



St. Xavier's University, Kolkata

Xavier Business School (XBS)



PROSPECTUS & CALENDAR

MBA Programme

2019-2020



Inauguration of Xavier Business School by Mr. Sanjiv Goenka



Foundation Stone-laying Ceremony of St. Xavier's University

XAVIER BUSINESS SCHOOL

St. Xavier's University, Kolkata

PROSPECTUS & CALENDAR

2019-2020

MBA Programme

Two-Year Full Time Residential Course



St Xavier's University
Action Area III-B, New Town, Kolkata 700160
Tel.: +91-33-6624-9881/9871
Website: www.sxuk.edu.in

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Message from the Vice-Chancellor



Education is the most powerful mechanism with which you can transform the world. It is the passport to the future.

St. Xavier's University, Kolkata has successfully completed the 2nd Academic Year 2018-2019, and has joyfully begun the 3rd Session 2019-2020. It is my pleasant duty to extend a very warm welcome to all our freshers - Faculty, Staff and students. We pray for

God's blessings on each one of us during this new academic session.

Call to become entrepreneurs

Xavier Business School, equipped with all the facilities, is offering a two year Post Graduate Programme in Business Administration (MBA) with specializations in Marketing, Finance, Human Resources and Systems. 90 students were selected in the first batch through XAT, GMAT and CAT. Industrialist, Mr. Sanjiv Goenka, an alumnus of St. Xavier's College, inaugurated the programme on August 7, 2018. He said, "Today I am what I am because of the values that were taught to me by St. Xavier's...Remember, once you enter St. Xavier's, you are on the top of a percentile".

Foundation Day

St. Xavier's University, Kolkata celebrated its 3rd Foundation Day on February 9, 2019. His Excellency, Governor of West Bengal, Shri Keshari Nath Tripathi, who was the Chief Guest said, "St. Xavier's University belongs to a global education network. Jesuit Education is known all over the world for its excellence and high quality they have maintained. I applaud the Jesuit Fathers for their

wholehearted services.” Prof. Partha Pratim Chakraborty, Director of IIT Kharagpur, delivered the Foundation Day lecture on **“Science and Technology in Higher Education Today”**. Awards were presented to the meritorious students at the end of the function.

Xavier Law School

St. Xavier's University, Kolkata is starting a Law School from the Academic Session 2019-2020. The XLS will offer Five Year Integrated Courses – B.A. LLB. (Hons.) & B.Com. LLB. (Hons.).

Distinguished Visiting Professors

Former Vice-President, Mohammad Hamid Ansari and Former Governor of West Bengal, Mr. M.K. Narayanan have agreed to join St. Xavier's University, Kolkata as distinguished visiting professors. Both are specialists in their own respective fields, scholars and academicians. They have great experiences to share with our students and enrich their vision and outlook.

1st Convocation 2019

St. Xavier's University, Kolkata will confer Post Graduate degrees on 135 students at its First Convocation Ceremony to be held on July 27, 2019. Dr. Shashi Tharoor, Member of Parliament, will deliver the Convocation address.

St. Xavier's University, Kolkata is just two years old and is full of life, always contributing to the creation of knowledge. It believes in contributing to the well-being of the nation without counting the cost, in the spirit of NIHIL ULTRA (Nothing Beyond), the motto of St. Xavier's.

St. Xavier's University, Kolkata aims to form “men and women for others” who will be agents of needed social change in their country. The Jesuit dictum is “Give us your child and we will return you a man/woman, a citizen of the country and a child of God.”

Fr. Dr. J. Felix Raj, SJ

INTRODUCTION

Xavier Business School (XBS) of St. Xavier's University, Kolkata (SXUK) is a Xavier-Brand Management School which offers a two year full-time residential MBA programme. It started its journey on 7th August 2018, and offers specialization possibilities in areas of Human Resource Management, Financial Management, Marketing Management, Systems and Operations Management and Business Analytics.

St Xavier's University, Kolkata, established in January 2017, with the approval of the State Government of West Bengal (West Bengal Act XII of 2016) and recognized by UGC, announced a Department of Management Studies – **Xavier Business School** – to launch the MBA Programme in August 2018. This is a two-year, full-time, residential programme with state-of-the-art infrastructure, which include smart classrooms, free wi-fi, a modern library, furnished and separate hostels for boys and girls. The country's best known professors will be available to impart their knowledge in the various topics and courses.

Being a Jesuit University, it takes inspiration from St. Ignatius of Loyola, who founded the Society of Jesus (Jesuits) about 500 years ago. Inspired and guided by the Ignatian Pedagogy and Methodology, Xavier Business School aims at forming “men and women for others” who are competent, committed, compassionate and service-oriented leaders.

Xavier Business School, at St Xavier's University, Kolkata, is a member of XAMI (Xavier Association of Management Institutes), which consists primarily of Jesuit Management Institutes, such as, XLRI (Jamshedpur), XIMB (Bhubaneshwar), LIBA (Chennai), XISS (Ranchi) and the like.

JESUIT EDUCATION

Perhaps the best-known education in India is imparted by the Jesuits for several decades. They conduct not less than 52 university colleges, 17 Institutes of Business Administration and 220 high schools, spread throughout the country, almost all of them among the most reputed ones (for example: St. Xavier's College, Kolkata, St. Xavier's College, Mumbai, St. Xavier's College, Ranchi; Loyola College, Chennai, Andhra Loyola College, Vijayawada; St. Joseph's College, Trichy, St. Joseph's College, Bangalore). Among the Business Schools run by the Jesuits, the most well-known ones are: XLRI (Jamshedpur), XIMB (Bhubneshwar), LIBA (Chennai), XISS (Ranchi). In these Institutions, more than 360,000 students belonging to every religious, linguistic and socio-economic group, receive their education year after year.

St. Ignatius of Loyola, out of his firm determination to serve God and His people, founded the Jesuit Order, called the "Society of Jesus". Pope Paul III approved it as a Religious Order in 1540. From the time of its inception as a religious order, the Jesuits have come to be particularly known for their educational work and have acquired the reputation of being among the world's best educators. In fact, in every country a Jesuit school or a college is synonymous with quality and secular education given in an atmosphere conducive to character formation with emphasis laid on spiritual and moral values and the development of an integrated human personality.

No Jesuit education is complete without attention to the development of the moral and intellectual qualities of leadership, love for the country, integrity, human relations, understanding, hard work, organizational ability, cooperation and teamwork, and the power of expression in speech and writing.

A Jesuit school or a college aims at forming "men and women for others" who will be agents of the needed social change in their respective locality and in the country as a whole. The Jesuits view their work as "the service of faith in God and the promotion of

Jesuit Education

Justice in the world". In line with the option for justice, the Jesuits give special and preferential treatment to economically poor students in terms of financial and academic support.

Jesuit Higher Education In India:

As stated already, the Jesuits run no less than 52 university colleges and 17 institutes of business administration. Here are some of the leading Jesuit Institutions of higher learning in India:

Name of the Institutes	Place	Founded in	Website
JESUIT UNIVERSITIES			
Xavier University	Bhubaneswar	2015	www.xub.edu.in
St. Xavier's University	Kolkata	2017	www.sxuk.edu.in
JESUIT COLLEGES			
St. Joseph 's College	Trichy	1844	www.sjctni.edu
St. Xavier's College	Kolkata	1860	www.sxccal.edu
St. Xavier's College	Mumbai	1869	www.xaviers.edu
St. Aloysius College	Mangalore	1880	www.stalloysiuscollege.co.in
St. Joseph 's College	Bangalore	1882	www.sjc.ac.in
St. Joseph 's College	Darjeeling	1888	www.sjcdarjeeling.edu.in
St. Xavier's College	Palayamkottai	1923	www.stxavierstn.edu.in
Loyola College	Chennai	1925	www.loyolacollege.edu
St. Xavier's College	Ranchi	1944	www.sxcran.org
Loyola College	Kunkuri	1949	www.lck.edu.in
St. Joseph 's College of Commerce	Bengaluru	1949	www.sjcc.edu.in
Andhra Loyola College	Vijayawada	1954	www.andhraloyolacollege.ac.in
St Xavier's College	Ahmedabad	1955	www.sxca.edu.in
Loyola College of Social Sciences	Trivandrum	1963	www.loyolacollegekerala.edu.in
St. Xavier's College	Thumba	1964	www.stxaviersthumba.org
Arul Anandar College	Karumathur	1970	www.aactni.edu.in

Name of the Institutes	Place	Founded in	Website
St. Joseph's Evening College	Bengaluru	1972	www.sjec.edu.in
Loyola Academy	Secunderabad	1976	www.loyolaacdemyugpg.ac.in
North Bengal St. Xavier's College	Rajganj	2007	www.nbxc.org
St Xavier's College, Patna	Patna	2009	www.xaviercollegepatna.org
Loyola College,	Vettavalam	2009	www.lcv.edu.in
St. Xavier's College	Jaipur	2010	www.stxaviersjaipur.org
St. Xavier's College	Burdwan	2015	www.sxc-bwn.ac.in
St. Xavier's College	Asansol	2015	www.sxcasansol.org
JESUIT MANAGEMENT INSTITUTES			
Xavier Labour Relations Institute (XLRI)	Jamshedpur	1949	www.xlri.ac.in
Xavier Institute of Social Service (XISS)	Ranchi	1973	www.xiss.ac.in
Loyola Institute of Business Administration (LIBA)	Chennai	1979	www.liba.edu
Xavier Institute of Management (XIMB)	Bhuvaneshwar	1987	www.ximb.edu.in
Xavier Business School (XBS)	Kolkata	2018	www.sxuk.edu.in



VISION AND MISSION STATEMENT

Our Vision:

Rooted in and inspired by the Ignatian charism of forming men and women for others, St. Xavier's University, Kolkata, as a Centre of Excellence, strives to promote a society based on love, freedom, liberty, justice, equality and fraternity.



