



STUDENTS' HANDBOOK

2025 - 26



**HINDUSTAN
COLLEGE**

(Affiliated to University of Mysore)

THE BEGINNING TO
EXCELLENCE



HINDUSTAN COLLEGE

(Affiliated to University of Mysore)



Dr. K.C.G. VERGHESE
Founder Chairman
Hindustan Group of Institutions

COLLEGE
CODE
1084

60-YEAR LEGACY OF THE HINDUSTAN GROUP OF INSTITUTIONS

UNLOCK A GLOBAL CAREER IN AVIATION & BEYOND! ADMISSIONS OPEN FOR 2025-26

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- B.C.A (Bachelor of Computer Application)
- B.Com (Bachelor of Commerce)
- M.Com (Master of Commerce)



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STATE-OF-THE-ART FACILITIES



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from industry &
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support



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Merit Scholarships for students securing 75% & above in Class 12 / II PUC



+91 99451 12695 | +91 70222 56465

0821 2480346

HINDUSTAN COLLEGE

(Affiliated to the University of Mysore)

College Code - 1084

A Unit of Hindustan Group of Institutions, Chennai

#27/F, 3rd Stage, Rajarajeshwari Temple Road,
Industrial Suburb, J.P. Nagar, Mysuru – 570008



STUDENTS' HANDBOOK

2025-26

Contact

Ph:7022256465

0821 –2970345/2480346

✉: info@hindustancollege.in

www.hindustancollege.in

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STUDENT PROFILE

Photo

Name :

Gender :

Date of Birth :

Nationality :

Course :

Department :

Semester & Year :

Admission No. :

UoM Register No. :

Permanent Address :

.....

.....

Phone No. :

E-Mail ID :

Blood Group :

Contact No. in case of emergency :

PLEDGE

India is my country
All Indians are my brothers and sisters.
I love my country and I am proud of its rich and varied heritage
I shall always strive to be worthy of it
I shall give my parents, teachers, and all elders
respect and treat everyone with courtesy
To my country, and my people,
I pledge my devotion
in their well-being and prosperity
alone, lies my happiness.

NATIONAL ANTHEM

Jana Gana Mana Adhinayaka Jaya He
Bharata Bhagya Vidhata
Punjab Sindhu Gujarata Maratha Dravida Utkala-Banga
Vindhya Himachala Yamuna Ganga
Ucchhala Jaladhi Taranga
Tava Subha Name Jage
Tava Subha Ashisha Mage
Gahe Tava Jaya Gatha.
Jana Gana Mangala Dayaka, Jaya He
Bharata-Bhagya Vidhata,
Jaya He, Jaya He, Jaya He
Jaya JayaJayaJaya He

PEACE PRAYER

Lord, make me an instrument of your peace.

Where there is hatred, let me sow love.

Where there is offense, let me bring pardon.

Where there is discord, let me bring union.

Where there is error, let me bring truth.

Where there is doubt, let me bring faith.

Where there is despair, let me bring hope.

Where there is darkness, let me bring your light.

Where there is sadness, let me bring joy.

O Master, let me not seek as much

to be consoled as to console,

to be understood as to understand,

to be loved as to love,

for it is in giving that one receives,

it is in self-forgetting that one finds,

it is in pardoning that one is pardoned,

it is in dying that one is raised to eternal life.

-Saint Francis of Assisi

VISION AND MISSION

Motto

“To Make Every Man a Success and No Man a Failure”

Vision

To be an International Institute of Excellence, providing a conducive environment for education with a strong emphasis on innovation, quality, research and strategic partnership blended with values and commitment to society.

Mission

- To create an ecosystem for learning and world class research.
- To nurture a sense of creativity and innovation.
- To instil higher ethical standards and values with a sense of professionalism.
- To take up activities for the development of society.
- To develop national and international collaborations and strategic partnership with industry and institutes of excellence.
- To enable graduates to become future leaders and innovators.

TRIBUTE TO OUR FOUNDER



The popular Chinese proverb states, “If you are planning for a year, sow rice; if you are planning for a decade, plant trees; if you are planning for a lifetime, educate people”. This sums up the entire philosophy of the time and life of Dr. K. C. G. Verghese, a visionary, who built the entire edifice of the Hindustan Group of Institutions, Chennai. His profound qualities of enthusiasm, perseverance, vision and live networking created a springboard for many aspirants to mould their careers.

Dr. K. C. G. Verghese, though born in an ordinary middle class family in Kerala, by dint of his hard work, rose to one of the top-ranking educationists.

He held on to his dreams and converted them into reality. His relentless work drove him to success. He was the pioneer to promote technical education in our country. He helped the students explore their own potential. He made them realize that education, hard work and commitment to the nation are the only means to get themselves employable and overcome poverty.

He firmly believed, “Every human being has infinite potential. The role of an educator is to bring out the best in every individual and that of an educational institution to provide the best facilities and the right ambience.” The Hindustan Group of Institutions caters to the educational that of an educational institution to provide the best facilities and the right ambience.” The Hindustan Group of Institutions nurtures to the educational needs of more than over 5000 students. It has amazing staff strength of around 1000 plus and has scintillating alumni of 50,000 plus. These are the testimonies of his deep-rooted desire to fulfil his aspirations. He was a true patriot and he always advised the youngsters to serve their own country.

His penchant for “Wheels and Wings” made him adventurous all through his life and his indomitable spirit always rose to the occasion and facilitated him to lead from the front. His personality had all the nuances of a great human being. He valued friendship and showed great respect, love and concern to his teachers, his family members and parents in equal measure.

The best tribute we can ever offer this architect of the Hindustan Group of Institutions could be to emulate his ideals and work toward realizing his dreams. Let his vision, “TO MAKE EVERY MAN A SUCCESS AND NO MAN A FAILURE,” inspire us to follow in his footsteps. God chose his company on Valentine’s Day. This adorable and affable human being will be remembered by all of us on this day, year after year as V-day, the Verghese Day.

ABOUT THE GROUP

HINDUSTAN GROUP OF INSTITUTIONS

-----CHENNAI-----

The Hindustan Group of Institutions (HGI) comprises of a network of esteemed institutions providing holistic development and academic innovation. Founded by the visionary late Dr. K C G Verghese in 1966, the group embodies his ethos “To Make Every Man a Success and No Man a Failure”.

Under the auspices of HGI, several prestigious institutions operate:

- * Hindustan Institute of Technology and Science (HITS)
- * KCG College of Technology
- * Orient Flights Aviation Academy, Mysuru (OFAA)
- * Hindustan Institute of Engineering and Technology (HIET)
- * Hindustan International Schools
- * Hindustan College of Arts and Science (HCAS)
- * Hindustan College, Mysuru

Each institution within the group upholds the highest standards of education, research, and industry collaboration, preparing students to excel in their chosen fields and contribute meaningfully to society. Through state-of-the-art facilities, global academic & industrial collaborations, proficient faculty, and a comprehensive curriculum, HGI continues to empower students to realize their full potential and emerge as global citizens ready to tackle the challenges of the 21st century.

The educational journey of the Hindustan Group of Institutions started in 1966 when Late Dr. K C G Verghese, the visionary founder established the Hindustan Engineering Training Centre, a pioneering effort in providing non-formal technical education which led to the evolution of the Hindustan Group of Institutions, offering top quality education across a wide spectrum of academic disciplines.

Today, HGI is a prominent name in the academic world, comprising numerous institutions of repute that are all united by the commitment to delivering high-quality education.

ADMINISTRATIVE OFFICE

The administrative office of the Hindustan Group of Institutions is located at No. 40, Grand South Trunk Road, St. Thomas Mount, Chennai. It is only three kilometres from the Chennai Kamaraj Domestic and the Anna International Airports. The office is ideally located for the students to arrive either by bus or by electric train from any part of Chennai. Guindy and St. Thomas Mount suburban railway stations are at equal distance from the administrative office. It is well connected with metro also.

Address of Administrative Office:

Hindustan Group of Institutions

40, GST Road, St. Thomas Mount, Chennai -600 016.

Ph : 044- 22339260 / 0980 / 1389 / 2508

E-mail : hetc@hindustan.ac.in Website : www.hindustan.ac.in

ABOUT HINDUSTAN COLLEGE, MYSURU

Hindustan College located in Mysuru is a unit of Hindustan Group of Institutions and affiliated to the University of Mysore which is one of India's oldest and most prestigious universities, known for its academic excellence and historical significance, it offers a wide range of undergraduate, postgraduate, and research programs across various disciplines. The Hindustan College, Mysuru is committed and equipped to offer well structured set of syllabi-centred programs and morally enriching workshops that are vital for the holistic development of our students. The college has a conducive environment offering advanced learning facilities and highly-qualified faculty for the comprehensive progress of the students.

The students have an exceptional track record of clearing professional courses like CA-CPT, CS-Foundation, and CA – IPCC besides the conventional programs. Effective training on personality development, skill enhancement programs, sports activities, and extracurricular events are necessary for the inclusive flourishing of young minds, thus the college is keen on organizing such programs periodically during the academic year.

The institution has earned prestigious accolades for its outstanding education standards, India's Elite Education and Institution Excellence Awards 2024 for **“Quality Education, Excellent Administration, and Future Skills Exposure”**, and in the special category for **“Excellence in Education Standards, Adaptability, and Implementation”**. It was **ranked No. 1 in Emerging BBA Institute Placement** and **No. 7 in Emerging BBA Institutions 2023** by the Times BBA survey, conducted by the Times of India Group. Additionally, it was honoured as the **“Best Private Under Graduate College in Karnataka 2023”** by the Centre for Education Growth and Research (CEGR). The college also received the title of **“Top and Most Trusted Degree College of the Year 2021 Karnataka”** at the National Education Excellence Awards and Conference 2021. Recognised for Excellence and Leadership in Education, it received the ET Ascent Stars of the Industry Award 2022 in the **“Quality in Education”** category. Furthermore, its dedication to **“Skill Development Initiatives of the Year”** category at the 7th Global Education and Skill Summit Leadership Award 2021 has fostered skill enhancement and education on a global scale.

Approvals and Affiliations

Hindustan College, affiliated to the University of Mysore and recognized by the Government of Karnataka, offers the following programs

1. **B Com**
2. **BCA**
3. **BBA (Aviation Management)**
4. **M.Com**

For the Academic Year 2024– 25, the college has an approved intake of 120 Students for BCA Program, 60 Students for B.Com Program, 40 Students for BBA (Aviation Management) Specialised UG Program and 40 Students for M.Com Program. The College is an authorized examination centre affiliated with the University of Mysore, registered under the code 1084.

GOVERNING COUNCIL

Dr. Elizabeth Verghese	:	Founder Chairperson
Dr. Anand Jacob Verghese	:	Chairman Hindustan Group of Institutions Managing Trustee Hindustan College, Mysuru
Dr. Ashok Verghese	:	Trustee / Member
Dr. Annie Jacob	:	Trustee / Member
Mr. Enid Verghese Jacob	:	Member
Prof. S J Manjunath	:	University of Mysore Representative
Mr. Vivek Reddy	:	Advisor
Mr. Abel Mathew Prasad	:	Special Officer
Dr. C J Priya	:	Member Secretary / Principal

DETAILS OF FACULTY

Teaching

Sl No.		NAME	QUALIFICATION	DESIGNATION
DEPARTMENT OF COMMERCE AND MANAGEMENT				
1	1	Dr.C.J. Priya	M.Com., M.Phil, Ph.D., UGC-NET	Principal& Professor
2	2	Dr. Harshavardhana B	MBA., K-SET., Ph.D.	Associate Professor & M.Com Co-ordinator
3	3	Dr. Archana	M.Com., M.Phil., Ph.D., K-SET	Associate Professor
4	4	Eshwar.V	M.Com, K-SET	HOD &Asst. Professor
5	5	Raghunandan G H	M.Com, K-SET	Assistant Professor
6	6	Sowmya H L	M.Com, K-SET	Assistant Professor/Placement Trainer
7	7	Shruthi L	M.Com., B.Ed.,	Assistant Professor
8	8	Dakshayini	M.Com., MBA., K-SET	Assistant Professor
9	9	Bhanu Priya A	M.Com, K-SET	Assistant Professor
10	10	Sneha Pillai	BA., B.Ed., Cabin Crew Trainer	Assistant Professor
11	11	Rijo Johnson	M.Com., DGR, Customer Care, Cabin Crew Trainer	Assistant Professor
DEPARTMENT OF COMPUTER SCIENCE				
12	1	Savitha K V	M.Sc., K-SET	HOD & Asst. Professor
13	2	Sukshma R D	MCA, K-SET	Assistant Professor
14	3	Vinanthi S	M.Sc., K-SET	Assistant Professor
15	4	Sahana K N	MCA.,	Assistant Professor
16	5	Ashwini P S	MCA.,	Assistant Professor
17	6	Rashmi R	M.Sc.,	Assistant Professor
18	7	Smitha M R	M.Sc.,	Assistant Professor
19	8	Poornima K	MCA.,	Assistant Professor
20	9	Vinay Kumar	M.Sc.,	Assistant Professor
21	10	Vinod R	MCA.,	Lab Instructor
DEPARTMENT OF LANGUAGES & HUMANITIES				
22	1	Dr. Shiva Kumar	M.A., Ph.D., UGC-NET, K-SET.	HOD & Asst. Professor, Kannada
23	2	Paramesha K	M.A., M.Phil., B.Ed., UGC-NET, KSET	Asst. Professor, Kannada
24	3	Charan Sekhar C	M.A., UGC-NET.	Asst. Professor, English
25	4	Megharaj Wadeyar C	M.A., KSET	Asst. Professor, English
26	5	Suman V	M.A.,B.Ed.	Asst. Professor, Hindi
27	6	Rahul Dev S	M.Sc., Environmental Studies	Asst. Professor, EVS

LIBRARY & PHYSICAL EDUCATION				
28	1	Sandhya D R	M.Lib.Sc	Librarian
29	2	Mr. Mohan Kumar L P	M. PEd., K-SET	Physical Education Director
ADMIN STAFF				
30	1	Subramanyam		Consultant Registrar
31	2	Sujendra Y		Office Superintendent
32	3	Bhagawan S		Additional Registrar
33	4	Manjula K		Secretary
34	5	Sowmya C		Accountant
35	6	Pradeep Kumar D		System Administrator
36	7	Rini Sushmitha		Admission Counsellor
37	8	Stalin S		Vigilance Officer
COLLEGE ADMINISTRATION				
1		Mr. Abel Mathew Prasad		Special Officer
2		Dr. C J Priya		Principal
3		Mr. Balaji K V V K		Finance Officer
4		Bhagawan S		Additional Registrar

Working Hours

Office Hours

Monday to Friday

9.00 am to 5.00 pm

Saturday: 9.00 am - 2.00 pm

COMMITTEES

Various committees are formed in the College for the smooth and efficient management of activities. It has also given an opportunity to the faculty to grow and develop in their extracurricular activities/field, and administrative skills. The committees were constituted by the Principal in consultation with the senior staff of the college for one academic year. The various Committees formed during the Academic year 2025-26 are as follows.,

