



# St. Xavier's College

Ranchi - 834 001



**PROSPECTUS 2025-26**





**St. Xavier's College  
Ranchi – 834001**

**Estd. 1944**

(Affiliated to Ranchi University, Ranchi)



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**ST. XAVIER'S COLLEGE, RANCHI**

## **MOTTO**

LUCENS ET ARDENS (Spreading Light and Shining Bright)

## **VISION**

To create a society of intellectually competent, spiritually inspired, morally upright and socially committed citizens.

## **MISSION**

- To ensure academic excellence in teaching learning process
- To provide an opportunity for inclusive learning and all-round development
- To provide an equal opportunity for all with preferential option for the Christians, Schedule Tribe and Schedule Caste students
- To promote vocational and entrepreneurial learning
- To foster soft, hard and employability skills in students
- To encourage students to become sensible and committed persons towards self, society and surroundings
- To create an environment for research and extension activities
- To promote and preserve cultural heritage of the Chotanagpur region
- To promote and preserve ecology

## **CORE VALUES**

- Academic excellence
- Integral formation
- Social Responsibility
- Ecological Consciousness

## **BRIEF NOTE ON ST. XAVIER'S COLLEGE, RANCHI**

St. Xavier's College Ranchi is a Minority Educational Institution based on religion affiliated to Ranchi University. The College was founded by the Society of Jesus in 1944 with the primary objective of providing Higher Education in Christian atmosphere to all the deserving students with preferential option for the Christians, Schedule Tribe and Schedule Caste. It is established and administered by Ranchi Jesuit Province of the Society of Jesus. It is registered under the title 'Xaviers Ranchi' under the Society's Registration Act XXI of 1860.

Principled on the motto "LUCENS ET ARDENS" which means 'Spreading Light and Shining Bright', St. Xavier's College, Ranchi strives to groom intellectually competent,

spiritually inspired, morally upright and socially committed citizens in the service of the nation.

St. Xavier's College was conferred with autonomy in July 2005. It was re-accredited in 3<sup>rd</sup> cycle with grade A by National Assessment and Accreditation Council on January 2013. UGC conferred on the college the status of College with Potential for Excellence in 2015. After re-accreditation in 4<sup>th</sup> cycle with B+ by NAAC in May 2022 the College continues to be an Autonomous College affiliated to Ranchi University.

## **CLASS ROOMS**

There are 102 Class rooms and four seminar rooms equipped with SMART boards. There are 32 Labs for different programmes and departments including a dedicated GIS Lab.

<http://sxcran.ac.in/doc/LayoutRoomsandBuilding.pdf>

## **LIBRARY**

St. Xavier's College Central Library holds 1,71,450 books and 105 national and international periodicals. Apart from online database provided by N-List, the library also holds e-journal and e-book database of renowned publishers such as Sage. The Central library is automated with library management software called "Alice for Window". The web OPAC is fully functional. Apart from the Central Library there are department libraries managed by the respective department and a separate PG library with 5,750 books for postgraduate students.

### **Library Rules**

1. College Identity card is compulsory for entering in the library.
2. Students have to enter their names and sign in the register kept at the entrance.
3. Silence has to be maintained and no discussion is permitted in the library.
4. Use of mobile phone with or without headphone is strictly prohibited in the library.
5. Copy and textbooks are not allowed in the magazine room.
6. All students are allowed to borrow 2 books at a time for a period of 15 days. An overdue charge of Rs. 1/- will be charged per book per day if not returned within the due date.
7. All the students and representatives of Publishers entering in the Library shall keep their bags and other personal belongings at the property counter.
8. Users of the library should not deface, mark, cut or damage the reading material in any way. Persons doing so are liable to be fined heavily.