Our Mission:

- To set an international standard for Arts, Science, Commerce, Management and Education contemporary and relevant to the 21st Century.
- To provide all students of St. Xavier's University a unique and exceptional education that will be a transforming experience intellectually, culturally, socially and personally.
- To excel in all areas of teaching-learning, research, outreach and consultancy;
- To contribute to the creation of knowledge and to search for the meaning of life;
- To bridge the rural-urban divide, taking the benefits of education to the poor and the marginalized, aiming at their empowerment;
- To ensure access to and equity in higher educational opportunity to all deserving and meritorious students with a preferential option for the poor and marginalized, irrespective of caste and creed;
- To inspire and challenge all segments of the college to raise the realm of good from great to greater, through continuous quality assessment;
- To offer subjects for competence building, and to motivate/animate a work force imbued with human values;
- To become a Centre of culture and to consciously promote communal harmony and cultural integration so as to create an atmosphere of dialogue in the campus;

Vision And Mission Statement

- To promote academic exchange and academia-industry interfacing, making use of the latest technology;
- To develop application-oriented courses, with the mandatory view on values, to produce holistic development of persons;
- To form young men and women of competence, commitment, conscience and compassion;
- To contribute to the well-being of the nation without counting the cost; in the spirit of NIHIL ULTRA (Nothing Beyond), the motto of St. Xavier's;

Value Framework to Accomplish Our Mission

- Fostering passionate pursuit for academic and intellectual excellence;
- Promoting social concern leading to action;
- Cultivating uncompromising commitment towards enhancing the quality of life both at the organizational and societal level;
- Instilling in the students the values of integrity, perseverance and transparency;
- Facilitating creativity and innovativeness in all endeavours;
- Enabling leadership to become agents of social change and shape a better future.
- Encouraging discipline, teamwork and the culture of collaboration;
- Providing education with a human face and furthering the cause of human virtues;

SPONSORING TRUST

In May 2005, the Founder Body initiated the registration of a new Society, in the style and name of St. Xavier's College Kolkata Educational Trust. The administration and management of St. Xavier's University is brought under this Trust with effect from 16th January 2017, and the day-to-day administration is vested with the Governing Board. St. Xavier's College Kolkata Educational Trust is the sponsoring trust of the University.

GOVERNING BOARD 2019

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|-----|--|----------------------|
| 1. | Rev. Raphael J Hyde, S.J.
President, St. Xavier's College Kolkata
Educational Trust | Chancellor |
| 2. | Rev. Dr. John Felix Raj, S.J | Vice-Chancellor |
| 3. | Rev. Dr. Sebasti L. Raj, S.J. | Pro- Vice-Chancellor |
| 4. | Prof. Ashis Mitra | Registrar |
| 5. | Rev. Arul Raj, S.J. | Finance Officer |
| 6. | Rev. Dr. Dominic Savio, S.J.
Rector & Principal, St. Xavier's College, Kolkata | Member |
| 7. | Prof. Kaushik Gupta
University of Calcutta | Member |
| 8. | The Secretary
Department of Higher Education | Member |
| 9. | Prof. Suranjan Das
Vice-Chancellor, Jadavpur University, Kolkata | Member |
| 10. | Prof. Basab Chowdhuri
Vice-Chancellor, West Bengal State University, Barasat | Member |
| 11. | Rev. Anil Gomes, S.J.
St. Xavier's College, Kolkata | Member |
| 12. | Rev. Peter Arockiam, S.J.
St. Xavier's College, Kolkata | Member |
| 13. | Rev. Dr. Xavier Savarimuthu, S.J.
St. Xavier's College, Kolkata | Member |
| 14. | Rev. M.S. Arockiasamy
St. Xavier's College, Kolkata | Member |
| 15. | Rev. Dr. Shaju Sacaria Joseph, S.J.
St. Xavier's College, Kolkata | Member |
| 16. | Rev. Johnson Padiyara, S.J.
St. Xavier's College, Kolkata | Member |
| 17. | Rev. Dr. G. Paul Arockiam, S.J.
St. Xavier's College, Kolkata | Member |
| 18. | Rev. Dr. Paul Fernandes, S.J.
St. Xavier's College, Kolkata | Member |

Governing Board 2019

- | | | |
|-----|---|--------|
| 19. | Rev. Dr. E. Abraham, S.J.
Director, XLRI, Jamshedpur | Member |
| 20. | Rev. Dr. Nicholas Tete, S.J.
St. Xavier's College, Kolkata | Member |
| 21. | Rev. Dr. James Santhanam, S.J.
Director, XIDAS/ XMJ, Jadabpur | Member |
| 22. | Rev. Dr. Joseph Victor, S.J.
Principal, North Bengal St. Xavier's College,
Kolkata, Rajganj | Member |
| 23. | Rev. Dr. K.S.Casmir, S.J.
Principal, Loyola Academy, Secunderabad | Member |
| 24. | Rev. Dr. Donatus Kujur, S.J.
Principal, St. Joseph's College, Darjeeling | Member |
| 25. | Rev. Dr. M. Arockiasamy Xavier, S.J.
Principal, Loyola College, Chennai | Member |
| 26. | Mr. Sanjib Koner
Hony. Secretary, St. Xavier's College, Kolkata,
Alumni Association | Member |
| 27. | Dr. Soma Sur
Teacher Representative, St. Xavier's University, Kolkata | Member |
| 28. | Rev. Dr. Soosai Nayagam, S.J.
Teacher Representative, St. Xavier's University, Kolkata | Member |
| 29. | Mr. R.N.Jhunjhunwala
Attorney-at-Law, Advocate & Notary Patent &
Trade Mark Attorney, Khaitan & Company, Kolkata | Member |
| 30. | Mr. Sanjiv Goenka
Chairman, R.P. Sanjiv Goenka Group,
Cesc Limited, Kolkata | Member |
| 31. | Mr. Sanjoy Budhia
Managing Director, Patton International Limited | Member |
| 32. | Mr. Santanu Basu, I.A.S.
Chairman & Managing Director, The West Bengal
Power Development Corporation Limited | Member |
| 33. | UGC Nominee | Member |
| 34. | Teacher Nominee | Member |
| 35. | Non-Teaching Staff Representative | Member |

EXECUTIVE COUNCIL

St. Xavier's University, Kolkata

Sl. No.	Name	Designation	Category
1.	Rev. Dr. John Felix Raj, S.J	Vice-Chancellor	Chairperson
2.	Rev. Dr. Sebasti L. Raj, S.J.	Pro- Vice-Chancellor	Member
3.	Prof. Ashis Mitra	Registrar	Member
4.	Dr. Indra Kanta Maitra	Deputy Controller of Examination	Member
5.	Rev. Fr. Arul Raj, S.J.	Finance Officer	Member
6.	Dr. Soma Sur	Dean, Xavier Business School	Member
7.	Rev. Dr. Soosai Nayagam, S.J.	Dean, Faculty of Arts & Social Studies	Member
8	Dr. Somak Maitra	Dean, Faculty of Commerce & Management	Member
9	Dr. Debasish Poddar	Dean, Xavier law School	Member

COMMITTEES CONSTITUTED

FOR THE ACADEMIC YEAR 2018-2019

FINANCE COMMITTEE

Sl. No.	Name	Designation	Category
1.	Rev. Dr. John Felix Raj, S.J	Vice-Chancellor	Chairperson
2.	Rev. Dr. Sebasti L. Raj, S.J.	Pro- Vice-Chancellor	Member
3.	Rev. Arul Raj, S.J.	Finance Officer	Secretary
4.	Prof. Ashis Mitra	Registrar	Registrar
5.	Dr. Soma Sur	Dean, Xavier Business School	Senior Teacher
6.	Mr. Bharat Baid	Chartered Accountant	External Expert

DISCIPLINARY COMMITTEE

Sl. No.	Name	Designation	Category
1.	Rev. Dr. John Felix Raj, S.J.	Vice-Chancellor	Chairperson
2.	Rev Dr. Sebasti L. Raj, S.J.	Pro-Vice-Chancellor	Member
3.	Prof. Ashis Mitra	Registrar	Member
4.	Rev. Dr. SoosaiNayagam, S.J.	Dean, Faculty of Arts & Social Science	Member
5.	Dr. IndraKanta Maitra	Deputy Controller of Examination	Member
6.	Dr. Soma Sur	Dean, Xavier Business School	Member
7.	Dr. Somak Maitra	Dean, Faculty of Commerce & Management	Member
8.	Dr. Debasish Poddar	Dean, Xavier Law School	Member