S.NO	COMMITTEES	STAFF COORDINATORS
1	Discipline and Anti ragging cell	Dr. Harshavardana B, Dr. Shiva Kumar, Mr. Mohan Kumar
2	Student's Grievance Cell	Dr. Shiva Kumar, Mr. Eshwar V, Mr. Mohan Kumar
3	Internal Complaints Committee	Dr. Harshavardana B, Mr. Eshwar V, Ms. Smitha
4	IQAC	Ms. Savitha K V
5	Research Promotion	Dr. Archana, Dr. Harshavardana B, Dr. Shiva Kumar
6	Industry Institute Interaction	Dr. Harshavardhana B
7	Sexual Harassment Redressal Cell & Equal Opportunity Cell	Ms. Shruthi L
8	Human Rights Protection Cell	Ms. Smitha, Ms. Dakshayani
9	Career Guidance and Placement Cell	Ms. Sowmya H L, Ms. Vinanthi S, Mr. Rijo Johnson
10	Student Mentoring	Provided through the Class Coordinator
11	NSS	Mr. Raghunandan G H
12	Rotaract club	Mr. Mohan Kumar L P
13	Youth Red Cross	Ms. Sukshma R D
14	Commerce Forum	Ms. Banupriya A
15	TechConnect Club	Ms. Ashwini P N
16	Aero-Vision Club	Mr. Rijo Johnson
17	Literary Club	Mr. Charan Shekar C, Mr. Paramesha
18	Eco Club	Ms. Banupriya A, Mr. Megharaj Wadeyar
19	Student Welfare Officer	Dr. Shivakumar
20	Examination	Dr. Archana, Ms. Rashmi, Ms. Vinanthi, Mr. Vinay Kumar
21	Attendance	Ms. Manjula
22	Cultural Committee	Ms. Sukshma, Mr. Vinod, Ms. Sandhya, Ms. Sahana
23	Alumni Association	Mr. Eshwar V
24	Newsletter, Magazine	Dr. Shiva Kumar, Charan Shekar C., Sujendra
25	Sports	Mr. Mohan Kumar L P, Ms. Sandhya
26	Marketing	Ms. Rini Sushmitha M
27	Admission	Ms. Rini Sushmitha M
28	Library	Ms. Sandhya D R
29	Transport	Mr. Mohan Kumar
30	Hostel	Ms. Savitha K V, Mr. Raghunandan G H,
31	Purchase Committee	Ms. Sowmya C, Mr. Pradeep
32	Staff Welfare	Ms. Ashwini P N
33	Y's Men's Club of Mysuru Chamundi	Ms. Savitha K V, Vinanthi S
34	Time Table	Ms. Shruthi, Ms. Sahana
35	Scholarship (SC/ST/OBC/Merit)	Mr. Sujendra
36	Website development/media/publicity	Mr. Pradeep, Dr. Shiva Kumar, Mr. Charan Shekar C.
The Principal & Special Officer shall be ex officio members of all committees.		

GRIEVANCE REDRESSAL COMMITTEE

Hindustan College, Mysuru, always strives to provide a mechanism for students to state their grievances regarding any academic or non-academic matters within the campus, either online or through the grievance/suggestion box, and find a solution for the issue within the stipulated time. The Grievance Redressal Committee has been formed centrally to address the issues of the students.

Objectives of Grievance Redressal Committee:

- To uphold the dignity of the College by ensuring a strife-free atmosphere in the College through the promotion of cordial Student-Student relationships and Student-teacher relationships, etc
- To provide responsive, accountable, and easily accessible machinery for the settlement of grievances and to ensure expeditious settlement of grievances of Students to maintain a harmonious educational atmosphere in the institute.
- Encouraging the Students to express their grievances/problems freely and frankly, without any fear of being victimized.
- Advising Students of the College to respect the rights and dignity of one another and show utmost restraint and patience whenever any occasion of rift arises.
- Advising all the Students to refrain from inciting Students against other Students, Teachers, and the College administration.
- To ensure an effective solution to the student's grievances with an impartial and fair approach.

Functions of Grievance Redressal Committee

- The function of the cell is to look into the complaints lodged by any student and judge their merit. The Grievance Cell is also empowered to look into matters of harassment.
- Anyone with a genuine grievance may approach the department members in person or in consultation with the class in charge.
- In case the person is unwilling to appear in person, grievances may be dropped in writing at the letterbox/ suggestion box of the Grievance Cell at the Administrative Block. Grievances may also be sent through e-mail to the

principal@hindustancollege.in or the officer in charge of the Students' Grievance Cell.

- The cases will be attended to promptly on receipt of written grievances from the students. The Grievance Cell will act upon those cases that have been forwarded along with the necessary documents.
- The Grievance Cell will ensure that the grievance has been properly solved within the stipulated time limit provided by the cell

MEMBERS OF GRIEVANCE REDRESSAL COMMITTEE

S.NO	NAME	DESIGNATION	POSITION	EMAIL ID
01	Dr. C J Priya	Principal	Chairperson	principal@hindustancollege.in
02	Dr. Shiva Kumar	HoD & Asst. Professor	Member	kannada@hindustancollege.in
03	Mr. Eshwar	HoD & Asst. Professor	Member	eshwar.v@hindustancollege.in
04	Mr. Mohan Kumar	Director (Physical Education)	Member	mohankumar.lp@hindustancollege.in
05	Pranavi A. M.	Student, III B. Com	Member	Pranavimahesh04@gmail.com
06	Sukanya M.	Student, III BCA	Member	Sukanyamsukku93@gmail.com

INTERNAL COMPLAINTS COMMITTEE

In accordance with the UGC (Prevention, Prohibition and Redressal of Sexual Harassment of Women Employees and Students in Higher Educational Institutions) Regulations, 2015, the College has an Internal Complaints Committee. In case of any incident of harassment, your complaints may kindly be brought to the notice of the Presiding Officer of the Committee Dr. C J Priya, Principal, Hindustan College in writing or through phone. The Committee will address the issue as soon as possible.

MEMBERS OF INTERNAL COMPLAINTS COMMITTEE

S.NO	NAME	DESIGNATION	POSITION	EMAIL ID
01	Dr. C J Priya	Principal	Chairperson	principal@hindustancollege.in
02	Dr. Shiva Kumar	HoD & Asst. Professor	Member	kannada@hindustancollege.in
03	Ms. Dakshayini	Asst. Professor	Member	dakshayini@hindustancollege.in
04	Ms. Smitha	Asst. Professor	Member	Smitha.m.r@hindustancollege.in
05	Pavan Kumar V.	Student, III BCA	Member	Pavankumar180106@gmail.com
06	Ayush B. R.	Student, III B.Com	Member	Ayushbrayushbr634@gmail.com

ANTI RAGGING COMMITTEE

ANTI RAGGING POLICIES: KARNATAKA EDUCATION ACT, 1983

Section 2 (29):

"Ragging means causing, inducing, compelling or forcing a student, whether by way of a practical joke or otherwise, to do any act which detracts from human dignity or violated his person or exposes him to ridicule or to forbear from doing any lawful act, by intimidating wrongfully restraining, wrongfully confining, or injuring him or by using criminal force to him or by holding out to him any treat of such intimidation, wrongful restraint, wrongful confinement, injury or the use of criminal force".

Section 116-Penalty for Ragging:

1. No person who is a student in an educational institution including an institution under the direct management of the University or of the Central Government, shall commit ragging.
2. Any person who contravenes sub-section (1) shall, on conviction, be punished with imprisonment for a term which may extend to one year or with a fine which may extend to two thousand rupees or with both.

The following punishments have been laid down for ragging under the Regulations of the University Grants Commission at the Institutional level.

Depending upon the nature and gravity of the offence as established by the Anti-Ragging Committee of the Institution, the possible punishments for those found guilty of ragging at the institutional level shall be any one or any combination of the following:

1. Suspension from attending classes and academic privileges.
2. Withholding/withdrawing scholarship/fellowship, and other benefits.
3. Debarred from appearing in any test/examination or other evaluation process.
4. Withholding results.
5. Debarred from representing the institution in any regional, national, or international meet, tournament, youth festival, etc.
6. Suspension/expulsion from the hostel.
7. Cancellation of admission.
8. Rustication from the institution for a period ranging from 1 to 4 semesters.

9. Expulsion from the institution and consequent barring from admission to any other institution for a specified period.
10. Fine ranging between Rupees 25,000/- and Rupees 1 lakh.
11. Collective Punishment: When the persons committing or abetting the crime of ragging are not identified, the institution shall resort to collective punishment.

Functions of the Anti-Ragging Committee:

- Ensures that at least one faculty member will be present at any particular time at all the locations to avoid ragging activities.
- Takes precautions to avoid ragging activities at other locations like bus stops and gives instructions to the student volunteers and secret informers at various boarding points.
- Canvases about anti-ragging in the form of Flexes, Posters, and Boards in college premises and surrounding areas where there is a chance of ragging.
- Arranges counselling and guidance programs for the fresher's and parents regarding ragging.
- Takes affidavits from the students and parents regarding Ragging during Admission.
- Provides helpline details inside and outside college premises.
- Resolves the complaint received from the victim.
- Verifies the facts through enquiry.

MEMBERS OF ANTI-RAGGING COMMITTEE

S.No	NAME	DESIGNATION	POSITION	EMAIL ID
01	Dr. C J Priya	Principal	Chairperson	principal@hindustancollege.in
02	Dr. Harshavardhan	Associate Professor	Member	harshavardhana.b@hindustancollege.in
03	Dr. Shiva Kumar	Asst. Professor	Member	kannda@hindustancollege.in
04	Dr. Archana	HoD& Asst. Professor	Member Secretary	eshwar.v@hindustancollege.in
05	Rajni Kumar	Parent (Ayush's father, III B. Com)	Member	shreeraghu8@gmail.com
06	Rohini H. R.	Student (III BBA)	Member	Rohinisp14@gmail.com
07	Marina Thomas	Student(III BCA)	Member	thomasmarina715@gmail.com

POSH POLICY

POLICY NAME: The Sexual Harassment of Women at Workplace (Prevention, Prohibition and Redressal) POSH.

1. Policy Statement and Objective:

Hindustan College is fully committed to upholding the provisions of the Sexual Harassment of Women at Workplace (Prevention, Prohibition and Redressal) Act, 2013 by maintaining a safe, respectful, and inclusive work environment. We recognize every woman's right to work free from unwelcome, offensive, or discriminatory behaviour. The institution adopts a Zero-Tolerance Policy toward any form of sexual harassment and ensures swift and fair redressal through a formally constituted Internal Committee. Through regular training, awareness, and strict enforcement, Hindustan College fosters a culture of dignity, safety, and professional integrity.

2. Objective of POSH Policy at Hindustan College:

- a) The policy aims to clearly define what constitutes sexual harassment, including physical, verbal, non-verbal, and visual forms of unwelcome behaviour and inappropriate conduct.
- b) Hindustan College is committed to creating a workplace culture that discourages any form of sexual misconduct through awareness, training, and strict policies. Preventive measures are actively implemented to ensure such behaviour is discouraged and promptly addressed.
- c) A well-defined, confidential, and time-bound grievance redressal system is in place to handle complaints efficiently and fairly. The Internal Committee follows a systematic inquiry process to ensure impartial resolution and protection for all parties involved.
- d) This policy fully complies with the Sexual Harassment of Women at Workplace (Prevention, Prohibition and Redressal) Act, 2013, and its associated rules. The College ensures adherence through periodic reviews, reporting, and committee functioning in line with legal standards.

3. Scope and Definitions: This policy applies to all women/girls of Hindustan College.

- a) The POSH policy applies on-site office premises, including workstations, meeting rooms, cafeterias, restrooms, lab, classrooms, and reception areas. Any act of sexual harassment occurring within the physical boundaries of the office will be subject to investigation under this policy. All employees and visitors are expected to follow the code of conduct and report any inappropriate behaviour observed or experienced.
- b) The policy extends to remote work and hybrid settings, recognizing that inappropriate behaviour can occur via emails, video calls, chats, or messaging platforms. Sexual harassment in digital communication, even outside physical office premises, is equally serious and subject to the same redressal process.
- c) Any sexual harassment occurring during official offsite events, such as training programs, conferences, business meetings, or company-sponsored travel, is covered under this policy. The workplace definition includes any location where employees represent the company or perform official duties. All safety and conduct guidelines remain in effect regardless of the physical setting.

4. Definitions of Sexual Harassment at Workplace include but are not limited to:

- a) Physical Contact or Advances, unwanted physical touch, intentional brushing, or invading personal space without consent is considered sexual harassment. This includes actions such as touching someone's shoulder unnecessarily, trying to hug a colleague, or blocking their path in a threatening or suggestive way. Examples: i) Uninvited hand-holding or back-patting. ii) Leaning too close during conversation. iii) Brushing against someone intentionally.
- b) Unwelcome Sexual Remarks, Jokes, or Gestures, making sexually suggestive comments, jokes, or gestures that make others uncomfortable is strictly prohibited. Even if intended humorously, such behaviour can create a hostile work environment and will be treated seriously under the POSH policy. Examples: i) Jokes about someone's appearance or clothing. ii) Suggestive facial expressions or hand signs. ii) Comments about someone's body or relationship status. c) Showing Pornography, displaying, forwarding, or

exposing others to pornographic material at work or during work-related communication is a serious violation.

- c) Applies to physical content, digital images, links, or media shared via email, chat, or during meetings. Examples: i) Sending pornographic videos via office chat. ii) Sharing explicit images during a video call. iii) Opening adult content on a shared screen.
- d) Demand or Request for Sexual Favours, asking for sexual Favours, directly or indirectly, in exchange for work benefits or to avoid consequences, is a grave offense. Such requests, whether verbal, written, or implied, create an intimidating work environment and are grounds for strict action. Examples: i) Hinting at promotions in exchange for dates. ii) Asking for private meetings outside work with sexual intent. iii) Suggesting better assignments in return for Favours.
- e) Any Unwelcome Verbal or Non-Verbal Conduct of Sexual Nature, Verbal or non-verbal conduct with a sexual undertone that is unwelcome, even without physical contact, may qualify as harassment under the policy. This includes body language, gestures, or communication that implies sexual intent or discomforts another person. Examples: i) Repeatedly staring or leering. ii) Whistling or making sounds. iii) Sending flirtatious or inappropriate compliments.

5. Internal Committee (IC) Formation at Hindustan College

NAME	DESIGNATION	ROLE	MAIL ID
Ms. Shruthi L	Assistant Professor	Presiding Officer	shruthi.l@hindustancollege.in
Mr. Abel Mathew Prasad	Special Officer	Member	specialofficer@hindustancollege.in
Dr. Priya C J	Principal	Member	principal@hindustancollege.in
Mr. Sajimon Joseph	Head Admin & HR	Member	head-admin@hindustancollege.in
Ms. Bindhu V U	Legal Manager	External Member	legal@hindustanuniv.ac.in

- 6. The complaint process under the POSH policy is designed to provide a safe, confidential, and timely mechanism for reporting sexual harassment. It ensures that every grievance is addressed impartially, with due respect for the rights of both the complainant and the respondent. The procedures under POSH are: -

- i) Complaints must be submitted in writing within three months of the incident or the last occurrence if it is a series of events. This timeline helps ensure the timely investigation and resolution of the matter.
- ii) If the aggrieved woman is unable to file the complaint herself, a legal heir, friend, or co-worker is authorized to do so on her behalf. This provision ensures access to justice even when the complainant faces difficulties.
- iii) Complaints can be submitted either physically in person or via email. Multiple submission options are provided for convenience and accessibility.
- iv) Strict confidentiality will be maintained at every stage of the complaint process to protect the privacy and dignity of all parties involved. Unauthorized disclosure of information is prohibited and may result in disciplinary action.