**For further details you can see the Link:**

<https://sxcran.ac.in/Academics/Library>



## PLACEMENTS AND INTERNSHIPS

College has Placement centre to help the students for career advancement and counseling. The following Companies and Banks are invited for campus recruitments:

*SAP LABS, DELOITTEE TAX, TATA POWER, GLENMARK LIFE SCIENCES, FIRST SOURCE SOLUTIONS, CONCENTRIX, TCS BPS, TCS SMART IGNITE, ITC LTD, ICICI PRUDENTIAL LIFE INSURANCE, BRITISH TELECOM, FEDERAL BANK, AXIS BANK, PWC, VENANTA LANJIGARH ODISHA, VEDANTA ESL BOKARO, ACCENTURE, LTIMINDTREE, GENPACT, WAKEFIT, ICICI BANK PHONE BANKING, TECH MAHINDRA, ICICI BANK (RM), TCS ATLAS.*

**Package Offered: 1.85 L to 15.15 L**

## INTERNSHIPS

Students go for their internships in and around Ranchi to various Banks, companies, institutions and industries like:

*CCL, SAIL, NMDC, CMPDI, TCS, Reliance Retail Ltd., Tata Steel Jamshedpur, BIT Mesra, RFRI, SBI, Bank of Baroda, Maruti Suzuki Ranchi, Zoological Survey of India, Kolkata, Bose Informatics Kolkata, MRD Life Sciences Pvt. Ltd. Lucknow, BAU Ranchi, Institute of Forest Productivity, Ranchi. SRL diagnostics Mumbai etc.*

## SCHOLARSHIPS

Two types of scholarships are available for the students:

1. **e-Kalyan Jharkhand Scholarship:** This is state level scholarship. The students of Scheduled Tribe, Scheduled Caste and Backward Caste who studying in Graduate and Postgraduate can apply for this scholarship through the link:  
<https://www.jharupdate.com/e-kalyan-jharkhand-scholarship/>
2. **National Scholarships Portal:** NSP is taken as Mission Mode Project under National e-Governance Plan. Students can apply for scholarships through NSP. Minority communities can also apply for minority scholarship from this portal. The link is:  
<https://scholarships.gov.in>

Besides these two, College encourages students also apply for various departmental scholarships for students whose parents have provisions for departmental scholarships.

There is Scholarship office to help out the students in applying for the scholarships and processing the same.

**Research Centers**

- Tribal Research Centre
- Central Research Laboratory
- Dr. Camil Bulcke Research Centre
- Society of Earth Observation and Conservation

**FACILITIES:**

- Central Library/Departmental Libraries
- Placement & Career Guidance Cell
- Dr. Camil Bulcke Library
- Smart Class Rooms
- College Canteen, Green Chilli, Amul Outlet
- Gym & Auditorium
- Boys Hostel
- Outdoor Games: Football/Cricket Ground, Basketball Court, Volleyball Court
- Indoor Games: Carom Board, Table Tennis, Billiards
- Guest Rooms
- Departmental Laboratories
- Parking Area for Staff and Students Separately
- Water Filter Plant for Drinking Water
- Clinic & infirmary
- Students Welfare Centre (Photocopy)
- AROX (Alumni)

**STUDENTS CLUBS, ASSOCIATIONS AND SOCIETIES:**

- Rotaract Club
- Geo Club
- Electoral Literacy Club
- National Service Scheme (NSS)
- National Cadet Corps (NCC)
- All India Catholic University Federation (AICUF)
- Eco Task Force
- Micro Biologists Society
- Hindi Sahitya Parishad
- Empyrean Club
- Science Club
- Tribal Cultural Society
- Finova

- Non-Teaching Staff Association
- Teaching Staff Council

#### **CELLS AND CENTRES:**

- Anti-Ragging Cell
- Placement Cell
- Equal opportunity Cell
- Socio-Economically Disadvantaged Groups Cell
- Internal Complaint Committee
- Grievance Redressal Cell

## **NEW ADMISSION – 2025**

#### **ADMISSION PROCESS FOR UG**

The UG programs offered by the college are affiliated to Ranchi University. At the completion of the programs, the required degree will be conferred by the Ranchi University.