STATUTES & REGULATIONS COMMITTEE

Sl. No.	Name	Designation	Category
1.	Rev. Dr. John Felix Raj, S.J	Vice-Chancellor	Chairperson
2.	Prof. Ashis Mitra	Registrar	Convener
3.	Dr. Kaushik Gupta	Prof. of Economics, University of Calcutta	Member
4.	Mr. R.N. Jhunjhunwala	Attorney	Member
5.	Mr. Debdutta Sen	Advocate	Member
6.	Mr. Snehasis Sur	Chief News Correspondent, Doordarshan	Member
7.	Mr. Bharat Baid	Chartered Accountant	Member

ANTI-RAGGING COMMITTEE

Sl. No.	Name	Designation	Category
1.	Rev. Dr. John Felix Raj, S.J	Vice-Chancellor	Chairperson
2.	Rev. Dr. Sebasti L. Raj, S.J.	Pro- Vice-Chancellor	Member
3.	Prof. Ashis Mitra	Registrar	Convener
4.	Rev. Dr. Soosai Nayagam, S.J.	Dean, Faculty of Arts & Social Science	Member
5.	Dr. Soma Sur	Dean, Xavier Business School	Member
6.	Dr. Somak Maitra	Dean, Faculty of Commerce & Management	Member
7.	Dr. Debasish Poddar	Dean, Xavier Law School	Member
8.	Mr. Atanu Ghosal	Representative, Civil & Police Administration	Member
9.	Mr. Snehasis Sur	Representative, Local Media	Member
10.	Ms. Cheryl Francis	Representative, NGO	Member
11.	Dr. Sucheta Paul	Professor in-charge, MSW	Member
12.	Dr. Somak Sen	Asst. Professor, Mass Comm.	Member
13.	Ms. Mousumi Majumdar	Representative, Non-teaching Staff	Member
14.	Dr. Dipanita Ghosh	Parents' Representative	Member
15.	Mr. Satayabrata Mukherjee	Parents' Representative	Member
16.	Anuvab Deb	Student Representative, Fresher	Member
17.	Dolly Samaddar	Student Representative, Fresher	Member
18.	Mehul Agarwal	Student Representative, Senior	Member
19.	Sweata Loreto Gomes	Student Representative, Senior	Member

COMMITTEE AGAINST SEXUAL HARASSMENT

Sl. No.	Name	Designation	Category
1.	Dr. Soma Sur	Dean, Xavier Business School	Chairperson
2.	Dr. Reshmi Naskar	Asst. Prof. of Mass Comm.	Faculty Member
3.	Dr. Sucheta Paul	Asst. Prof. in Social Work	Faculty Member
4.	Mr. Mario Martin Louis	Placement and Training Officer	Member
5.	Ms. Sucharita Dey	Support Staff	Non-Teaching Member
6.		Student	Student Representative
7.		Student	Student Representative
8.		Student	Student Representative
9.	Ms. Cheryl Francis	Director, NSS, St. Xavier's College	Representative from NGO

MAGAZINE COMMITTEE

Sl. No.	Name	Designation	Category
1.	Rev. Dr. John Felix Raj, S.J	Vice-Chancellor	Chairperson
2.	Rev. Dr. Sebasti L. Raj, S.J.	Pro- Vice-Chancellor	Member
3.	Dr. Manali Bhattacharya	Assistant Prof, Mass Comm	Convener
4.	Dr. Manodip Ray Chaudhuri	Associate Prof, XBS	Member
5.	Prof Anwesha Pal	Assistant Prof, XLS	Member
6.	Dr. Somak Sen	Assistant Prof, Mass Comm	Member
7.	Dr. Prayag Ray	Assistant Professor, English	Member
8.	Dr. Tanushree Biswas	Assistant Professor, XBS	Member
9.	Dr. Sayantan Bandhu Majumder	Assistant Professor, Economics	Member

HOSTEL COMMITTEE

Sl. No.	Name	Designation	Category
1	Rev. Dr. John Felix Raj, S.J	Vice-Chancellor	Chairperson
2	Rev. Dr. Sebasti L. Raj, S.J.	Pro- Vice-Chancellor	Hostel Director
3	Prof. Asish Mitra	Registrar	Member
4	Sr. Sahaya Lily, SSAM	Hostel Deputy Director	Hostel Deputy Director
5	Rev. Dr. Soosai Nayagam, S.J.	Dean, Faculty of Arts & Social Science	Member
6	Dr. Soma Sur	Dean, Xavier Business School	Member
7	Dr. Somak Maitra	Dean, Faculty of Commerce & Management	Member
8	Fr. Oscar Daniel Raj	Asst. to the Hostel Director	Asst. to the Hostel Director
9	Dr. Somak Sen	Professor in-charge, Students Affairs	Member
10		Student Representative	Member
11		Student Representative	Member

SCHOLARSHIP COMMITTEE

Sl. No.	Name	Designation	Category
1	Rev. Dr. John Felix Raj, S.J	Vice-Chancellor	Chairperson
2	Prof. Asish Mitra	Registrar	Member
3	Rev. Arul Raj, S.J.	Finance Officer	Secretary
4	Rev. Dr. Soosai Nayagam, S.J.	Dean, Faculty of Arts & Social Science	Member
5	Dr. Somak Maitra	Dean, Faculty of Commerce & Management	Member
6	Dr. Prodosh Bhattacharya	Prof.-in-charge, Dept. of English	Member
7	Dr. Sucheta Paul	Prof.-in-charge, Dept. of Social Work	Member
8	Dr. Manali Bhattacharya	Prof.-in-charge, Dept. of Mass Comm.	Member
9	Prof Sayantan Bandhu Majumdar	Prof.-in-charge, Dept. of Economics	Member
10	Prof Tanmayananda Chattaraj	Prof.-in-charge, B.Com(Day)	Member
11	Prof Sayani Saha	Prof-in-charge, B.M.S.	Member
12	Prof Swapan Chakraborty	Prof-in-Charge, B.Com(Morning)	Member

PH.D PROGRAMME COMMITTEE

Sl. No.	Name	Designation	Category
1.	Rev. Dr. John Felix Raj, S.J	Vice-Chancellor	Chairperson
2.	Rev. Dr. Sebastia L. Raj, S.J.	Pro- Vice-Chancellor	Member
3.	Prof. Ashis Mitra	Registrar	Member
4.	Dr. Niraj Kumar	Ph.D, Programme Co-ordinator	Convener
5.	Rev. Dr. Soosai Nayagam, S.J.	Dean, Faculty of Arts & Social Science	Member
6.	Dr. Somak Maitra	Dean, Faculty of Commerce & Management	Member
7.	Dr. Soma Sur	Dean, Xavier Business School	Member
8.	Dr. Debasish Poddar	Dean, Xavier Law School	Member
9.	Dr. Tanushree Biswas	Acting Co-ordinator, IQAC	Member
10.	Dr. Manali Bhattacharya	Prof.-in-charge, Dept. of Mass Comm.	Member

INTERNAL QUALITY ASSURANCE CELL (IQAC)

Sl. No.	Name	Designation	Category
1.	Rev. Dr. John Felix Raj, S.J	Vice-Chancellor	Chairperson
2.	Rev. Dr. Sebasti L. Raj, S.J.	Pro- Vice-Chancellor	Member
3.	Prof. Ashis Mitra	Registrar	Convener
4.	Rev. Dr. Soosai Nayagam, S.J.	Dean, Faculty of Arts & Social Science	Member
5.	Dr. Soma Sur	Dean, Xavier Business School	Member
6.	Dr. Somak Maitra	Dean, Faculty of Commerce & Management	Member
7.	Dr. Debasish Poddar	Dean, Xavier Law School	Member
8.	Dr. Niraj Kumar	Ph.D, Programme Co-ordinator	
9.	Dr. Manodip Ray Chaudhuri	Faculty	Member
10.	Dr. Manali Bhattacharya	Faculty	
11.	Mr. Snehasis Sur	Alumni	Member
12.	Mr. Bharat Baid	Alumni	Member
13.	Mr. Jayanta Roy	Industrialist	Member
14.	Mr. Aditya Agarwal	Industrialist	Member
15.	Mr. Satyabrata Mukherjee	Parent	Member
16.	Mr. Ayush Chowdhury	Student, Xavier Business School	Member
17.	Ms. Sweata Loreto Gomes	Student, Arts & Social Studies	Member
18.	Ms. Kritika Agarwal	Student, Commerce & Management	Member
19.	Dr. Sudipti Banerjee	Permanent Invitee	Member
20.	Dr. Tanushree Biswas	Acting Co-ordinator, IQAC	Secretary