Extension Clause: *The Internal Committee may grant an extension of up to three additional months for filing a complaint beyond the initial three-month period. This extension will only be considered if there are valid reasons, which must be documented in writing. Such flexibility ensures that genuine grievances are not dismissed due to procedural timelines.*

7. Inquiry Process, Inquiry and Timelines by the Internal Committee.

Stage	Timeline
Complaint receipt.	Day 0.
Preliminary review by IC.	Within 7 working days.
Notice to respondent.	Within 10 days.
Start of inquiry.	Within 14 working days.
Completion of inquiry.	Within 90 days.
Submission of IC Report.	Within 10 days post-inquiry.
Implementation of action.	Within 60 days from report submission.

8. Inquiry Proceedings by the Internal Committee.

- i) The inquiry proceedings are conducted with strict confidentiality to protect the privacy and dignity of all parties involved. All information shared during the process is kept secure and disclosed only to authorized personnel as required.
- ii) Both the complainant and the respondent are given a fair opportunity to present their evidence and call witnesses to support their case. This ensures a balanced and unbiased assessment of the facts.

- iii) Legal representation is not permitted during the inquiry to maintain a straightforward and informal process. However, parties may seek external legal advice outside the inquiry if they wish.

9. Recommended Actions (If Complaint is Proven) Disciplinary Measures.

Depending on the severity of the proven complaint, the Internal Committee may recommend appropriate disciplinary actions to address the misconduct. They are: -

- i) For less severe cases, the Internal Committee may recommend a written apology or a formal warning to the respondent. This aims to correct behaviour while maintaining workplace harmony.
- ii) In more serious instances, suspension or termination of employment may be advised to ensure a safe and respectful work environment. Such measures reflect the company's zero-tolerance stance on sexual harassment.
- iii) The Committee may also suggest financial penalties such as salary deduction or withholding promotion as a form of disciplinary action. This reinforces accountability and deters repeated misconduct.
- iv) Mandatory counselling or specialized training might be recommended to help the respondent understand the impact of their behaviour and prevent future violations. This supports rehabilitation alongside discipline.
- v) For complaints involving criminal offenses, the Committee can recommend filing a police complaint to initiate legal proceedings alongside suspension, termination, etc. This ensures appropriate legal action is taken in accordance with the law.

10. False or Malicious Complaints.

- a) If a complaint is found to be malicious or intentionally false following a thorough and fair inquiry, the Internal Committee may recommend disciplinary action against the complainant. Such action will only be taken after careful consideration of all evidence and circumstances surrounding the complaint. This measure is intended to protect individuals from misuse of the POSH mechanism while ensuring genuine complaints are taken seriously.
- b) An inability to substantiate a complaint during the inquiry does not automatically imply that the complaint was false or malicious. There may be

situations where evidence is insufficient or unavailable, yet the grievance could still be genuine. Therefore, every complaint will be treated with sensitivity and impartiality, without presuming bad faith on the part of the complainant.

11. Police Reporting and Legal Action.

- a) If the alleged act is criminal in nature (e.g., molestation, stalking, threats), the IC will:
 - i) Inform the aggrieved woman of her right to file an FIR.
 - ii) Assist her in approaching the nearest police station.
 - iii) Notify Hindustan College for any further steps.
- b) Emergency contact numbers.
 - i) Police– 112.
 - ii) Women’s Helpline– 1091.
 - iii) Ambulance– 108.

12. Confidentiality and Data Protection

- a) All proceedings and identities will be kept confidential as per Section 16 of the POSH Act,2013.
- b) Disclosure of information to the media or third parties without approval is prohibited.
- c) Violations will lead to disciplinary action.

13. Recordkeeping towards the IC Inquiry, complaint, etc. All records related to complaints, inquiries, evidence, findings, and reports will be securely maintained and preserved for a minimum period of (3) years. This ensures proper documentation and compliance with legal and organizational requirements.

14. Annual Filing and Awareness Programs.

- a) Hindustan College shall submit its Annual POSH Report to the District Officer, Mysuru, by January 31st of each calendar year, as mandated by the POSH Act,2013.
- b) Report includes: -
 - i) Number of complaints received.
 - ii) Disposed of complaints.
 - iii) Pending complaints.
 - iv) Awareness programs conducted.

15. Hindustan College conducts regular awareness sessions and mandatory POSH training for all employees to ensure understanding of acceptable workplace behaviour. Specialized training is also provided to Internal Committee members to handle complaints sensitively and in compliance with the law. The POSH policy is prominently displayed and shared with all staff to promote a safe and respectful work culture.

- a) Annual POSH training is mandatory for all employees at Hindustan College to ensure awareness of workplace conduct and legal rights. This training helps reinforce a culture of respect, safety, and zero tolerance toward sexual harassment.
- b) Specialized training is provided to Internal Committee members to equip them with the legal knowledge and procedural skills required to handle complaints effectively. This ensures that all inquiries are conducted fairly, sensitively, and in full compliance with the POSH Act, 2013.
- c) The POSH policy at Hindustan College has been effectively communicated to all employees through the following method(s)
 - i) The POSH policy is shared with all new joiners during their onboarding to ensure awareness of their rights and responsibilities from day one.
 - ii) The POSH policy is displayed prominently in the office to ensure visibility and accessibility for all employees, visitors, and stakeholders.
 - iii) The POSH policy is published on the company intranet/e-mail to provide employees with easy and continuous access to its guidelines and procedures.

16. This policy shall be reviewed annually or whenever there is a significant legal amendment or organizational change that impacts its provisions. Regular reviews ensure continued compliance with the POSH Act and alignment with ORIENT Flights Private Limited's workplace practices.

17. Declaration by Hindustan College's staff- all employees are required to read, understand, and comply with the POSH policy as part of their professional

responsibilities. Lack of awareness or ignorance of the policy will not be accepted as a valid defence in case of non-compliance or violation.

18. Employees can report POSH-related grievances by contacting the Internal Committee through the dedicated email address or directly. For confidential support or escalation, they may also reach out directly to the Presiding Officer or any IC member listed in the policy.

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ADMISSIONS for UG COURSES

Department of Higher Education, Government of Karnataka has introduced the Unified University & College Management System (UUCMS) and claims as the first of its kind in the country. Under UUCMS, from selection of college till completion of the programme, each and every stage has been digitalized. Those candidates who wish to enrol in these programmes need to apply online for admission, and the steps for the same are as below:

1. Candidate has to register themselves in the UUCMS web portal (<https://www.uucms.karnataka.gov.in>) by selecting the option “New Registration”.
2. Under the New Registration Screen, need to verify AADHAAR using the OTP generated to the mobile number linked with AADHAAR.
3. After Verification of AADHAAR need to fill in all the required details such as PUC Registration Number and other demographic information like address, gender, E Mail ID, etc, followed by uploading all related documents such as SSLC Marks Card, PU Marks Card, Photograph, and Signature. Once the application successfully submitted, an User ID and Password will be generated.
4. Candidates need to login using the credentials generated in the above step, after login candidate can choose programme and college by choosing the appropriate university and should submit their preference.
5. The preference submitted by candidate will be auto intimated to concerned college and the college will call for document verification and post verification of the document, approval will be given.
6. Once Approval is given, the candidate needs to login to their respective UUCMS account and make online payment, in case of offline payment, fee paid receipt can be uploaded.
7. Once the payment details are updated by the candidate, the same shall be auto intimated to the college and will be allowed to approve admission, upon approval candidate register number shall be generated. The candidate can collect their register number from college.
8. The payment of all fees and dues to the college should be done before the odd semester examination.

SEMESTERS AND PROGRAM STRUCTURE

1. All the UG degree programs shall be of a six-semester duration unless specified otherwise.
2. An academic year consists of two semesters: Odd Semester and Even Semester.
3. A semester normally extends over a period of 16 weeks, with 90 working days
4. Program structure:
 - a. Every course offered may have three components: Lecture (L), Tutorial (T), and Practical (P). The tutorial session consists of participatory discussions, self-study, desk work, brief seminar presentations by students, and other novel methods.
 - b. The credit pattern for a course (LTP) shall be decided by the respective Board of Studies (BoS).
 - c. Credit means the unit by which the coursework is measured. One hour session of Lecture per week for 16 weeks amounts to 1 credit. Two hours session of Tutorial or Practical per week of 16 weeks amounts to 1 credit per semester. For the purpose of the workload of a teacher, one hour of a lecture session, one hour of a tutorial session, and one hour of a practical session are all equal to one hour of workload. The total duration of a semester is 20 weeks, inclusive of the semester-end examination.
 - d. A course of 3 to 6 credits will be evaluated for 100 marks. A course with fewer than 3 credits will be evaluated for 50 marks. For any other approved course, the evaluation method shall be decided by the respective BoS.
 - e. A Project Work/Dissertation of 6 credits shall be evaluated for 100 marks.

PROGRAM COURSE DEFINITIONS:

1. Discipline Specific Course (DSC) is a core course, which should compulsorily be studied by a student as a core requirement of the program.
2. An Elective Course is a course that can be chosen from a pool of courses. It may be very specific or specialized or advanced or supportive to the discipline/subject of study or which provides an extended scope, or which enables exposure to some other discipline/subject/domain or nurtures the students' proficiency/skill.

- a. Discipline Specific Elective (DSE) is a course offered under the main discipline/subject of study or a Project/Dissertation.
- b. Project/Dissertation is an elective course designed to acquire special/advanced knowledge, such as supplementing study/support study to project work. A student has to study such a course on his/her own with advisory support of a faculty member.
- c. Generic Elective (GE) is an elective course chosen from an unrelated discipline/subject with the intention to seek exposure beyond the discipline/subject.
- d. Ability Enhancement Courses (AEC) may be of two types: Ability Enhancement Compulsory Courses (AECC) and Skill Enhancement Courses (SEC). AECC courses are mandatory courses based upon the content that leads to knowledge enhancement, viz., Environmental Studies, Indian Constitution, and English/Modern Indian Languages (MIL)/Communication skills. SEC courses are aimed at providing hands-on training, competencies, skills, etc.

Note:

A candidate shall study any TWO of the languages, viz., English, Kannada, Hindi, Sanskrit, Urdu, Telugu, Malayalam, Persian, Arabic, French, German, Russian, etc.

- a. Out of the two languages selected, one of the languages shall be an Indian language. Indian language means any one of the languages mentioned in the Eighth Schedule of the Constitution of India.
- b. In the case of foreign nationals, the requirement of an Indian language may be waived by the University.
- c. The University may permit private study of a language by a student, if there is no provision for instruction in that subject in a college, and allow the student to appear for the examination in the subject without insisting on attendance. Such a candidate will not be evaluated for C1 and C2 marks. However, for the final grade calculation, 80 marks of C3 will be equated to 100 marks.

- d. Deaf and Dumb, Spastic, Mentally Challenged, and Learning Deficiency students shall study only one language.
- e. Change of language will not be permitted during the period of the program.
- 3. Fee means the fee prescribed by the University for the UG programs from time to time.
- 4. Grade is a score assigned to the percentage of the marks awarded in a course.
- 5. Grade Point (GP) of a course refers to the product of credits and the Grade earned by the student in that course.
- 6. Grade Point Average (GPA) refers to the performance of the student in a given semester. GPA is the ratio of the total grade points earned by the student in all the courses to the total number of credits assigned to the courses in a semester.
- 7. Subject Grade Point Average (SGPA) refers to the ratio of the total credit points earned by the student in all the courses of all the semesters of a single subject to the total number of credits assigned to the courses of all the semesters of that subject.
- 8. Cumulative Grade Point Average (CGPA) is the ratio of the total credit points earned by the student in all the courses of all semesters to the total number of credits assigned to the courses of all the semesters.

ELIGIBILITY FOR UG ADMISSION

A candidate who has passed the two-year Pre-University Examination conducted by the Pre-University Board of Education, Government of Karnataka, or any other Examination considered equivalent by the University is eligible for admission to the first semester of the UG program.

- a) A candidate who has passed a 3-year Diploma in Commercial or Secretarial Practice, Aviation conducted by the Department of Technical Education, Government of Karnataka, is eligible for admission to the 3rd semester B.Com/BBA directly.
- b) A candidate who has passed 3 years diploma after SSLC/10th class with Computer Science Engineering/Information Science Engineering or equivalent are eligible for admission to the 3rd semester BCA.

However, such a candidate has to pass the languages and other compulsory papers viz., Constitution of Indian and Environmental Studies of first two semesters.

MEDIUM OF INSTRUCTION

The Medium of Instruction shall be English. However a student can write the examination either in English or Kannada.

CONDUCT

Every student is required to observe discipline and decorum both inside and outside the campus in accordance with the instructions of the respective colleges and also as per the instructions issued by the University of Mysore/Government of Karnataka/UGC from time to time.

SCHEME OF THE PROGRAM

- a) The minimum duration for completion of a UG Program is six/eight semesters. However, as per the double the duration norm of the University, the maximum period permitted is twelve/sixteen semesters, counting from the first semester.
- b) A student has to earn 149 credits for the successful completion of a six semester UG program and 183 credits for the successful completion of eight semesters UG program.
- c) A student can enrol for a maximum of 28 credits in a semester.
- d) Only such students who successfully complete 149 or 183 credits in size of eight semesters, respectively, without a break, shall be considered for declaration of ranks and/or medals.

COURSE REGISTRATION

- a) Every student is assumed to have registered for all DSC courses offered in that semester.
- b) A student is permitted to choose any of the DSE courses offered by the department during that semester.
- c) A student is permitted to choose any of the GE courses offered in the college during that semester.
- d) A student has to register for Environmental Studies and the Indian Constitution within the first two semesters.
- e) After registration, a student can opt out of an elective course registered earlier and opt for another elective course, giving valid reasons before the prescribed date for

withdrawal of courses. This is subject to the condition that the student will be able to fulfil the required minimum attendance in the newly registered course.

- f) Withdrawal from a course will not be permitted for those who undergo late registration. Cancellation of a course (AECC/SEC/DSE/GE) may be permitted before the conduct of the C1 examination.

ATTENDANCE

- a) Only those students who have at least 75% attendance in a course shall be permitted to take the C3 examination for that course.

TRANSFER WITHIN UNIVERSITY AND FROM OTHER UNIVERSITIES

- a) Transfer to a different institution within the University is permitted only at the beginning of the academic year.
- b) Transfer of a candidate between any two institutions of the University of Mysore is allowed only if the same combination of subjects is available and offered in both institutions when such a transfer is being made.
- c) A candidate from any other university can join a program of this university only at the beginning of the academic year.
- d) A candidate from another university seeking admission by transfer to the University of Mysore should have completed all the courses/papers of the previous semesters.

CONTINUOUS ASSESSMENT

Assessment and evaluation processes happen in a continuous mode. However, for reporting purposes, a semester is divided into three discrete components identified as C1, C2, and C3. The performance of a student in a course will be assessed as explained below:

- a) The outline for continuous assessment activities for C1 and C2 will be proposed by the respective BoS. This will be based on test/assignment/tutorial/viva voce/seminar/any other.
- b) The first component, C1, of assessment is for 10%. During the first half of the semester, the first 50% of the syllabus should be completed. This should be completed by the 8th week of the semester.

- c) The second component, C2, of assessment is for 10%. C2 will be based on the remaining 50% of the syllabus. C2 will be completed during the 15th week of the semester.
- d) A student cannot repeat C1 and C2.
- e) During the 18th to 20th week of the semester, a semester-end examination shall be conducted by the University for each course. This forms the final component of assessment (C3) for 80%. The student has to apply for the C3 examination as per the University Notification.
- f) The BoS will decide the scheme of valuation for the C3 component of the Practical.
- g) Project shall be evaluated as per the scheme recommended by the relevant Board of Studies. C1 and C2 components of the project shall be evaluated by the Project Supervisor for 30 marks each. C3 component of the project shall be evaluated jointly by the Project Supervisor and one External Examiner for 40 marks.

