20
3.	2003-04	Health & Paramedical (Lab Assistant Training)	20

Training Programmes

Sl. No.	Year of Starting	Name of the Programme	Intake
1.	2001-02	Introduction of Computers & Foxpro	25
2.	2002-03	Functional English	75
3.		Spoken English	40
4.		Introduction of Computers and Internet Browsing	25
5.	2003-04	Human Resource Development : Spoken English Reasoning & Arthematics Personality Development	24
6.	2007-08	Functional English Journalism Tourism	40 30 30

Diploma

1.	2008-09	Medical LabTechnology	25
2.	2008-09	Animation	25
3.	2009-10	Investment Management	70
4.	2013-14	Advanced Diploma in Investment Management	70

Sports : The Management of the College deeply believes in the implementation of the famous adage, "*A Sound mind is a sound body*". Since inception, JKC College has always given utmost importance to sports while planning a comprehensive programme of education. The following table shows the facilities provided by the Physical Education Department.

Si. No.	Name of the facility	Name of the Game	Area
1.	Play Ground	<ul style="list-style-type: none"> a. Cricket Ground b. Two Volley Ball Courts c. Two Kabbadi Courts d. 200 meters track for sprint Track e. Discus throw, Javelin throw, Shotput, High-jump, Long-jump. f. Concrete Cricket Practice Pitch with a mesh enclosure g. Turf Wicket h. Astro Turf Practice Pitches 	4 acres
2.	Indoor Courts	<ul style="list-style-type: none"> a. Two Shuttle Courts (Wooden, Concrete) b. Separate Changing over rooms for boys and girls with modern facilities c. High-Tech Gym equipment d. Indoor games like shuttle-badminton, table-tennis etc., can be played under flood-lights. e. Three Table-Tennis Tables f. Two Carom Boards g. Fifteen Chess Boards h. Parallel Bars, Horizontal Bars, Wall Bars for stretching exercises. 	129 x 100 (1161 sq.ft.)
3.	Basket Ball Court	Concrete Basket Ball Court with Flood Lights	32 x 19 mtrs.
4.	Gymnasium	<ul style="list-style-type: none"> a. One hall with 30 single stations b. Steam Bath Facility for 5 members in a single sitting 	2100 Sq.ft.

NCC: The motto of the National Cadet Corps, "Unity and Discipline", inspired Sri Y. Rosayya, Founder-Principal of JKC College, a rare classicist by temperament and exemplary stickler for details introduced a unit of NCC in our college in 1969-70. Major B. Subba Rao was the first NCC Officer. He was followed by Lt. T. Raghavaiah, Maj. G. Sambasiva Rao and Lt. T. Raghavendra Rao. And Lt. T. Subba Rao Now Sri U. Venkateswara Rao is the NCC Officer.

NCC Girls Wing is also functioning.

Aims of the NCC

- ❖ To develop disciplined and trained manpower which helps the country in case of emergency.
- ❖ To develop leadership, character, service, spirit, vision and time management skills, which helps for faster development of the country.

National Service Scheme : NSS which is deemed as the third dimension of education called extension service work with education as its overall objective of community service. This helps students blossom into individuals with harmonious personality. Extension work is the work done outside the classroom, where adults and the youth work together to find out and work out solutions to the problems of society through action, not through mere contemplation.

Aims of NSS

- ❖ Personality development through community service
- ❖ To involve students and people for the development of their surroundings.
- ❖ To train students in propagating the health awareness.
- ❖ To make the students aware of community development programme.

Practical involvement in such services helps them to turn into a good citizens and leaders. The College has three NSS Units. All the three units are running efficiently and effectively.

National Level Seminars, Workshops and Symposia : The College is involved in conducting National Level Seminars and work shops to upgrade the knowledge of students. The staff and students will be exposed to the recent trends in all subjects. They help to inculcate interest in research.

CALL (Computer Assisted Language Lab) : The CALL comes out with easier and simpler techniques to aid the students in mastering communication skills in English. This unique lab has advanced software that makes learning a fun and thought provoking. The tyros are at ease in comprehending the intricate items of grammar in a lively atmosphere. "Tense Buster" is one of the software that can teach a student the ins and outs of grammar and it provides necessary feedback to the student. "Sky Pronunciation" is a different package which corrects a speaker's way of articulating words of English.

The CALL conducts practical classes and works with the students in various channels. This programme has been designed for two semesters. The CALL is equipped with 40 systems with rich software and is completely air-conditioned.

Alumni Participation in the Development of College : There is an active participation of Alumni on our campus. Nearly 40 members of the teaching staff and 20 members of the non-teaching staff are the old students of our college.

Whenever the college needs the support, the college alumni are ready to take initiative for development. The Alumini donated 27.5 lakhs for construction of new block to provide extra rooms for newly introduced programmes. The Alumni also instituted 12 Merit Awards worth Rs. 4,00,000 to support meritorious poor students.

Whenever Alumni members participated in the college functions, the Management feels very happy by recollecting all the memories of the past. They feel that Alumni Association is an asset to the institution. The alumni has donated Rs. 1.4 Crore to the college during golden jubilee year 2017-18.

Accredited at A level by the NAAC : J.K.C. College appeared for Re-accreditation of the National Assessment and Accreditation council for the third cycle. The NAAC peer team visited the college from 21.8.2023 to 22.8.2023. The college is Re-accredited by NAAC with 'A' grade securing 3.19 out of 4 CGPA.

AUTONOMY : JKC College has become an autonomous college from the academic year 2007-08. It continues to be an affiliated college of Acharya Nagarjuna University and is autonomous in the sense that it is free to frame its own curriculum and to adopt innovative methods of teaching and evaluation. The examinations are conducted by the college and Acharya Nagarjuna University confers the degrees. UGC granted autonomous status to the college for a period 2023-24 to 2032-33 in its review.

Programmes Offered : The College offers the following Programmes for the academic year 2024-2025.

Aided Stream

- BSc Honours (Mathematics)
- BSc Honours (Physics)
- BSc Honours (Chemistry)
- BSc Honours (Zoology)
- BCom Honours (General)

Self-Financing Stream

- BSc Honours (Microbiology)
- BSc Honours (Biotechnology)
- BSc Honours (Statistics)
- BSc Honours (Computer Science)
- BSc Honours (Data Science)
- BSc Honours (Artificial Intelligence & Machine Learning)
- BCA Honours
- BCom Honours (Computer Applications)
- BBA Honours

Post Graduate Programmes

M.Sc. Biotechnology

M.Sc. Chemistry

M.Sc. Microbiology

M.C.A.

Academic Calendar for UG Programmes (B.Sc., B.Com., BCA, BBA, BVoc)
Academic Year : 2024-2025

S No.	Odd Semesters (I, III & V)	Date
1.	Commencement of class work for Third and Fifth semesters	12-07-2024
2.	Commencement of class work for First Semester	21-08-2024
3.	Commencement of First Mid Test for III & V Semesters	04-09-2024
4.	Issue of III & V Semester End Examination Notification for Payment of Examination fee	01-10-2024
5.	Dasara Holidays	06-10-2024 to 13-10-2024
6.	Last date for Payment of Examination fee and submission of Examination Applications in the college office for III & V Sem End Examinations	19-10-2024
7.	Commencement of First Mid Test for I Semester	25-10-2024
8.	Last date for Payment of Examination fee for III & V Semester End Exams with late Fee	24-10-2024
9.	Commencement of Second Mid Test for III & V Semesters	07-11-2024
10.	Last instructional day for III & V Semesters	09-11-2024
11.	Commencement of III & V Sem End Practical Examinations	15-11-2024
12.	Display of CIA marks in Department Notice Board for student verification	21-11-2024
13.	Commencement of III & V Semester End Theory Examinations Alternate days	25-11-2024
14.	Commencement of Second Mid Test for I Semester	13-12-2024
15.	Last instructional day for 1 Semester	16-12-2024
16.	Commencement of First Semester End Examinations	19-12-2024

Academic Calendar for UG Programmes (B.Sc., B.Com., BCA, BBA, BVoc)
Academic Year : 2024-2025

S No.	Even Semester (II, IV & VI)	Date
16.	Commencement of Class work for IV & VI semester (B.Com, B.C.A. B.Voc)	12-12-2024
17.	Commencement of Long-Term Internship for VI semester (BSc and BBA)	12-12-2024
18.	Commencement of Class work for Second Semester	30-12-2024
19.	Sankranthi Holidays	12-01-2025 To 19-01-2025
20.	Commencement of First Mid Test for IV & VI Semesters	06-02-2025
21.	Issue of IV & VI Semester End Examination Notification for Payment of Examination fee	20-02-2025
22.	Last date for Payment of Examination fee and submission of Examination Applications in the College Office for IV & VI Sems	01-03-2025
23.	Commencement of First Mid Test for II Semester	03-03-2025
24.	Last date for Payment of Examination fee and submission of Examination Applications in the college office for IV& IV Semesters with Late fee	06-03-2025
25.	Commencement of Second Mid Test for IV & VI Semesters	09-04-2025
26.	Last instructional day for IV & VI Semesters	11-04-2025
27.	Commencement of IV & VI Sem End Practical Examinations	17-04-2025
28.	Display of CIA marks in Department Notice Board for student verification	21-04-2025
29.	Commencement of Second Mid Test for II Semester	23-04-2025
30.	Last instructional day for II Semester	26-04-2025
31.	Commencement of II Semester End Practical Examinations	28-04-2025
32.	Commencement of IV & VI Semester End Theory Examinations	29-04-2025
33.	Commencement of II Semester End Theory Examinations	05-05-2025
34.	Last working day for Academic year 2024-25	06-05-2025
35.	Summer vacation from:	07-05-2025
36.	Reopening of the college for Academic year 2025-26	

JUNE 2024

1	SAT	
2	SUN	
3	MON	
4	TUE	
5	WED	World Environment Day
6	THU	
7	FRI	
8	SAT	
9	SUN	
10	MON	
11	TUE	
12	WED	
13	THU	
14	FRI	World Blood Donor Day
15	SAT	
16	SUN	
17	MON	Bakrid - Holiday
18	TUE	
19	WED	
20	THU	
21	FRI	International Music Day
22	SAT	
23	SUN	
24	MON	
25	TUE	
26	WED	
27	THU	
28	FRI	
29	SAT	National Statistics Day
30	SUN	

JULY 2024

1	MON	
2	TUE	
3	WED	
4	THU	
5	FRI	
6	SAT	
7	SUN	
8	MON	
9	TUE	
10	WED	
11	THU	World Population Day
12	FRI	Commencement of class work for Third and Fifth semesters
13	SAT	
14	SUN	
15	MON	
16	TUE	
17	WED	Moharam - Holiday
18	THU	
19	FRI	
20	SAT	
21	SUN	
22	MON	
23	TUE	
24	WED	
25	THU	
26	FRI	
27	SAT	
28	SUN	
29	MON	
30	TUE	
31	WED	

AUGUST 2024

1	THU	
2	FRI	
3	SAT	International Friendship Day
4	SUN	
5	MON	
6	TUE	Hiroshima Day
7	WED	
8	THU	World Senior Citizens Day
9	FRI	Quit India Day
10	SAT	
11	SUN	
12	MON	
13	TUE	
14	WED	
15	THU	Birthday of Sri Jagarlamudi Kuppuswamy Choudary Independence Day - Holiday
16	FRI	Varalakshmi Vratam - Holiday
17	SAT	
18	SUN	
19	MON	World Photography Day
20	TUE	
21	WED	
22	THU	
23	FRI	
24	SAT	
25	SUN	
26	MON	Krishnastami - Holiday
27	TUE	
28	WED	
29	THU	National Sports Day
30	FRI	
31	SAT	

SEPTEMBER 2024

1	SUN	
2	MON	
3	TUE	
4	WED	Commencement of First Mid Test for III & V Semesters
5	THU	Teacher's Day
6	FRI	
7	SAT	Vinayakachavithi - Holiday
8	SUN	World Literacy Day
9	MON	
10	TUE	
11	WED	
12	THU	
13	FRI	
14	SAT	
15	SUN	The Founder's Day
16	MON	Eid Miladunabi - Holiday World Ozone Day
17	TUE	
18	WED	
19	THU	
20	FRI	
21	SAT	International Day of Peace
22	SUN	Rose Day (Welfare of Cancer Patients)
23	MON	
24	TUE	
25	WED	
26	THU	
27	FRI	World Tourism Day
28	SAT	
29	SUN	
30	MON	

OCTOBER 2024

1	TUE	International Day of the Elderly Issue of III & V SEE Notification for Payment of Examination fee
2	WED	Gandhi Jayanthi - Holiday
3	THU	
4	FRI	
5	SAT	
6	SUN	Dasara Holidays Begins
7	MON	
8	TUE	Indian Air Force Day
9	WED	World Post Office Day
10	THU	National Post Day
11	FRI	Durgastami
12	SAT	Vijayadasami
13	SUN	
14	MON	Reopening of the college after Dasara Vacation
15	TUE	
16	WED	
17	THU	
18	FRI	
19	SAT	Last date for Payment of Examination fee and submission of Examination Applications in the College Office for III & V SEE
20	SUN	
21	MON	
22	TUE	
23	WED	
24	THU	United Nations Day Last date for Payment of Exam fee for III & V SEE with late Fee
25	FRI	
26	SAT	
27	SUN	
28	MON	
29	TUE	
30	WED	
31	THU	Deepavali - Holiday

NOVEMBER 2024

1	FRI	
2	SAT	
3	SUN	
4	MON	
5	TUE	
6	WED	
7	THU	Commencement of Second Mid Test for III & V Semesters
8	FRI	
9	SAT	Last instructional day for III & V Semesters
10	SUN	
11	MON	National Education Day
12	TUE	
13	WED	
14	THU	Children's Day
15	FRI	Commencement of III & V Sem End Practical Examinations
16	SAT	
17	SUN	
18	MON	
19	TUE	
20	WED	
21	THU	Display of CIA marks in Department Notice Board for student verification
22	FRI	
23	SAT	
24	SUN	
25	MON	Commencement of III & V Sem End Theory Examinations
26	TUE	National Constitution Day
27	WED	
28	THU	
29	FRI	
30	SAT	

DECEMBER 2024

1	SUN	World Aids Day
2	MON	
3	TUE	World Day of the Handicapped
4	WED	Navy Day
5	THU	
6	FRI	
7	SAT	Armed Forces Flag Day
8	SUN	
9	MON	
10	TUE	World Human Rights Day
11	WED	
12	THU	Commencement of Class work for IV & VI semesters
13	FRI	Commencement of VI Semester Internship for BSc and BBA
14	SAT	
15	SUN	
16	MON	
17	TUE	
18	WED	
19	THU	
20	FRI	
21	SAT	
22	SUN	
23	MON	Farmer's Day
24	TUE	Death Anniversary of Sri Jagaralamudi Kuppuswamy Choudary
25	WED	Christmas - Holiday
26	THU	
27	FRI	
28	SAT	
29	SUN	
30	MON	
31	TUE	

JANUARY - 2025

1	WED	
2	THU	
3	FRI	
4	SAT	
5	SUN	
6	MON	
7	TUE	
8	WED	
9	THU	NRI Day
10	FRI	
11	SAT	
12	SUN	Sankranthi Holidays Begins National Youth Day
13	MON	Bhogi
14	TUE	Sankranthi
15	WED	Kanuma Army Day
16	THU	
17	FRI	
18	SAT	
19	SUN	
20	MON	Reopening of the college after Pongal vacation
21	TUE	
22	WED	
23	THU	
24	FRI	Girl Child Day
25	SAT	National Tourism Day
26	SUN	Republic Day
27	MON	
28	TUE	
29	WED	
30	THU	Martyr's Day
31	FRI	