IT INFRASTRUCTURE COMMITTEE

Sl. No.	Name	Designation	Category
1.	Rev. Dr. John Felix Raj, S.J	Vice-Chancellor	Chairperson
2.	Prof. Ashis Mitra	Registrar	Member
3.	Rev. Fr. Arulappan Rayappan S.J.	Campus Minister	Member
4.	Dr. Somak Maitra	Dean, Commerce & Management	Convener
5.	Dr. Indra Kanta Maitra	Deputy Controller of Examinations	Member
6.	Prof. Tuhin Utsab Pal	Asst. Professor, IT	Member
7.	Mr. Sudip Dutta	Technical Assistant, IT Office	Permanent Invitee
8.	Mr. Jarman Nandi	Assistant, IT Office	Permanent Invitee

ADMINISTRATIVE STAFF

Rev. Dr. John Felix Raj, S.J	Vice-Chancellor
Rev. Dr. Sebasti L. Raj, S.J.	Pro- Vice-Chancellor
Prof. Ashis Mitra	Registrar
Rev. Arul Raj, S.J.	Finance Officer
Dr. Indra Kanta Maitra	Deputy Controller of Examination
Dr. Soma Sur	Dean, Xavier Business School
Rev. Dr. Soosai Nayagam, S.J.	Dean, Faculty of Arts & Social Science
Dr. Neeraj Kumar	Ph.D., Programme Co-ordinator
Dr. Somak Maitra	Dean, Commerce & Management
Dr. Debasis Poddar	Dean, Xavier Law School
Rev. Arulappan Rayappan, S.J.	Campus Minister

OTHER OFFICERS

Sl. No.	Name	Designation
1	Mr. Aritra Das	Assistant Registrar
2	Mr. G.P. Gupta	Liaison Officer
3	Mr. Mario M. Louis	Placement & Training Officer
4	Mr. Subhabrata Mazumder	Joint Placement Officer
5	Mr. Paritosh Majumdar	Social Work Programme Co-ordinator
6	Mr. Sandeep Mundra	Sports Officer

THE FACILITIES

The Campus and Buildings

St. Xavier's University, Kolkata, is located in a sprawling campus of 16.64 acres, in the fast-growing locality of New Town, Kolkata. The entire campus is being developed aesthetically. The location of the University Campus is very conducive for road transportation, as it is on the New Town Main Road, with four gates opening to this main road. Further, the University is just 9 kms away from the Kolkata International Airport.

The Academic Building is a 10 Floor-Structure, of which six have been completed. All the classrooms, computer labs, halls, etc., are air-conditioned and equipped with latest communication systems – projectors, Internet connections, etc. There are three types of classrooms – ordinary, gallery, and amphitheatre. The first floor primarily houses the Xavier Business School.

Documentation Centre and Library

In order to disseminate the required information to the various projects and programmes of the University and particularly to the students of Management Studies, there is separate Library in the R&D and Library Building with the latest facilities and conveniences. The Library already has over 5,000 titles/books and more books and journals are being added on a regular basis. It has access to E-journals and E-books and the students are permitted to make use of these facilities. The entire building is air-conditioned – stack rooms, reading rooms, reference rooms, conference hall, etc.

Computer, Language Lab, Internet and Wi-Fi Facilities

The University has a special computer lab, and also a language lab, exclusively meant for the use of students of MBA, with licensed

The Facilities

software. Internet facilities are available in the entire academic block and in the Library, with high-speed broadband connectivity, and also wi-fi facilities.

Hostel Facilities

St. Xavier's University offers hostel facilities to its students, particularly to the students of MBA Degree Programme, as this programme is a residential one. Separate hostel buildings, ten-floor each, are available for women and men. More hostel facilities are planned in the years to come, where students of other courses too can be accommodated.



THE FACULTY

The faculty is a judicious mix of researchers, academicians, behavioural scientists, practitioners from varied disciplines and consultants of industries. The Core Faculty is supplemented by Associate Faculty members and Guest or Visiting Faculty members from reputed academic institutions and professional organizations, both national and international.

CORE FACULTY MEMBERS

Dr. Soma Sur MBA, M.Phil., Ph.D.	Dean & Professor
Dr. Manodip Ray Chaudhuri M.Sc., PGDBM, M.A. (Canada), Ph.D.	Associate Professor
Dr. Saugat Ghosh MA, MBA, Ph.D.	Assistant Professor
Dr. Paromita Dutta M.Com., M.Phil, PGDBA, Ph.D.	Assistant Professor
Dr. Devleena Majumdar MSc., M.Phil., Ph.D.	Assistant Professor
Dr. Joy Chakraborty M.Com, MBA (Gold Medalist), M.Phil, PGDAEIM, Ph.D.	Assistant Professor
Dr. Monirul Islam MSc, MBA, PGDRD, PGPBM, Ph.D.	Assistant Professor
Dr. Tanushree Biswas MSc., Ph.D.	Assistant Professor
Dr. Ishita C Patranobis MSc., MBA, Ph.D.	Assistant Professor

The Faculty

GUEST AND VISITING FACULTY FROM ACADEMIA

Dr. Bhaskar Basu

Professor - MIS, XIMB, Bhubaneswar, Orissa

Dr. Sankarshan Basu

Professor, Indian Institute of Management Bangalore (IIMB)

Dr. Deepankar Sinha

Professor, Indian Institute of Foreign Trade, Kolkata

Prof. Jonathan Jakson

Professor of Business, Chicago State University, USA

Prof. Debasish Chakraborty

Central Michigan University, USA

Prof. Kala Seal

Professor, Loyola Marymount University, USA

Dr. Dipankar Banerjee

Consultant & Executive Coach

Dr. Sumanta Bandyopadhyay, Ph.D.

Mr. Kohinoor Chatterjee, MBA

Mr. Tanmoy Chakraborty, M.Tech.

Mr. Sumit Ray, B.Tech., PGDM (IIM-C)

Mr. Rahul Bose, B.Tech., PGBM (XLRI)

Mr. Sudhanshu Singh, B.Sc., DEABL, LLB, LLM

KNOWLEDGE RESOURCES FROM INDUSTRY

Mr. Sanjiv Goenka - Chairman, RP-Sanjiv Goenka Group

Mr. Roopen Roy - Founder and CEO at Sumantrana

Mr. Debashis Sen - IAS, Additional Chief Secretary, IT&E, Chairman & MD, WBHIDCO Ltd.

Mr. Ambarish Dasgupta - Senior Partner, INTUERI CONSULTING LLP

Mr. Chandra Shekhar Ghosh - MD, Bandhan Bank

Mr. Dipankar Chatterji - Chairman, CII National Committee on Financial Reporting, Past Chairman CII Eastern Region

Mr. Dhruva Mukherjee - Vice President - Telegraph, ABP Ltd.

Mr. Jayanta Saha - Vice President, Marketing, Khadim's

Mr. Yoo Chang Ho - Minister Counsellor, Korean Embassy to India

Mr. Debashis Dhar - Group President, ILS Hospital

Mr. Rahul Bose - Global Manager, Learning & Knowledge, IBM

Mr. Gavin Dominic - Head-HR, Eastern Region, Castrol India

Ms. Debjani Gupta - Associate Vice President-HR, NRI FinTech

Mr. Rajive Kaul - Chairman Nicco Group

Mr. Sudipto Roy - Managing Director, Accenture

Mr. Rijoy Sengupta - Senior Management Professional, German Federation, New Delhi

Mr. Sankha Ghosh - Principal Consultant, Genpact

Mr. Kausik Dutta - Area Sales Manager, Axis Bank

The Faculty

Mr. Sumit Kumar Bardhan - Director, SPSS South Asia Pvt. Ltd. & Predictive Analytics Solutions Pvt. Ltd.

Col. D. N. Bagchi - Commanding Officer of NCC

Mr. Maharshi Chakraborty - Principal Consultant, Accenture

Mr. Tarun Mullick - MD, Clubbcart

Mr. Arup Mullick - CDO- New Initiatives, Clubb International Pvt. Ltd.

Mr. Gopinath Ghosh - Former PR Person and Sports Administration

Mr. Vivek Bajaj - MD, KredentEduedge and KPTech Sol

Mr. Pratik Banerjee - Director, Business Development, Protiviti

Mr. Vikash Goel - Finance, Training and HR Professional

Mr. Arko Adhya - Regional Manager-East, Paytm

Mr. Anirban Kundu - CEO, Inovaticus Marketing Solutions LLP

Mr. Debasis Mukherjee - Area Sales Manager, Adani Wilmar Ltd.

Ms. Swati Ghosh - HR Manager, SREI

THE ADMISSION PROCEDURE

The Admission Policy

All admissions will be based on the Admission Policy of Xavier Business School, which considers assessment of the candidate from different dimensions, which includes the following: Class X Marks, Plus Two Marks, Qualifying Degree Marks, National Level Entrance Test Score, Work Experience (if any), English Language Capability, Group Discussions (GD), Personal Interviews (PI), Special Merit Points to Socially Disadvantaged candidates (SC & ST candidates) and special Merit Points to Christian Candidates.