EVALUATION FOR C1 AND C2

- a) Students will be evaluated for each course by the teacher (s) handling that course.
- b) After the evaluation, the results have to be announced. The course teacher has to obtain the signature of the students registered for the course in a register maintained specifically for the purpose, indicating that they have no objection to the marks awarded within 5 days from the date of announcement of the marks.
- c) In case a student is not satisfied with the assessment, the student can make an appeal to the Grievance Cell within 5 days from the date of announcement of the results. Otherwise, it is presumed that the student has no objection to the marks awarded.
- d) The student can appeal to the Grievance Cell by paying the prescribed fee as fined by the University. The Grievance Cell is empowered to take corrective measures. The concerned course teacher has to provide all the relevant documents to the Grievance Cell. The decision taken by the Grievance Cell is final.

EXAMINATION, EVALUATION FOR C3

- a) If a paper has both Lecture (L) and Practical (P) components, then

- If the credit is equal to 3 or more, the C3 exam should be conducted for 80 marks each.
- If the credit is less than 3, the C3 exam should be conducted for 40 marks each.
- A candidate has to score a minimum of 30% in both the Lecture and Practical components of a paper in C3.

b) Question paper setting

- The question paper pattern for the C3 component of each course shall be prepared by the respective Board of Studies.
- Each subject shall have a Board of Examiners, which shall prepare, scrutinize, and approve the question papers for all the courses of that subject.

c) Valuation

- Before the valuation, the answer scripts shall be coded.
- There shall be a centralized, single valuation of the C3 theory answer scripts.
- C3 component of the Practical will be conducted with two examiners, of whom at least one is an external examiner. Any examiner on the approved panel of examiners of the University not belonging to the parent college is an external examiner.
- Project shall be evaluated as per the scheme recommended by the relevant Board of Studies. C1 and C2 components of the projects shall be evaluated by the project supervisor for 30 marks each. C3 component of the project shall be evaluated jointly by the project supervisor and one external examiner for 40 marks.
- Awarding the grades should be completed by the 26th week of the semester.

PASSING CRITERIA

- a) A student is considered to have passed the course only on securing a minimum of 40% from C1, C2, and C3 put together.
- b) A student can take the C3 exam irrespective of the marks scored in C1 and C2 of a particular course.

- c) In case a student secures less than 35% in C3 or is absent for C3, the student is said to have not completed the course. The student shall complete the course by re-appearing only for the C3 component of that course when the University conducts the examination. The student carries the marks already awarded in C1 and C2.
- d) A candidate has to score a minimum of 35% each in both the Lecture and Practical components of a paper in C3. In case a candidate secures less than 35% in theory or practical in the C3 Odd semester exam, the candidate must reappear for that paper during the next odd semester exam, which would be conducted in the next academic year.
- e) On successful completion of the UG program, a final grade card consisting of grades of all courses completed by the student will be issued by the University.

REAPPEARING FOR THE BACKLOG SUBJECT

- a) For students who could not attend C1 or C2 due to medical reasons/extraordinary circumstances/participation in sports/NCC/NSS/any other extracurricular activities (approved by the College), C1 and C2 exams shall be conducted for them separately before the 15th week of the semester.
- b) If a student scores less than 35% in a subject in an odd semester (e.g., 1st semester), they must reappear for that subject during the next odd semester exams, which would be conducted in the next academic year.
- c) Similarly, if a student scores less than 35% in an even semester (e.g., 2nd semester), they must reappear for the failed subject in the next even semester exams, which would occur in the following academic year (e.g., 4th semester)
- d) The student must re-register for the subject they failed in. This involves filing out an exam application form and paying the required fees for that subject when the university opens registration for the upcoming semester exams.
- e) There are no Makeup exams (supplementary exams), the student must wait until the same semester exam is conducted again.

PERCENTAGE AND GRADING

- a) If P is the percentage of the marks secured by a candidate in a course (C1+C2+C3) which is rounded to nearest integer, the grade, G earned by the student in that course will be as given below:

PERCENTAGE (P)	GRADE (G)	PERCENTAGE (P)	GRADE (G)
40-44	4.5	70-74	7.5
45-49	5.0	75-79	8.0
50-54	5.5	80-84	8.5
55-59	6.0	85-89	9.0
60-64	6.5	90-94	9.5
65-69	7.0	95-100	10.0

- b) The overall percentage in a subject is $10 * SGPA$.
c) The overall percentage in a program is $10 * CGPA$.
d) The SGPA and CGPA will be computed up to 3rd decimal place.

CLASS DECLARATION

The class to be awarded to the student is based on CGPA as given below:

CGPA	CLASS
4 – 5 CGPA	Second
6 – 7 CGPA	First
8 – 10 CGPA	Distinction

PHOTOCOPY, RETOTALLING, AND REVALUATION

- a) A student can avail the following services by paying the prescribed fees to the University within 15 days from the date of from the date of announcement of the results: Photocopy of the answer script (C3), Re-totalling and Revaluation
- b) The Re-totalling shall provide for checking whether all the answers have been valued, and the totalling is correct. In case any answer or part thereof has not been valued, that part may be referred to another valuer, and marks so awarded shall be added to the total. In case there is a mistake in totalling or carryover of marks from the inside sheets to the facing sheet, the Registrar (Evaluation) shall have it corrected with the approval of the Vice Chancellor.

- c) The result of Re-totalling shall be announced within five days from the date of applying for the same.
- d) The result of the revaluation shall be announced with twenty days from the last date for the receipt of the application.
- e) Revaluation shall be carried out by an examiner from the University who has not valued that particular script.
- If the difference between the original marks and the revaluation marks does not exceed 15 percent of the maximum marks prescribed for that theory paper, the average of the two will be the final award of marks.
 - If the difference between the original marks and the revalued marks is more than 15 percent of the maximum prescribed for that theory paper, such scripts shall be valued by an external examiner outside the University. The average of the nearest two shall be the final award of marks.
 - In case one or more answers are not valued by the original examiner, then the marks awarded by the subsequent examiner, as far as these answers are concerned, shall be taken as they are, without averaging with the marks of other answers.
 - In case where there is a difference between the original marks, first revaluation marks or/and the second revaluation marks indicating that a particular examiner has been erratic in his/her valuation, then such cases shall be referred to the Malpractice and Lapses Inquiry Committee to establish whether or not any punitive measures need to be taken.
 - If there is a complaint of unfair valuation of answer scripts for a group of students, the Vice Chancellor may, after a preliminary inquiry, order for revaluation of the concerned group of students or the entire set of students in the paper concerned. After such revaluation, a random sample of 10% of the answer scripts, subject to a minimum of ten, shall be referred for review.

**REVISED ACADEMIC CALENDER OF EVENTS FOR UNDER GRADUATE
 PROGRAMMES IN THE AFFILIATED/ CONSTITUENT/AUTONOMOUS COLLEGES OF
 UNIVERSITY OF MYSORE FOR THE ACADEMIC YEAR 2025-26**

Sl. No.	Academic Activity	Dates
1.	Admission Process	09-04-2025 To 10-07-2025
2.	Last date for admission to 1 st Semester	28-06-2025
3.	Last date for admission to 1 st semester with Penal fee	10-07-2025
4.	Commencement of 1 st , 3 rd and 5 th semesters classes	30-06-2025
5.	Completion of admission of II and III year, uploading of fee receipt & promote to II & III year at UUCMS Portal	28-07-2025
6.	Last working day of the 1 st , 3 rd & 5 th semester programmes	23-10-2025
7.	Commencement of Examination of 1 st , 3 rd & 5 th semester	24-10-2025
8.	Vacation* (including conducting of Examinations (Theory & Practical), Valuation and Results)	24-10-2025 To 05-12-2025
9.	Commencement of 2 nd , 4 th and 6 th semester Classes	08-12-2025
10.	Closure of 2 nd , 4 th and 6 th semesters classes	28-03-2026
11.	Commencement of Examination	30-03-2026
12.	Vacation* (including conducting of Examinations (Theory & Practical), Valuation and Results)	30-03-2026 To 10-05-2026
*Teachers on vacation should take up the assigned examination work, including valuation		

NOTE:

- If a particular day is declared as a holiday or happens to be holiday then the Corresponding event will come into effect on the next working day.
- Notification regarding Calendar of events relating to the conduct of Examinations will be issued by the Registrar (Evaluation), from time to time.


 DEPUTY REGISTRAR (ACADEMIC)
 Deputy Registrar (Academic)
 University of Mysore
 Mysore-570 005

ADMISSION FOR POST GRADUATE PROGRAMMES

ELIGIBILITY CONDITIONS

Candidates applying for admission to a Master's Degree must be a graduate and should have obtained a minimum of 45% of marks and 40% in case of SC/ ST /Category-I candidates in Cognate/Optional subjects. In case a candidate has taken longer than the prescribed duration to pass the qualifying course, a deduction of 3% of the aggregate marks of Cognate/Optional subjects for every additional year shall be made, and the candidate must have obtained the minimum marks prescribed even after such deduction, to become eligible for admission. PG-CET Entrance Examination is Compulsory for all Post Graduate Degree courses for all candidates except for Foreign Nationals. Candidates have to apply and appear for the entrance examinations separately for the course.

For admission to any PG degree course, candidates have to qualify in the respective entrance examination by securing a minimum of 08 marks in case of SC / ST/ Cat-I candidates / 09 marks in case of OBC, and 10 marks in case of other candidates out of 50 marks.

Note: The application submitted by a candidate without qualifying the eligibility criteria for admission to the course will not be considered, even if the candidate secures marks in the entrance examination.

DURATION OF THE PROGRAM:

Two Years with Four Semesters

MEDIUM OF INSTRUCTION

The medium of instruction shall be in English.

ATTENDANCE

- To calculate attendance, each semester shall be taken as a Unit.
- A student shall be considered to have satisfied the requirement of attendance for the semester if he/she has attended not less than 75% in aggregate of the number of working periods in each of the subjects compulsorily.
- A student who fails to complete the course in the manner stated above shall not be permitted to take the University Examination.

**ACADEMIC CALENDER FOR POST GRADUATE (I & II Year) AND OTHER DIPLOMA/PG
DIPLOMA/CERTIFICATE PROGRAMMES OF THE UNIVERSITY OF MYSORE FOR THE
ACADEMIC YEAR 2025-26**

Sl. No.	Academic Activity	Dates
1.	Admission Process	08-07-2025 To 10-09-2025
2.	Last date for admission to 1 st Semester	10-09-2025
3.	Last date for admission to 1 st semester with Penal fee	20-09-2025
4.	Commencement of 1 st and 3 rd semester classes	11-09-2025
5.	Completion of admission of II year, uploading of fee receipt & promote to II year at UUCMS Portal	25-09-2025
6.	Closure of 1 st & 3 rd semester classes	03-01-2026
7.	Last working day for Teachers	06-01-2026
8.	Commencement of Examinations of 1 st & 3 rd semester	07-01-2026
9.	Vacation* [including conducting of Examinations (Theory & Practical), Valuation and Results]	07-01-2026 To 07-02-2026
10.	Commencement of 2 nd & 4 th semester Classes	09-02-2026
11.	Closure of 2 nd & 4 th semester classes	10-06-2026
12.	Last working day for Teachers	13-06-2026
13.	Commencement of Examination	15-06-2026
14.	Vacation* [including conducting of Examinations (Theory & Practical), Valuation and Results]	15-06-2026 To 15-07-2026
*Teachers on vacation should take up the assigned examination work including valuation		

NOTE:

1. If a particular day is declared as a holiday or happens to be holiday then the corresponding event will come into effect on the next working day.
2. Notification regarding Calendar of events relating to the conduct of Examinations will be issued by the Registrar (Evaluation) from time to time.


Registrar
University of Mysore
Mysore-570 005

HOW DO WE SUPPORT THE STUDENT COMMUNITY?

Management Scholarships/Financial Assistance for the outstanding meritorious students in academic, co-curricular, and extracurricular activities is suitably awarded by the college. Deserving, meritorious, and economically weaker students are given financial assistance by the Management for payment of tuition fees, including free books and transport. The students who fail to have adequate attendance will be exempted from the scholarship.

The scholarships offered at our institution are:

Dr. K C G VERGHESE MERIT CUM MEANS SCHOLARSHIP

In fond memory of our Founder & Chairman, Dr. K. C. G. Verghese, and for the yeoman services he had rendered to the Society, a Public Charitable Foundation has been created in his name. It offers aid to:

The top scorers in Class 12/II PUC from any School/College to pursue their higher studies at Hindustan College

Scholarships are also awarded to meritorious students with high scores who are financially challenged to meet their educational needs at Hindustan College.

Dr. ELIZABETH VERGHESE, FOUNDER, CHANCELLOR, SCHOLARSHIP

This scholarship has been instituted to empower and provide encouragement to girls. Girls with academic potential to pursue higher education and who are from lower-income families who are interested in pursuing higher education at Hindustan College are eligible for this scholarship.

Dr. ANAND JACOB VERGHESE CHAIRMAN SCHOLARSHIP

The Chairman's Scholarship is awarded exclusively to male students to empower them to excel academically and pursue further studies with greater success.

SPORTS SCHOLARSHIP

The Sports and Games department of Hindustan College opens its doors to fresh talent every year. The institution gives prime importance to enrolling students who excel in sports under the Sports Scholarship. The student who has performed and achieved accolades at the National, State, and Inter-University Levels in different sports can apply for the scholarship.

HINDUSTAN LOYALTY SCHOLARSHIP

This Scholarship can be availed by Alumni and staff of the Hindustan Group of Institutions. The allocation of scholarships is subject to norms and the scrutiny of the Scholarship Committee. It is open for:

- **Children of Alumni**
- **Immediate family members (Sister/Brother) of Alumni**
- **Alumni for Higher Studies**
- **Children of the Staff of HGI**

SCHOLARSHIP & ELIGIBILITY RULES FOR SC/ST/OBC AS PER GOVT. OF KARNATAKA

- The candidate who has passed Higher Secondary/II PUC is eligible for this scholarship.
- The income of the parents should not exceed the prescribed limit.
- The scholarship availed during the first year should be renewed from year to year within the stages of education.
- The candidate should not be in receipt of any other scholarship/assistance from other sources.
- The candidate should have a minimum of 90% attendance each year.
- The award of the scholarship is subject to good conduct and character.

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REWARDS, RECOGNITION & AWARDS POLICY FOR STUDENTS

1. Objective

The Rewards and Recognition Policy at Hindustan College aims to formally acknowledge and celebrate students who exhibit excellence in academics, leadership, attendance, co-curricular activities, innovation, and community engagement. This policy is designed to promote a well-rounded and motivating academic environment that balances healthy competition with collaborative growth. It aligns with the core principles of the National Education Policy (NEP) 2020 and reflects best practices in higher education to support holistic student development and institutional excellence.