FEBRUARY 2025

1	SAT	
2	SUN	
3	MON	
4	TUE	
5	WED	
6	THU	Commencement of First Mid Test for IV & VI Semesters
7	FRI	
8	SAT	
9	SUN	
10	MON	
11	TUE	
12	WED	
13	THU	
14	FRI	
15	SAT	
16	SUN	
17	MON	Issue of IV & VI Semester End Examination Notification for Payment of Examination fee
18	TUE	
19	WED	
20	THU	
21	FRI	International Mother Language Day
22	SAT	
23	SUN	
24	MON	
25	TUE	
26	WED	Maha Sivarathri - Holiday
27	THU	
28	FRI	National Science Day

MARCH - 2025

1	SAT	Last date for Payment of IV & VI Sem End Exam fee and submission of Applications in the College Office
2	SUN	
3	MON	
4	TUE	National Security Day
5	WED	
6	THU	Last date for Payment of Exam fee for IV& IV Sems with Late fee
7	FRI	
8	SAT	
9	SUN	
10	MON	International Women's Day
11	TUE	
12	WED	
13	THU	
14	FRI	Holi - Holiday
15	SAT	
16	SUN	
17	MON	World Consumer Rights Day
18	TUE	
19	WED	
20	THU	
21	FRI	
22	SAT	
23	SUN	World Forestry Day
24	MON	World Water Day
25	TUE	
26	WED	
27	THU	
28	FRI	
29	SAT	
30	SUN	Ugadi
31	MON	Ramzan-Holiday

APRIL 2025

1	TUE	
2	WED	
3	THU	
4	FRI	
5	SAT	
6	SUN	Sri Ramanavami
7	MON	World Health Day
8	TUE	
9	WED	Commencement of Second Mid Test for IV & VI Semesters
10	THU	
11	FRI	
12	SAT	Last instructional day for IV & VI Semesters
13	SUN	
14	MON	Dr. B.R. Ambedkar Jayanthi - Holiday
15	TUE	
16	WED	
17	THU	Commencement of IV & VI Semester End Practical Examinations
18	FRI	Good Friday - Holiday World Heritage Day
19	SAT	
20	SUN	
21	MON	
22	TUE	Earth Day
23	WED	
24	THU	Display of CIA marks in Department Notice Board for student verification
25	FRI	
26	SAT	
27	SUN	
28	MON	
29	TUE	Commencement of IV & IV Sem End Theory Examinations
30	WED	

MAY 2025

1	THU	May Day
2	FRI	
3	SAT	
4	SUN	
5	MON	
6	TUE	Last working day for Academic year 2024-25
7	WED	Summer Vacation
8	THU	World Red Cross Day
9	FRI	
10	SAT	
11	SUN	
12	MON	
13	TUE	
14	WED	
15	THU	
16	FRI	
17	SAT	World Tele Communication Day
18	SUN	
19	MON	
20	TUE	
21	WED	
22	THU	
23	FRI	
24	SAT	
25	SUN	
26	MON	
27	TUE	
28	WED	
29	THU	
30	FRI	
31	SAT	Anti Tobacco Day

FACULTY
UNDERGRADUATE FACULTY

Sri P. Gopichand, M.A., M.Phil., NET Principal (FAC)

DEPARTMENT OF BOTANY

Smt. G. Jaya Lakshmi Vyshnavi, M.Sc., Lecturer

DEPARTMENT OF CHEMISTRY

Dr. M. Gowrisankar, M.Sc., M.Phil., Ph.D. Lecturer & HoD

Dr. D. Rahul, M.Sc., Ph.D. Lecturer

Dr. Slavathu Hatti, M.Sc., B.Ed., Ph.D. Lecturer

Smt. K. Anitha, M.Sc., M.Phil., B.Ed., Lecturer

DEPARTMENT OF COMMERCE

Sri M. Appa Rao, M.Com., SLET Lecturer & HoD

Sri K. Charan Choudary, M.Com., M.Phil., Lecturer

Smt. K. Anjani Devi, M.Com., Lecturer

Sri A. Venkata Krishna, M.B.A., M.Com., PGDCA Lecturer

Smt. K. Veena, M.Com., Lecturer

Dr. R. Aruna Kumari, M.Com., Ph.D. Lecturer

Sri U. Venkateswra Rao, M.Com., Lecturer

Smt. K. Kalpana, M.B.A., Lecturer

DEPARTMENT OF ECONOMICS

Dr. P. Bharathi Devi, M.A., M.Phil., Ph.D., NET Lecturer

DEPARTMENT OF ENGLISH

Smt. P. Naga Suseela, M.A., M.Phil., M.Ed., Incharge of Dept. & Lecturer

Dr. V. Pala Prasada Rao, M.A., M.Phil., M.Ed., Ph.D., NET Lecturer

Smt. J. Madhavi Latha, M.A., M.Phil., Lecturer

DEPARTMENT OF MATHEMATICS

Sri P. Rama Mohana Rao, M.Sc., M.Phil.,	Lecturer
Sri R. Srinivasa Rao, M.Sc., M.Phil.,	Lecturer & HoD
Smt. Y. Anitha Kumari, M.Sc., M.Phil.,	Lecturer
Sri K. Rama Krishna, M.Sc., M.Phil.,	Lecturer
Smt. M. Rama Devi, M.Sc., B.Ed.,	Lecturer

DEPARTMENT OF PHYSICS

Sri Ch. Ramprasad, M.Sc., M.Phil.,	Lecturer & HoD
Dr. K. Samba Siva Rao, M.Sc., Ph.D.	Vice-Principal & Lecturer
Dr. G.S.C. Bose, M.Sc., M.Phil., Ph.D.	Lecturer
Sri T. Bala Narendra Prasad, M.Sc., M.Phil.,	Lecturer
Sri L. Ajay Babu, M.Sc., M.Phil.,	Lecturer

DEPARTMENT OF ORIENTAL LANGUAGES

Dr. Y. Prasanthi, M.A., M.Phil., Ph.D.	Dept. Incharge & Lecturer in Telugu
Dr. K.V.L.N. Appalacharyulu, M.A., Ph.D.	Lecturer in Sanskrit
Smt. Ch. Suneetha, M.A.	Lecturer in Hindi

DEPARTMENT OF ZOOLOGY

Dr. K. Daniel, M.Sc., M.Phil., Ph.D., NET	Lecturer & HoD
Dr. K. Saroja, M.Sc., M.Phil., Ph.D.,	Lecturer

DEPARTMENT OF COMPUTER SCIENCE & ELECTRONICS

Sri I. Kshema Babu	Lecturer in B.C.A.
Smt. P. Poojitha, B.Tech.,	Lecturer in B.C.A.
Smt. M. Sirisha, M.C.A.,	Lecturer in B.C.A.
Smt. Inturi Lakshmi, M.C.A.,	Lecturer in B.C.A.
Smt. D. Ramya, B.C.A.,	Lecturer in Comp., Sci.
Smt. K. Vineeta, M.Sc., (CS)	Programmer
Smt. T. Tejaswini, M.C.A.,	Lecturer

DEPARTMENT OF STATISTICS

Sri P. Raghu, M.Sc.,	Lecturer & HoD
Sri D. Purnachandra Rao, M.Sc.,	Lecturer
Smt. B. Devi Priya, M.Sc.,	Lecturer
Smt. Shaik Peerabi, M.Sc.,	Lecturer

DEPARTMENT OF MICROBIOLOGY

Smt. N. Harika, M.Sc.,	Lecturer
Smt. K. Meghana Adi Lakshmi, M.Sc.,	Lecturer

DEPARTMENT OF BIOTECHNOLOGY

Smt. A. Aksa, M.Sc.,	Lecturer
Smt. U. Rohita, M.Sc.,	Lecturer
Smt. K.K. Sowdamini, M.Sc.,	Lecturer

DEPARTMENT OF LIBRARY SCIENCE

Smt. Ch. N. Bhavani, M.Sc., M.L.I.Sc., M.Phil.,	Librarian
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DEPARTMENT OF PHYSICAL EDUCATION

Sri T. Srinivasu, B.A., M.P.Ed., N.I.S.,	Physical Director
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POST - GRADUATE FACULTY

Sri S.R.K. Prasad, M.Sc., Director

M.C.A.

Dr. Y. Suresh Babu, M.Com., M.C.A., Ph.D. Director for M.C.A & Professor

Sri Y. Venkateswara Rao, M.C.A., Asso. Prof. & HoD

Sri G. Venu Gopala Rao, M.Sc., M.Phil., M.Tech., Asso. Prof.

Smt. T.V.N. Lakshmi, M.C.A., Lecturer

Smt. M. Lakshmi, M.C.A., Lecturer

Smt. Kalyani Innamoori, M.C.A., Lecturer

Smt. G. Mounika, M.C.A., Lecturer

Smt. G. Divya, M.C.A., Lecturer

Smt. K. Haritha, M.Sc., (IT) M.Phil., Lecturer

Smt. E. Nalini, M.C.A., Lecturer

Smt. Ch. Mounika, M.C.A., Lecturer

Smt. T. Hepsiba, M.C.A., Lecturer

M.Sc., (CHEMISTRY)

Dr. N. Madhavi, M.Sc., Ph.D. Asso. Prof. & HoD

Smt. M. Madhavi, M.Sc., M.Phil., Lecturer

Smt. K. Mounika Nagasai, M.Sc., Lecturer

M.Sc., (MICROBIOLOGY)

Dr. M. Guravaiah, M.Sc., Ph.D., Asst. Prof.

Smt. M. Srilatha, M.Sc., Lecturer

M.Sc., (BIOTECHNOLOGY)

Smt. J.N. Sravya, M.Sc., Lecturer

Smt. T. Sivamalleswari, M.Sc., Lecturer

NON - TEACHING STAFF

OFFICE

Sri Y.V. Krishna Prasad, M.Com.,	Superintendent
Sri M. Srinivasa Rao, B.Com.,	Maintenance Supdt.
Smt. K. Lakshmi Kumari, B.Sc.,	Establishment Supdt.
Sri N. Srinivasa Rao, M.A.. M.L.I.Sc.,	Sr. Assistant
Sri K. Vinod, B.Sc.,	Technician
Smt. B. Babitha, B.Com.,	Sr. Assistant
Sri R. Sambasiva Rao	Jr. Assistant
Sri Y. Panduranga Rao	Jr. Assistant
Sri M.V.S. Rama Krishna, B.A., B.L.I.Sc.	Jr. Assistant
Sri A. Srinivasa Rao, M.A.,	Store Keeper
Sri M. Padmavathi, B.Sc.,	Jr. Assistant
Smt. N. Lalitha Kumari, B.A.,	Jr. Assistant
Sri S. Rajesh, M.A.,	Jr. Assistant
Sri B. Venkata Appa Rao,	Record Assistant
Sri M. Sampath Kumar, B.Sc.,	Record Assistant
Smt. Ch. Venkayamma	Record Assistant
Sri Bapatla Srinivasa Rao	Lab Boy
Sri T. Kim Bahadur	Watchman
Smt. R. Lakshmi	Sweeper
Smt. Ch. Jyothi	Sweeper
Sri M. Vinod Kumar	Sweeper
Smt. Shaik Rajabi	Sweeper
Smt. N. Sai Tulasi	Sweeper
Smt. Shaik Shakeela	Sweeper
Smt. D. Kumari	Sweeper
Smt. K. Devamani	Attender
Smt. M. Manga Bai	Attender
Smt. I. Mariyamma	Sweeper

PG. NON TEACHING STAFF

Smt. N. Srilakshmi, D.C.M.E.,	Comp. Operator
Sri P. Rambabu, B.A., B.L.I.Sc.,	Assit. Librarian
Sri T. Rama Krishna	Lab Boy
Sri V. Srinivasa Rao	Lab Boy
Sri N. Siva Rama Krishna	Lib Boy
Sri J. Samba Siva Rao	Sweeper
Smt. D. Parameswari	Sweeper
Smt. N. Suseela	Sweeper
Smt. G. Yesu Mani	Sweeper
Smt. G. Meramma	Sweeper
Sri K. Bhaskar Rao	Watchman
Sri P. Yedukondalu	Scavenger
Smt. P. Mariyamma	Scavenger

PART TIME STAFF :

Sri G. Ravi Kumar	Data E-Operator
Sri Ch. Venkatesh	Sweeper
Sri Shaik Baba Vali	Compounder
Sri U. Peda Musalaiah	Gardener
Sri Shaik Sileman	Watchman
Sri V. Kotaiah	Watchman

AUTONOMOUS CELL

Controller of Examinations : Sri S.R.K. Prasad, M.Sc.,

Additional Controller of Examinations : Sri P. Raghu, M.Sc.,

Assistant Controller of Examinations : Sri D. Purna Chandra Rao, M.Sc.,

Office Staff

Smt. K. Lakshmi Madhavi, M.Com.,	Data Entry Operator
Smt. T. Lalithamba, M.A.,	Data Entry Operator
Smt. N. Koteswaramma	Data Entry Operator
Sri P. Suresh	Data Entry Operator
Sri N. Ravi Kumar	Lab Boy

The Rules and Regulations of the College Library

Working hours of the Library :

The Library and the reading room remains open from 9.00 am to 5.30 pm. on all working days of college except on Saturday when the library works from 8.30 am to 1.15 pm.

Books Issue & Return Timings :

Issue of new borrower cards	9-00 am. to 10-30 am.
Issue of books & return of books :	12-45 pm. to 2-00 pm. 3-45 pm. to 5-00 pm. 11-15 am. to 1-15 pm. (On Saturdays)

Membership conditions to borrow library books :

1. Library membership card is issued to student on presentation of fee receipt, photo and identity card at the library circulation counter.
2. Every student may borrow two books at a time and may keep them with him/her for 15 days.
3. All the meritorious students (top 2) in each class will be issued 2 more books along with their general circulation of books.
4. Students should examine each book before borrowing and immediately report any damage to the library assistant. If they fail to do so, they will be responsible for any damage detected after their use of the book.
5. It is the responsibility of every borrower to keep the membership card in safe custody. If the card is lost it should be immediately reported to the librarian. Duplicate borrower card will be issued on payment of Rs. 10/-.
6. Books should be returned on or before the date mentioned on the borrower card. If a book is not returned on the stipulated date Rs. 1/- will be fined for each day of late return.
7. If any book exceeding the value of Rs. 50/- is damaged or lost, the borrower shall either replace it or pay double the cost of the book. If its cost is below Rs. 50/- he shall pay triple the cost of the book.
8. If a volume from a multi-volume set is lost/damaged the price of the whole set will be charged.

9. The librarian may recall any book from any borrower of the library at any time, even if the normal period of loan has not expired.

Non-dues Certificate :

1. Students who want to appear for semester end examinations and who want to get their hall tickets should get non-dues certificates from the librarian and submit them in the college office.

Book Bank :

1. The objective of the scheme is to provide text books to the students who are economically poor and socially weaker sections of the society. Books will be issued on loan to deserving students for one academic year.
2. All books on loan should be returned to the library before starting of semester end examinations.
3. Students need not pay any fee for utilizing this scheme.

General Rules :

1. Every reader entering the library should sign the visitors register.
2. Strict silence should be maintained in the library and reading room.
3. Personal text books or bags are not allowed in to the library. White sheets of paper are allowed.
4. Exchange of library ID card is not permitted.
5. Readers shall replace any book or library property damaged by them.
6. No book will be issued or taken back unless the student produces his/her Identity card.
7. Books must not be marked or defaced in any manner.
8. Students are advised to search for books through computer catalogue (OPAC).
9. Library services include Internet, e-resources, DVD collection and Institutional Repository.

Note : The rules and regulations which are now in force may be changed or new rules may be framed without any prior notice to the students. The library committee is empowered to do so.

Academic Rules and Regulations for 4 Year Degree Honours Programmes (Applicable from 2023-27 batch onwards)

In accordance with National Education Policy (NEP) 2020, UGC has formulated a new student centric Curriculum and Credit Frame work for Undergraduate Programmes (CCFUP) incorporating a flexible choice-based credit system, multidisciplinary approach and multiple entry and exit options.