Eligibility

To seek admission for this course, the candidates should fulfil the following Criteria:

01. Successful completion of any full-time UG Degree of minimum 3 years duration in any discipline from a recognized University (Approved by UGC/Any other Recognized Body), with a minimum of 50% of marks (or equivalent grade point) in the aggregate. In the case of SC, ST Candidates and Christian candidates, 45% in the aggregate will suffice.
02. Those who are appearing for the final examination during the present academic year is also eligible and may submit the marks for the previous three Semesters or the First Year, as the case may be.
03. Appearance for any of the National Level Entrance Tests for MBA, such as, XAT, CAT, GMAT, MAT, etc., which is valid for the present academic year.

The Admission Procedure

Admission Fee and Final Admission

As soon as the list of admissions is declared, each selected candidate has to pay within 10 days Rs. 30,000 as non-refundable Admission Fee, to confirm his/her provisional admission. The full fee for the First Semester should be paid within two weeks after paying the Admission Fee. Only those candidates who pay both the non-refundable Admission Fee and the full fee of the First Semester will be granted final admission. Those who fail to pay the non-refundable Admission Fee and the full fee of the First Semester within the stipulated period are liable to lose the admission to Xavier Business School (XBS) and the vacant seat will be given to the candidates in the waiting list.

Registration

A student who is selected for enrolment for MBA offered by the university, have to complete admission procedure and get himself / herself registered within the notified time period. Registration is valid for 4 years from the academic year in which the registration is granted.

THE ACADEMIC PROGRAMME

The MBA offered by XBS is a Two-Year Degree Programme. Four areas of specializations are offered – Human Resource, Marketing, Finance and Systems and Operations. The entire course covers 20 obligatory management subjects (OMC). The Specialized Subjects (Electives) are according to one's choice, and each student has to choose 8 such Specialized Subjects (SPL). Besides, there are four Additional Requirements (ARQ): a) Project Work, that has to be carried out during summer holidays; b) Dissertation Paper, which has to be written during the III and IV Semesters; c) Comprehensive Viva, at the end of the course; d) Extra-Curricular Activities and Programmes -- every student of Management is expected to be actively involved in Extra-Curricular Activities and Programmes organized by XBS and also by the University itself and he/she is assessed for his/her performance in these Extra-Curricular activities. The following are the details of the entire Course:

SEMESTER I	Code	Titles	Credits
	MBR1010T	Management Principles and CSR	4
	MBR1020T	Basics of Accounting for Managers	4
	MBR1030T	Business Communication	2
	MBR1040T	Business Statistics	4
	MBR1050T	Managerial Economics	4
	MBR1060T	Cost Management	2
	MBR1070T	Computer Applications in Business and MIS	4
	MBR1080T	Organizational Behaviour	4
	MBR1090T	Business Ethics and Legal Environment	4
		Total Credits	32

SEMESTER II	Code	Titles	Credits
	MBR2010T	Indian Economy & Policy	4
	MBR2020T	Financial Management	4
	MBR2030T	Marketing Management	4
	MBR2040T	Human Resource Management	4
	MBR2050T	Production & Operations Management	4
	MBR2060T	Quantitative Techniques and Research Methodology	4
	MBR2070T	Strategic Management	4
	MBR2080T	Business Analytics	4
	MBR2090V	Comprehensive Viva - I	2
		Total Credits	34

The Academic Programme

SEMESTER III

Code	Titles	Credits
Specializations (Elective Papers)		
MBR3011T	Specialization (Elective Paper)*	4
MBR3021T	Specialization (Elective Paper)*	4
MBR3031T	Specialization (Elective Paper)*	4
MBR3041T	Specialization (Elective Paper)*	4
MBR3051T	Specialization (Elective Paper)*	4
MBR3061T	Specialization (Elective Paper)*	4
Management-Related Subjects		
MBR3190T	Entrepreneurship & New Venture Creation	4
MBR3200T	Organisational Development and Change Management	4
MBR3210J	Project Work	6
MBR3210V	Project Viva	2
	Total Credits	32

*Each student has to select FOUR Specializations (Electives)

SEMESTER IV

Code	Titles	Credits
Elective Papers (Specializations)		
MBR4011T	Specialization (Elective Paper)*	4
MBR4021T	Specialization (Elective Paper)*	4
MBR4031T	Specialization (Elective Paper)*	4
MBR4041T	Specialization (Elective Paper)*	4
MBR4051T	Specialization (Elective Paper)*	4
MBR4061T	Specialization (Elective Paper)*	4
Management-Related Subjects		
MBR4220T	International Business	4
MBR4230T	Dissertation	4
MBR4240V	Comprehensive Viva - II	2
	Total Credits	26

*Each student has to select FOUR Specializations (Electives)

ADDITIONAL REQUIREMENTS

Code	Subject Title	Credits
MBARQ-01	Extra-Curricular Activities	4
	Total Credits	
	GRAND TOTAL CREDITS	128

THE ASSESSMENT SYSTEM

The Assessment:

The MBA Degree Programme has a total of 28 subjects, two of which carry 50 marks, while the rest carry 100 marks each (Total 2700 marks). The allocation of marks is as follows: For each Subject (course), the ongoing assessment carries 60% of the marks and the Semester-end Examination carries 40% of the marks. The ongoing assessment includes seminars and presentations, assignments and case studies, attendance and class tests. Students will be informed about the CIA programme at the beginning of the semester. Final CIA results will be displayed on the Students' Notice Board. Subsequently the marks will be sent to the Controller of Examination by the Dean's office.

Besides these, there are four other additional requirements:

- a) The students will also be assessed for their Extracurricular Activities, which carry 100 marks.
- b) Every student has to take up a Project Work and submit a Report, which carries 150 marks and a Viva –voce of 50 marks
- c) Every student has to write a Dissertation Paper on a subject of his/her choice (preferably on the area of specialization), which carries 100 marks;
- d) Finally, there will be a Comprehensive Viva Voce Examination at the end of II and IV Semesters. This Viva Voce will be conducted by a Board and it carries 50 marks in each semester.

The Assessment System

Programmes	Subjects (Credits)	Full Marks	Pass Mark (50%)	Ongoing Assessment	Sem.-End Assessment
Obligatory Management Courses (OMC)	20 (76)	1900	950	60%	40%
Specializations (Electives) (SPL)	08 (32)	800	400	60%	40%
Project Work & Viva (ARQ)	01 (08)	200	100	100%	--
Dissertation (ARQ)	01 (04)	100	50	100%	--
Comprehensive Viva Voce (ARQ)	02 (04)	100	50	--	100%
Extra-Curricular Activities (ARQ)	01 (04)	100	50	100%	--
Total	33 (128)	3200	1600		

Thus, the entire MBA Degree Programme, offered by Xavier Business School (XBS) carries a total of 3200 marks in four Semesters.

Pass Mark:

In order to pass, a student has to get a minimum of 50% marks in the ongoing assessment and a minimum of 50% marks in the Semester-end examinations. For the Project report, dissertation, comprehensive viva voce and extracurricular activities each student has to get a minimum of 50% of the marks. If someone does not secure the minimum marks in each subject, he/she will have to repeat the failed subjects. A student who fails in less than fifty percent of the subjects will be allowed to move to the next Semester, while he/she will have to repeat the examinations or assignments of the failed subjects, during the subsequent Semester. But, if a student fails in fifty percent or more subjects in a particular Semester, he/she will have to repeat the entire Semester Examinations, in the subsequent year along with the next batch of students. A student has to pass in 50% of all papers of first and second semesters taken together, or obtain 50% of total credits to continue from first year to second year. On failing to do so he/she may be permitted to re-enrol in the next academic session as a casual or regular student. A student who fails in any subject in the third and/or final Semester will have to appear in a grand

supplementary examination in order to pass MBA and get the Degree. A student, who fails in the extracurricular activities, will be required to fulfil some special programmes at his/her own cost, to be determined by the University.

The pattern of all written examinations, class tests as well as semester-end examinations, will be general in nature and practical in orientation, requiring creative and personalized answers. Hence, the students should not expect direct questions based on the different units of the curriculum.

Project Work

At the end of the Second Semester, every student will have to go for a Field Project. For this, each student is expected to make the necessary contacts with different firms or organizations much in advance and identify one organization/firm, with the approval of the Dean, where he/she will carry out the Project. The University will assist the students including official communications and guidance. Moreover, to carry out this Project, each student will be guided by a Faculty member and the student is expected to consult his/her guide regularly. The entire exercise must be carried out with seriousness and full concentration, as the performance in the Field Project will have a strong bearing on the placement opportunity of a student. The total duration of this Field Project is 8 weeks. All the expenses related to the Field Project are to be borne by the student himself/herself, as this is not included in the regular fees. Attendance at internship is compulsory and certificate of the competent authority of the respective organization is needed.