#### **Based on National Education Policy (NEP) Four Year Degree Course**

<b>Subject</b>	<b>No. of Seats</b>	<b>Subject</b>	<b>No. of Seats</b>
<b>HUMANITIES</b>		<b>NATURAL SCIENCE</b>	
B.A. English (Two Shifts)	175	B.Sc. Physics (One Shift)	60
B.A. Hindi (Two Shifts)	150	B.Sc. Chemistry (One Shift)	75
<b>SOCIAL SCIENCE</b>		B.Sc. Zoology (One Shift)	75
B.A. History (Two Shifts)	150	B.Sc. Botany (One Shift)	60
B.A. Economics (Two Shifts)	140	B.Sc. Geology (One Shift)	70
B.A. Geography (Two Shifts)	140	B.Sc. Mathematics (One Shift)	80
B.A. Political Science (Two Shifts)	150	B.Sc. Statistics (One Shift)	75
B.A. Sociology (One Shift)	75		
<b>COMMERCE</b>		<b>APPROVED BY AICTE</b>	
B. Com. Accounts (Three sections in First Shift and Three sections in Second Shift)	720	BBA (Two Shifts)	180
		BCA (Two Shifts)	100



**Based on Choice Based Credit System (CBCS)  
Three Year Degree Course – Professional Courses**

Subject	No. of Seats	Subject	No. of Seats
<b>COMMERCE</b>		<b>ARTS</b>	
B.Com. Advertising and Marketing	75	B.A. English Language & Literature	75
B.Com. Banking and Insurance	75	B.A. Journalism & Mass Communication	75
B.Com. Financial Marketing Operation	75	B.A. Animation and Interior Design	50
B.Com. International Accounts	75	<b>SCIENCE</b>	
B.Com. Retail Management	75	B.Sc. Bio-Technology	60
B.Com. Office Management and Secretarial Practice	75	B.Sc. Computer Science	60
B.Voc. Fashion Technology	50	B.Sc. Information Technology	60

**MINOR OPTIONS FROM DISCIPLINE SPECIFIC UNDER NEP-20 IN OUR COLLEGE**

MAJOR	IRC/MN
Botany	Chemistry, Geology, Zoology, Economics, Geography
Zoology	Botany, Chemistry, Geology, Geography
Chemistry	Botany, Mathematics, Physics, Geology, Zoology, Economics
Mathematics	Chemistry, Physics, Geology, Statistics, Economics, Commerce
Physics	Chemistry, Mathematics, Economics, Geography,
Geology	Botany, Chemistry, Mathematics, Physics, Zoology, Economics, Geography
Statistics	Mathematics, Economics, Geography, History, Political Science, Commerce
Commerce	Mathematics, Statistics, Economics, Geography, History, Political Science, Sociology
Economics	Mathematics, Statistics, Geography, History, Political Science, Sociology, English, Hindi
Geography	Geology, Statistics, Economics, History, Political Science, Sociology, English, Hindi
History	Geology, Statistics, Economics, Geography, Political Science, Sociology, English, Hindi
Political Science	Economics, Geography, History, Sociology, English, Hindi
Sociology	Economics, Geography, History, Political Science, English, Hindi
English	Statistics, Economics, Geography, History, Political Science, Sociology, Commerce
Hindi	Statistics, Economics, Geography, History, Political Science, Sociology, Commerce