2. Scope

This policy applies to all students enrolled in the following programs:

Undergraduate Programs: B.Com, BBA, BCA

Postgraduate Program: M.Com

3. Award Categories & Criteria

CATEGORY	AWARD TITLE	NO. OF AWARDS	FREQUENCY	ELIGIBILITY CRITERIA	SELECTION METHOD
Academic Excellence	Best Outgoing Student	1 per program.	Annual (Final Year).	Highest CGPA, no backlogs, active in co-curriculars.	Evaluation by Academic Committee
	Academic Topper	1 per program	Annual	Highest GPA in academic year	Marks verification by Academic Committee
	Subject Proficiency Awards.	1 per subject.	Annual	Highest marks in individual subject.	Recommended by subject teacher and verified with results
Attendance.	Perfect Attendance Award.	All eligible students.	Annual	100% attendance in all classes.	Verified through attendance records
Leadership & Initiative.	Best Student Leader.	1 overall	Annual	Held leadership position and demonstrated significant impact.	Based on faculty nominations and interview

Co-Curricular Excellence.	Best Performer in Cultural Activities.	1 per stream	Annual	Active participation/won in multiple events.	Evaluated by the Cultural Coordinator and faculty panel
	Best Performer in Sports.	1 per stream	Annual	Active participation/won in sports events	Evaluated by the Sports Coach and Faculty panel.
Innovation & Entrepreneurship.	Best Innovator/Startup Idea	2 per year	Annual	Innovative idea/start-up with recognized potential.	Reviewed by an Internal jury and an external expert.
Community Engagement.	Best NSS/Community Contributor.	1 overall	Annual	Active involvement in NSS/CSR with proven social impact.	Based on the NSS Coordinator report.
All-Rounder.	Student of the Year.	1 per batch	Annual	Consistent Performance across all categories.	Evaluated by Holistic Panel.

4. Selection Process

4.1 Formation of Selection Committees

Each award category will have a dedicated selection panel:

- Academic Awards Committee: HODs, Controller of Examinations (COE), Academic Dean
- Cultural & Sports Panel: Cultural Coordinator, Sports Coach, Faculty Members
- Leadership & Innovation Panel: Principal, HODs, External Expert (if applicable)
- Attendance Verification Panel: Class Mentors, Admin Officer

4.2 Evaluation Timeline

PHASE	TIMELINE
Nominations/Short listing.	March 1–20, 2026
Verification & Evaluation.	March 21–31, 2026
Final Approval.	April 1–7, 2026
Awards Distribution.	April 20, 2026

5. Nature of Awards

TYPE	DESCRIPTION
Certificate.	Official certificate with college seal and Principal's signature.
Trophy/Medal.	Customized trophy or medal, depending on the award.
Cash Prize/Voucher.	For select categories like Best Innovator
Letter of Recommendation.	Provided to the Best Outgoing Student & Student of the Year.

6. Record-Keeping and Documentation

All recognitions are annual and awarded based on performance during the respective academic year. Award records are systematically maintained in the College ERP/Management Information System. The names of awardees will be published in College Magazine, Website Recognition Board, and Student Transcript Footnote (for select awards).

7. Nomination & Application Process

- Self-Nomination: Allowed for categories such as Innovation, Leadership, and Community Service.
- Faculty Nomination: Required for Academic, Cultural, and Sports Awards.
- Nomination/application forms will be made available via the college portal or the admin office starting from March 1st each year.

8. Transparency & Appeals

All decisions will be transparently documented and made available for review by the Internal Quality Assurance Cell (IQAC). The students may submit appeals within 7 days of the award announcement to the Student Grievance Cell.

9. Policy Review & Revisions

The policy will be reviewed annually by the Academic Council based on feedback from students, faculty, and alumni.

10. Communication

Award categories and criteria are introduced to students during the Induction Program. Posters, official emails, and ERP alerts will be sent in February each year to remind students about the nomination process.

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INFRASTRUCTURE FACILITIES

THE CAMPUS

The College is located just 4 km from the foothills of Chamundi Hills; set amidst abundant sylvan surroundings, the 50,000 sq. ft campus of Hindustan College provides a student-friendly environment that stimulates intellectual thinking and academic interaction. The classrooms are ICT-enabled with a well-stocked library, modern computer labs, and ample parking space. We also have a spacious playground to carry out sports activities, faculty, and administrative blocks, and a decent cafeteria.

CLASSROOMS

Hindustan College has an adequate number of ICT-enabled classrooms, which makes the learning environment student-friendly. The classrooms are equipped with modern teaching aids such as smart boards and other audio-visual equipment. Ergonomically designed classrooms make ample use of natural sunlight and air, thus providing a better environment for learning in a natural setting. Ample seating arrangements are made in order to avoid congested classrooms, thus promoting maximum interaction between faculty and students.

ADVANCED COMPUTER LAB

The college has a cutting-edge Computer Centre equipped with a campus-wide LAN network and 10MBPS Fiber optic Ethernet Connectivity, ensuring uninterrupted network access for all on campus.

CAFE

The college has a well-maintained cafeteria on the campus, where different choices of food are prepared by the in-house chefs for the students.

HOSTEL

The College has provisions for accommodation in the hostels. The hostel is managed by:

1. Chief Warden: Dr. C J Priya, Principal, Hindustan College
2. Resident Warden for Boys Hostel: Asst. Prof. Raghunandan G H
3. Resident Warden for Girls' Hostel: Asst. Prof. Savitha K V

ADMISSION FOR HOSTEL:

1. Application for admission to the hostel should be made in the prescribed form. (Form available in the admission office and also with wardens). A passport-size photograph must be affixed to the application form. The students seeking admission must give an undertaking in writing that he/she will abide by the rules of the hostel. This shall be endorsed by the Parent or Guardian in writing.
2. Residency shall be terminated automatically at the end of each Academic Year. Students who are desirous of returning to the Hostel shall make a fresh application for readmission. At the end of each academic year, an audit will be conducted to ensure that the basic requirements provided are not damaged in the room. All the occupants of a room are equally responsible for any damage, loss of furniture, fittings, etc., and in such a case, the cost will be recovered from the caution Deposit amount.
3. The management reserves the right to refuse admission to the Hostel to any student without assigning any reason or to expel any member in the interest of smooth administration.
4. The decision of the management will be final.
5. A student admitted to the hostel for a particular year should pay the fees for the entire period of one year, regardless of the date of joining. The payment receipt must be submitted to the warden at the time of check-in.
6. A student who joins the hostel is expected to stay for a minimum period of one academic year, and anyone leaving the Hostel before completion of the period will forfeit the establishment charges and the fees paid.

7. A student who once reserves his/ her seat and pays the fees for Hostel accommodation will not be eligible for a refund if he/she cancels later.

RULES AND REGULATIONS

1. Room will be allotted based on availability by the wardens.
2. All inmates should be in their respective rooms for taking attendance by the wardens on
 - Weekdays by 6:30 PM for Women's Hostel & 7:00 PM for Men's Hostel
 - Weekends by 7:00 PM for Women's & Men's Hostel

Note: - If any student is found absent without proper intimation, appropriate disciplinary action will be taken.

3. No women can be entertained in the Men's Hostel and vice versa.
4. Men are not allowed to stand in front of the Women's Hostel and Vice versa.
5. The inmates are not permitted to go off the campus without the permission of the Warden. They have to get the Gate Pass and submit to the Security of the main gate.
6. Students are not allowed to stay in the Hostel during college hours without any valid reason/permission from their respective department HoDs, warden & the Chief Warden. Students must leave the hostel at 9:10 AM to attend classes in their respective departments.
7. Hostel inmates are not allowed to leave the campus during class hours. In case of emergency, permission must be taken from the respective HoDs, the warden & the Chief Warden.
8. The use of Iron Box/ Immersion Heater/Electric Kettles and other electrical equipment is strictly prohibited inside the hostel.
9. Ragging in any form is not permitted within the campus. If any student is found engaged in any kind of ragging activities, he/ she will be expelled from the Hostel immediately.
10. No day scholars or guests are permitted to enter the hostel without availing permission from the respective wardens & the Chief Warden.

11. No student should deface his or her respective room in any manner, sticking posters, papers, etc.
 12. All the students are required to switch off the lights and fans of the room when they are not in the room.
 13. Hostel inmates shall not organize any meeting in the hostel without prior permission from the respective warden.
 14. Prior permission should be obtained from the Chief Warden and the respective warden for the celebration of festivities, birthdays, or any other functions.
 15. Bursting of crackers inside the premises is strictly prohibited.
 16. Students should not encourage unauthorized vendors/persons in the Hostels.
 17. Consumption of drugs, alcohol, smoking & chewing of pan are strictly prohibited on the campus.
 18. Playing cards or any other form of gambling is strictly prohibited in the Hostel.
 19. In case of serious illness and infectious diseases, the students should report the same to the concerned resident warden for necessary action.
 20. Students are advised not to keep valuables such as jewels and large amounts of cash in their rooms. Expensive items if any, should be kept under secure lock. Management will not be responsible for any losses.
 21. Save water and electricity and use them judiciously. Students indulging in the wastage of water and electricity will be fined or dismissed from the Hostel.
 22. Hostel inmates securing the best academic performance will be rewarded.
- The hostel is your home away from home. Make the stay enjoyable

HOSTEL LEAVE RULES

1. Students who are sick and want to go home or to meet their local guardians must obtain permission from the respective warden and the Chief Warden.
2. Leave for reasons other than sickness should be obtained in advance through their respective HoDs, Warden, and the Chief Warden.
3. For any declared holidays, students can avail leave from their respective wardens and can get the gate pass.

4. Visits to the local guardians are permitted during weekends and on declared holidays. Their names are to be recorded in the Visitor's Register. Special permission has to be obtained for overnight stay, and the consent of the parent for such stay has to be communicated to the Chief Warden / respective warden.
5. All grievances and problems should be reported to the Hostel Warden.

HOSTEL MESS RULES

1. Food should not be taken to the rooms without the specific permission of the warden.
2. Food and water should not be wasted.
3. Any complaints regarding the quality of food can be reported directly to the respective warden and the Chief Warden.
4. The removal of chairs and utensils from the dining hall is not permitted.

Sports Students

Special permission will be given to NCC& Sports students with the approval of the Principal to perform training activities inside or outside the campus.

Mess Timings

	WEEK DAYS	HOLIDAYS
Breakfast	8:00 AM – 8:45 AM	8:00 AM to 9:30 AM
Lunch	12:15 AM – 1:00 PM	12:30 PM – 2:00 PM
Tea	04:30 PM – 5:00 PM	04:30 PM – 5:00 PM
Dinner	7:15 PM – 8:40 PM	7:15 PM – 8:40 PM

ADDITIONAL RULES FOR WOMEN STUDENTS

1. Women students will not be permitted to go off the campus except with prior permission of the resident warden. They are advised to avoid going out alone and to return on time to the Hostel. If the students are going out for shopping or any other purpose with permission from the warden, then they have to return to the hostel before 7:00 PM.
2. Parents / Relatives will be permitted to visit on Sundays between 5:00 PM to 8:00 PM.

TRANSPORT FACILITY

Transportation is available for students who opt for college-provided transport services. To ensure safe and quick travel, the college has its fleet of college buses designed as per standards and manned by trained drivers and personnel sensitized to the needs of students.

RULES AND REGULATIONS

1. One academic year for transportation is considered from the beginning of the odd semester to the end of the semester exam of the even semester, after which the transport facility is opted, students have to reapply as per the schedule announced by the Institution.
2. The boarding/dropping point should be given clearly in the requisition form. The students should not change the routes without proper information.
3. By opting to avail the college transport facility, students agree to pay the fees for the entire year. The transport fee should be paid as per the schedule given by the college, and the fee once paid will not be refunded under any circumstances.
4. The students travelling in the college bus should occupy the seats as per availability and should not create any disturbance to other students and staff.
5. During random inspection, if a student, who has not availed the transport facility, is caught travelling in the bus, he will be asked to submit the transport fees for the entire year.
6. Strict discipline should be maintained inside the college bus.
7. Students shall use the College Bus facility at their own risk and responsibility.
8. Students shall fully cooperate with the Driver, Faculty, and Co-passengers.
9. If a student stays beyond regular bus hours at college, for whatever reason, he/she shall make their own transport arrangements.

LIBRARY

The library is the focal point and nerve centre of any educational institution, more so in the case of a professional college. The college library is well equipped, with a sufficient number of books and a large number of Indian and Foreign journals and periodicals, besides a good collection of light reading materials.

Working hours

The library is kept open on all full working days from 09:00 am to 05:00 pm. On 2nd, 4th & 5th Saturdays it will be open from 09:00 am to 02:00 pm. The books can be borrowed and returned between 09:00 am to 05:00 pm on all working days (Mon-Fri). Based on necessity, it will be kept open on holidays/vacations.

Library Card

Each student will be given one borrower's card (2 Books). A student can borrow books using the cards given and can hold them for 15 days. Books will be issued only in exchange for the library card and on production of the identity card.

Conditions for the issue of books

Before borrowing a book, the student must make sure the book is in good condition. If any damage is noticed, it has to be reported to the Librarian at the time of borrowing. If they fail to do so, they will be responsible for the defects found on return of the books. Periodicals, publications, dictionaries, and other such reference books will not be lent out.

Renewal of books

Books can be renewed for a further period of 3days, provided the books are not under reservation. More than one renewal is not allowed at any time. Books should be returned on or before the due date, for which a penalty of Rs 5 per day during the first week and Rs 10 per day for the second week shall be charged if the students fail to do so or the book is damaged. The borrower has to replace it with a new book.

Loss of books and Library card

Loss of the borrower's card should be reported to the Librarian in writing. A duplicate card will be issued after such reporting and further enquiry.

A fine of Rs 100/- shall be charged towards the cost of the borrower's card and the students shall be responsible for any books borrowed on the lost ticket. The borrower shall be responsible for any damage to the books or journals. In case of loss of a book or journal which the borrower is unable to replace with another good copy, he will be required to pay double the charge of the publisher's price of the book or journal. Students who have lost books should either pay double the cost of the books or replace them with new ones within in 7days from the date of intimation.

Donation of books to the library

Donation of books to the library is encouraged. Useful donations of manuscripts, books, and periodicals, etc, are accepted. Such donations, once accepted, will become the absolute property of the college library/book bank.

No due certificate

To get a "No Due certificate" at the end of the course, one should return all the library books and cards.

Reference books will not be issued to students.

Foreign-authored books will be issued for only reference.

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HINDUSTAN CLUBS

The different clubs of the College work diligently to promote, guide, and encourage social responsibility, academic sensitivity, and the importance of co-curricular activities in students' lives. Nearly ten clubs, concerning several fields, are active and plan events according to their respective motto in an academic year.

Tech Connect Club:

It's a department-related club in connection with the CS Dept of the college. It focuses on technology-bound education and learning by providing a platform for conducting competitions, seminars, and workshops for the students.

Aero Vision Club:

The Club focuses on enriching the knowledge and practical skills of students in the field of Aviation Management. The Aero Vision Club organizes several programs, including seminars, the IATA certification program, airport visits, and internships, which aim at enhancing the knowledge and skills of students in aviation.

Commerce Forum:

It's a department-related club in connection with the Commerce Dept of the college. It regularly organizes workshops, seminars, and guest lectures featuring industry experts, business leaders, and academic scholars. These events cover a wide range of topics such as Financial Management, Marketing strategies, Entrepreneurship, and Leadership Development, providing students with insights into current trends and best practices in the industry.

Eco Club:

The Eco Club of Hindustan College is dedicated to spreading environmental awareness and cultivating eco-friendly habits among students. It encourages the youth to actively participate in conservation, sustainability, and green practices, both on the campus and in the community.

Literary Club:

This one is for the literature geeks, under which several competitions, special lectures, industrial visits, and workshops are organized to sow the seed of literary perception

among the youth of the college. It promotes multilingualism, cultural appreciation, and effective communication skills among students, empowering them to navigate linguistic diversity and succeed in an ever-changing global landscape.