Programme Name and Duration: The name of the Programme is 4-Year UG Honours with a Single Major. The duration of the Programme is 4 years with multiple entry and exit options after First, Second and Third year of study with a Certificate, Diploma and Degree after respective years of study. At the end of 4-years of study, Honours degree is awarded.

4-year UG Honours with Research is awarded at the end of 4-years of study.

Admissions: Admissions will be carried out through Online Admission Module for Degree Colleges by the Convenor, OAMDC. The Convenor fills up 70% of seats in each Programme following the rules of reservation as per the Govt. Orders of the Govt. of Andhra Pradesh. (ST-6%, SC-15%, BC-A-7%, BC-B-10%, BC-C-1%, BC-D-7%, BC-E-4%). Seats are also reserved for candidates under categories of NCC, Physically / Visually challenged, Sports and Games and Children of Armed Personnel. One third of seats are reserved for Women candidates in each category.

Eligibility: Candidates who have passed the Intermediate, 12th Class of CBSE or any other equivalent examination approved by Board of Intermediate Education, Andhra Pradesh or its equivalent examination recognised by Board of Intermediate Education or Acharya Nagarjuna University are eligible for admission into First year of 4-year UG Honours with a single Major.

Duration of Programme and Entry and Exit options: The duration of the UG Honours Programme is 4 Years or 8 semesters. Students can exit the Programme after the completion of First Year, Second Year or Third Year.

UG Certificate (First Year): Students who opt to exit after completion of First year, will be given Certificate in Science/Arts/Commerce/Business Administration/Computer Applications/Web Technologies & Software Development. However, the student shall pass all Courses viz: Languages, Multidisciplinary courses, Skill Enhancement courses, Pathway courses, Major courses and Minor courses and acquire 40 Credits and complete Community Service Project of 4 Credits during summer vacation. Students may be permitted to take a break from the studies during the period of study; but students shall complete the programme within the stipulated maximum period of Eight years (n+2+2) from the date of admission into first year UG Programme.

UG Diploma (Second Year): Students who opt to exits after completion of Second year and have secured 80 Credits will be awarded UG Diploma in Science/Arts/Commerce/Business Administration/Computer Applications/Web Technologies & Software Development, if they pass in all courses – Languages, Multidisciplinary

Courses; Skill Enhancement courses and core courses in Major and Minor and complete short term internship during summer.

Students possessing a UG Certificate obtained after first year of UG Programme can seek re-entry into Second year of UG Programme, provided there are vacancies in that particular Programme in the College. Such students are allowed to re-enter the UG Programme within three years and shall complete the UG Programme within the stipulated maximum period of Eight years (n+2+2) from date of admission into first year UG Programme.

UG Bachelor's degree (Third year) : Students who have successfully completed the Third year and secured 116 Credits will be awarded Bachelor Degree in Science/ Arts/Commerce/Business Administration/Computer Applications/Web Technologies & Software Development, if they pass in all courses- Languages, Multidisciplinary courses, Skill Enhancement courses, Core courses in Major and Minor. The name of Major and Minor shall be indicated in parenthesis. For example, B.Sc., Degree (Computer Science with Mathematics as Minor). A student shall complete the Degree Programme within the stipulated maximum period of eight years from the date of admission into first year U.G. Programme.

UG Degree Honours (Fourth Year) : Students who have completed after Fourth year and secured 160 credits will be awarded Bachelor Degree with Honours in Science/Arts/Commerce/Business Administration/Computer Applications/Web Technologies & Software Development, if they pass in all courses-Languages, Multidisciplinary courses, Skill Enhancement courses, Core Courses in Major and Minor, Indian Knowledge systems (IKS) (audit Course) and Open Online Transdisciplinary Course (OOTC). The name of Major and Minor shall be indicated in Parenthesis. For example B.Sc., Degree Honours (Physics)

UG Degree Honours with Research (Fourth Year) : Students who secure 75% marks and above in first six semesters and wish to undertake research at UG level can choose a research stream in the fourth year. They should do a research project or dissertation under the guidance of a faculty member having Ph.D degree, of the College. The students who secure 160 Credits including 12 credits from research project or dissertation are awarded UG Degree Honours with Research.

A student shall complete the UG Degree Honours/UG Degree Honours with Research within eight years from the date of admission into first year U.G. Programme.

Credits: A credit is a unit by which the course work is measured. It determines the number of hours of instruction required per week during a Semester (Minimum 15 weeks)

Each course may have only a lecture component or lecture and tutorial component or a lecture and practical component or lecture, tutorial and practical component or only practical component. For example, a 3-credit lecture course in a semester means three one-hour lecture per week (One hour lecture is counted as one credit. In a

semester of 15 weeks duration (90 days, a 3-credit lecture course is equivalent to 45 Hours (3hrsx15 weeks) of teaching).

Semester: An academic year is divided into two semesters. Semesters are known as either odd semester and even semester. The odd semesters are I, III and V and even semesters are II, IV and VI.

A semester comprises 90 working days in 15 weeks. In a semester, 15 weeks are meant for teaching. In a week, the working hours are 36 which are spread over 6 days of a week. Additional 5 weeks are utilised for conduct of examinations and evaluation purpose.

Programme structure and Curriculum: The curriculum consists of Major Courses, Minor Courses, Language Courses, Skill Enhancement courses, Multidisciplinary Courses, Common Value-Added Courses and Open Online Transdisciplinary Courses (OOTC). 160 credits are apportioned as 84 for Major Course, 24 for Minor Course, 12 for Languages, 28 for Skill Enhancement course, 6 for Multidisciplinary Course, 4 for Open Online Transdisciplinary Course (OOTC) and 2 for Common Value-Added Course.

All students shall undergo Community Service, Short Term Internship and Semester Internship. 20 additional credits are assigned to Community Service Project (4 Credits), Short Term Internship (4 Credits) and Semester Internship (12 Credits). A student can acquire 40% of Credits online.

Major Course: Major is the subject (discipline) of main focus and the degree will be awarded in that subject (discipline). A student has to choose one Major and to study 21 courses in the chosen Major. 21 courses carry 84 credits. The first two courses shall be the foundation courses for that Major and Pathway Courses to choose minor in the second semester.

All discipline – specific major courses carry a weightage of 4 Credits, irrespective of the discipline of study, viz; arts, science, commerce, etc., wherever Practicals are involved, 3 credits are assigned for 3 hours of theory and 1 Credit is assigned for 2 hours of Practicals. For all courses without Practicals, 4 Credits are assigned for 4 hours of theory. In case of Mathematics, 5 hours of theory per week per course which includes practice session (not practicals) and 4 Credits are assigned. In case of B.Com (Computer Applications) or BCA or B.Voc (SD & WT) or wherever Practicals are involved, the course shall have 3 hours of theory (3 Credits) and 2 hours of Practicals (1 Credit).

Minor Course: Students have to choose a Minor from the allied disciplines or interdisciplinary courses (subjects); A student has to study 6 Courses in the chosen minor, with 24 Credits. The minor course starts from the second semester. A student can complete a second minor online from approved sources during the period of study and submit the credits to the Controller of Examinations for inclusion in Degree Certificates

Languages (or) Ability Enhancement Courses (AEC): Students have to study two courses in English and two courses in Modern Indian Language (Telugu, Hindi or Sanskrit) in first and second semesters. Each course is taught in 4 hours and 3 Credits are assigned to each course.

Skill Enhancement Courses: Students have to study 6 skill enhancement courses in semesters 1, 2, 3 and 4. Each course is taught in 2 hours and 2 Credits are assigned to each course. A total of 12 Credits are assigned to 6 Skill enhancement courses. List of courses is Enclosed

Multidisciplinary Courses: Students are required to undergo three introductory-Level multidisciplinary courses in semesters 1, 3 and 4. Students are not allowed to choose in a major discipline or repeat courses already undergone at Intermediate level or 12th Class as multidisciplinary course.

Value-Added Course (Common to all students): Common Value-Added Course includes Environmental Science/Environmental Education. Students have to study Environmental Science/Environmental Education in **semester-5**. It is taught in 2 hours and 2 Credits are assigned to Environmental Science/Education.

Courses on Indian Knowledge System (IKS): The Foundation Courses on Indian Knowledge System are Bharath Varsha, Indian Civilisation, Indian Astronomy, Indian Health Sciences, Classical Literature, Indian Education, Indian Architecture and Town Planning, Indian Fine Arts, Indian Agriculture, Indian Textiles, Indian Metallurgy, Indian Polity and Economy, etc., The students have to complete 2 Courses – one in semester-7 and one in semester-8. The IKS courses are audit Courses which are mandatory courses. Credits are not assigned to audit courses. The students are given Pass or Fail in Memorandum of Grade Sheet.

Open Online Transdisciplinary Courses (OOTC): The students have to do two OOTC – one in semester-7 and one in semester-8. 2 Credits are assigned to each course. The OOTC are mentioned with credits and Pass or Fail in Memorandum of Grade Sheets of semester-7 and semester-8. Students can select OOTC of their interest from any discipline.

10 – month mandatory Internship: Irrespective of the Programme of study, all students shall do three internships. They are mandatory.

First Internship: Community Service Project: (After Second Semester Examinations). The students of second semester shall do Community Service Project (CSP) during vacation (5 weeks)

Second Internship: (After Fourth Semester Examinations): Students of fourth semester shall do Apprenticeship/Internship/On-job training/In-house Project/Off site Project during vacation (5 weeks)

Third Internship: (After Fifth/Sixth Semester): During the entire Fifth/Sixth semester, the students shall undergo Internship/Apprenticeship/On-Job training

U.G. Programme

Revised Admissions, Academic Rules and Regulations

(Applicable from 2023-24 admitted batch onwards)

Jagarlamudi Kuppaswamy Choudary College has adopted the semester system. The academic year is divided into two semesters. Each semester consists of 90 instructional days. The odd semester is from June to November. Even semester is from December to April. Each semester is a complete unit by itself. The instructional methods include conventional lectures, IT-based sessions, classroom interactions, guest lectures, seminars, symposia; field studies and Project Based Learning, Internships etc.

I. Admissions:

Notification about the admission into First year Degree Programmes should be given at least 15 days in advance to the date of reopening of the college. The last date of receipt of applications shall be 20 days after publication of results of Intermediate. The notification shall indicate the date of reopening of the college after summer vacation, the last date for receipt of applications and the details of courses.

2. Eligibility criteria for admission into B.A. / B.Sc. / B.Com. / B.C.A. / BBA Programmes

Students who have passed the Intermediate Examination conducted by the Board of Intermediate Education, Andhra Pradesh or its equivalent examination recognized by Board of Intermediate Education or Acharya Nagarjuna University are eligible for admission into First year of three year Degree Programme. The list of Programmes recognized by the Board of Intermediate Education and Acharya Nagarjuna University is given in the Appendix A.

Students who have passed the advanced supplementary examinations conducted by the Board of Intermediate Education, A.P. shall be considered for admission, provided the results are published before the closure of admissions and subject to the availability of seats. Students who have passed the qualifying examination compartmentally are also eligible for admission. Such candidates are considered for admission if seats remain vacant.

Students who have studied the qualifying examination in Telugu/English medium need not obtain the minimum of 40% marks in English to get admission into the courses which are offered in English medium only. However, first preference should be given to English medium students.

Students who have studied XIIth class of Central Board of Education and who have passed in instant examination are treated as regular candidates.

Candidates who have passed 3-year polytechnic diploma conducted by the Board of Technical Education and Training, Govt. of AP; are eligible to get admission into first year degree course as per eligibility mentioned here.

- a) Any Diploma – B.A., B.Com., B.Com (CA),
 - b) Diploma in Electrical Engineering
 - c) Diploma in Electronics Engineering
 - d) Diploma in Computer Science and Engineering
- } B.Sc. (MPC);
} B.Sc. (Computer Science)

Candidates who have passed Intermediate vocation courses conducted by the Board of Intermediate Education, A.P.; are eligible to get admission into first year of Three-year Degree Programme. The eligibility criteria for admission into First year Degree Programme is given in appendix B.

Candidates who have admitted in higher course i.e. B.Tech. /TET or any other technical course without any gap after completion of Intermediate course are eligible for admission into first year degree course. Such candidates should submit TC and CC of the qualifying examination.

Candidates who have passed +2 course offered by the Andhra Pradesh Open School Society (APOSS) or National Open School Society(NIOSS) can be admitted into first year of Three year Degree Programme. Such candidates should submit the equivalency certificate from Board of Intermediate Education, AP.

Reservation and allocation of seats for SC / ST / BC / Women (in Co-Education Colleges only) / NCC/ Physically Handicapped / Sports & Games / Children of Armed personnel etc.,

While making admissions in each course, as per Government of Andhra Pradesh rules of reservation 15% seats have to be reserved for Scheduled Castes, 6% of seats have to be reserved for Scheduled Tribes, 7% of seats have to be reserved for BC-A, 10% of seats have to be reserved for BC-B, 1% of seats have to be reserved for BC-C, 7% of seats have to be reserved for BC-D, 4% of seats for BC-E and the SC/ST/BC category candidates have to be admitted in the seats reserved for them. Seats shall also be reserved as per the Reservation Rules for the candidates under the categories of NCC, Physically / Visually Challenged, Sports and Games and Children of Armed Personnel. Latest Government Orders in respect of reservation of seats in admission to various categories have to be followed.

A vacancy under SC goes to ST and vice-versa, if sufficient SC & ST candidates are not available and the left-over seats may be converted to Open category.

A vacancy under BC group goes to any other BC group on the merit basis, if sufficient BC candidates are not available and the left over seats may be converted to OC category.

Physically and Visually Challenged (PH / VH) Category

PH/VH candidates should enclose the attested copy of the certificate issued by the Medical Board of District Headquarters Hospital or General Hospital of a Medical College. The Certificate should indicate the nature and extent of disability.

At the time of admission, a physically and visually challenged candidate must submit the original PH/VH Certificate. Admission will be made on the basis of the percentage of disability as assessed by the Medical Officer. A physically / visually handicapped candidate will not be admitted into a course if the handicap does not allow him to pursue the course to a reasonable extent. If there is no suitable candidate under PH/VH category, the seat will be filled with a candidate of open category.

Children of the Armed Personnel (CAP) seats

The following priorities shall be drawn up with regard to the children of armed personnel.

1. Children of Ex-Servicemen killed in action.
2. Children of Ex-Servicemen disabled in action and permanently incapacitated as a result thereof.
3. Children of Ex-Servicemen who have received Gallantry Awards in the following order a) ParamVir Chakra b) Ashok Chakra c) Mahavir Chakra d) Kirti Chakra e) Vir Chakra f) Shaurya Chakra g) Sena / NaoSeana / VayuSena Medal h) Mention in dispatches.
4. Children of Personnel (combatant) irrespective of the rank held by them.
5. Children of other Ex-Servicemen or servicemen who are eligible for pension.

If there is more than one candidate in any of the above, the same will be decided on the basis of marks merit.

Reservation for Women: One third of the seats are reserved for women candidates in each category (i.e. OC, SC, ST, BC, PH and L / NL). This rule is not applied if women candidates selected on merit in a category form one third or more of the same category. Absence of adequate number of women candidates in a category cannot be compensated by giving more seats for women in another category.

Eligibility Criteria for Admission into B.A/B.Sc.,/B.Com.,/B.C.A.,/B.B.A., Programmes.