Mentor & Guide:

Each student of MBA will have one of the Faculty Members as his/her Mentor. The students will be guided by the Mentor throughout the Course and they are expected to seek the guidance of their respective Mentor regularly. More specifically, for the

The Assessment System

Project Work and for the Dissertation Paper, each student will have a Faculty Guide and a student is required to seek the guidance and prior approval of his/her respective Guide, at each step of fulfilling these two requirements.

The Medium of Instruction

The medium of instruction for the MBA Degree Course is English. Hence, all the lectures and assignments will be only in English. Every student is expected to be at least reasonably proficient in the written and spoken English, without which it will be extremely difficult to understand the lectures, write the assignments and the examinations. Moreover, for job placement at the end of the course, a good knowledge of written and spoken English is essential.

To ensure that every student fulfils this requirement, screening will take place at the time of admission. Further, whoever is weak in English, will have to attend Language Labs and English coaching classes if required.

Placement and Employment

There is a bright future for employment in the different fields of Management. On successful completion of their studies, the outgoing MBA students will be absorbed in the Commercial Organizations, Government Agencies, etc., through a systematic placement procedure of XBS. On the part of the students, hard work, commendable character and personal conduct, proficiency in English and good knowledge of the subjects are essential to get a good placement. With the full cooperation of the students, XBS can ensure the employment of all its outgoing students after completing successfully their MBA Course.

GENERAL RULES AND REGULATIONS

Eligibility Criteria and Attendance requirement for Appearing in End Term Semester Examinations

A student is expected to attend all classes and have 100% of attendance. They must have at least 85% aggregate in semester attendance, below which they have to seek condonation from the Vice-Chancellor / Dean of Faculty on grounds of illness or involvement in extra-curricular activities approved by the University.

- (a) In case of illness, leave application must reach the office of the Dean of Faculty or the Head of the Department within three days from the student's absence. A medical certificate is also to be submitted within 15 days. Submission of leave application in itself will not ensure condonation.
- (b) In case of extra-curricular activities, a student must obtain written confirmation of his / her participation from the concerned authorities: Head of Department / President of University Societies / Director of Sports (or Sports-in-Charge) / Programme officer of Social Work, which has to be counter signed by the Vice-Chancellor / Dean of Faculty. When calculating the attendance percentage of the students representing the University in extra-curricular activities, due consideration will be given to the days when they so represented the University. Condonation in each case must be in explicit written form authorized by the Vice-Chancellor / Dean of Faculty.
- (c) A student who is condoned will have to pay a condonation fee within notified period of time.

A student who has any disciplinary charge against his / her name may not be permitted to appear for the Semester examination.

General Rules & Regulations

A student who has the required attendance and has paid the examination fee will be issued Admit Card for the semester examination.

A student will be debarred from appearing for the Semester Examination if he / she has less than 70% aggregate semester attendance. A student so debarred may be permitted to re-enroll for the semester only after completion of the course, that is, after final Semester. If, in the meantime, there has been a change in syllabus, the student will have to appear for the CIA and Semester Examination in the revised syllabus.

Name of the student with attendance below 40% in all the papers in a Semester taken together may be struck off from the University Rolls or he / she may be allowed to repeat the Semester in the following academic year, subject to the discretion of the Vice-Chancellor.

The name of the student who is continuously absent for 15 working days without submitting any information to the University maybe struck off from the University Rolls.

Rules regarding Review, Seeing of answer scripts, and conducting CIA and End term Examinations would be provided in details by the Controller of Examination

CREDIT AND GRADING SYSTEM

Total credit for MBA Programme will be 128.

No credit will be awarded for a paper if the score for the paper is below 50%.

General Rules & Regulations

Grading system is mentioned in the following table:

Grade	Grade Point	Marks Equivalents	Attribute
O	10	90% or more	Outstanding
A+	9	80% to 89%	Excellent
A	8	70% to 79%	Very Good
B	7	60% to 69%	Good
C	6	50% to 59%	Satisfactory
F	0	Below 50%	Fail
AB	0	-	Absent
X	0	-	Administrative Penalty

Mark Sheet, Migration Certificate Etc.

Mark sheets and Grade sheets will be issued separately.

First Class Degree is awarded for marks 70% and above

Second Class Degree is awarded for marks between 50% to 69%

A rank certificate will be issued to students who hold a position between 1st and the 10th in the respective course and pass all papers in first attempt.

For students debarred on the basis of attendance, migration certificate will be issued only after the completion of the course.

THE FEE STRUCTURE

This course is fully residential and therefore all the students have to stay in the hostel of the University, which is located within the campus.

The Course Fees and the Hostel Fees are to be paid before the commencement of each Semester, failing which the student will not be permitted to stay in the hostel or to attend the lectures or use the facilities of the University.

A) COURSE-RELATED FEES

1) Admission Fee:

The Non-refundable Admission Fee is Rs. 30,000 per candidate. This fee is meant to confirm the provisional admission of the respective candidate, while he/she will be given two weeks, after paying the Admission Fee, to pay the remaining fee for the First Semester.

2) Course Fee:

The Course fee for this two-year (four Semesters), full-time programme is Rs. 260,000/- per Semester (Session- 2019-21), which includes the cost of tuition, reading material, library facilities, computer facilities, skills training programmes, examinations, etc. The chart below gives details of the break-up the course fee.

3) Examination Fee:

The normal Examination fee is already covered in the course fee. However, those who have to repeat their examination(s) for The subject(s) will have to pay the Examination Fee at the rate of Rs. 1,000 per subject. Those who have to repeat the entire

The Fee Structure

Semester will have to pay a total of Rs. 6,000 as Examination Fee for each Semester.

- 4) Uniform Expenses: At the beginning of the Course, each student will pay Rs. 5,000, along with the Fee for the First Semester, towards the cost of preparing the uniform. This amount is only provisional, and hence, after the uniform is prepared the balance amount, either way, will be adjusted.
- 5) Caution Deposit: Each student will have to deposit Rs. 5,000/- as caution money, which does not accrue any interest, and is refundable after the completion of the course and after deducting the dues, if any.
- 6) Alumni Fund Contribution: Every student of MBA Programme will be required to pay Rs. 5000/-, in the last Semester, towards the creation of the Alumni Fund.

DETAILS OF COURSE-RELATED FEES FOR 2018-20

Type of Fees	SEM I	SEM II	SEM III	SEM IV
Admission Fee	30,000	--	--	--
Computer & E-Facilities	10,000	10,000	10,000	10,000
Caution Deposit (Refundable)	5,000	--	--	--
Development	15,000	15,000	15,000	15,000
Library	10,000	10,000	10,000	10,000
Placement Skills	10,000	10,000	10,000	10,000
Societies/Clubs	5,000	5,000	5,000	5,000
Sports and Games	5,000	5,000	5,000	5,000
Tuition	2,05,000	2,05,000	2,05,000	2,05,000
Uniform*	5,000	--	--	--
Alumni Fund Contribution	--	--	--	5,000
Total	3,00,000	2,60,000	2,60,000	2,65,000

**This is only an approximate amount and the actual amount will be adjusted.*

The Fee Structure

B) Hostel Fee:

The hostel fee includes accommodation and meals (three meals – breakfast, lunch and supper). It is Rs. 60,000/- per semester for two-bedroom common toilet and Rs. 70,000/- per semester for three bedroom attached toilet. In addition Development Fee of Rs.5000/- and Caution Money Rs. 5000/- (Refundable) are to be paid.

C) REFUNDING OF THE FEES

UGC Refund Policy

If a student withdraws his/her admission or is dismissed for whatever reason after paying the full fees of the first Semester but before July 31, 2019, he/she will get back 90% of the entire amount of the fees. However, no fee amount will be refunded if a student withdraws or drops out or is dismissed for whatever reason after July 31, 2019, except the caution deposit and the uniform fee, if not utilized already. No other fee will be reimbursed, and the Admission Fee is non-refundable.

Refund of Excess Fees Paid Online

In case of any fees paid online more than once, the payer is requested to contact Finance Office.

Last Dates for the payment of Semester Fees

First Semester	At the time of admission/ readmission
Third Semester	10 July
Second and Fourth Semester	15 January

Late Fine

Third Semester

11 July to 21 July	Rs. 1000
22 July to 31 July	Rs. 2000

Second and Fourth Semester

16th January to 31st January	Rs. 1000
1 February to 10 February	Rs. 2,000



INSTRUCTIONS, GUIDELINES AND OTHER RULES

Class Hours

Classes are from 10 a.m. to 5 p.m. in general, with lunch break from 1 p.m. to 1:45 pm.

Classes may be held for extended period as and when required.

Disciplinary issues related to attending classes:

- Attendance will be taken at the beginning of a class and late comers will not be allowed to enter the lecture rooms
- If a student is late, he / she is required to go to the library and will attend the next class
- Strict silence must be observed during the lectures. Students breaking this rule may be asked to leave the lecture room and subsequently, disciplinary actions will be taken.

Disciplinary measures leading to expulsion

Following offences by any student may lead to his / her expulsion from the University:

1. Consumption of alcohol or narcotic drugs (as specified in NDPS Act, 1985 with amendment in 2014) in the University campus.
2. Smoking in University campus.
3. Any other offence considered by the disciplinary committee as a major offence.