## MULTI-DISCIPLINARY COURSES

### SEMESTER-I

**MDC1A:** FOUNDATION OF COGNITIVE SCIENCE

**MDC1B:** PERFORMANCE MANAGEMENT AND COUNSELLING

**MDC1C:** INTRODUCTION TO GENDER EQUALITY

**MDC1D:** E-COMMERCE

**MDC1E:** LIFESCIENCE–CELLULAR ORGANISATION & FUNDAMENTAL PROCESSES

**MDC1F:** MATHEMATICAL & COMPUTATIONAL THINKING AND ANALYSIS

### SEMESTER-II

**MDC2A:** CONCEPTUALIZING WOMEN'S STUDIES

**MDC2B:** INTRODUCTION TO INTELLECTUAL PROPERTY RIGHTS(IPR)

**MDC2C:** INCOME TAX

**MDC2D:** DEVELOPMENT PSYCHOLOGY

**MDC2E:** TRIBAL STUDIES

**MDC2F:** AN INTRODUCTION TO SUSTAINABLE DEVELOPMENTS

### SEMESTER-III

**MDC3A:** COPYRIGHT & PATENT LAW

**MDC3B:** GOODS AND SERVICES TAX (GST)

**MDC3C:** MANAGEMENT OF UNORGANISED LABOUR

**MDC3D:** DEVELOPMENT & MANAGEMENT OF HUMAN RESOURCE

**MDC3E:** SOCIETY & PSYCHOLOGY

**MDC3F:** HUMAN RIGHTS

## MINOR OPTIONS FROM VOCATIONAL UNDER NEP-20 IN OUR COLLEGE

MINOR	PAPER	SEM II	SEMIV	SEMVI	SEM VIII
	CODE	MN-2A	MN-2B	MN-2C	MN-2D
1	ORGANIC FARMING	MNV1A	MNV1B	MNV1C	MNV1D
2	BANKING AND INSURANCE	MNV2A	MNV2B	MNV2C	MNV2D
3	TEXTILE DESIGN & TAILORING	MNV3A	MNV3B	MNV3C	MNV3D
4	EVENT MANAGEMENT	MNV4A	MNV4B	MNV4C	MNV4D
5	LIBRARY AND INFORMATION SCIENCE	MNV5A	MNV5B	MNV5C	MNV5D
6	STOCK MARKET	MNV6A	MNV6B	MNV6C	MNV6D
7	FISH AND FISHERIES	MNV7A	MNV7B	MNV7C	MNV7D
8	DATA ANALYSIS (NOT IN RU LIST)	MNV8A	MNV8B	MNV8C	MNV8D
9	COMMUNICATION TECHNOLOGY (NOT IN RU LIST)	MNV9A	MNV9B	MNV9C	MNV9D

## GENERIC AVAILABLE FOR PROGRAMME UNDER CBCS

Honours	Generic
Bio-Technology	Botany / Zoology
B.J.M.C	Geography/ Political Science /English language & Lit/ English /Hindi / History/ Sociology/ Economics
ELL	Political Science/ Geography / Economics / History / Sociology / Journalism & Mass Communication / Hindi
B.I.T.	Mathematics / Statistics
BCA	Mathematics / Statistics

## AVAILABLE **INTRODUCTORY VOCATIONAL** STUDIES OPTIONS-IVS IN THE COLLEGE

- Mushroom Cultivation
- Organic Farming
- E-Filing of Returns
- Digital Marketing
- Communicative English
- Computer Basics and Multimedia
- Functional Hindi
- Fundamental of Science Laboratory
- Sericulture
- Fisheries
- Bee Keeping
- Textile Management
- Introduction to Stock Market
- Travel and Tourism
- Forestry and Wild Life
- Beauty and Wellness

Candidates are guided to read the guidelines of NEP-2020 in the Link given below:

[https://www.ranchiuniversity.ac.in/index.php?option=com\\_content&view=article&layout=edit&id=241&Itemid=577](https://www.ranchiuniversity.ac.in/index.php?option=com_content&view=article&layout=edit&id=241&Itemid=577)

[https://www.education.gov.in/sites/upload\\_files/mhrd/files/NEP\\_Final\\_English\\_0.pdf](https://www.education.gov.in/sites/upload_files/mhrd/files/NEP_Final_English_0.pdf)

- Candidates may apply for more than One Course/ subject. The payment also is to be made separately for each course or subject.
- A student with compartmental or failed in one subject should not apply.
- A student with EIOP (Eligible for Improvement of performance) should not apply.
- For admission in any subject student must fulfil the eligibility criteria. Faculty wise Eligibility Criteria is mentioned below.