I. B.Sc.

Core Subjects in B.Sc., Programme	Core subjects in qualifying examinations
a) Mathematics Major	Maths and Physical Sciences
b) Physics Major	Maths and Physical Sciences

c) Chemistry Major	Maths and Physical Sciences
d) Statistics Major	Maths and Physical Sciences or Maths, Economics and Commerce
e) Computer Science Major	Maths and Physical Sciences
f) Data Science Major	Maths and Physical Sciences
g) Artificial Intelligence Major	Maths and Physical Sciences
h) Botany Major	Biological and Physical Sciences
i) Microbiology Major	Biological and Physical Sciences
h) Biotechnology Major	Biological and Physical Sciences
i) Zoology Major	Biological and Physical Sciences

2. B.Com.

Candidates who have passed Intermediate Examination or its equivalent examination are eligible to apply. The candidates who have studied commerce as one of the core subjects in the qualifying examination should be preferred for admission into B.Com course. Non-commerce students can be admitted upto the extent of 20% of sanctioned strength of the B.Com course. If non-commerce students are not available upto the extent of 20% of the sanctioned strength, the seats will be filled by commerce students. If sufficient number of commerce students are not available, the non-commerce applicants may be admitted over and above 20% of sanctioned strength.

3. BCA

Candidates who have passed Intermediate Examination or its equivalent examination are eligible to apply

4. BBA

Candidates who have passed Intermediate Examination or its equivalent examination are eligible to apply

Appendix – I

List of Recognised Boards / Councils / Open Schools.

1. The Board of Secondary Education, Bhopal Examination (Correspondence Courses).
2. Higher Secondary School Certificate Examination (only if the candidate has passed the Examination I, II or III Division) conducted by the Board of Secondary Education, M.B. Region, Madhya Pradesh, Gwalior.
3. The Higher Secondary Certificate-B, Examination conducted by the Board of Secondary Education, M.B. Region, Madhya Pradesh, Gwalior.
4. The diversified course in Commercial Practice and Secretarial course conducted by Board of Intermediate Education, Government of Andhra Pradesh, Hyderabad and the candidates who have passed the above 3 years diversified course in Commercial Practice and Secretarial Course are eligible for admission into the Second year of the 3 year Degree Course in B.Com. under yearly Examination Scheme of this University.

5. Higher Secondary Education Examination, conducted by Board of Secondary Education conducted by Orissa State, Cuttak, candidate who pass in the compartmental Examination held in the month of June are eligible for admission to higher courses of study of this University. Only in the next academic year but not in the same year.
6. Higher Secondary Examination conducted by the Board of Secondary Education, Rajasthan.
7. Higher Secondary School Certificate Examination of the Vidarba Board of Secondary Education (Maharashtra State), Nagpur.
8. The Higher Secondary (Multipurpose) Examination of the Central Board of Secondary Education, New Delhi.
9. The Higher Secondary Examination conducted by the Board of Higher Secondary Education, Ajmer, New Delhi.
10. The Higher Secondary (one year course) of the Central Board of Secondary Education, Ajmer, New Delhi.
11. The All India Higher Secondary Examination of the Central Board of Secondary Education, Ajmer, New Delhi.
12. Corporal Education Test conducted by the Directorate of Education, Air Head Quarters, New Delhi.
13. Indian School Certificate Examination conducted by the Council of the Indian School Certificate Examination, New Delhi.
14. The Higher Secondary Examination (Three year course) conducted by the Central Board of Secondary Education, New Delhi.
15. Army Higher Secondary Certificate of Education, Army Head Quarters, New Delhi.
16. 3-years Diversified Course in Teacher Education (International level), conducted by the Board of Intermediate Education, Hyderabad, as equivalent to the 1st year of the Three year Degree Courses of this University.
17. All-India Delhi Senior School Certificate Examination with socially useful production work (SUPW) and four other subjects conducted by the Central Board of Secondary Education, New Delhi.
18. Army Senior School Certificate Examination, (Class XII) conducted by the Director of Army Head Quarters, New Delhi.
19. The Higher Secondary Examination conducted by the Maharashtra State Board of Secondary and Higher Secondary Education, Pune.
20. Higher Secondary Course Certificate Examination (12-years course) conducted by the Board of Higher Secondary Education Government of Tamil Nadu.

21. Two years of Higher Course (General Education 10+2) pattern Examination conducted by the Board of Higher Secondary Education, Government of Tamilnadu, Madras.
22. The Higher Secondary Certificate Examination, conducted by the Gujarat Secondary Education, Gandhinagar.
23. The Higher Secondary Examination conducted by the West Bengal Council of Higher Secondary Education, West Bengal.
24. Intermediate Vocational Education, Andhra Pradesh, Hyderabad for purpose of admission into 1st year of Three Year Degree courses of this University.
25. The National Defence Academy Two Year Certificate Course conducted by the Khadakwasala, Pune.
26. The Higher Secondary Examination conducted by the Jammu and Kashmir Board of Secondary Education, Srinagar/Jammu.
27. Higher Secondary Schools, certificate Examination conducted by the Goa, Daman and Diu Board of Higher Secondary Education, Goa.
28. B.Sc. – I (Pre-Medical Examination of Himachal Pradesh University).
29. Three Year Diploma Course in Computer Science & Engineering conducted by the Board of Technical Education, Government of Karnataka, Bangalore, is recognized as equivalent to the Intermediate Examination (MPC Group) of the Board of Intermediate Education, Andhra Pradesh, Hyderabad.
30. The Prak – Sastry Examination conducted by Rashtriya Sanskrit Vidhyapeeta, Tirupati.
31. The Senior Secondary School Examination of the National Open School, New Delhi.
32. D/LCE, D/LMP, D/LAE, D/LECR, D/LEE and Diploma in Computer Engineering conducted by the Department of Technical Education, an Government of Andhra Pradesh.
33. Diploma in Computer and Commercial Practice (DCCP) conducted by the State Board of Technical Education and Training, Andhra Pradesh, Hyderabad is recognized as equivalent to the Intermediate Examination. Andhra Pradesh, Hyderabad for purpose of B.A./B.Com. Degree Course only in this University.
34. Diploma Course in Pharmacy conducted by the State Board of Technical Education, Andhra Pradesh, Hyderabad, is recognized as equivalent to the University/Intermediate Examination conducted by the Board of Intermediate Education, Andhra Pradesh, Hyderabad, for purpose of Admission to Higher Courses. Education, Bahrain.

35. Senior Higher Secondary Pariksha, conducted by the MadhyamikaSiksha Board Rajasthan is recognized as equivalent to Intermediate Examination, conducted by the Board of Intermediate Education, Andhra Pradesh, Hyderabad, for purpose of Admission to the first year of the three year Degree Course in this University.
36. Job-Oriented Pre-University Diploma Examination and Diploma in Pharmacy Examination conducted by the Government of Karnataka are recognised as equivalent to the Intermediate Examination conducted by the Board of Intermediate Education, Andhra Pradesh, Hyderabad (for purpose of Admission into the Three Year Degree Courses of this University).
37. Pre- Degree Examination of Mahatma Gandhi University, Kottayam, Kerala.
38. Diploma in Electronics & Communication Engineering of the Board of Technical Education, Government of Karnataka, Bangalore.
39. The P.U.C. Examination of LUNGLET Government College, Lunglei, MIZORAM.
40. The Senior Secondary (Plus Two) Examination of the Himachal Pradesh Board of School Education, Dharmasala.
41. Three Year Diploma Course in Commercial and Computer Practice (DCCP) conducted by the State Board of Technical Education, A.P., Hyderabad be declared eligible for admission, into I year of the Three Year B.Com Degree Course.
42. The Vocational Higher Secondary Education (with Maths, Physics, Chemistry) Examination, Tiruvananthapuram, Govt. of Kerala for admission into B.Sc. First Year of Three Year Degree Courses of this University.
43. The Vocational Higher Secondary Education Courses conducted by the Govt. of Kerala for admission into B.A. First Year of Three Year Degree Courses of this University.
44. The vocational Higher Secondary Education Courses conducted by the Board of Higher Secondary Education, Govt. of Tamilnadu for admission into B.Com., First Year of Three Year Degree Courses of this University.
45. The Vocational Course (Sericulture) examination of the State Council of Vocational Education, Government of Karnataka, Bangalore.
46. The Vocational Education Course (Diploma in Laboratory Technician) conducted by the State Council of vocational Education, Government of Karnataka, for purpose of admission into First Year B.Sc. Degree Course.

47. The Vocational Higher Secondary Education Courses conducted by the Higher Secondary Education, Government of Tamil Nadu for admission into B.A. First Year of Three Year Degree Courses.
48. Pre-Medical Examination of the University of Delhi.
49. Intermediate Examination of Arts, Science and Commerce of the Karnataka University, Dharwar.
50. Intermediate Examination of the Madras University.
51. Intermediate Examination of the Arts and Science of the Pune University.
52. Intermediate Examination of the Punjab University.
53. Intermediate Examination of Arts and Science of the University of Rajasthan.
54. Intermediate Examination of Arts and Science and Commerce of the Utkal University.
55. Intermediate Examination of the University of Kerala, Trivendrum.
56. Intermediate Examination of Arts, Science and Commerce of Jabalpur University, Jabalpur.
57. Intermediate Examination of Arts, Science and Commerce conducted by the Board of Secondary Education, Rajasthan.
58. Pre-Engineering Examination of the Delhi Polytechnic.
59. Intermediate Examination of Arts, Science and Commerce conducted by the Board of Secondary Education, M.P. Region, Madhya Pradesh, Bhopal.
60. Intermediate Examination of the Central Board of Secondary Education, Gwalior.
61. Intermediate Examination of the Board of Secondary Education, Madhya Pradesh, Bhopal.
62. Intermediate Examination of Bombay University.
63. Intermediate Examination of Annamalai University.
64. Intermediate Examination of Calcutta University.
65. Two year Diploma in Commercial practice conducted by the Department of Technical Education, Andhra Pradesh, as equivalent for Admission to B.A. and B.Com. only.
66. Bihar Intermediate Examination conducted by Bihar Intermediate Education Council, Patna.
67. Three year full time Diploma of Course of study in Mechanical Engineering issued by State Board of Technical & Training of Hyderabad, vide G.O.Ms.No. 112, Higher Education (TE-I), Department, dated: 27.10.2001 & Lr. No. CI (7) 2015 dated, 28.05.2015.

Appendix – II

Eligibility conditions for the admission into Degree Colleges who have passed the Intermediate Vocational Courses at +2 level, issued by the Commissioner of Intermediate Board, Government of Andhra Pradesh, Hyderabad.

Name of the Vocational Course	Eligibility of the Vocational passouts for Admission into Degree Course
<p>Category-I</p> <p>Engg. & Tech Programme:</p> <ol style="list-style-type: none"> 1. Construction Technology 2. Water supply and Sanitary Engineering 3. Elec. Wiring and servicing of elec. Appliances (EW & SEA) Rural Engg. Technician Automobile Engg. Technician 4. Automobile Engg. Technician 5. Radio & T.V. 6. Computer Science D.T.P. & Printing Technology 	<p>B.Sc Mathematics, Physics, Chemistry Majors and B.C.A.</p> <p>B.Sc., (Computer Science) Major are eligible</p>
<p>Category II & III</p> <p>Agricultural & Home Sciences</p> <ol style="list-style-type: none"> 1. Crop Production 2. Soil Science and Plant Protection 3. Water Shed Management and soil conservation 4. Seed Protection Technology 5. Sericulture 6. Dairying 7. Commercial garment designing & marketing (CGD & M) 8. Creche & Pre-School Management 9. Fashion & Garment Making 10. Institutional Housekeeping 11. Health care and beauty culture 12. Fisheries 13. Horticulture 14. Catering and restaurant management. 	<p>B.Sc., (Agriculture)</p> <p>Through bridge course / EAMCET</p> <p>B.Sc., (Sericulture)</p> <p>B.Sc., (Dairying)</p> <p>B.Sc., (Home Science)</p> <p>B.Sc., (Fisheries)</p> <p>B.Sc., (Horticulture)</p> <p>B.Sc., (Fisheries)</p> <p>BHM & ST</p>
<p>Category-IV</p> <p>Health & Para Medical Courses</p> <ol style="list-style-type: none"> 1. Dental Hygienists 2. Dental Technician 3. Clinical Assistant 4. X-Ray Technician 5. Ophthalmic Technician 6. Hospital Administration 7. Medical Lab Technician 8. Multipurpose health worker 9. Physiotherapy 	<p>B.Sc., (M.L.T.)</p> <p>B.Sc., (Nursing)</p> <p>B.P.T.</p>
<p>Category-V</p> <p>Commerce & Business Courses</p> <ol style="list-style-type: none"> 1. Office Assistantship 2. Acctg & Taxation 3. Export, Import practices and documentation 4. Insurance 5. Office Management 6. Industrial Management 7. Marketing and salesmanship 8. Basic financial service 9. Banking 10. Purchasing and Store Keeping 	<p>B.A., and B.Com., Programmes</p>
<p>Category - VI</p> <p>Humanities & Others</p> <ol style="list-style-type: none"> 1. Computer Graphics & Animation 2. Commercial Arts 3. Tourism & Travel Techniques 	<p>B.A., B.Com.,</p> <p>B.Com., (Computers)</p> <p>B.C.A.,</p>

Note: Without Bridge Course, all the students are eligible to join B.A./B.Com/ B.C.A., Programmes.

If the title of any examination does not find a place in the above list, the Principal is requested to refer such cases to the University before Admission.

I. Attendance :

- I.1 Attendance will be calculated in terms of percentage.
- I.2 Minimum attendance required by a student to take Semester End Examinations:

(i) Theory: 75 percent

(ii) Practical: 90 percent

- I.3 At least 60 percent attendance in the semester is required by student to pay the condonation for shortage of attendance.
- I.4 If a student participates in Inter-collegiate or Inter-university, State or National-level tournaments/Athletics/ N.C.C./N.S.S./Cultural Programme the actual number of days (excluding Sundays and Holidays), shall be added to his/her class attendance subject to a maximum of 20 days in a semester or 30 days in a year. Prior permission shall be taken from the Principal of the College to participate in the above events.

The list of participants in the above said events must be submitted by the concerned in charges to the concerned Departments and Controller of Examinations before the commencement of 2nd Mid-Test in each semester.

- I.5 A student shall apply for leave whenever he/she is absent to college. The sanction of leave is at the discretion of the Principal, when the respective Heads of the Departments forward the leave.
- I.6 A student of the first semester shall seek fresh admission in the event of detention or discontinuation. Any student of 2nd to 5th or Sixth semester who has shortage of attendance shall be required to repeat the semester in the next academic year.

2 Readmission:

If any student is detained or discontinued in any semester, or readmission into the same semester in the subsequent year, he/she is required to pass courses prescribed for new batch of students, for the award of degree. If any course is introduced in the new curriculum, he/she should get pass marks in them. However, exemption will be given to already completed courses in the earlier semesters.

3 Examination and Evaluation:

The college follows evaluation system based on Continuous Internal Assessment (CIA) and Semester End Examination (SEE). All eligible students have to pay the prescribed examination fee for Semester End examinations. No student is allowed to take examination without payment of the examination fee.

3.1. Theory: The 100 marks allotted for each theory Paper in a semester shall be distributed with 40:60 weightage between CIA and SEE.

3.2. Continuous Internal Assessment (CIA) : It consists of tests, assignments and other modes of continuous evaluation methods along with regular attendance during the semester. 40 Marks allotted for CIA are distributed as follows:

Sl. No.	Category	Marks
1.	Mid Test-1 & Mid Test-2	20
2.	Assignment	5
3.	Attendance	5
4.	Seminar/Surprise Test/Quiz/Project work etc.,	10
Total Marks for CIA		40

Best of two Mid Tests will be taken. If a student fails to take any one test, other test will be considered. If he fails to take tests, he loses the marks allotted to the Mid Test.

3.3 Mid-Tests: Each Mid Test is held approximately within 45 days of instruction. The respective departments will provide the schedule, syllabus and model question paper for the tests. Absence from a scheduled test will be viewed very seriously, if permission is not obtained from the Principal before the end of the scheduled examinations.