Meeting with the Vice-Chancellor

Students	:	9:30 a.m. to 10 a.m.
Parents	:	10:30 a.m. to 11 a.m.
Others	:	Strictly by appointment

Instructions, Guidelines & Other Rules

Meeting with the Registrar

Students	:	9:30 a.m. to 10 a.m. 3:30 p.m. to 4 p.m.
Others	:	2 p.m. to 3 p.m.

Correspondence with the University

- All correspondence should be addressed to the Vice-Chancellor or Registrar
- In all student's correspondence with the University, it is necessary to state the name of the student, roll-number, and semester details.
- Money orders and letters addressed to students must be directed to their place of residence and not the University

Notice Board and Website

Students should take great care to look at the Notice Board regularly. No excuse will be considered if Notices on the Board are ignored. Students will be required to check the University Website for important announcements and events.

Dress Code

- It is recommended that students come in formal dress suitable for an academic environment keeping in mind the rich Indian culture and wear the official uniform on Mondays and during different functions and events.
- Hair colours, other than Black, and extreme hair styles for boys and girls are strictly prohibited.
- In case of failure to comply to these dress codes, appropriate actions will be initiated.

Instructions, Guidelines & Other Rules

Identity Card

Each student is provided with an Identity Card. This card is to be carried always and in person presented when borrowing books from the Library / Reading Room, playing games in the Common Room, attending University social functions. Etc.

- Identity Card must not be passed on for use to anyone else.
- If the Identity Card is lost, the Dean or Registrar's office must be informed immediately. A new Identity Card may be issued on payment of Rs. 100.
- In case of transfer or withdrawal from the University, the identity card must be refunded to the University Office.

Mobile Phone

Use of mobile phones within the building including the canteen is not permitted. However, one may use it outside the building. In case of violation of this code, Rs. 500/- fine will be imposed for the first offence. After that the phone will be confiscated.

Poster

No poster is to be pasted or fixed anywhere on the University walls. For any writing on the walls, fines and other disciplinary measures will be imposed.

Parking

- Entry of cars is allowed only with valid St. Xavier's University sticker
- Scooters and motor cycles may be wheeled in and parked in the designated area.
- Students without wearing a helmets will not be allowed to park their two wheelers inside the University campus.
- The University takes no responsibility for the loss of vehicles / bicycles.
- Good civic sense demands that cars and motor cycles are not parked on the pavement outside the boundary wall.

Instructions, Guidelines & Other Rules

Text Books

- Students, should, as soon as possible, procure at least one text book for each subject recommended by the University. When so directed by the professors, they must bring the text books to the University for the purpose of making use of these books during lectures.
- Reference books may be available from the library.

Transfer Certificate

Transfer Certificates are issued at the end of the month. Applications, together with the transfer and other fees, must reach the registrar's Office at least 10 days before the end of the month.

Ragging

Ragging of any kind and magnitude inside / outside the University campus will not be tolerated and disciplinary action will be taken accordingly. Any incident of ragging must be brought to the notice of the Vice-Chancellor or Registrar or Dean of Faculty.

Disciplinary Committee

There will be a Disciplinary Committee to consider and dispose off the various disciplinary cases related to Examination and other matters.

Students' feedback system

Students' feedback system is focused on (i) teaching-learning process, (ii) course curriculum and coverage, (iii) infrastructural facilities and general support system provided by University.

Two types of feedback will be collected: (i) feedback on an annual basis and (ii) exit feedback towards the end of the course (during final semester).

Eligibility for giving feedback – (i) Class-room feedback – Minimum 85% attendance during current semester. (ii) Exit Feedback – Minimum 85% aggregate attendance at the end of final semester.

Methods of collecting feedback from students – Feedback will be

Instructions, Guidelines & Other Rules

collected through structured questionnaire and filled up online (through university intranet) or manually.

General instructions to the students

- Always carry your identity card in person.
- Do not bring / entertain outsiders in the campus premises
- When you leave the classroom, switch off all the fans, lights and ACs.
- Keep the noise level low if a Professor is late so that other classes are not disturbed.
- Keep the University clean as it is your second home. Throw your litter in the bins provided.
- Read the notices carefully every day when you come to the University and before you go home.
- Do not walk along or gather in the corridors during class hours.

EXPECTATIONS FROM THE STUDENTS

The following are the expectations of the University from its students:

- The students are expected to put in hard work and concentrate fully on their studies.
- No student is permitted to take up any other study or work during the period of this course.
- Attendance is compulsory for all the classes and normally no one will be permitted to go home or elsewhere for functions or programmes, except in unavoidable circumstances.
- The students are strongly discouraged from taking leave or being absent from the classes.
- Along with academic excellence, each student is expected to grow in maturity in his/her personal conduct, character and relationships.
- As time is a valuable factor for any successful leader and manager, every student is expected to learn the art of time management and organize one's time in the most fruitful manner.

Instructions, Guidelines & Other Rules

- Since extra-curricular activities are essential for the all-round growth of a person, each student is expected to participate actively in all the extracurricular programmes of the University and more particularly in the activities organized by XBS.
- Since proficiency in English is absolutely essential for completing the course and also for placement, every student is expected to speak in English both inside and outside the classroom, as that will enable him/her to become proficient in English.
- Saturdays are working days for all the students and they are expected to spend the day in personal study. Occasionally there may be some lectures or special inputs on Saturdays as well.
- St. Xavier's University is known for its strict discipline and every student is expected to adhere to all the rules and guidelines of the University faithfully and totally, including the Hostel Rules and Guidelines.
- Ragging of any type is strictly forbidden and it is a punishable offence.
- All the fees are to be paid on time and the defaulters are liable to suitable penalty.
- The MBA students are expected to be in official Uniform for the classes on all Mondays and during different functions and events. Moreover, whenever, there is a presentation in the class, the respective student(s) will be in formal dress.
- Participation in any outside programme needs the prior permission of the Dean and no arrangement or agreement should be made without prior permission in writing.
- Going out of the campus for overnight stay or longer, either individually or in groups needs the prior permission of Hostel Director and also the prior permission of the Guardian of the respective student. Moreover, when someone goes out in this manner, he/she is solely responsible for his/her safety and security and he/she needs to give a written undertaking to this effect, in the prescribed form, before leaving the campus.

CALENDAR 2019 – 20

JULY 2019

1	Mon		
2	Tue		
3	Wed		
4	Thu		
5	Fri		
6	Sat		
7	Sun		
8	Mon		
9	Tue		
10	Wed		
11	Thu		
12	Fri		
13	Sat		
14	Sun		
15	Mon		
16	Tue	Cl	Inauguration
17	Wed	Cl	Orientation programme / Admissions
18	Thu	Cl	Orientation programme
19	Fri	Cl	Classes begin
20	Sat	Cl	
21	Sun		
22	Mon	Cl	
23	Tue	Cl	
24	Wed	Cl	
25	Thu	Cl	Semester III classes begin
26	Fri	Cl	
27	Sat	Cl	1st Convocation of the University
28	Sun		
29	Mon	Cl	
30	Tue	Cl	
31	Wed		Feast of St. Ignatius of Loyola (1491-1556) Founder of The Society of Jesus -- Holiday

AUGUST 2019

1	Thu	Cl	
2	Fri	Cl	
3	Sat	Cl	
4	Sun		
5	Mon	Cl	
6	Tue	Cl	
7	Wed	Cl	
8	Thu	Cl	
9	Fri	Cl	
10	Sat	Cl	
11	Sun		
12	Mon		Id-UI-Zoha -- Holiday
13	Tue	Cl	
14	Wed	Cl	
15	Thu		Independence Day -- Holiday
16	Fri	Cl	
17	Sat	Cl	
18	Sun		
19	Mon	Cl	
20	Tue	Cl	
21	Wed	Cl	
22	Thu	Cl	
23	Fri		Janmastami -- Holiday
24	Sat	Cl	
25	Sun		
26	Mon	Cl	
27	Tue	Cl	
28	Wed	Cl	
29	Thu	Cl	
30	Fri	Cl	
31	Sat	Cl	

SEPTEMBER 2019

1	Sun		
2	Mon	Cl	
3	Tue	Cl	
4	Wed	Cl	
5	Thu	Cl	Teacher's Day
6	Fri	Cl	
7	Sat	Cl	
8	Sun		
9	Mon	Cl	
10	Tue		Muharram -- Holiday
11	Wed	Cl	
12	Thu	Cl	
13	Fri	Cl	
14	Sat	Cl	
15	Sun		
16	Mon	Cl	
17	Tue	Cl	
18	Wed	Cl	
19	Thu	Cl	
20	Fri	Cl	
21	Sat	Cl	
22	Sun		
23	Mon	Cl	
24	Tue	Cl	
25	Wed	Cl	
26	Thu	Cl	
27	Fri	Cl	
28	Sat		Mahalaya -- Holiday
29	Sun		
30	Mon	Cl	