Women Empowerment Cell:

The Women's Empowerment Cell at Hindustan College promotes gender equality and empowers female students/staff to achieve their full potential. It provides a supportive platform for addressing gender-related issues, fostering leadership skills, and advocating for women's rights within the college community and beyond.

Cultural Club:

The Cultural Club of the college promotes cultural awareness within our campus community. Various cultural activities are conducted throughout the academic year to celebrate diversity, promote creativity, and foster a sense of community among students.

Sports Club:

The Sports Club at the college serves as a dynamic hub for promoting physical fitness and holistic well-being among students. Through a diverse range of sports activities and events, the club not only encourages regular exercise but also cultivates essential life skills such as teamwork, leadership, and sportsmanship.

NSS:

The National Service Scheme unit aims to orient student youth towards community service while they are studying in the college. It develops a sense of social and civic responsibility among students.

Rotaract Club:

This Club is a service organization sponsored by the Rotary Club, Mysuru. The activities conducted under the Rotaract Club of Hindustan include Community Service Projects, Fundraising events, leadership Development Workshops, Interaction with Rotary Clubs, and Social and Networking Events.

Youth Red Cross:

The Youth Red Cross unit of Hindustan College is a voluntary group run under the guidance of the Indian Red Cross Society. The unit is dedicated to promoting humanitarian values, health awareness, and community service.

COLLEGE RULES AND REGULATIONS

1. Students should attend classes regularly. A minimum of 75% attendance is required to appear for the University examinations. The attendance in both theory and practical classes will be taken into consideration.
2. Students who take leave on medical grounds should produce valid medical certificates. However, the student should have put in a minimum of 65% attendance to be considered eligible for an exception on medical grounds or participation in sports events.
3. A student should take prior permission from the Principal /HoD/ Class teacher before he/she goes on leave, by submitting a written request.
4. If a student participates in a seminar/symposium / cultural / sports events conducted in other colleges, he/she should get prior permission from the Principal / HoD/Class teacher.
5. Every student should be present for all the official functions arranged by the college.
6. The annual certificate of attendance and progress required to appear for the University examination will be issued only if the student has requisite attendance.
7. A student should pay the penalty as per the institution norms if he/she fails to meet the attendance requirements.

GENERAL CODE OF CONDUCT

1. The college maintains stern disciplinary measures. Students violating the same will be penalized including expulsion. Students expelled on grounds of indiscipline will not be entitled to any certificates, refund of fees and deposits.
2. Ragging of any sort is strictly prohibited. Students found guilty of ragging are liable for severe punishment including dismissal from the college/ hostel. The matter will also be referred to the police as the government has declared ragging as a criminal offence.
3. Students should strictly follow the dress code and maintain decorum befitting dignity with prescribed uniform and hair-style. Boys and girls should wear uniform and shoes on Monday, Tuesday, Thursday, and Friday.

4. Any student found responsible for any damage to the college building, furniture, or equipment will be punished severely, and the cost of damages, along with a fine, will be recovered. The college reserves the right to expel such students.
5. Silence must be maintained in the library and the laboratories, and while moving from class to class in the corridors.
6. Students are strictly forbidden from organizing or attending any unauthorized meeting in the college or collecting money for any purpose without the prior written permission from the Principal.
7. Organized absence from classes and instigation of students to absent themselves or to go on strike is a serious breach of discipline and may result in expulsion from the college.
8. Students shall not take part in any anti-social or subversive activities. No student shall be a member of any organization/association not connected with the college without the prior written permission from the Principal.
9. Students are forbidden from organizing unions or associations based on caste, colour, creed, language, gender, religion, nationality, or political ideology within the campus.
10. Students must conduct themselves at all times in a fitting manner to bring credit to themselves and to the college.
11. Consumption of alcohol, drugs, and smoking will result in dismissal from the college.
12. Students should help maintain peace on the campus.
13. All students are expected to see the notice board daily for circulars, university-related matters, instructions, and news on placement and training.
14. Every student should use power and water judiciously. Lights and fans should be switched off when not in use. Water taps should be properly closed to avoid wastage
15. All students must wear their identity cards visibly.
16. Wherever necessary, action required for malpractice in examinations shall be taken in accordance with “Mysore University Students’ (Disciplinary Control) Ordinance 1989”- Chapter VIII of Conduct of Examinations (*A Reference*

CAMPUS RULES

- 1 Noise pollution is an offence and hence should be avoided in the academic campus.
- 2 L board practice is prohibited.
- 3 Help to maintain the beauty, serenity, and greenery of the campus.
- 4 Park the vehicles in the Parking lots only.
- 5 More than two persons riding in two-wheelers is prohibited.
- 6 Produce an identity card/pass and driving license on demand.
- 7 Rash driving will result in the seizure of the vehicle.
- 8 Driving without a license is prohibited.
- 9 Use of plastic bags and cups is prohibited.
- 10 Smoking and the consumption of alcohol are totally prohibited.
- 11 Pasting of wall posters, writing on walls, and roads are prohibited.
- 12 Chewing Gum on the campus is prohibited.
- 13 Wear the college uniform at all times on campus & for official events outside the campus.

LEAVE RULES

Leave forms are available at the college office/department. Students are to use only these leave forms to avail any leave. Students are not permitted to take more than 3 days of leave at a stretch. If the students have to take leave for more than 3 days at a stretch for any reason, the parents concerned must meet the respective class teacher/HOD. Students not fulfilling the above conditions will be marked absent until they fulfill the conditions.

EDUCATIONAL TOURS

The college arranges visits and tours to places of educational and relevant interest. All the students are expected to participate, and the expenditure towards such visits should be met by the students. One or more faculty members will accompany the students during industrial visits, educational tours, etc. Students must obtain permission from

the Principal, through the head of the department, and from the parents before planning any visit or tour.

SECURITY

Round-the-clock Security is provided in vantage points like the main gate/main entrance.

STUDENT'S CONDUCT.

The staff in charge of Student Affairs has overall responsibility for students' conduct and discipline. Students are expected to adhere to the rules and regulations of the college.

ID CARD REGULATIONS

Each student on the campus is required to have an identification card. This includes photo, name, roll number, subject, and year of study, and the student's signature. The display of the card is mandatory at all times on campus.

This card is to be used by the student throughout his / her period of study at HC. Fines will be imposed on the student if he/she has lost or mutilated his/her ID card. Lending this card to anyone, or failure to produce it when requested by the college staff, is a violation of the College regulations and subjects the holder to disciplinary action.

CONSUMPTION OF WATER AND ELECTRICITY

Water and electricity are precious. Avoid wastage of water wherever possible, avoid water leakage, and turn off the tap to save water. Switch off all the electrical equipment when not in use. Switch off the ACs during power failures and when the voltage is low.

A NEAT CAMPUS - A HEALTHY ENVIRONMENT

- * Please utilize the dust bins kept on the campus for throwing garbage.
- * Do not dirty the walls with any impressions.
- * Do not vandalize
- * Do not litter inside the campus.

SPORTS

Sport is an integral part of the life of a student at Hindustan College. Sports help the students to develop skills, confidence, playing in a team, commanding, and a spirit of fair play thus promoting good and mental health as well. We believe in promoting a

“sport for all” ethos, fostering a positive attitude towards fitness and healthy recreation. All students participate in Physical Education as a part of the curriculum. We have ample ground wherein students actively take part in sports such as Chess, Carom, Table Tennis, Volley Ball, Throw Ball, Ball Badminton, Kabaddi, Football, and Cricket. We have a dedicated Sports Director to encourage students and to guide them and be successful in competitive sports events.

INDUSTRIAL VISIT

When students have an interface to grasp how industry functions, only then can the teaching – learning process in the classroom be meaningful and effective. Hindustan College believes that learning is enhanced by programmes that are both focused on and transcend beyond the syllabus and curriculum. Industrial visits help students better understand the nature of corporate and industrial operations. Industrial visits are planned for all classes throughout the academic year by the concerned mentors.

THE FACULTY / MENTORSHIP PROGRAMS

The faculty members of the college not only guide the students in their academic pursuits, but also channelize their thoughts and actions in a positive direction. They encourage the students to develop their talents in curricular and co-curricular activities. Their efforts are concentrated on achieving all-round development of the students and in moulding them into good citizens.

The faculty comprises well-qualified and experienced personnel who are from reputed institutions and industries. Apart from the full-time faculty, visiting professionals from various industries and organizations deliver guest lectures and provide guidance.

The faculty aims to help the students achieve their best in their chosen field. To meet this aim

- 1 We provide a core team whose qualifications, experience, dedication, and ability to impart knowledge remain unrivalled.
- 2 We instil in the minds of students a pride in their national identity, a sense of responsibility, honesty, and integrity.
- 3 We provide a conducive learning environment geared toward achieving the highest standards of academic excellence.
- 4 We encourage you to be goal-oriented.

- 5 We transform students into responsible citizens who will take an active part in community service when they enter their respective professions.

COLLEGE ACTIVITIES

Competitions and activities shall be organized to provide opportunities for students to learn the values of teamwork, individual and group responsibility, and a sense of culture and community. Among the celebrations marked with total student involvement and with great joy were Independence Day, Founders' Day, Onam, Teachers' Day, Christmas, Founder's Memorial Day, Republic Day, Fun week, Freshers' Day, Talents Say, and International Women's Day.

STUDENT COUNCIL

Leadership and Learning are two sides of the same coin. In order to develop leadership quality among the students, a student council shall be formed each year. The students developed participatory power, which is necessary for leadership, and took leadership with social responsibility.

CAMPUS NEWS PUBLICATION

- *Voice of Hindustan*, the college newsletter, which is published monthly, reflects the clear picture of all sorts of activities undertaken by the college and develops writing skills among students and staff. "Voice of Hindustan" issues contain the reports of various activities held in the college, the upcoming events, informative articles, interesting interviews, and many more interesting write-ups. Dr. KCG's corner is a regular column reserved for the write-ups regarding the life history of our respected founder from his Autobiography, *Wheels and Wings*. *Star of Hindustan* is a column/interview reserved for the student achievers, and a few columns were reserved for the students in all the issues, through which we provided an opportunity for the students to transform themselves as authors and publish their articles.
- *Tech Zone*, an IT magazine, is an issue that is published semi-annually, comprises the activities and achievements of the Computer Science Department in the academic & Co-curricular activities, and it provides a platform for the students of the BCA department to explore in IT field.

- ‘*Forum Edge*’, a Commerce magazine, is published semi-annually and comprises the activities and achievements of the Commerce department in the academic and co-curricular activities.

NATIONAL LEVEL/STATE LEVEL INTER COLLEGIATE FEST

- The college organizes 2 major Inter-Collegiate Festivals at the State Level & National Level.
- **Spectra**, a Two-day national-level management, IT, and Cultural Fest shall be organized during the even semester of every year. The fest provides a platform to students from all parts of the country to exhibit their Managerial, IT, and Cultural talent by participating in various competitions crafted to showcase their skills and share their thoughts across the nation
- **Illumination** – an Inter College Literary Competition shall be organized during the odd semester of every year by the Department of Languages (**English**)
- **Chiranthana**– An Inter-college Literary Competition shall be organized every year by the Dept of Languages (**Kannada**)
- **Hackathon** – It is an event in which a large number of people meet to engage in collaborative computer programming.

ALUMNI MEET

Every year, the college has an alumni meet to reunite with former students and recognise their numerous accomplishments. The Alumni Association was established to encourage a sense of fidelity and to advance the institution's overall welfare.

PARENTS-TEACHERS MEET

Each semester, the college provides an opportunity for the parents to interact with the staff members with regard to their ward's attendance, progress of study, discipline, and character.

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PROGRAM COURSE STRUCTURE 2025-26

COURSE: B.Com

I SEMESTER

Course	Title	Hours/ week	SEE	CIE	Total Marks
DSC	Fundamentals Of Financial Accounting	5	80	20	100
DSC	Business Mathematics	5	80	20	100
DSC	Banking Law and Practice	5	80	20	100
AECC	Kannada	3	80	20	100
AECC	English	3	80	20	100
AECC	Constitutional Values	2	40	10	50
		23			

II SEMESTER

Course	Title	Hours/ week	SEE	CIE	Total Marks
DSC	Advanced Financial Accounting	5	80	20	100
DSC	Fundamentals Of Cost Accounting	5	80	20	100
DSC	Company Law And Practice	5	80	20	100
AECC	Kannada	3	80	20	100
AECC	English	3	80	20	100
AECC	Environmental Studies	2	40	10	50
		23			

III SEMESTER

Course	Title	Hours/ week	SEE	CIE	Total Marks
AECC	Language – I	4	80	20	100
AECC	Language – II	4	80	20	100
DSC	Basics of Corporate Accounting	5	80	20	100
DSC	Income Tax Law & Practice	5	80	20	100
DSC	Advanced Cost Accounting	5	80	20	100
Elective	Elective – I Commerce	4	80	20	100
Elective	Elective – II Commerce	4	80	20	100

IV SEMESTER

Course	Title	Hours/ week	SEE	CIE	Total Marks
AECC	Language – I	4	80	20	100
AECC	Language – II	4	80	20	100
DSC	Advanced Corporate Accounting	5	80	20	100
DSC	Corporate Taxation	5	80	20	100
DSC	Business Statistics	5	80	20	100
Elective	Elective – Commerce	4	80	20	100
Compulsory	Entrepreneurship	2	40	10	50

V SEMESTER

Course	Title	Hours/ week	SEE	CIE	Total Marks
DSC	Financial Management	5	70	30	100
DSC	Income Tax Law and Practice-I	5	70	30	100
DSC	Auditing and Assurance	7	70	30	100
DSE - 1	Retail Management	4	70	30	100
DES -2	Financial Institutions and Markets	4	70	30	100
Vocational - 1	GST- Law & Practice	4	70	30	100
SEC - VB	Cyber Security/Ethics & Self Awareness	3	50	50	100

VI SEMESTER

Course	Title	Hours/ week	SEE	CIE	Total Marks
DSC	Management Accounting	5	70	30	100
DSC	Income Tax Law and Practice II	5	70	30	100
DSE	Customer Relationship Management	5	70	30	100
DSE	Advanced Financial Management	5	70	30	100
DSE	E Commerce	5	70	30	100
DSE	Investment Management	5	70	30	100

COURSE: BCA

Semester	Course Code	Theory/ Practical	No. of Hours	Paper Title	Marks		Total Marks
					SEE	CIE	
I	CAM11T	Theory	3	Digital Computer Organization	80	20	100
	CAM12T	Theory	3	Problem Solving using C++	80	20	100
	CAM13T	Theory	3	Mathematical and Statistical Computing	80	20	100
	AECC	Theory	4	Language I	80	20	100
	AECC	Theory	4	Language II	80	20	100
	CAM12P	Practical	4	C++ Programming	40	10	50
	CAM11P	Practical	4	Office Automation and HTML	40	10	50
	CAM13P	Practical	4	Mathematical and Statistical Computing using R	40	10	50
II	CAM21T	Theory	3	Data Structure	80	20	100
	CAM22T	Theory	3	Object Oriented Programming with Java	80	20	100
	CAM23T	Theory	3	Operating Systems	80	20	100
	AECC	Theory	4	Language I	80	20	100