3.4. Assignments: Every student has to submit an assignment in each course during the semester. The lecturer concerned will decide the topic of the assignment and time limit for its submission. Assignments are not accepted after the stipulated date. The students will lose marks for assignments, if they are not submitted within stipulated date.

3.5. Attendance: Depending on the percentage of attendance, marks will be awarded as per the procedure shown below.

Sl. No.	Percentage of Attendance	Marks
1.	Up to 74	Nil
2.	75 – 79	2
3.	80 – 84	3
4.	85 – 89	4
5.	90 and above	5

3.6. Semester End Examinations (SEE): Regular Semester End Examinations, for odd semesters (I, III, V) are held in October/November/December and for even semesters (II, IV,VI) in March/April/May in an academic year. Advanced Supplementary examinations of I, III and V semesters will be conducted after 30 days after the declaration of results of regular I, III, V SEE. Advanced Supplementary examinations of II, IV and VI semesters will be conducted after 30 days after the declaration of results of regular II, IV, VI SEE. For the supplementary examinations students shall pay the prescribed fee on the due date announced by the college.

4. Practical/Project Work:

The practical work includes laboratory work, project work, fieldwork, practical training, record work, etc., throughout the semester. 10 marks are allotted under CIA and 40 marks for semester-end practical examination. The respective departments will provide the syllabi, model question papers and the practical schedule in consultation with the Controller of Examinations.

4.1. CIA: The Continuous assessment in Practicals is based on the student's performance in the laboratory work, project work, record work, etc.

4.2. Laboratory/Project work:

Usually assessment of practical work is done in each semester in specified practical hours. If any student fails to present himself/herself in specified practical hours, the student will lose the marks in that semester. Students with prior permission may be given an opportunity to appear for assessment in the same semester by paying prescribed fee. Completion of project work in VI semester is compulsory for obtaining the degree.

4.3. Semester End Examinations:

The Semester End Practical Examinations will be held during October/November/ December for odd semesters and during March/April/May for even semesters. All eligible candidates shall take the examinations only during the said period. Students will be divided into batches for practical examinations. Each batch has to take the examinations on the specified date as per the schedule, bulletined.

Community service Project, Short term Internship and Semester Internship have to be completed as per Programme structure.

4.4. Eligibility: The students should have at least 90 percent of attendance in laboratory work during the semester. Every student should submit a duly-certified record at the time of practical examination. Candidate shall not be allowed without certified record.

5. Malpractice:

Malpractices Enquiry Committee consists of three Senior Faculty members who are nominated by the Principal. One lecturer acts as chairman and the other

two as members. The committee will take the procedure of the rules and regulations related to malpractice cases which will come into force with the approval of academic council. All malpractice cases will be decided based on these rules. The decision of the Committee for Malpractices should be approved by the Principal.

The Rules for finalization of SMP cases are given in **Appendix II**.

6. Passing and Classification Regulations:

6.1. A candidate who secures at least 40% marks in the Semester-End Examinations (24 out of 60) and 40% marks in CIA (16 out of 40) shall be declared to have passed in that programme.

6.2. Award of Grades :

The College follows New CBCS pattern, as per NEP, 2020.

6.3. The same rules shall apply for grading of Certificate/Diploma/Advanced Diploma Programmes.

6.4. In order to be eligible for a Rank, Award, Gold Medal, Distinction. Prizes and similar commendation, a candidate should have appeared and passed all the courses in the respective Semester-End Examinations only.

7. Memorandum of Marks (Grade Card) :

Semester results will be announced within a period of 30 days after completion of examinations. When the semester-wise grade cards are ready, they will be issued to all the eligible students. Students shall collect their marks list within 30 days from the date of issue. Otherwise the college may issue them with a penalty decided by the college.

7.1 At the end of the Programme, Consolidated marks memo or grade sheet are issued to the successful candidates on request by paying the prescribed fee.

7.2. Students have to preserve their memoranda of marks for future use.

7.3. No duplicate marks memorandum and Transcript will be issued without a substantive reason shown by the student. After a thorough enquiry and following the rules established by the college, and by submitting an affidavit on Non-judisory Rs. 10/- stamp certified by notary, the duplicate memorandum of marks will be issued by collecting the penal fee.

8. Appeals:

8.1. CIA Valuation: Any student who has grievance about the Mid Test or Assignment shall bring it to the notice of the lecturer concerned within four days after the marks are bulletined. If the student is not satisfied, he/she may make an appeal to the Head of the Department and the Principal in writing.

The Principal is authorized to settle the matter by referring it to grievances committee.

8.2. CIA Rectification: Any rectification with regard to the tabulation of CIA marks shall be brought to the notice of the Controller of the Examinations within 4 days of the declaration of the results.

8.3. Semester – End Examinations:

Representations regarding SEE shall be submitted in the prescribed proforma along with prescribed fee receipt.

8.4. Re-totaling: A student may apply for retotalling of marks in any course within 10 days from the date of announcement of marks/ declaration of results by paying prescribed retotalling fees.

8.5. Revaluation: A student may apply for revaluation in the prescribed application in any course within 10 days from the date of announcement of marks/declaration of results by paying prescribed revaluation fees.

Rules of Revaluation:

8.5.1. If the difference between first and second valuations is less than 5% i.e 3 marks, the student will not be given benefit in marks. If the difference is less than 5 percent, but the result changes from Fail to Pass, then advantage is given to the student in marks.

8.5.2. When the difference of marks between first and second valuations is within the range of 5 to 10 percent, i.e. 3 to 6 marks better mark will be given to the student.

8.5.3. When the difference of marks between first and second valuations is within the range of 11 to 25 percent, i.e. 7 to 15 marks, the average of two valuations will be given.

8.5.4. If student is failed by taking the Average marks of two valuations, then the better of two marks will be the final mark.

8.5.5. If the difference of marks is more than 25 Percent i.e. 15 marks, the answer script will be sent to the third valuation. The better of two nearer marks will be the final mark.

8.6. Photo copy of answer scripts :

A student may apply in the prescribed application (as in Appendix III) for obtaining photocopy of evaluated answer-book in any course within 5 days from the date of declaration of results by paying prescribed fee.

➤ Photocopy of the evaluated answer book(s) would be provided after blocking all information relating to the identity of the Examiner/ Evaluators/any other official associated with the examination process.

- If a candidate finds any error in totaling of marks or finds that any answer has not been evaluated in the photocopy of the answer book, he/she shall take it to the notice of the COE for rectification.
- No request under RTI for providing of photocopy of the evaluated answer book will be accepted.
- Incomplete applications will be summarily rejected.
- Request for photocopy of the evaluated answer book will only be accepted once. Another chance will not be given.

· Application for obtaining Photocopy – **Appendix III**

9. Betterment:

A candidate who completes his/her degree and who passes all semesters in 3 years is eligible to appear at the immediate succeeding Semester End Examination for improvement in any/all Theory courses by paying the prescribed fees. Marks obtained are compared to the previous marks and higher mark of the two will be considered as the final mark.

10. Change of syllabus/course:

Where the syllabus in a course is revised, only three chances in succession shall be allowed in that course with pre-revised syllabus. Candidates, who do not pass in these three chances in succession, will have to take the new course with the revised syllabus/course for their subsequent attempts.

11. GRADING SYSTEM:

It is a numerical weight allotted to each letter grade on a 10 point scale. After adding the CIA marks (maximum 40 marks) to SEE marks (maximum 60 marks), the marks secured by a student from maximum 100 will be converted into a letter grade. The grade points are the numerical equivalent of letter grade assigned to a student in the 10 points scale. The Grades and Classification is as follows.

GRADE TABLE				
Sl. No.	Range of Marks	Absolute Grade Points	Letter Grade Awarded	Performance
1	100	10.0	O	Outstanding
2	90 - 99	9.0 – 9.9	A+	Excellent
3	80 - 89	8.0 – 8.9	A	Verygood
4	70 - 79	7.0 – 7.9	B+	Good
5	60 - 69	6.0 – 6.9	B	Above Average
6	50 - 59	5.0 – 5.9	C	Average
7	40 - 49	4.0 – 4.9	P	Pass
8	Below 40	0	F	Fail
9	Absent	0	Ab	Absent

$$\text{Semester Grade Point Average (SGPA)} = \frac{\sum SC_i G_i}{\sum SC_i}$$

$$\text{Percentage of Marks in a subject} = \text{Grade Points} \times 10.$$

12. INTERNAL ASSESSMENT:

- 12.1 The performance of the students in each semester shall be evaluated course wise. The Scheme of instruction and Examinations shown below shall be followed

Paper Category	Internal Assessment Marks	Semester End Examination Marks
Theory	40	60
Practical	10	40

- 12.2 The internal assessment in Theory papers include two mid tests, (20 marks); Attendance (5marks); Assignment (5marks), Seminar/Quiz/Surprize Test/ Project work (10 marks).
- 12.3 In practical papers, the Internal Assessment Marks shall be awarded based on day-to-day Lab work and tests, if any. Uniform procedure shall be decided and announced by the department at the beginning of the semester.

- 12.4** In case of Minor Project work/Major Project work, the sessional (Internal Assessment Marks) marks shall be awarded based on the work turned out and presented in project mid-seminar and submitted in the form of project report.
- 12.5** Remid test will be conducted to the candidates who represent the college at university/state/inter university/nation level competitions and failed candidates.
- 13. EVALUATION :**
Evaluation will be done on a continuous basis. End semester practical examinations shall normally be held before the theory examinations. i.e during preparation holiday.
- 13.1** For each theory paper there shall be a comprehensive Semester End Examination of three hours duration. Setting of Question papers shall be done by external examiners from the panels recommended by the Board of Studies. In case they are not available COE may appoint examiner.
- 13.2** (a) The examiners for Practical examinations and Viva-voce examinations shall be appointed from among the panels submitted by the Board of Studies.
(b) The examiners for Project report evaluation for Minor/Major Project Works and Viva-voce examination for Minor/Major Project Works shall be appointed from among the panels submitted by the Chairperson/Chairman of the Board of Studies.
- 13.3** For each practical subject, the Examination shall be conducted by one internal examiner and one external examiner for even semesters only.
- 13.4** Viva-voce Examination in Minor/Major Project work shall be conducted by one internal examiner.
- 13.5** The examiners for Project report evaluation for Minor/Major Project Works and Viva-voce examination for Minor/Major Project Works shall be appointed from among the panels submitted by the Chairperson/Chairman of the Board of Studies.
- 13.6** The internal examiners for major project work shall have at least five years of teaching experience.
- 13.7** The internal examiners for Practical/Minor/Major Project work Viva-voce examinations shall be appointed on the recommendations of the Head of the Department duly forwarded by the Principal of the respective institution to the Chairperson of the Board of Studies. If none of the teachers in the department is eligible to act as internal examiner, as per the eligibility criteria prescribed, one more external examiner shall be appointed following the University norms.

14. QUESTION PAPER SETTING:

The Question papers shall be set for 60 Marks in Semester End Examinations as per the Choice Based Credit System (CBCS).

15. ATTENDANCE REQUIREMENT:

Attendance in all the components is compulsory, while pursuing studies in any Semester and shall reckon as,

- 15.1** A candidate shall be eligible to appear for Semester End examination if he/she acquires a minimum of 75% attendance in aggregate in all the subjects during a semester.
- 15.2** No consideration whatsoever in attendance will be shown to any student for late admission due to any reason.
- 15.3** Condonation of shortage of attendance may be recommended provided a student puts in at least 60% attendance in all the papers put together, and the Principal is satisfied with the reason for shortage of attendance.
- 15.4** A student who could not satisfy these requirements of attendance as given in clauses above, in any semester, shall have to repeat that semester.
- 15.5** Further a student is required to complete the course of study satisfying the attendance requirements in all the six semesters, within a period of first twelve semesters from the time of admission, failing which he/she shall forfeit his/her seat.

16. ACADEMIC REQUIREMENTS:

- 16.1** A candidate shall be declared to have passed whole examination of a semester if he/she secures a minimum 40% (24 out of 60) of semester end examination and 40% (16 out of 60) in CIA in each theory paper
- 16.2** If, the candidate is Absent/Failed to secure 40% marks (24 marks) out of 60 and 40% out of 40 marks (16 marks) in SEE and CIA, such candidate will be declared as failed in that course.
- 16.3** Provision of Grace Marks for Moderation necessarily be maintained, if any candidate fails with 5 marks in anyone course

17. AWARD OF DEGREE:

The UG Degree shall be conferred on a candidate who has satisfied the following:

- 17.1** The candidate must have satisfied minimum attendance requirements as stipulated in clause 15 and minimum academic requirements as prescribed in clause 16 in each of the six semesters of the UG Programme.
- 17.2** The programme of study for the UG (B.A./B.Sc./B.Com./BBA, BCA, etc.) Degree shall cover normally a period of three academic years, comprising of 6 semesters and

17.3 No student shall be permitted to complete the programme of study of UG Degree earlier than six semesters (3 years) or to take not more than twelve consecutive semesters, failing which he/she shall forfeits his/her seat, w.e.f date of admission.

18. AWARD OF CLASS:

18.1 After a candidate has satisfied all requirements for the award of the degree as specified in clause 17, he/she shall be placed in one of the following classifications after the regular period of study of six semesters.

CGPA	CLASSIFICATION
$7.5 \leq \text{CGPA} \leq 10$	Distinction
$6.0 \leq \text{CGPA} < 7.4$	First Class
$5.0 \leq \text{CGPA} < 6.0$	Second Class
$4.0 \leq \text{CGPA} < 5.0$	Third Class
< 4.0	Fail

18.2. The marks are converted into grade points of each courser (paper) as follows
Grade Point = (MS/10), MS denotes the marks secured

19. Calculation of Cumulative Grade Point Average (CGPA) and Semester Grade Point Average (SGPA):

Cumulative performance of all the semesters/semesters together will reflect performance in the whole programme and it will be known as Semester Grade Point Average (SGPA), Cumulative Grade Point Average (CGPA) respectively. Thus SGPA/CGPA are the real indicators of a student's performance of the programme. CGPA is computed as the ratio of total credit points secured by a student in various courses in all semesters and sum of the total credits of all courses in all the semesters. SGP A, CGP A may be computed up to two decimal places. The formulas for calculation of SGPA, CGPA are given below:

$$\text{SGPA} = \frac{\sum C_i G_i}{\sum C_i}$$

Where $\sum C_i G_i$, are credits and gradepoints of i^{th} cours respectively.

$$\text{CGPA} = \frac{\sum C_i S_i}{\sum C_i}$$

Where $\sum C_i S_i$, are credits and Semester grade points of i^{th} courserespectively.

20. AMENDMENTS OF REGULATIONS :

The College may, from time to time, revise, amend, or change the Regulations Scheme of Examinations and Syllabi, whenever necessary.

APPENDIX – III

AFFIDAVIT ON NOTORISED TEN RUPEES NON-JUDICIARY STAMP PAPER
FOR OBTAINING PHOTOCOPY OF THE ANSWER BOOKS
(To be filled in on or before the last date as per rules)

To
The Principal,
J.K.C. College (Autonomous),
Guntur – 522 006.

Dear Sir,

I wish to obtain photo copy/ies of my answer book/s as per the following details.
I hereby submit challan for Rs. _____ (per course).

I undertake that I will use the photocopies of the answer book/s only for the purpose of Redressal mechanism and not for any other purpose. I also undertake that I will not part with the said photo copy/ies. I fully understand that any deviation from the guidelines in this regard will be treated as an act of adoption of unfair means.

Name of the Student: _____ Regd No.: _____

Name of the Program: _____ Semester: _____

Academic Year: _____ Programme Year: _____

Email ID: _____ Mobile No: _____

Address: _____

Course name/s for which photocopy/ies are required:

1. _____
2. _____
3. _____
4. _____
5. _____

Payment Details : _____ Amount Paid on Date: _____

Yours faithfully,

MALPRACTICES

The Principal shall refer the cases of malpractices in internal assessment tests and Semester-End Examinations, to a Malpractice Enquiry Committee, constituted by the Principal for the purpose. Such committee shall follow the approved scales of punishment, which are given below. The Principal shall take necessary action, against the erring students basing on the recommendations of the committee.