**Eligibility Criteria for ADMISSION:**

<b>UG Programme</b>	<b>General criteria</b>	<b>Hons specific criteria</b>
Physics	At least 50% marks in aggregate in +2/Inter Science or equivalent examination	At least 50% marks in Physics and 45% marks in Mathematics in + 2 / equivalent examination
Mathematics	At least 50% marks in aggregate in +2/ Inter Science	At least 50% marks in Mathematics in + 2 Inter Science or equivalent examination
Statistics	At least 50% marks in aggregate in +2/ Inter Science. At least 50% marks in aggregate in +2/Inter Commerce and Inter Arts with economics with maths as one of the papers.	At least 40% marks in mathematics in + 2 / Inter Science or equivalent examination. Students of Inter Commerce/Arts Economics with maths as one of the papers with 40% marks in maths are eligible.
Botany	At least 50% marks in aggregate in +2/ Inter Science	At least 50% marks in bio at the +2/ Inter or equivalent level examination
Chemistry	At least 50% marks in aggregate in +2/Inter with PCM/PCB and computer science	At least 55% marks in Chemistry in + 2 / equivalent examination
Zoology	At least 50% marks in aggregate in +2 /Inter with PCB	At least 50% marks in Biology in + 2 / equivalent examination
Geology	At least 50% marks in aggregate in +2 /Inter with PCM/PCB	None
History	At least 50% marks in aggregate in +2 /Inter in arts with History as a subject Or At least 55% marks in aggregate in +2 /Inter in commerce and science stream	Arts students must have at least 50% marks in History in + 2 / equivalent examination
Political Science	At least 50% marks in aggregate in +2 /Inter in arts with political science as a subject <b>Or</b> At least 55% marks in aggregate in +2 /inter in commerce and science stream	Arts students must have at least 50% marks in Political Science in + 2 / equivalent examination
Economics	At least 50% marks in aggregate in +2 /Inter arts with economics as a subject <b>Or</b> At least 55% marks in aggregate in +2 /Inter commerce / science stream	Arts students must have at least 50% marks in Economics in + 2 / equivalent examination 2.must have pass marks in mathematics at +2/inter level
	At least 50% marks in aggregate in	Arts students must have at least 50%



Geography	+2 /Inter in arts with geography as a subject <b>Or</b> At least 55% marks in aggregate in +2 /inter in commerce and science stream	marks in Geography in + 2 / equivalent examination 2. Basic knowledge of computer and statistics
Sociology	At least 50% marks in aggregate in +2 /Inter in arts <b>Or</b> At least 55% marks in aggregate in +2 /Inter in commerce and science stream	At least 50% marks in English or Hindi in + 2 / Inter arts/science/commerce examination
Hindi	At least 50% marks in aggregate in +2 /Inter in arts with Hindi as a subject <b>Or</b> At least 55% marks in aggregate in +2 /Inter in commerce and science stream	At least 50% marks in Hindi in + 2 / Inter arts/science/commerce examination
English	At least 50% marks in aggregate in +2 /Inter in arts <b>Or</b> At least 55% marks in aggregate in +2 /Inter in commerce and science stream	At least 50% marks in English in + 2 / Inter arts/science/commerce examination
<b>Commerce accounts</b>	At least 50% marks in aggregate in +2 /Inter commerce/science	At least 50% in Accounts and Business studies each in +2/Inter commerce

## Semester wise Course Code and Credits

Semester	Code	Papers	Credits
<b>I</b>	AEC-1	Language and Communication Skills (MIL 1 - Hindi/ English)	2
	VAC-1	Value Added Course-1	4
	SEC-1	Skill Enhancement Course-1	3
	MDC-1	Multi-disciplinary Course-1	3
	MN-1A	Minor from Discipline-1	4
	MJ-1	Major paper 1 (Disciplinary/Interdisciplinary Major)	4
<b>II</b>	AEC-2	Language and Communication Skills (MIL 2 - English/ Hindi)	2
	SEC-2	Skill Enhancement Course-2	3
	MDC-2	Multi-disciplinary Course-2	3
	MN-2A	Minor from Vocational Studies/Discipline-2	4