OCTOBER 2019

1	Tue	Cl	
2	Wed		Gandhi Jayanti- Holidays
3	Thu		Puja Vacation Begins
4	Fri		
5	Sat		Durga Puja- Saptami
6	Sun		Durga Puja- Astami
7	Mon		Durga Puja- Navami
8	Tue		Durga Puja- Dashami
9	Wed		
10	Thu		
11	Fri		
12	Sat		
13	Sun		Laxmi Puja
14	Mon	Cl	University reopens and classes resume
15	Tue	Cl	
16	Wed	Cl	
17	Thu	Cl	
18	Fri	Cl	
19	Sat	Cl	
20	Sun		
21	Mon	Cl	
22	Tue	Cl	
23	Wed	Cl	
24	Thu	Cl	
25	Fri		Diwali Vacations begins
26	Sat		
27	Sun		Kali Puja
28	Mon		Diwali
29	Tue		Bhratriditya
30	Wed	Cl	University reopens and classes resume
31	Thu	Cl	

NOVEMBER 2019

1	Fri	Cl	
2	Sat	Cl	
3	Sun		
4	Mon	Cl	
5	Tue	Cl	
6	Wed	Cl	
7	Thu	Cl	
8	Fri	Cl	
9	Sat	Cl	
10	Sun		Fateha-Doaz-Daham
11	Mon	Cl	
12	Tue		Guru Nanak's Birth Anniversary-Holiday
13	Wed	Cl	
14	Thu	Cl	
15	Fri	Cl	
16	Sat	Cl	
17	Sun		
18	Mon		Semester Examinations begin
19	Tue		
20	Wed		
21	Thu		
22	Fri		
23	Sat		
24	Sun		
25	Mon		
26	Tue		
27	Wed		
28	Thu		
29	Fri		
30	Sat		

DECEMBER 2019

1	Sun	
2	Mon	
3	Tue	Feast of St. Francis Xavier-Patron of the University - Holiday
4	Wed	
5	Thu	
6	Fri	
7	Sat	
8	Sun	
9	Mon	
10	Tue	
11	Wed	
12	Thu	
13	Fri	
14	Sat	
15	Sun	
16	Mon	
17	Tue	
18	Wed	
19	Thu	
20	Fri	
21	Sat	
22	Sun	
23	Mon	Christmas Vacation begins
24	Tue	
25	Wed	Christmas
26	Thu	
27	Fri	
28	Sat	
29	Sun	
30	Mon	
31	Tue	

JANUARY 2020

1	Wed		New Year Day
2	Thu		University reopens
3	Fri		
4	Sat		
5	Sun		
6	Mon	Cl	Classes resume
7	Tue	Cl	
8	Wed	Cl	
9	Thu	Cl	
10	Fri	Cl	
11	Sat	Cl	
12	Sun		Swami Vivekananda's Birth Anniversary
13	Mon	Cl	
14	Tue	Cl	
15	Wed	Cl	
16	Thu	Cl	
17	Fri	Cl	
18	Sat		Sports Day
19	Sun		
20	Mon	Cl	
21	Tue	Cl	
22	Wed	Cl	
23	Thu		Netaji's Birthday - Holiday
24	Fri	Cl	
25	Sat	Cl	Sports day
26	Sun		Republic Day - Holiday
27	Mon	Cl	
28	Tue	Cl	
29	Wed	Cl	
30	Thu		Saraswati Puja - Holiday
31	Fri	Cl	

FEBRUARY 2020

1	Sat	Cl	
2	Sun		
3	Mon	Cl	
4	Tue	Cl	
5	Wed	Cl	
6	Thu	Cl	
7	Fri	Cl	
8	Sat		University Foundation Day
9	Sun		
10	Mon	Cl	
11	Tue	Cl	
12	Wed	Cl	
13	Thu	Cl	
14	Fri	Cl	XAVRANG
15	Sat	Cl	XAVRANG
16	Sun		XAVRANG
17	Mon	Cl	
18	Tue	Cl	
19	Wed	Cl	
20	Thu	Cl	
21	Fri	Cl	
22	Sat	Cl	
23	Sun		
24	Mon	Cl	
25	Tue	Cl	
26	Wed	Cl	
27	Thu	Cl	
28	Fri	Cl	
29	Sat	Cl	

MARCH 2020

1	Sun		
2	Mon	Cl	
3	Tue	Cl	
4	Wed	Cl	
5	Thu	Cl	
6	Fri	Cl	
7	Sat	Cl	
8	Sun		
9	Mon		Doljatra - Holiday
10	Tue		Holi - Holiday
11	Wed	Cl	
12	Thu	Cl	
13	Fri	Cl	
14	Sat	Cl	
15	Sun		
16	Mon	Cl	
17	Tue	Cl	
18	Wed	Cl	
19	Thu	Cl	
20	Fri	Cl	
21	Sat	Cl	
22	Sun		
23	Mon	Cl	Semester IV exams begin
24	Tue	Cl	
25	Wed	Cl	
26	Thu	Cl	
27	Fri	Cl	
28	Sat	Cl	
29	Sun		
30	Mon	Cl	
31	Tue	Cl	

APRIL 2020

1	Wed	CI	
2	Thu	CI	
3	Fri	CI	
4	Sat	CI	
5	Sun		
6	Mon	CI	
7	Tue	CI	
8	Wed	CI	
9	Thu		Maundy Thursday - Holiday
10	Fri		Good Friday - Holiday
11	Sat		Holy Saturday Holiday
12	Sun		Easter Sunday
13	Mon		Easter Monday - Holiday
14	Tue		Ambedkar's Birth Anniversary / Bengali New year - Holiday
15	Wed	CI	
16	Thu	CI	
17	Fri	CI	
18	Sat	CI	
19	Sun		
20	Mon	CI	
21	Tue	CI	
22	Wed	CI	
23	Thu	CI	
24	Fri	CI	
25	Sat	CI	
26	Sun		
27	Mon	CI	
28	Tue	CI	
29	Wed	CI	
30	Thu	CI	

MAY 2020

1	Fri	May Day - Holiday
2	Sat	
3	Sun	
4	Mon	
5	Tue	
6	Wed	
7	Thu	
8	Fri	RabindraJayanti - Holiday
9	Sat	
10	Sun	
11	Mon	
12	Tue	
13	Wed	
14	Thu	
15	Fri	
16	Sat	
17	Sun	
18	Mon	
19	Tue	
20	Wed	
21	Thu	
22	Fri	
23	Sat	
24	Sun	Id-UI-Fitr
25	Mon	
26	Tue	
27	Wed	
28	Thu	
29	Fri	
30	Sat	
31	Sun	

JUNE 2020

1	Mon
2	Tue
3	Wed
4	Thu
5	Fri
6	Sat
7	Sun
8	Mon
9	Tue
10	Wed
11	Thu
12	Fri
13	Sat
14	Sun
15	Mon
16	Tue
17	Wed
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

Memoranda

Memoranda

Phone Numbers

Reception	: 033 6624 9881
Office of the Vice- Chancellor	: 033 6624 9812/ 9815
Office of the Pro Vice- Chancellor	: 033 6624 9871
Office of the Registrar	: 033 6624 9821/ 9823
Office of the Finance Officer	: 033 6624 9831/9832/9833
Campus Minister	: 033 6624 9824
Office of the Campus Minister	: 033 6624 9822
Dean of Commerce & Management	: 033 6624 9835
Dean of Commerce & Management- Office	: 033 6624 9837
Dean of Arts & Social Studies	: 033 6624 9836
Dean of Arts & Social Studies – Office	: 033 6624 9838
Dean of Xavier Business School (XBS)	: 033 6624 9865
Dean of Xavier Business School (XBS) – Office	: 033 6624 9872
Dean of Xavier Law School (XLS)	: 033 6624 9890
Dean of Xavier Law School (XLS) – Office	: 033 6624 9849
Liaison Officer	: 033 6624 9813
Placement & Training Officer	: 033 6624 9856
Joint Placement Officer	: 033 6624 9814
Placement Office	: 033 6624 9852
Sports Officer	: 033 6624 9834
Librarian (General Library)	: 033 6624 9826
Law Librarian	: 033 6624 9808
IQAC Coordinator	: 033 6624 9818
IQAC – Office	: 033 6624 9859
City Office	: 033 2255 1102

2019-2020

August						
S	M	T	W	T	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

September						
S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30					

October						
S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

November						
S	M	T	W	T	F	S
				1	2	
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30

December						
S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

January						
S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

February						
S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29

March						
S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

April						
S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30		

May						
S	M	T	W	T	F	S
31				1	2	
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30

June						
S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30				

July						
S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

2020-2021

August

S	M	T	W	T	F	S
30	31				1	
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29

September

S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30		

October

S	M	T	W	T	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

November

S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30					

December

S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

January

S	M	T	W	T	F	S
31						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30						

February

S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28						

March

S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

April

S	M	T	W	T	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	

May

S	M	T	W	T	F	S
30	31					1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29

June

S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30		

July

S	M	T	W	T	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31



Sports Day : Theme walk



Brain Storming Session



Industrial Tour to Sikkim



Sports Day