Any action on the part of candidate at an examination trying to get undue advantage in the performance at examinations or trying to help another, or derive the same through unfair means is punishable according to the provisions contained hereunder. The involvement of the staff, who are in charge of conducting examinations, valuing examination papers and preparing/keeping records and documents relating to the examinations in such acts (inclusive of providing incorrect or misleading information) that infringe upon the course of natural justice to one and all concerned at the examinations shall be viewed seriously and recommended for award of appropriate punishment after thorough enquiry.

NATURE OF OFFENCE

(Semester-End Examinations)

- | | |
|---|--|
| <p>1. The candidate found in possession of any material relevant to the course of examination (even in a coded form), written, typed or printed or matter relevant to the subject on clothes worn or possessed on any part of the body or pad or hall ticket or vanity bag or purse or any other instrument normally permitted into examination hall.</p> | <p>Expulsion from the examination hall and cancellation of performance of the candidate in the paper concerned.</p> |
| <p>2. Matter written on a desk or wall established to be in the hand writing of the candidate in the examination hall (with sufficient evidence) Even if the matter is in somebody's hand writing.</p> | <p>Expulsion from the examination hall, cancellation of performance of candidate in all papers at the current session of examinations.</p> |

taking into account the nearness and circumstantial evidences that invigilating staff is empowered to book the case, however, substantiating the action taken.

3. Possession of a Calculator/Organizer/Mobile phone where its use is prohibited.
4. Destruction or suppression of evidence in any way like swallowing, tearing or throwing out etc.,.
5. A candidate found copying or has copied from the forbidden material or is found assisting/helping any one in copying or has been copying from another. (The copied portion in the answer book is to be marked and signed by the invigilator and chief superintendent)
6. If the rendering of assistance is through transfer or exchange of answer book/ additional book, both candidates are to be punished whether copying has taken place or not.

7. **Impersonation cases**

- i). A candidate impersonating another or the one who gets impersonated.
 - ii) Exchange of roll numbers on the answer scripts.
8. Insertion of answer book detected during examination time/ valuation.

Expulsion from the examination hall and cancellation of performance of the candidate in the paper concerned.

Expulsion from the hall, cancellation of performance in all papers of the current examination. Lighter punishment may be imposed when the attempt for destruction or suppression of evidence is not clearly established.

Expulsion from the exam hall, cancellation of the performance in all papers of the current examinations.

Expulsion of both candidates from the hall, cancellation of their performance at the current examinations and disqualification from appearing the subsequent Semester End Examinations.

Expulsion from the hall debarring for the rest of exams cancellation of performance at the current examinations and disqualification from appearing any exam for 2 years and debaring from the college for 2 years.

Expulsion from the hall and cancellation of the paper concerned.

9. Consulting books or papers or persons outside the hall before handing over the paper (Eg. Going on the plea of easing etc.)
10. Candidate writing irrelevant matter or making markings or writing names/initials Hall Ticket. No., on the answer book. making request to award pass etc. detected during valuation.
11. i) Writing objectionable language in the answer script found during invigilation/valuation.
ii) Writing abusive language in the answer book found during invigilation/valuation.
12. Influencing examiner/examination personnel directly or through agents to get undue benefit.
13. Taking away the answer book (even if it is returned later) or leaving the hall without handing over the answer script or tearing away the answer book or part of it.
14. Sending out or throwing out question paper or a paper on which some questions or answers are written with the intention of getting or giving help.
15. Abuses, threats, disrespect to invigilating and supervising staff within the premises or outside.
16. Physical assault on examination personnel or supervising staff.
17. Instigation to boycott examination.

Expulsion from hall, by taking the Answer Script.

Serving a notice to the student concerned.

Cancellation of the paper concerned basing on recommendations of malpractice enquiry committee.

Serving a notice to the student concerned.

Cancellation of the paper concerned basing on recommendations of malpractice enquiry committee.

Serving a notice to the student concerned.

Cancellation of the paper concerned basing on recommendations of malpractice enquiry committee.

Expulsion from the hall, cancellation of performance in all papers of current exams and book a police case against him.

Expulsion from the hall, cancellation of performance in all papers of current exams.

Expulsion from the hall, cancellation of the paper concerned and debarring for one year depending on severity of the case.

Cancellation of performance in all papers of current examinations, debarring from appearing any exams in future. Police complaint may be lodged.

Cancellation of performance of all papers at the current session.

18. Presentation of records of another candidate at the practical examination. Cancellation of performance in the paper concerned.
19. A candidate found guilty for more than one time at the current or earlier examinations. Cancellation of performance of all papers at the current examinations, disqualification from appearing subsequent Semester-End Examinations. He/She shall not be promoted to subsequent class at discretion of Malpractices Enquiry Committee.
20. Involvement of any staff member in the leakage of question paper or meddling with answer books, selling or giving examination stationery for use outside the hall or assisting the candidate in the examination hall, or instigating one student to help others. Recommending suspension of staff member from service and disciplinary action depending on the seriousness of offence.
21. Obstruction of the examination personnel or squad from doing its duty by any employee at the examination center. Recommending loss of increment with entry in the service register of the person causing obstruction.
22. Other malpractices, if any, not covered above. The Malpractice Enquiry Committee is to make specific recommendations taking into account, the circumstantial evidences and the gravity of offence.
23. **INTERNAL ASSESSMENT TESTS**
- i) Possessing forbidden material, copying, destruction of evidence. Expulsion from the examination hall; debarring from taking the rest of current tests, cancellation of performance of all papers of current internal assessment tests.
 - ii) All other offences.

NOTE: *In respect of internal assessment tests depending upon the nature and gravity of the offence the Malpractice Enquiry Committee can impose the punishment.*

In all cases the candidate or the candidates involved shall be sent out of the hall forthwith and kept out from writing the paper on the day but before the candidate or candidates actually leaves or leave the premises, her or their explanation shall be taken in writing and forwarded to the Controller of examinations along with the report setting forth in detail all the material evidence. The address to which communications are to be made is to be obtained from the candidate.

In case the candidate refuses to give a statement he/she is not to be forced to do so, only the fact of his/her refusal shall be reported by squad member/ invigilator duly endorsed by Chief Superintendent.

In the case of a person who commits the offence under any of these rules but is not a candidate for any examination, the Chief Superintendent may handover the case to the police.

Where a candidate/staff member is alleged to have employed/promoted unfair means/violated examination rules he/she shall be asked through a letter to explain the misconduct or violation of examination rules. If such explanation is not received within the stipulated period, the authorities shall proceed with the case as per the accepted legal provisions.

Under any circumstances the candidate shall not be allowed to continue writing the paper. However, the Chief Superintendent may permit the candidate for the rest of the papers on subsequent days at the current session of examinations only when the candidate is not involved in serious offences such as copying from the forbidden material, inserting papers with answers written by others or written by him outside, involving in impersonation case, exchanging answer papers in the hall, showing disrespect towards or assaulting the supervising personnel or acting in any manner that his presence is not conducive in maintaining discipline in the examination hall. The permission given by Chief Superintendent to appear at subsequent examinations does not guarantee the candidate that the answer scripts will be valued or result announced which is, however, subject to the final decision of the Malpractice Enquiry Committee in the case already booked.

It is often complained that other candidates in the hall thrown the incriminating material onto innocent candidates or to their nearby places on sensing the approach of supervising staff or squad. In such cases, the person booking the case has to declare if he/she has clearly seen while the alleged candidate is throwing it out to fall within the hall or outside or if she is suspecting on the basis of tally of handwriting although she could not identify who has actually thrown it out. In the case of typed/printed matter where it is difficult to establish the identity of the person responsible for its origin, and also material found in the verandah when the act of throwing out from the hall is not clearly seen, the benefit of doubt should be passed on to the candidate. However, when the forbidden material is found in the desk or in the folds of answer book or question paper, or on the body or clothes of the candidate, the case may be processed in the normal way, considering the concealing not amounting to an act of suppression of evidence.

Where it is possible to send the articles carrying the forbidden material eg. Handkerchief, pad, hall ticket etc., they may be produced as exhibits before the committee. In case of any matter on the unwieldy objects or things that cannot be directly produced as pieces of evidence before the committee, the matter transcribed onto a paper signed by the candidate, attested by invigilators, squad and countersigned by the Chief Superintendent, shall be forwarded. Where it is difficult to transcribe the matter completely or partially onto a paper because of illegibility or use of a code language or because of large extent, the Chief Superintendent, shall certify to the same effect while forwarding the case.

The invigilator/squad member who detected the case shall give in writing a full description of the forbidden material (size, place where written etc) and countersigned by Chief Superintendent.

The signature of the candidate shall also be taken on the transcription paper or papers describing the material. When transcription could not be done, the Chief Superintendent/squad member/Invigilator should include in their remarks why the transcription could not be done in such an event.

If the Committee comes to the conclusion basing on circumstantial evidences that a person has resorted to malpractice despite some procedural lapses in reporting by the concerned supervising staff, the case is to be decided according to the rules prescribed above.

Rules and Regulations Relating to Attendance and Discipline

I. Attendance :

1. Students shall attend classes regularly and punctually.
2. Students shall not be absent without applying for leave.
3. Irregular attendance deprives the student of his right to be promoted to the next higher class or to be sent to the Board or Semester End Examinations.
4. Irregular attendance of the Students will be notified in the first week of October and in the third week of January in the college, and their parents / guardians will also be informed.
5. Irregular attendance or poor academic progress or absence from the Mid Examinations or indulging in any type of activity leading to indiscipline will disqualify students from any financial aid available in and through the college.

II. Discipline and Conduct :

1. It should be remembered that the College is a temple of learning and should be treated as such by all concerned.
2. **Cell phones are prohibited on the campus.**
3. Students are obliged to observe order and quiet at all times in the College.
4. Students are expected to help the College authorities in keeping classrooms and premises tidy.
5. Smoking and cycling on the campus are strictly prohibited.
6. If any student is found loitering on the campus without attending classes, he is liable to severe punishment.
7. Students are prohibited from organising any meeting or entertainment in the college or from collecting money for any purpose within the college without the prior permission of the Principal.
8. Students are expected to conduct themselves with the utmost decency and dignity. Any misbehaviour in the class room, on the campus and outside will lead to serious consequences.

III. Identity Card

1. Students of First Year Degree and P.G. programmes should get their I D cards at the time of their admission.
2. The I D card will be valid for a period of three years for Degree and M.C.A., students and two years for M.A. and M.Sc., students.
3. Students should wear I D cards while they are on the campus. Whenever the student has any work in the office or in the library, he/she must show his / her I D card. Unless I D cards are shown hall tickets, scholarships, certificates, true copies etc. will not be issued.
4. At the time of the College Anniversary Celebrations, students will be allowed to enter the college campus on showing their I D cards. Students are required to come with their I D cards and participate in the college Anniversary programme and make it a success.
5. Old students of the college should bring their I D cards when they come for attestation and for other certificates.
6. Those who have lost their I D cards should get duplicate I D cards from the college office. The fee for the duplicate I D card is Rs. 50/-.

IV. Insurance to staff & students :

The students, teaching and non-teaching staff of the college are covered under personal accident insurance scheme.

The insured amount for

Teaching staff	: Rs. 3,00,000/-
Non - Teaching staff	: Rs. 2,00,000/-
Students	: Rs. 1,00,000/-

**EXTRACTS FROM ANDHRA PRADESH ACT XXVI OF 1997
PROHIBITING RAGGING IN EDUCATIONAL INSTITUTIONS**

Prohibition of Ragging :

Ragging within or outside any educational institution is prohibited.

4. Penalty for Ragging :

Whoever, with the intention of causing ragging or with the knowledge that he is likely by such act to cause ragging, commits or abets ragging and thereby

-

- (i) teases or embarrasses or humiliates a student shall be punished with imprisonment for a term which may extend to six months or with fine which may extend to one thousand rupees or with both; or
- (ii) assaults or uses criminal force to or criminally intimidates a student shall be punished with imprisonment for a term which may extend to one year or with fine which may extend to two thousand rupees or with both; or
- (iii) wrongfully restrains or wrongfully confines or causes hurt to a student shall be punished with imprisonment for a term which may extend to two years or with fine which may extend to five thousand rupees or with both; or
- (iv) causes grievous hurt to or kidnaps or abducts or rapes or commits unnatural offence with a student shall be punished with imprisonment for a term which may extend to five years and with fine which may extend to ten thousand rupees; or
- (v) causes death or abets suicide shall be punished with imprisonment for life or with imprisonment for a term which may extend to ten years and with fine which may extend to fifty thousand rupees.

5. Dismissal of students :

- (1) A student convicted of an offence under section 4 and punished with imprisonment for a term shall be dismissed from the education institution.
- (2) A student convicted of an offence under Section 4 and punished with imprisonment for a term of more than six months shall not be admitted in any other educational institution.

6. Suspension of student :

- (1) Without prejudice to the foregoing provisions, whenever any student complains of ragging to the head or manager of an educational institution, such head or manager shall inquire into or cause an inquiry to be made into the same forthwith and if the complaint is prima facie found true, shall suspend the student or students complained against for such period as may be deemed necessary.
- (2) The decision of the head or manager of the educational institution under Sub-section (1) shall be final.

7. Abetment :

- (1) If the head or the manager of an educational institution fails or neglects to take action in the manner specified in sub-section (1) of section 6, such person shall be deemed to have abetted the offence and shall be punished with the punishment provided for the offence.
- (2) If a student commits suicide due to or in consequence of ragging, the person who commits such ragging shall be deemed to have abetted such suicide.

Prohibition of Ragging in Educational institutions Act 26 of 1997 Salient Features.

- Ragging within or outside any Educational institution is prohibited
- Ragging means doing an act which causes or is likely to cause insult or annoyance or tear or apprehension or threat or intimidation or outrage of modesty or injury to the student.

- Punishment for Different Types of Ragging:

Nature of Ragging	Punishment
1 Teasing, Embarrassing and humiliating	Imprisonment up to 6 months or fine up to Rs. 1,000/- or Both
2 Assaulting or using criminal force or criminal intimidation	Imprisonment up to 1 year Rs.2,000/ or both
3 Wrongfully restraining or confining or causing hurt	Imprisonment up to 2 years or fine up to Rs. 5,000/or both
4 Causing grievous hurt or abductig or rape or Committing unnatural offence	Imprisonment up to 5 years and fine up to Rs.10,000/-
5 Causing death or abetting suicide	Imprisonment up to 10 years and fine up fine Rs.50,000/-

Note:-

1. A student convicted of any of the above offences, will be expelled from the College.
2. A student imprisoned for more than six months for any of the above offences will not be admitted in any other college.
3. A student against whom there is prima facie evidence of ragging in any form will be suspended from the College immediately.
4. University level and college level anti-ragging committees / mentoring cells constituted for this purpose will look into complaints regarding Ragging, Eveteasing and sexual harassment.

MEDALS INSTITUTED

1. A medal is instituted in the name of Sri Jagarlamudi Chandramouli, Founder President of the Nagarjuna Education Society by his family. The medal will be given to the best outgoing student of Commerce stream.
2. A medal is instituted in the name of Sri Jagarlamudi Narendernath, Secretary and Correspondent by Sri Jagarlamudi Muralimohan, Secretary and Correspondent. The medal will be given to the best outgoing student of Computer Science.
3. A medal is instituted in the name of Smt. Saranu Venkata Subbamma, a Philanthropist who established Sanskrit Patasala (school) at Amruthaluru in 1933 and helped to flourish Sankrit in Andhra Pradesh, by Sri Saranu Ramakrishna Prasad, Director for P.G. Courses. The medal will be given to the best outgoing student in Sanskrit.
4. A medal is instituted in the name of Sri Polimetla Gopichand, Member, Nagarjuna Education Society. The medal will be given to the best outgoing student in Telugu.
5. A medal is instituted in the name of Sri P. Satyanarayana, former HoD English by Sri P. Gopichand, Dept., of English. The medal will be given to the best Student in Fine Arts.