	MJ-2	Major paper 2 (Disciplinary/Interdisciplinary Major)	4
	MJ-3	Major paper 3 (Disciplinary/Interdisciplinary Major)	4
<b>III</b>	AEC-3	Language and Communication Skills (Language Elective 1 - Modern Indian language including TRL)	2
	SEC-3	Skill Enhancement Course-3	3
	MDC-3	Multi-disciplinary Course-3	3
	MN-1B	Minor from Discipline-1	4
	MJ-4	Major paper 4 (Disciplinary/Interdisciplinary Major)	4
	MJ-5	Major paper 5 (Disciplinary/Interdisciplinary Major)	4
<b>IV</b>	AEC-3	Language and Communication Skills (Language Elective - Modern Indian language including TRL)	2
	VAC-2	Value Added Course-2	2
	MN-2B	Minor from Vocational Studies/Discipline-2	4
	MJ-6	Major paper 6 (Disciplinary/Interdisciplinary Major)	4
	MJ-7	Major paper 7 (Disciplinary/Interdisciplinary Major)	4
	MJ-8	Major paper 8 (Disciplinary/Interdisciplinary Major)	4
<b>V</b>	MN-1C	Minor from Discipline-1	4
	MJ-9	Major paper 9 (Disciplinary/Interdisciplinary Major)	4
	MJ-10	Major paper 10 (Disciplinary/Interdisciplinary Major)	4
	MJ-11	Major paper 11 (Disciplinary/Interdisciplinary Major)	4
	IAP	Internship/Apprenticeship/Field Work/Dissertation/Project	4
<b>VI</b>	MN-2C	Minor from Vocational Studies/Discipline-2	4
	MJ-12	Major paper 12 (Disciplinary/Interdisciplinary Major)	4
	MJ-13	Major paper 13 (Disciplinary/Interdisciplinary Major)	4
	MJ-14	Major paper 14 (Disciplinary/Interdisciplinary Major)	4
	MJ-15	Major paper 15 (Disciplinary/Interdisciplinary Major)	4
<b>VII</b>	MN-1D	Minor from Discipline-1	4
	MJ-16	Major paper 16 (Disciplinary/Interdisciplinary Major)	4
	MJ-17	Major paper 17 (Disciplinary/Interdisciplinary Major)	4

	MJ-18	Major paper 18 (Disciplinary/Interdisciplinary Major)	4
	MJ-19	Major paper 19 (Disciplinary/Interdisciplinary Major)	4
	MN-2D	Minor from Vocational Studies/Discipline-2	4
	MJ-20	Major paper 20 (Disciplinary/Interdisciplinary Major)	4
<b>VIII</b>	RC/	Research Internship/Field Work/Dissertation OR	12/
	AMJ-1	Advanced Major paper-1	4
	AMJ-2	(Disciplinary/Interdisciplinary Major)	4
	AMJ-3	Advanced Major paper-2 (Disciplinary/Interdisciplinary Major) Advanced Major paper-3 (Disciplinary/Interdisciplinary Major)	4
		<b>Total Credit</b>	<b>160</b>

**Link for further details:**

<https://www.ranchiuniversity.ac.in/phocadownload/Admission/2022/22FYUGP%20Common%20Courses%20Sem%20I%20II.pdf>

### **Add-on Courses**

Add-on courses will play a critical role in enhancing the academic and professional development of students. Students are encouraged to benefit from the opportunity available. This adds extra credit to the Academic Bank of Credit (ABC) of the students. Students have to pay required fee of the respective courses.