	AECC	Theory	4	Language II	80	20	100
	CAM22P	Practical	4	Programming with Java	40	10	50
	CAM21P	Practical	4	Data Structure using C++	40	10	50
	CAM23P	Practical	4	Shell Programming	40	10	50
III	DSC	Theory	3	C#. Net Programming	80	20	100
	DSC	Theory	3	Database Management System	80	20	100
	DSC	Theory	3	Web Technologies	80	20	100
	DSE	Theory	3	Software Engineering/ Cyber Security/ System Software	30	20	50
	DSE	Theory	3	Cloud Computing/ Digital Image Processing/ E-Commerce &E-Governance	30	20	50
	AECC	Theory	4	Language I	80	20	100
	AECC	Theory	4	Language II	80	20	100
	DSC	Practical	4	DBMS	40	10	50
	DSC	Practical	4	Web Technologies	40	10	50
	DSC	Practical	4	C#. Net Programming	40	10	50
IV	DSC	Theory	3	Python Programming	80	20	100
	DSC	Theory	3	PHP & MYSQL	80	20	100
	DSC	Theory	3	Computer Networks	80	20	100
	DSE	Theory	3	Software Testing/ IoT/ Fundamentals of Data Science	30	20	50
	SEC	Theory	3	Digital Marketing	30	20	50
	AECC	Theory	4	Language I	80	20	100
	AECC	Theory	4	Language II	80	20	100
	DSC	Practical	4	Python Programming	40	10	50
	DSC	Practical	4	Computer Networks	40	10	50
	DSC	Practical	4	PHP & MYSQL	40	10	50
V	CAC13	Theory	3	Design and Analysis of Algorithm	60	40	100
	CAC14	Theory	3	Statistical Computing & R Programming	60	40	100
	CAC15	Theory	3	Software Engineering	60	40	100
	DSE-E1	Theory	3	Cloud Computing	60	40	100
	VOC1	Theory	3	Digital Marketing	60	40	100
	SEC4	Theory	3	Cyber Security	50	50	100

	CAC13P	Practical	4	Design and Analysis of Algorithm	25	25	50
	CAC14P	Practical	4	R Programming	25	25	50
VI	CAC16	Theory	3	Artificial Intelligence	60	40	100
	CAC17	Theory	3	PHP & MySQL	60	40	100
	DSE-E2	Theory	3	Fundamentals of Data Science	60	40	100
	VOC2	Theory	3	Web Content Management System	60	40	100
	CAC16P	Practical	4	PHP & MySQL	25	25	50
	CAC17P	Practical	4	R Programming	25	25	50
	CA-P1	Practical	4	Internship	25	25	50

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COURSE: BBA (AVIATION MANAGEMENT)

Se me ste r	Title of the Course	Category of Courses	No. of Hours	SEE	CIE	Total Marks	Credit s
I	Language – I	AECC	3+1+0	60	40	100	3
	Language – II	AECC	3+1+0	60	40	100	3
	Introduction to Aviation Industry	DSC	3+2+0	60	40	100	4
	Management Principles and Practice	DSC	3+2+0	60	40	100	4
	Fundamentals of Business Accounting	DSC	3+2+0	60	40	100	4
	Digital Fluency (OR)	SEC – SB (or)	1+0+1 (or)	25 (or)	25 (or)	50 (or)	2 (or)
	Environmental Studies	AECC	3+0+0	60	40	100	3
	Health & Wellness and Yoga (OR) Sports/NCC/NSS/ R&R(S&G)/Cultural	SEC - VB	1+0+2	25	25	50	2
II	Open Elective – I (To be chosen from across the faculty Arts/Science Faculty)	OEC	3+0+0	60	40	100	3
	Language – I	AECC	3+1+0	60	40	100	3
	Language – II	AECC	3+1+0	60	40	100	3
	Aviation Law & Management	DSC	3+2+0	60	40	100	4
	Business Communication – I	DSC	3+2+0	60	40	100	4
	Human Resource Management	DSC	3+2+0	60	40	100	4
	Digital Fluency (OR)	SEC – SB (or)	1+0+1 (or)	25 (or)	25 (or)	50 (or)	2 (or)
	Environmental Studies	AECC	3+0+0	60	40	100	3
III	Health & Wellness and Yoga (OR) Sports/NCC/NSS/ R&R(S&G)/Cultural	SEC - VB	1+0+2	25	25	50	2
	Open Elective – II (To be chosen from across the faculty Arts/Science Faculty)	OEC	3+0+0	60	40	100	3
	Language – I	AECC	3+1+0	60	40	100	3
	Language – II	AECC	3+1+0	60	40	100	3
	Airport Operations	DSC	3+2+0	60	40	100	4
	Air Ticketing and Marketing – I	DSC	3+2+0	60	40	100	4
	Business Communication – II	DSC	3+2+0	60	40	100	4
	Artificial Intelligence (OR) Financial Education and Investment Awareness	SEC - SB	1+0+1	25	25	50	2
III	Open Elective – III (To be chosen from across the faculty Arts/Science Faculty)	OEC (or)	3+0+0	60	40	100	3
	India and Indian Constitution	AECC					

	Sports/NCC/NSS/ R&R(S&G)/Cultural	SEC - VB	1+0+2	25	25	50	2
IV	Language – I	AECC	3+1+0	60	40	100	3
	Language – II	AECC	3+1+0	60	40	100	3
	Air Cargo Management	DSC	3+2+0	60	40	100	4
	Air Ticketing and Marketing – II	DSC	3+2+0	60	40	100	4
	Marketing Management	DSC	3+2+0	60	40	100	4
	Artificial Intelligence (OR) Financial Education and Investment Awareness	SEC - SB	1+0+1	25	25	50	2
	Sports/NCC/NSS/ R&R(S&G)/Cultural	SEC - VB	1+0+2	25	25	50	2
V	Open Elective – III (To be chosen from across the faculty) (OR) India and Indian Constitution	OEC (or) AECC	3+0+0	60	40	100	3
	Airport Safety & Security Management	DSC	3+1+0	60	40	100	4
	Business Research Methodology	DSC	3+1+0	60	40	100	4
	Project Work	DSC	0+0+4	50	50	100	4
	Elective – 01 (Paper 01)	DSE	2+1+0	60	40	100	3
	Elective – 02(Paper 01)	DSE	2+1+0	60	40	100	3
	Digital Marketing	Vocational – 1	3+1+0	50	50	100	4
VI	Cyber Security / Employability skills	SEC – VB	1+0+2	25	25	50	2
	Airline Customer Service	DSC	3+1+0	60	40	100	4
	Business Law	DSC	3+1+0	60	40	100	4
	International Business	DSC	3+1+0	60	40	100	4
	Elective – 01 (Paper 02)	DSE	2+1+0	60	40	100	3
	Elective – 02(Paper 02)	DSE	2+1+0	60	40	100	3
	Goods and Services Tax (GST)	Vocational – 2	3+1+0	50	50	100	4
	Internship	I -1	0+0+2	-	50	50	2

ELECTIVE GROUPS AND COURSES during 5th & 6th Semester

SL No	Travel Agent and Tour Operators	Corporate Governance and Social Responsibility	Income Tax	Logistics And Supply Chain Management
Course Code	TATO1	CSR1	ITL1	LSCM1
Paper – 01	TRAVEL AGENTS AND TOUR OPERATORS – 1	Corporate Governance	Income Tax Law and Practice – I	Freight Transport Management
Paper – 02	TRAVEL AGENTS AND TOUR OPERATORS – 2	Corporate Social Responsibility	Income Tax Law and Practice – II	Sourcing for Logistics and Supply Chain Management

Note: Students have to choose Two Electives in V Semester and Continue with the same Elective combinations in VI Semester

COURSE: M.Com.

First Semester					
Sl. No.	Title of the Course	Credits			
		L	T	P	Total
Hard Core Papers					
HC01	Accounting Theory	3	1	0	4
HC02	Corporate Governance and Business Ethics	3	1	0	4
HC03	Financial Management	3	1	0	4
HC04	Marketing Management	3	1	0	4
Soft Core Papers (A student should opt one soft-core paper from SC01 or SC02 or SC03)					
SC01	Business Policy and Environment	3	1	0	4
SC02	Statistics for Business Decisions	3	1	0	4
SC03	Advanced Auditing	3	1	0	4

Second Semester					
Sl. No.	Title of the Course	Credits			
		L	T	P	Total
Hard Core Papers					
HC05	Capital Market Instruments	3	1	0	4
HC06	Human Resource Management	3	1	0	4
HC07	Organizational Behaviour	3	1	0	4
Soft Core Papers (A student should opt one soft-core paper from SC04 or SC05 or SC06)					
SC04	Computer Applications in Commerce	3	1	0	4
SC05	Strategic Management	3	1	0	4
SC06	Foreign Exchange Management	3	1	0	4
Open Elective					
OE02	Communication Skills	3	1	0	4

Third Semester					
Sl. No.	Title of the Course	Credits			
		L	T	P	Total
Hard Core Papers					
HC08	Business Research Methods	3	1	0	4
HC09	International Business	3	1	0	4
Soft Core Papers :(A student should opt one soft-core paper from SC07 or SC08 or SC09 or SC10) (A student should opt two Elective group from Elective Group A, B, C, D & E)					
SC07	Management of Social Enterprises	3	1	0	4
SC08	Portfolio Management	3	1	0	4
SC09	Entrepreneurship Development	3	1	0	4
SC10	International Financial Management	3	1	0	4
SC11	Elective Group A: Business Taxation Paper 1: Indirect Tax Law and Practice	3	1	0	4
SC12	Elective Group B: Financial Accounting Paper 1:Contemporary Areas of Financial Accounting	3	1	0	4
SC13	Elective Group C: Financial Management Paper 1: Strategic Financial Management	3	1	0	4
SC14	Elective Group D: Human Resource Management Paper 1: Strategic Management of Human Resources	3	1	0	4
SC15	Elective Group E: Management Accounting Paper 1:Marginal Costing and Decision Making	3	1	0	4

Fourth Semester						
Sl. No.	Title of the Course	Credits				
		L	T	P	Total	
Hard Core Papers						
HC10	International Accounting	3	1	0	4	
HC11	Dissertation	0	2	6	8	
Soft Core Papers						
SC16	Elective Group A: Business Taxation Paper 2: Corporate Tax Law and Planning	3	1	0	4	
SC17	Elective Group B: Financial Accounting Paper 2: International Financial Reporting Standards	3	1	0	4	
SC18	Elective Group C: Financial Management Paper 2: Financial Derivatives	3	1	0	4	
SC19	Elective Group D: Human Resource Management Paper2: International Human Resource Management	3	1	0	4	
SC20	Elective Group E: Management Accounting Paper 2: Cost Management	3	1	0	4	

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ACADEMIC CALENDAR FOR UG COURSES

July 2025 – Jun 2026

JULY 2025

Date	Day	Day Order	Events
1	Tue		Commencement of 3 rd & 5 th semester classes - UG
2	Wed		
3	Thu		Commencement of 1 st semester classes – UG Orientation Program for 1 st year students
4	Fri		Commencement of UoM semester examinations - PG
5	Sat		
6	Sun	Holiday	Muharam
7	Mon		One-week workshop on “Navigating the Skies” – BBA Aviation Management Dept.
8	Tue		
9	Wed		
10	Thu		
11	Fri		
12	Sat		Intra-Collegiate Badminton Tournament for Boys and Girls – Sports Dept.
13	Sun	Holiday	
14	Mon		
15	Tue		
16	Wed		Chirantana, State Level Inter-Collegiate Literary Competition for PUC and Degree students – Kannada Dept
17	Thu		
18	Fri		Mad-Ads, Intra Collegiate Marketing Competition – Commerce Forum
19	Sat		
20	Sun	Holiday	
21	Mon		
22	Tue		Special Lecture Program on “Recent Trends in Banking Sector” – Commerce Dept.
23	Wed		Seminar on “Digital Twin” – CS Dept.
24	Thu		
25	Fri		Investiture Ceremony
26	Sat		Fresher’s day
27	Sun	Holiday	
28	Mon		
29	Tue		
30	Wed		Seminar on “Airline Interview Techniques” – BBA Aviation Management Dept.
31	Thu		IATA exam for 5 th semester BBA Aviation Management students

AUGUST 2025

Date	Day	Day Order	Events
1	Fri		Airport visit – BBA Aviation Management dept
2	Sat		
3	Sun	Holiday	
4	Mon		
5	Tue		Special Lecture Program on “Optimizing Software Performance: Strategies and Best Practices” – BCA dept
6	Wed		
7	Thu		Commerce Forum: Yearly Activity Launch
8	Fri	Holiday	Varamahalakshmi Festival
9	Sat		
10	Sun	Holiday	
11	Mon		
12	Tue		
13	Wed		
14	Thu		Digital Poster Making Competition – Tech Connect Club
15	Fri	Holiday	Independence Day
16	Sat		
17	Sun	Holiday	
18	Mon		Illumination, State Level Inter-Collegiate Literary Fest for PUC & Degree Students – English Dept
19	Tue		Sky Quest, Inter-Collegiate Competition for PUC & Degree students – BBA Aviation Management Dept.
20	Wed		C1 Internal Assessment Examination - UG
21	Thu		C1 Internal Assessment Examination - UG
22	Fri		C1 Internal Assessment Examination - UG
23	Sat		C1 Internal Assessment Examination - UG
24	Sun	Holiday	
25	Mon		
26	Tue	Holiday	Swarnagowri Festival
27	Wed	Holiday	Ganesh Chaturthi
28	Thu		Inter-Collegiate Literary (Kannada) Competition for Pre University and egree
29	Fri		Inter-Collegiate Throwball, Ball Badminton, Kho Kho & Kabadi tournament for Pre University College Girls
30	Sat		
31	Sun	Holiday	

SEPTEMBER – 2025

Date	Day	Day Order	Events
1	Mon		
2	Tue		
3	Wed		
4	Thu		Onam celebration
5	Fri	Holiday	Milad-un-Nabi / Onam
6	Sat		
7	Sun	Holiday	
8	Mon		Special Lecture Program on “The Role of ATC in Aviation Safety” – BBA Aviation Management Dept.
9	Tue		Seminar on “Cryptography and Network Security” – CS Dept.
10	Wed		Seminar on “AI in Green Marketing Innovation” – Commerce Dept.
11	Thu		Commencement of 1 st & 3 rd odd semester classes – PG Orientation Program & Ice-breaking activities – M.Com Dept.
12	Fri		
13	Sat		Intra-Collegiate Chess and Carom Tournament – Sports Dept.
14	Sun	Holiday	
15	Mon		5 days Certification Program on “Future Ready: Skill-Building and Placement Training Program” – Training & Placement Dept.
16	Tue		Special Lecture Program on “Effective Corporate Correspondence” – English Dept.
17	Wed		
18	Thu		Tech Debate, Intra-Collegiate IT Debate Competition – Tech Connect Club
19	Fri		Biz Quest, Intra-Collegiate Business Quiz Competition – Commerce Forum
20	Sat		Mysore City Inter-Collegiate Sports Events for PUC and Degree Students – Sports Dept.
21	Sun	Holiday	
22	Mon		Workshop on “Crew Resources Management” – BBA Aviation Management Dept.
23	Tue		
24	Wed		C2 Internal Assessment Examination - UG
25	Thu		C2 Internal Assessment Examination - UG
26	Fri		C2 Internal Assessment Examination - UG
27	Sat		C2 Internal Assessment Examination - UG
28	Sun	Holiday	
29	Mon		One-day Workshop on K-SET& UGC-NET Preparation for Commerce students – M.Com Dept.
30	Tue		Seminar on “Python for Web Development with Django” – CS Dept