Endowment Scholarships & Prizes

1. Sri Y. Rosayya Endowment Scholarship

The annual interest on Rs. 10,000/- will be given as two scholarships. A student who secures the highest aggregate marks in Telugu in First and Second Semester End Examinations and a student who secures the highest aggregate marks in English in Third Semester End Examination will receive these scholarships.

2. Dr. Anne Usharani Endowment Scholarship

The annual interest on Rs. 30,000/- will be given as four scholarships to the most merited students of the B.Sc. programme who score the highest aggregate marks in Botany, Zoology, Physics and Chemistry subjects in III and IV Semester End Examinations and pass all subjects at one attempt.

3. Dr. Kalahasti Mahadeva Rao Merit Scholarship

The annual interest on Rs. 5,000/- will be paid to the most merited student of the BI.P. group, who scores the highest total of marks in the Junior Intermediate Public Examination, March/April.

4. Sri Vinta Suryanarayana Reddy Endowment Scholarship

The annual interest on Rs. 30,000/- will be awarding as scholarship to the physically handicapped students of the Intermediate and Degree classes. Only one student from each class, Junior Inter, Senior Inter, I, II & III Year Degree classes, will be selected for the award of scholarship.

5. Smt. Paruchuri Rajeswaramma Memorial Scholarship

The annual interest on the amount of Rs. 5,000/- will be given as scholarship to the girl student who secures the highest marks in Telugu (Special) in the III and IV Sem. End Examinations in Second year of the B.A. Degree course and passes exams in all subjects at the first attempt.

6. Mr. Jampani Lakshmi Narasimaha Rao Merit Scholarship

The annual interest on Rs. 2,500/- will be given as scholarship to the B.Com. student who secure the highest aggregate marks in the III and IV Semester End examinations.

7. Poor Students Aid Awards From “International Development Fund for Education”

Some Andhras living in United States of America instituted poor student aid Awards. This is organised by Dr. Jasti Venkateswarlu, former Head of the Dept. of Chemistry of our College, now living in USA.

1. Sri Jagarlamudi Chandramouli Memorial Award.

Donar : Dr. Jasti Venkateswarlu, Red Ford, Michigan

2. Sri Kotha Rajabapaiah Memorial Award.

Donar : Dr. Jasti Jayanth Kumar, Lano, Texas.

3. Sri Adusumalli Venkateswara Rao Memorial Award.

Donar : Mrs. Manyam Lyla Kumari, Frankenmuth, Michigan.

4. Sri Kavuri Appaiah Memorial Scholarship.

5. Sri Ravipati Adinarayana Choudary Award.

8. Sri Guntupalli Ramayya Choudary Endowment Scholarship

The annual interest on Rs. 10,000/- will be awarded as two scholarships to two students who passes at one attempt all the subjects in I, II, III and IV Semester End Examinations and gets the highest aggregate marks in Electronics/Computer Science including the Practical Examinations.

9. Mr. Kancharla Venkata Srinivasa Rao Memorial Scholarship

The annual interest on Rs. 25,000/- will be awarded as scholarship to the Intermediate student of the Economics, Civics & Commerce (English Medium) group, who passes the Junior Intermediate Public Examinations of March/April with the highest aggregate marks.

10. Dr. (Smt.) Kasaraneni Jayapradamba Memorial Scholarship

The annual interest on the deposit Rs. 7,500/- will be awarded as scholarship to the student of the B.Sc., (MPC) group who scores highest aggregate marks in Mathematics in the I, II, III and IV Semester End Examinations.

11. Sri Ginjupalli Jayapal Rao Memorial Scholarship

The annual interest on Rs. 5,116/- will be awarded as scholarship to the best outgoing B.Com. student.

12. Sri Vemulapalli Lakshminarayana Memorial Fund

The annual interest on Rs. 10,995/- will be utilised for the purchase of Library books for the use of students and faculty.

13. Sri Desiraju Sasibhushana Rao Memorial Scholarship

The Annual interest on Rs. 4,000/- will be awarded as scholarship to Second Year Intermediate M.P. Group student who secures highest marks in the first year Intermediate Public Examination and with good conduct.

14. Smt. Kanukurthi Lakshamma Scholarship

The annual interest on Rs. 3000/- will be awarded as scholarship to Second Year Intermediate M.E.Corn. group student who secures highest aggregate marks and passes all the subjects in the First Year intermediate Public Examination.

15. Dr. S. Anantham Endowment Scholarship

The annual interest on Rs. 7,500/- will be awarded as a scholarship to a Second Year Intermediate Bi.P. group student who secures first Class Mark at the end of First Year Intermediate Public Examination with exemplary conduct and behaviour.

16. Sri Makineni Prasad Babu Memorial Scholarship

The annual interest on Rs. 7,500/- will be awarded as a scholarship to a student of III B.Sc., who secures highest aggregate marks in Chemistry Papers in I, II, III & IV Semester End Examinations.

17. Sri Paturi Rama Rao Merit Scholarship

The annual interest accrued Rs. 55,000/- is utilised for the award of scholarships to the following meritorious students.

1. B.A.: Who passed in all subjects and scores highest aggregate marks in I, II, III & IV Semester End Examinations.
2. B.Sc., Statistics : Who passed in all subjects and scores highest marks in I, II, III & IV Semester End Examinations in Statistics Subject.

3. B.Sc., Micro-Biology, Bio-Chemistry, Food Nutrition and Public Health : Who passed in all subjects and scores highest marks in I, II, III & IV Semester End Examinations.
4. B.Com. : Who passed in all subjects and scores the highest marks in I, II, III & IV Semester End Examinations.
5. Intermediate : E.C.Com., (Telugu Medium): Who passed in all subjects and scores highest marks in I Year Intermediate.
6. M,Sc, Mathematics : Who passed in all subjects and scores highest total marks in I year University Examinations.

**18. Sri Yalamanchili Venkatappaiah & Basavamma Devi
Memorial Scholarship**

The Annual interest on FDR of Rs. 4000/- will be awarded every year as Scholarship to the Final year Degree student who passes in all subjects and scores highest marks in Hindi in I and II Years.

19. Mr. Marella Pramod Memorial Sports Award

Every year the accrued interest on the Deposit of Rs. 10,000/- will be awarded as Scholarship to the "Best outgoing sportsman"

20. Sri Korivi Sambasiva Rao Merit Scholarship

The annual interest accrued on the deposit Rs. 5000/- will be awarded as scholarship to the student of B.A. Degree class who passes in all subjects in First attempt and secures highest aggregate marks in History in I, II, III & IV Semester End Examinations.

21. Sri Chinnam Ramayya Choudary Endowment Lecture

The annual interest of Rs. 12,091/- is to be utilised to arrange guest lecture on Telugu literature every year.

22. Smt. Konduru Ramakkamma Memorial Scholarship

Every year the accrued interest on FDR Rs. 10,000/- will be equally awarded to the M.P. and Bi.P. Students who get highest marks in first year Intermediate Public Examinations in the first attempt.

23. Ms. Yalavarthi Suneetha Memorial Scholarship

The annual interest on Rs. 10,000/- will be awarded as scholarship to the meritorious girl student who scores highest aggregate marks in Computer Science Papers in I, II, III & IV Semester End Examinations in first attempt.

24. Sri Potluri Ramakrishna Memorial Scholarship

A sum of Rs. 25,700/- was deposited under Fixed Term Deposit. Two scholarships -1. I B.C.A. boy student who passed in all subjects and scores the highest aggregate in first attempt in First and Second Semester End B.C.A. Examinations and 2. II B.C.A. student who passed in all subjects in first attempt and scores highest in First, Second, Third and Fourth Semester End Examinations.

25. Sri Vattikuti Anna Rao & Smt. Vijayalaxmi Endowment Scholarship

The annual interest accrued on the deposit of Rs. 10,000/- will be awarded as scholarship to the student of B.Com., English Medium class, who scores highest total in first and second year group and should pass all subjects in first attempt.

26. Sri Madineni Venkatappayya & Suguna Merit Scholarship

The annual interest accrued on the deposit of Rs. 5000/- will be awarded as scholarship to the meritorious student who scores the highest total in mixed Arts section (G Section)

27. JKC College Old Students Scholarship (The Old Students who are working as lecturers in JKC College)

This scholarship is instituted by the old students of JKC College, Guntur, who are working as lecturers in our College. The annual interest accrued on the deposit of Rs. 1,00,000/- will be given equally as scholarships in cash to students of Senior Intermediate (M.P., Bi.P. and Arts group). Final year B.Sc., (M.P.C.,) B.Sc., (C.B.Z.) B.Com. and B.A. Students. These scholarships are mainly meant for meritorious students who are not getting any other financial aid.

28. Sri Peddibhotla Nageswara Rao Memorial Scholarship

The annual interest accrued on the deposit of Rs. 5,000/- will be awarded as merit scholarship to intermediate M.E.Com., student who scores highest total in first year Intermediate Public Examinations.

**29. Sri Gopalabhatla Someswara Sarma and
Smt. Sri Rama Lakshmi Merit Scholarship**

The Annual interest on the deposit of Rs. 10,000/- will be awarded as merit scholarship to a third year B.Com., girl student who secures highest aggregate marks in I, II, III & IV Semester End Examinations and who passes all the subjects in the first attempt.

30. Gangavarapu Rajya Lakshmi Memorial Scholarship

The annual interest accrued on the deposit of Rs. 10,000/- will be awarded as Merit Scholarship to a Third Year B.Sc., M.P.C., group girl student who secures highest aggregate marks in PHYSICS in I, II, III & IV Semester End Examinations and who passes all the subjects in first attempt.

31. Sri Ravuri Seetharamaiah Memorial Scholarship

The annual interest on Rs. 8,000/- will be awarded as scholarship to Meritorious student who scores Highest Total Marks in History Paper-III and Paper-IV in III B.A., V and VI Semester End Examinations in First attempt.

32. Kum. Vajja Bhargavi Naga Lakshmi Memorial Scholarship

The annual interest on Rs. 5,000/- will be awarded as scholarship to the meritorious student who scores highest total marks in Bi.P.C. Intermediate annual examinations in first attempt (1st and 2nd Years).

33. Kancharla Madhuri Memorial Scholarship

The annual interest on deposit of Rs. 5,000/- will be awarded to the best outgoing female student of the III B.Sc., Biotechnology

**34. JKC College B.Sc., (C.B.Z.) 1st Batch (1969-72)
Students Endowment Prize**

B.Sc., (C.B.Z.) 1st Batch Students of JKC College have instituted an Endowment amount of Rs. 1,00,000/-. Every year outgoing Degree Students of JKC College who score top mark in B.Sc., (C.B.Z., M.P.C., M.P. Computers, Microbiology), B.A, and B.Com., will be awarded a cash prize of Rs. 5,000/- on the 15th August of every year on the JKC College Campus.

35. Sri Yalavarthi Hanumantha Rao Memorial Scholarship

The annual interest on the deposit of Rs. 10,000/- will be awarded as merit scholarship to the student of B.Sc., (Computer Science), who scores highest total in First and Second Semester End Examinations and should pass all subjects in the first attempt.

36. Sri Myneni Venkateswara Rao Memorial Scholarship

The annual interest on deposit of Rs. 20,000/- will be awarded as TWO scholarships to the financially backward and meritorious students.

1. **B.Sc., (M.P.C.)** : The student who passed in all subjects at one attempt and scored highest marks in PHYSICS in First and Second Semester End Examinations.

2. **Inter** : The student who passed in all subjects at one attempt and scored highest marks in PHYSICS in Jr. Inter Public Examinations.

37. Sri Pasam Madhusudhana Rao & Smt. Bhagya Lakshmi Merit Scholarship

The annual interest on the deposit of Rs. 15,000/- will be awarded to the student who passed Jr. Intermediate in all subjects in the first attempt and obtained highest marks in chemistry.

38. Smt. Lavu Asha Jyothi Endowment Scholarship

The annual interest on term deposit of Rs. 15,000/- will be awarded as scholarship to the II year B.Sc., all sections student who is the topper and also complete I year all subjects (I & II Sems) in first attempt.

39. Smt. Katta Seetamma Endowment Scholarship

The annual interest on term deposit of Rs. 15,000/- will be awarded as scholarship to the III year B.Sc., Student who scores the highest marks in Mathematics in Third and Fourth Semester End Examinations and also complete all subjects in first attempt.

40. Sri Bharatula Venkata Subrahmanya Sarma and Smt. Kanaka Durga Merit Scholarship

The annual interest on the deposit of Rs. 20,000/- will be awarded as merit scholarship to a senior Intermediate student, who secures the highest aggregate marks in Sanskrit at the end of second year Intermediate Public Examination and who passes all the subjects in First and Second year in First attempt.

**41. JKC College B.Com., 1984-1987 Batch Students
Endowment Prize**

The annual interest on Rs. 1,50,000/- will be given as cash awards to the outgoing students of B.Com., (one each from A,B&C sections), who scored top marks in group subjects of I, II and III years on 15th August of every year on the JKC College Campus.

**42. Sri Chinnam Krishna Prasad & Smt. Sarada Devi
Merit Scholarship**

The annual interest on the deposit of Rs. 30,000/- will be awarded as merit scholarship in cash to the III B.Sc., student who secures highest aggregate marks in Physics in I, II, III, IV & V semester end examinations and who passes all the subjects in first attempt. In case of tie, the aggregate marks in the group subjects should be considered.

43. Sri Bellam Sree Ramulu Memorial Scholarship

The annual interest on Rs. 50,000 will be awarded as Scholarship to the M.P. Group Student of Junior Intermediate, who secured Highest marks in first attempt.

44. Sri Bellam Subba Rao Memorial Scholarship

The annual interest on of Rs. 1,00,000 will be awarded as Scholarship to best out going student of B.Sc., M.P.C. Group. The performance of the student during first Five Semesters who passed all the subjects in first attempt should be considered.

45. Sri Bellam Peda Raghavulu Memorial Scholarship

The annual interest on of Rs. 50,000 will be awarded as Scholarship to the M.P.C. Group Student of B.Sc., who secured Highest marks in Mathematics during the first five semesters in first attempt.

46. Sri Potluri Vengala Rao best Commerce Student Award

The accrued interest on amount of Rs. 1,00,000 will be given as scholarship to a B.Com., student who secures highest aggregate marks in Commerce group subjects with a pass in one attempt in all papers, in all semesters during three years of B.Com., course.

47. Sri Ramisetty Pitchaiah & Smt. Appamma Endowment Scholarship

The accrued interest on amount of Rs. 30,000 will be given as merit scholarship to (1) Degree student who secures highest marks in Hindi in IIInd Semester and (2) Intermediate student who secures highest marks in Hindi in Junior Intermediate with a pass in all papers in one attempt.