<b>S.N.</b>	<b>Name of Department</b>	<b>Add-on Course</b>	<b>Duration</b>
1	Society of Earth Observation and Conservation (SEOC)	Certificate Course on Pearl Culture	1 year
2	Department of Geography	Certificate on Basic Digital Mapping Technique	30 Hours
3	Department of Mathematics and Statistics	Certificate Course on Data Analysis using SPSS Software	60 Hours
4	Department of Bio-Technology	Certificate Course on Industrial Bioprocess	30 Hours
5	Department of Journalism & Mass communication	Certificate course on Film and Video Production	6 Months
6	Department of Journalism &	Certificate Course on Tribal Theatre	6 Months

	Mass Communication		
7	Department of Mathematics and Statistics	Certificate Course on Foundations in Mathematics	30 Hours
8	Department of Mathematics and Statistics	Certificate Course on Quantitative Techniques	30 Hours

## ONLINE APPLICATION INSTRUCTIONS & GUIDELINES

Please read the Prospectus and Guidelines carefully before you start filling the Online Application Form.

Steps for Application:

- Step-1: Registration (One Time)
- Step-2: Personal Details (One Time)
- Step-3: Educational Details (One Time)
- Step-4: Choose Course & Marks Entry (Can Apply in multiple courses with single registration)
- Step-5: Fee Payment (Pay each time for new course)
- Step-6: Print

All Steps are mandatory, On-line application submission will be considered as complete only after receipt of "Confirmation Page". Apply for more than one course using single registration. No need to fill registration form again. Do not attempt filling up the form before the publication of your respective board / council results otherwise your application form will be rejected. Do not fill application form through Mobile (Some options may not work on mobile device). Use Mozilla /Chrome browser to fill online form.

### Important Instructions

Before applying, candidate should ensure that he/she **fulfills all eligibility criteria**. Applicants should apply Online only. No Offline application will be accepted. Candidates can apply for UG Programs through College website <https://sxcran.ac.in> only.

The candidate should provide all details while filling the Online Form. Candidates are required to take a print out of the computer-generated Confirmation Page /Admit Card/ with Registration Number after successful submission of data. The candidates are advised to retain the hard copy of the application i.e. confirmation page, application fee receipt, for future reference. If a candidate fulfills admission eligibility criteria, he/she may also apply in more than one program using single Registration Number. Each Application is to be made on separate online application form. Application fee is to be paid separately for each application form. No request is entertained for change of stream/subject after admission is taken. For each subject there is a separate eligibility criterion and the



applications without the eligible marks will be summarily rejected.

For Admission in Undergraduate program you need your 12th Mark Sheet to fill up the online application form.

### **Application form guidelines**

Before applying candidate should ensure that he/she has fulfilled all eligibility criteria. Keep ready your Marks Sheet, Aadhar Card, debit/credit card, scanned color photo.

#### **Step-1: Registration**

The candidate has to register oneself before applying for a subject. The candidate should provide his valid and active Mobile no & Email-id details while filling the Online Registration Form. The given number and email-id will be used for further communication from institution. The Registration Form mainly contains the program (Subject) name & contact details of the candidate. After successful submission of the data, Registration Number will be generated. It will be used to complete the remaining steps of the application form and will be required for all future correspondence. To login into your application portal you have to enter your registered email and password.

#### **Step-2: Personal Details**

The candidate should provide all the required details while filling the Online Application Form. The Application Form mainly contains the personal contact details of the candidate. Applicants are advised to enter all their personal details correctly. If any information in your application form is found false during verification your application form will be rejected.

#### **Step-3: Fill Educational Details.**

The candidate has to fill up educational details in this step. The applicant is advised to provide correct information regarding previously passed examinations.

#### **Step-4: Choose Subject in which you are applying**

The candidate has to select subject in which one is applying for. This section requires previous examination marks and obtained percentage. While selecting the course candidate must ensure that he/she is eligible for that respective program. If candidate fills online application form without fulfilling eligibility or provides any false data, online application form will be rejected without any information and candidate cannot claim for admission. Candidate must choose subject carefully. The subject applied for cannot be changed under any circumstance.