OCTOBER – 2025

Date	Day	Day Order	Events
1	Wed	Holiday	Ayudha Pooja
2	Thu	Holiday	Gandhi Jayanti/Vijayadashami
3	Fri		
4	Sat		
5	Sun	Holiday	
6	Mon		Special Lecture Program on “Edge Computing” – CS Dept
7	Tue	Holiday	Maharishi Valmiki Jayanthi
8	Wed		
9	Thu		
10	Fri		Karunadothsava, Intra-Collegiate Literary Competition – Kannada Dept Product Launch, Intra-Collegiate Marketing Competition – Commerce Forum
11	Sat		Visit to Cochin International Airport – BBA Aviation Management Dept.
12	Sun	Holiday	
13	Mon		C1 Internal Assessment Examination - PG
14	Tue		C1 Internal Assessment Examination - PG
15	Wed		C1 Internal Assessment Examination – PG
16	Thu		
17	Fri		
18	Sat		Last working day of the 1 st , 3 rd , & 5 th semester classes - UG
19	Sun	Holiday	
20	Mon	Holiday	NarakaChathurdashi
21	Tue		
22	Wed	Holiday	Balipadyami/Deepavali
23	Thu		
24	Fri		Commencement of UoM odd semester examinations - UG
25	Sat		
26	Sun	Holiday	
27	Mon		
28	Tue		Special Lecture Program on “Indian Business Policy: Impact of Regulatory Framework”-M.ComDept.
29	Wed		
30	Thu		
31	Fri		

NOVEMBER– 2025

Date	Day	Day Order	Events
1	Sat	Holiday	Kannada Rajyotsava
2	Sun	Holiday	
3	Mon		
4	Tue		Special Lecture Program on “Recent Reforms in Indian Taxation – GST and Direct Tax Code” – M.Com Dept.
5	Wed		
6	Thu		
7	Fri		
8	Sat		KanakadasaJayanthi
9	Sun	Holiday	
10	Mon		C2 Internal Assessment Examination - PG
11	Tue		C2 Internal Assessment Examination - PG
12	Wed		C2 Internal Assessment Examination - PG
13	Thu		
14	Fri		
15	Sat		
16	Sun	Holiday	
17	Mon		
18	Tue		
19	Wed		
20	Thu		
21	Fri		
22	Sat		
23	Sun	Holiday	
24	Mon		
25	Tue		
26	Wed		
27	Thu		
28	Fri		
29	Sat		Dr. KCG Verghese Memorial Open Chess Tournament
30	Sun	Holiday	

DECEMBER– 2025

Date	Day	Day Order	Events
1	Mon		
2	Tue		
3	Wed		
4	Thu		
5	Fri		
6	Sat		
7	Sun	Holiday	
8	Mon		Commencement of 2 nd , 4 th & 6 th semester classes - UG
9	Tue		
10	Wed		
11	Thu		
12	Fri		Seminar on “Cargo Operations” – BBA Aviation Management Dept.
13	Sat		Intra-Collegiate Throwball Tournament – Sports Dept.
14	Sun	Holiday	
15	Mon		
16	Tue		
17	Wed		Seminar on “Ethical Hacking” – CS Dept.
18	Thu		Hands-on Training: Exploring E-filing of GST & IT –Commerce Dept.
19	Fri		AviArt, Inter-Collegiate Competition – BBA Aviation Management Dept.
20	Sat		
21	Sun	Holiday	
22	Mon		
23	Tue		Samvardhana, Intra-Collegiate Literary Competition – Kannada Dept
24	Wed		
25	Thu	Holiday	Christmas
26	Fri		
27	Sat		
28	Sun	Holiday	
29	Mon		
30	Tue		
31	Wed		Special Lecture Program on “Aviation Security” – BBA Aviation Management Dept. Ad Flip, Intra-Collegiate Reverse Marketing Competition – Commerce Forum

JANUARY – 2026

Date	Day	Day Order	Events
1	Thu	Holiday	New Year
2	Fri		Last working of odd semester classes – PG dept
3	Sat		Dr. K C G Verghese Memorial National Level Inter-Collegiate Box Cricket Tournament
4	Sun	Holiday	
5	Mon		
6	Tue		Aviation Exhibition
7	Wed		Commencement of UoM odd semester examination – PG dept
8	Thu		
9	Fri		
10	Sat		
11	Sun	Holiday	
12	Mon		
13	Tue		
14	Wed	Holiday	Makara Sankranti
15	Thu		
16	Fri		Innothon, National Level Inter-Collegiate IT event
17	Sat		SPECTRA 2025, Dr. K C G Verghese Memorial Trophy National Level Inter-Collegiate Management, IT & Cultural Fest
18	Sun	Holiday	
19	Mon		
20	Tue		
21	Wed		Cloud Chronicle, Intra-Collegiate IT competition – Tech Connect Club
22	Thu		Seminar on “Technical Analysis of Stock Market” – Commerce Dept
23	Fri		Seminar on “Aviation for Society” – BBA Aviation Management Dept.
24	Sat		A visit to the house of a writing wizard, R.K. Narayan - English Dept.
25	Sun	Holiday	
26	Mon	Holiday	Republic Day
27	Tue		AviaSpark, Intra Collegiate Competition – BBA Aviation Management Dept.
28	Wed		C 1 Internal Assessment Examination - UG
29	Thu		C 1 Internal Assessment Examination - UG
30	Fri		C 1 Internal Assessment Examination - UG
31	Sat		C 1 Internal Assessment Examination - UG

FEBRUARY 2026

Date	Day	Day Order	Events
1	Sun	Holiday	
2	Mon		
3	Tue		
4	Wed		Code Cracker Quiz, Intra-Collegiate Coding Competition – Tech Connect Club
5	Thu		Logo Identification, Intra-Collegiate Marketing Competition – Commerce Forum
6	Fri		Build your Airline, an Inter-Collegiate Competition – BBA Aviation Dept.
7	Sat		
8	Sun	Holiday	
9	Mon		Commencement of even semester classes – PG dept
10	Tue		Special Lecture Program on “Entrepreneurship in Computer Science” - CS Dept.
11	Wed		Visit to Oriental Research Institute (ORI) – Kannada Dept.
12	Thu		Literacia, Intra-Collegiate Literary Competition
13	Fri		
14	Sat		Drone Operation Workshop – BBA Aviation Management
15	Sun	Holiday	Mahashivaratri
16	Mon		Certification Program on “Campus to Corporate: Career Launchpad Program” – Training & Placement Dept.
17	Tue		
18	Wed		
19	Thu		Seminar on “Career path in AI and Cyber Security” – CS Dept.
20	Fri		Certification Course on First Aid – BBA Aviation Management Dept
21	Sat		
22	Sun	Holiday	State Level Inter-Collegiate Badminton Tournament
23	Mon		
24	Tue		Seminar on “Mastering Angular” – CS Dept.
25	Wed		C 2 Internal Assessment Examination - UG
26	Thu		C 2 Internal Assessment Examination - UG
27	Fri		C 2 Internal Assessment Examination - UG
28	Sat		C 2 Internal Assessment Examination -UG

MARCH– 2026

Date	Day	Day Order	Events
1	Sun	Holiday	
2	Mon		
3	Tue		Mock Drill on Evacuation Procedure – BBA Aviation Management Dept
4	Wed		Fin Bid, Intra-Collegiate Financial Bidding Competition – Commerce Forum
5	Thu		
6	Fri		Special Lecture Program on “Beyond Bitcoin:The Power of Blockchain” – CS Dept.
7	Sat		Sports Day
8	Sun	Holiday	
9	Mon		Women’s Day Celebration
10	Tue		Seminar on “Network Protocols for IoT Devices” – CS Dept.
11	Wed		
12	Thu		Seminar on “Mind of a Search Engine” – CS Dept.
13	Fri		Special Lecture Program on “Inflight Services” – BBA Aviation Management Dept.
14	Sat		Pool Campus Placement Drive
15	Sun	Holiday	
16	Mon		
17	Tue		
18	Wed		
19	Thu	Holiday	Ugadi
20	Fri	Holiday	Ramzan
21	Sat		
22	Sun	Holiday	
23	Mon		
24	Tue		
25	Wed		
26	Thu		Last working day of the 2 nd , 4 th & 6 th semester classes - UG
27	Fri		
28	Sat		Farewell for 3 rd year students - UG
29	Sun	Holiday	
30	Mon		Commencement of UoM Even Semester Examination - UG
31	Tue	Holiday	Mahaveer Jayanthi

APRIL 2026

Date	Day	Day Order	Events	Working days
1	Wed			
2	Thu			
3	Fri	Holiday	Good Friday	
4	Sat			
5	Sun	Holiday	Easter	
6	Mon			
7	Tue			
8	Wed		C1 Internal Assessment Examination – PG dept	
9	Thu		C1 Internal Assessment Examination – PG dept	
10	Fri		C1 Internal Assessment Examination – PG dept	
11	Sat			
12	Sun	Holiday		
13	Mon			
14	Tue	Holiday	Dr. Ambedkar Jayanthi	
15	Wed			
16	Thu			
17	Fri			
18	Sat			
19	Sun	Holiday		
20	Mon		.	
21	Tue			
22	Wed			
23	Thu			
24	Fri			
25	Sat			
26	Sun	Holiday		
27	Mon			
28	Tue			
29	Wed			
30	Thu			

MAY 2026

Date	Day	Day Order	Events	Working days
1	Fri	Holiday	May day	
2	Sat			
3	Sun	Holiday		
4	Mon			
5	Tue			
6	Wed			
7	Thu			
8	Fri			
9	Sat			
10	Sun	Holiday		
11	Mon			
12	Tue			
13	Wed		C2 Internal Assessment Examination – PG dept	
14	Thu		C2 Internal Assessment Examination – PG dept	
15	Fri		C2 Internal Assessment Examination – PG dept	
16	Sat			
17	Sun	Holiday		
18	Mon			
19	Tue			
20	Wed			
21	Thu			
22	Fri			
23	Sat			
24	Sun	Holiday		
25	Mon			
26	Tue			
27	Wed	Holiday	Bakrid	
28	Thu			
29	Fri			
30	Sat			
31	Sun			

JUNE 2026

Date	Day	Day Order	Events	Working days
1	Mon			
2	Tue			
3	Wed			
4	Thu			
5	Fri			
6	Sat			
7	Sun	Holiday		
8	Mon			
9	Tue			
10	Wed		Last working day of even semester classes – PG dept.	
11	Thu			
12	Fri			
13	Sat			
14	Sun	Holiday		
15	Mon		Commencement of UoM semester examination – PG dept	
16	Tue			
17	Wed			
18	Thu			
19	Fri			
20	Sat			
21	Sun	Holiday		
22	Mon			
23	Tue			
24	Wed			
25	Thu			
26	Fri			
27	Sat			
28	Sun	Holiday		
29	Mon			
30	Tue			
31	Wed			

Sl. No.	Dept.	Contact Number
1	Admission	9945112695/7022256465
2	Transport	9902615110/7022256465
3	Hostel	9986683891/7022256465
4	Medical Assistance / Helpline	7022256465

General Help Line numbers		
Sl. No.	Dept.	Contact Number
1	Police Control Room	100
2	Fire Station	101
3	Ambulance	102/108
4	Railway Enquiry	139
5	DC Office Helpline	1077, 2424079
6	Child Helpline	1098
7	Women Helpline	1091
8	Crime Stopper	1090
9	Commissioner of Rescue and Relief	1070
10	Emergency Response Support System	112

WORKSHEET

WORKSHEET



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AND NO MAN A FAILURE”**



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HINDUSTAN
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HIET
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ENGINEERING TECHNOLOGY

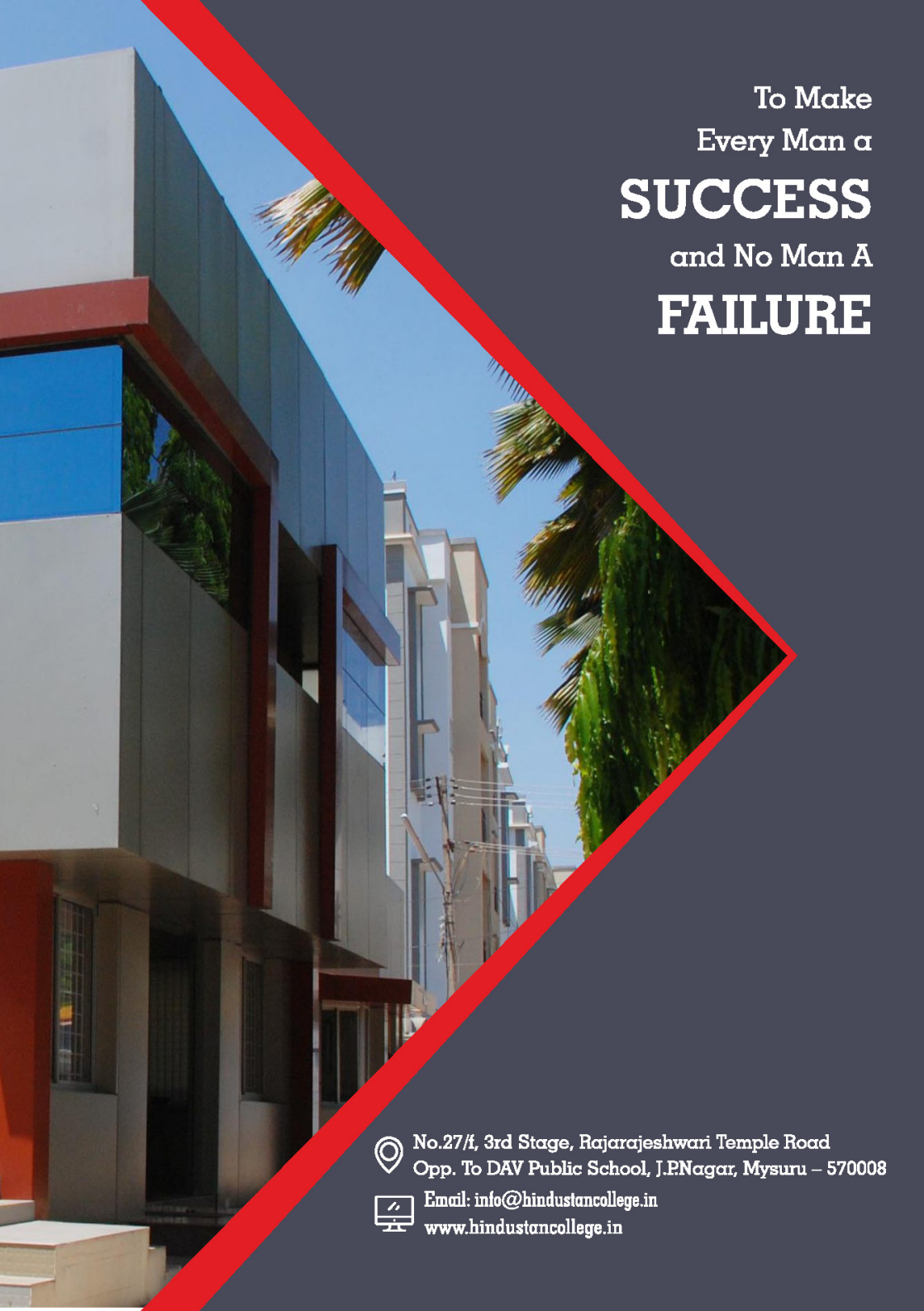


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Email: info@hindustancollege.in
www.hindustancollege.in