Committees for the Academic Year 2024 - 25

1. Staff Executive Committee:

1. Sri P. Gopichand, Principal & Chairman
2. Sri S.R.K. Prasad, Director (P.G.)
3. Sri K. Sambasiva Rao, Vice-Principal & Academic Officer
4. All Heads of the Departments

2. Finance Committee:

1. Sri P. Gopichand, Principal & Chairman
2. Sri S.R.K. Prasad, Director (P.G.)
3. Sri V. Kuppuswamy
4. Sri P. Rama Mohana Rao
5. Smt. B. Babitha

3. Academic Council:

1. Sri P. Gopichand, Principal & Chairman
2. Sri S.R.K. Prasad, Director (P.G.)
3. Prof. P. Appa Rao, Former Vice Chancellor, University of Hyderabad
4. Prof. K.R.S. Sambasiva Rao, Vice Chancellor, Mangalayatan University, Jabalpur
5. Prof. K. Gangadhara Rao, I/C Vice-Chancellor Acharya Nagarjuna University
6. Prof. K. Madhu Babu, Professor of Economics, Acharya Nagarjuna University
7. Prof. Sandhya Kole, Professor of Physics, Acharya Nagarjuna University
8. Dr. B. Naga Raju, Acharya Nagarjuna University
9. Prof. G.V. Chalam, Guest Faculty, S.R.M. University
10. Dr. K. Dasaradha Ramaiah, Alumni
11. Smt. P. Naga Suseela, Dept. of English
12. Dr Y. Prasanthi, Dept. of Oriental Languages
13. Sri R. Srinivasa Rao, Head, Dept. of Mathematics
14. Sri Ch. Ramprasad, Head, Dept. of Physics
15. Dr M. Gowri Sankar, Head, Dept. of Chemistry
16. Dr K. Daniel, Head, Dept. of Zoology
17. Dr M. Guravaiah, Head, Dept. of Biotechnology
18. Sri Y. Venkateswara Rao, Assoc. Prof. in Computer Science
19. Sri P. Raghu, Head, Dept. of Statistics
20. M. Appa Rao, Head, Dept. of Commerce
21. Sri K. Charan Choudary, Lect. in Commerce
22. Sri G. Venugopala Rao, Assoc.Prof. in MCA
23. Sri A, Venkata Krishna, Lect. in Commerce
24. Prof. Y. Suresh Babu, Dept. of Computer Science

25. Dr N. Madhavi, Head, Dept. of Chemistry (PG)
26. Sri K. Charan Choudary, Lect. in Commerce
27. Dr. P. Bharathi Devi, Lect. in Economics
28. Smt Ch. Naga Bhavani, Librarian
29. Sri T. Bala Narendra Prasad, IQAC Coordinator
30. Dr. K. Samba Siva Rao, Lect. in Physics, Member Secretary

4. Internal Quality Assurance Cell:

1. Sri P. Gopichand, Principal & Chairman
2. Sri S.R.K. Prasad, Director (P.G.)
3. Dr. Polimetla Gopichand
4. Dr. K. Krishna Prasad
5. Sri Chukkapalli Ramesh
6. Sri V. Kuppuswamy
7. Dr. S. Sankar
8. Sri P.L. Ramesh
9. Dr. K. Sambasiva Rao
10. Sri P. Rama Mohan Rao
11. Sri Ch. Ram Prasad
12. Sri R. Srinivasa Rao
13. Smt. Ch. Naga Bhavani
14. Dr. Y. Suresh Babu
15. Dr. I. Hatti
16. Sri Y. Venkateswara Rao
17. Dr. N. Madhavi
18. Sri G. Venu Gopala Rao
19. Sri K. Daniel
20. Sri M. Appa Rao
21. Smt. K. Lakshmi Kumari
22. PG Student : Chaitanya Prudhvi
23. Sri T. Bala Narendra Prasad, Coordinator

5. Planning and Evaluation Committee :

1. Sri P. Gopichand, Principal & Chairman
2. Sri SRK Prasad, Director PG Courses
3. Sri T Bala Narendra Prasad, Vice Chairperson
4. Dr K Samba Siva Rao, Vice - Principal
5. Sri R Srinivasa Rao
6. Sri M Appa Rao

7. Sri Y Venkateswara Rao
8. Dr N Madhavi
9. Dr K. Daniel

6. Grievance Redressal Committee

1. Sri P. Gopichand, Principal & Chairman
2. Sri SRK Prasad, Director PG Courses
3. Sri R Srinivasa Rao, Vice Chairperson
4. Dr Y Suresh Babu
5. Sri M Appa Rao
6. Dr D Rahul
7. Smt K Saroja
8. Student : Spl. Invitee

7. Examination Committee

1. Sri P. Gopichand, Principal & Chairman
2. Sri SRK Prasad, Director PG Courses
3. Dr K Samba Siva Rao, Vice Chairperson
4. Sri K Rama Krishna
5. Sri K Charan Choudary
6. Smt TVN Lakshmi

8. Admissions Committee

1. Sri P. Gopichand, Principal & Chairman
2. Sri SRK Prasad, Director PG Courses
3. Dr K Sambasiva Rao, Vice - Principal
4. Sri Y Venkateswara Rao, Vice Chairperson
5. All HoDs

9. Library Committee

1. Sri P. Gopichand, Principal & Chairman
2. Sri SRK Prasad, Director PG Courses
3. Sri Ch. Ram Prasad, Vice Chairperson
4. Smt Ch Naga Bhavani, Librarian
5. All HODs

10. Internal Complaints Committee & Anti -Sexual Harassment Cell

1. Sri P. Gopichand, Principal & Chairman
2. Smt Y Anitha Kumari, Vice Chairperson

3. Smt Ch. Naga Bhavani
4. Dr P Bharathi Devi
5. Smt K Anitha
6. Smt K Veena
7. Smt K Saroja
8. Dr Y Prasanthi
9. Smt Ch. Srilatha

11. Student Welfare Committee & Mentor- Mentee Committee

1. Sri P. Gopichand, Principal & Chairman
2. Sri SRK Prasad, Director PG Courses
3. Sri P Rama Mohana Rao, Vice Chairperson
4. Dr M Gowri Sankar
5. Dr G S C Bose
6. Smt M. Lakshmi
7. Smt K Anjani Devi

12. Extra- Curricular Activities Committee

Sri P. Gopichand, Principal & Chairman

Sri SRK Prasad, Director PG Courses

Smt P. Naga Suseela Vice Chairperson

Fine Arts: Smt P. Naga Suseela

Celebrations & National Festivals: Smt P. Naga Suseela

Quiz, Debating & Essay Writing: Sri P Rama Mohana Rao

Literary Activities: Dr Y. Prasanthi

Eco Club; Smt K Saroja

YRC : Sri A Venkata Krishna

NSS Officers: Sri L Ajay Babu

Dr D Rahul

Sri K Charan Choudary

NCC : Sri U. Venkateswara Rao

Women Wing :

Yoga: Smt P. Naga Suseela

Social Service:Dr K Danial

Extension Activities:Smt P. Naga Suseela

Medical Examination; Dr M Guravaiah

13. Academic Audit Committee

1. Sri P. Gopichand, Principal & Chairman
2. Sri SRK Prasad, Director PG Courses
3. Dr K Samba Siva Rao Vice Chairperson
4. Sri T. Bala Narendra Prasad
5. Smt Ch. Naga Bhavani
6. Sri Y. Venkateswara Rao

14. Anti Ragging Committee & Attendance, Discipline and Progression Committee

1. Sri P. Gopichand, Principal & Chairman
2. Sri SRK Prasad, Director PG Courses
3. Sri R Srinivasa Rao Vice Chairperson
4. Sri Ch Ram Prasad
5. Sri P Raghu
6. Smt P Naga Suseela
7. Sri M Appa Rao
8. Dr Y Suresh Babu
9. Dr M. Guravaiah

15. Minority Cell, OBC Cell, SC/ST Committee & Equal Opportunity Cell

1. Sri P. Gopichand, Principal & Chairman
2. Sri SRK Prasad, Director PG Courses
3. Dr K Daniel Vice Chairperson
4. Dr I Hatti
5. Sri M Appa Rao
6. Smt Y Anitha Kumari
7. Dr P Bharathi Devi

16. Women Empowerment Cell

1. Sri P. Gopichand, Principal & Chairman
2. Smt P Naga Suseela, Vice Chairperson
3. Dr Y Prasanthi
4. Smt K Saroja
5. Smt K Veena
6. Smt K Anjanidevi

17. Calendar Committee & Time Table Committee

1. Sri P. Gopichand, Principal & Chairman
2. Sri SRK Prasad, Director PG Courses
3. Dr K. Samba Siva Rao, Vice - Principal
4. Sri T. Bala Narendra Prasad, Vice Chairperson
5. Sri Y. Venkateswara Rao
6. Sri K. Charan Choudary

18. Malpractices Enquiry Committee

1. Dr M. Gowrisankar Vice Chairperson
2. Sri A. Venkata Krishna
3. Smt. K. Haritha

19. Students' Counselling and Career Guidance Cell & Training and Placement cell

1. Sri P. Gopichand, Principal & Chairman
2. Sri SRK Prasad, Director PG Courses
3. Dr Y Suresh Babu Vice Chairperson & Placement Officer
4. Dr V. Pala Prasada Rao
5. Dr M. Guravaiah
6. Sri M. Appa Rao
7. Smt Ch. Naga Bhavani

20. Magazine Committee

1. Sri P. Gopichand, Principal & Chairman
2. Sri SRK Prasad, Director PG Courses
3. Dr V Pala Prasada Rao Vice Chairperson
4. Sri T. Bala Narendra Prasad
5. Sri Y. Venkateswara Rao
6. Dr. N. Madhavai
7. Dr. Y. Prasanthi
8. Dr. M. Guravaiah
9. Dr. K. Saroja
10. Sri U. Venkateswara Rao
11. Smt. Ch. Suneetha

21. Games and Sports Committee

1. Sri P. Gopichand, Principal & Chairman
2. Sri SRK Prasad, Director PG Courses
3. Dr M. Gowrisankar, Vice Chairperson

22. Consumer Protection Cell

1. Sri P. Gopichand, Principal & Chairman
2. Sri SRK Prasad, Director PG Courses
3. Sri M. Appa Rao, Vice Chairperson
4. Smt K. Veena
5. Dr K. Aruna Kumari
6. Sri I. Kshema Babu

23. Research Development Cell

1. Sri P. Gopichand, Principal & Chairman
2. Sri SRK Prasad, Director PG Courses
3. Dr K. Sambasiva Rao, Vice - Principal
4. Dr N Madhavi Vice Chairperson
5. Dr M. Gowrisankar
6. Dr V. Pala Prasad Rao
7. Dr K. Daniel
8. Dr Y. Suresh Babu
9. Dr M. Guravaiah
10. Dr P. Bharathi Devi
11. Dr Y. Prasanthi
12. Dr K. Aruna Kumari

24. Students' Projects Committee

1. Sri P. Gopichand, Principal & Chairman
2. Sri SRK Prasad, Director PG Courses
3. Sri Ch Ram Prasad Vice Chairperson
4. Dr K, Sambasiva Rao
5. Sri P. Rama Mohan Rao
6. All HoDs

25. Entrepreneurship Development Cell

1. Sri P. Gopichand, Principal & Chairman
2. Sri SRK Prasad, Director PG Courses
3. Sri M. Appa Rao, Vice Chairperson
4. Dr Y. Suresh Babu
5. Sri K. Charan Choudary
6. Sri A. Venkata Krishna

26. Outcome Based Education Committee

1. Sri P. Gopichand, Principal & Chairman
2. Sri SRK Prasad, Director PG Courses
3. Dr K Samba Siva Rao, Vice Chairperson
4. Sri T. Bala Narendra Prasad
5. Sri P Rama Mohana Rao
6. Sri M Appa Rao
7. Sri Y Venkateswra Rao
8. Dr M Guravaiah

27. Academic Bank of Credits Committee

1. Sri P. Gopichand, Principal & Chairman
2. Sri SRK Prasad, Director PG Courses
3. Sri G. Venu Gopala Rao, Vice Chairperson
4. Sri D. Purnachandra Rao
5. Smt. M. Lakshmi
6. Sri M. Sampath Kumar
7. Sri P. Suresh

28. Dr. B.R. Ambedkar Open University Regional Centre :

Co-Ordinator : Sri P. Gopichand

29. Health Centre :

Dr. P. Sudha Devi

**Examination fees and other fees to be collected
for the academic year 2024-25 for UG Programmes**

Sl. No.	ITEM	Fee Rs.
1.	Condonation fee per course	60/-
2.	Regular Semester End Examinations	
	i) Fee per each theory course	120/-
	ii) Fee per each practical course	100/-
	iii) Community Service Project	125/-
	iv) Short Internship	125/-
	v) Semester Internship	400/-
3.	Supplementary Semester End Examinations	
	i) Fee per each theory course	200/-
	ii) Fee per each practical course	150/-
	iii) Community Service Project	200/-
	iv) Short Internship	200/-
	vi) Semester Internship	500/-
4.	Betterment examination fee per each course	300/-
5.	Reappearance fee	300/-
6.	Remid / Supplementary Mid Test Fee	125/-
7.	Late Fee (After last date of payment) per week	200/-
8.	Programme completion certificate	200/-
9.	Provisional Certificate	220/-
10.	Consdidate grade sheet per regular student	300/-
11.	Consdidate marks memo per students of previous year per appearance	150/-
12.	Revaluation fee per course	750/-
13.	Original degree fee (Payable to ANU) As per ANU Norms	1000/-
14.	Migration Certificate As per ANU Norms	

Sl. No.	ITEM	Fee Rs.
15.	Attestation of grade sheet/syllabus per page, per copy	150/-
16.	Medium of instruction	150/-
17.	Genuine Certificate	150/-
18.	Conversion of SGPA and CGPA into percentage of marks	150/-
19.	Photo copy of Answer Script	1700/-
20.	Personal Verification answer script	1000/-
21.	Duplicate Certificates	
	i) Grade sheet / Marks memo per copy	400/-
	ii) Provisional Certificate As per ANU Norms	
	iii) Migration Certificate As per ANU Norms	
22.	Triplicate Certificates	
	i) Grade sheet / Marks memo per copy	500/-
	ii) Provisional Certificate As per ANU Norms	
	iii) Migration Certificate As per ANU Norms	
23.	One time opportunity examination fee for course	1000/-

Payment of Fees

College fees

The students must pay the college term fees in Andhra Bank, JKC College branch before due date.

Students who have failed to pay the college term fees on or before the stipulated date, may request the college Principal/ Director to grant them a grace period to pay the fees. Those who fail to pay the college fees on or before the stipulated date and those who don't request the Principal/ Director for a grace period to pay the college fees will be dropped from the Nominal Rolls. Such students will not be readmitted.

Semester End Examination fees

The students who intend to appear for sem. End Examinations should pay the examination fees in Andha Bank, J.K.C. College Branch before due date. The students are advised not to wait till last date. The Examination application forms can be had from college office. The filled in application form without mistakes must be submitted in the College office along with fee receipt before the last date for submission. Those who fail to submit filled in application form along with fees receipt in College office before due date will not be sent to examinations. They are held responsible for this.

Drop - Outs

The students who discontinue their studies are advised to inform the same to the college office in writing. Otherwise they have to pay the College fees for the whole year to get T.C. and C.C.

Fee for Other Certificates

The Students can get Study Certificate, Conduct Certificate or Date of birth Certificate by paying the prescribed fee in the College fee counter.

Results April 2024

Sl. No.	Programme	Number of Students appeared	Number of Students passed	% of Passes
1.	B.Sc. (Mb.Bt.C)	16	14	87.5
2.	B.Sc. (BZC)	24	19	79
3.	B.Sc. (MPC)	43	28	65
4.	B.Sc. (MPCs)	37	29	78
5.	B.Sc. (MECs)	37	24	65
6.	B.Sc. (MSCs)	72	47	65
7.	B.Sc. (MCCs)	36	18	50
8.	B.Sc. (DsSCs)	41	38	93
9.	B.Com.	67	26	39
10.	B.Com. (Comp)	47	41	87
11.	BCA	50	43	86
12.	BBA	50	45	90
13.	B.Voc	22	13	59

P.G.

Sl. No.	Programme	Number of Students appeared	Number of Students passed	% of Passes
1.	M.Sc., (Chem)	13	12	92
2.	M.Sc., (Bio-Tech)	16	16	100
3.	M.Sc., (Micro-Bio)	20	20	100
4.	M.C.A.	129	129	100