### **Step-5: Application Fee Payment**

The candidate aspiring to take admission in St. Xavier's College, Ranchi is hereby notified that St. Xavier's College will accept online application fees in CASHLESS mode only. Hence the candidate must have Debit/Credit Card facilities with Online Banking activated on the card. Further, the Debit/Credit Card must have a sufficient transaction limit in accordance with the amount to be paid. It is also notified that the transaction charges, over and above the fees, are to be borne by the candidate.

Payment can be made through Debit Card / Credit card / Internet Banking. On successful payment candidate will get computerized generated application form number and you are eligible to print your online application form.

If the payment fails with any reason and fee amount is deducted from the account, candidate is asked not to take another attempt to pay again. Mail your failed payment details at [\*\*helpdesk@sxcran.org\*\*](mailto:helpdesk@sxcran.org)

If the payment fails for any reason and the amount is not deducted from your account, make another payment for online application form.

In case of double payment, send an email with full details at [\*\*helpdesk@sxcran.org\*\*](mailto:helpdesk@sxcran.org). Do not pay an online fee directly through NEFT or RTGS. For any payment related issue, please email us at: [\*\*helpdesk@sxcran.org\*\*](mailto:helpdesk@sxcran.org) with your registration number. Help Desk can also be contacted during office time (9:00 AM to 4:00 PM) on working days at 7542920586, 8538970586 or 7667441761.

### **Step-6: Print.**

After successful completion of payment (step-5); take print of application form and online payment receipt. Keep this for record and future reference.

All Steps are mandatory. On-line application submission will be considered as complete only after the receipt of "Confirmation Page". In case candidate wants to apply for another course also, he/she has to Login with the registration number and repeat above steps again.

There is no need to submit the hard copy of application form.

### **ADMISSION PROCEDURE**

- An Entrance Test for Admission will be conducted for all the applicants.
- Date and Mode for entrance test will be announced in College Website.
- Selection Lists will be prepared based on Merit. List for 2<sup>nd</sup> shift is prepared once the seats for 1<sup>st</sup> shift is filled.
- The list of selected candidates will be displayed on the College Website; thereafter admission will take place.
- The College follows the reservation policy of Jharkhand Govt.

**RESERAVATION POLICY (As per State Govt.)**

Category	Percentage
SC	10
ST	26
BC-I	8
BC-II	6
<b>Total</b>	<b>50</b>

**Undergraduate Course Fee (First Year 2025)**

Course	Board: CBSC/ICSE/Others (One Year Course Fee)		Board: JAC (One Year Course Fee)	
	GEN/BC-II	ST/SC/BC-I/Momin	GEN/BC-II	ST/SC/BC-I/Momin
B.A. (Hons)-English	Rs. 39,900/-	Rs. 38,900/-	Rs. 39,800/-	Rs. 38,800/-
B.A. (Hons)-Hindi	Rs. 39,900/-	Rs. 38,900/-	Rs. 39,800/-	Rs. 38,800/-
B.A. (Hons)-Economics	Rs. 39,900/-	Rs. 38,900/-	Rs. 39,800/-	Rs. 38,800/-
B.A. (Hons)-History	Rs. 39,900/-	Rs. 38,900/-	Rs. 39,800/-	Rs. 38,800/-
B.A. (Hons)-Pol. Science	Rs. 39,900/-	Rs. 38,900/-	Rs. 39,800/-	Rs. 38,800/-
B.A. (Hons)-Geography	Rs. 41,900/-	Rs. 40,900/-	Rs. 41,800/-	Rs. 40,800/-
B.A. (Hons)-Sociology	Rs. 59,350/-	Rs. 57,950/-	Rs. 59,250/-	Rs. 57,850/-
B.Com. (Hons)-Accounts	Rs. 44,900/-	Rs. 43,900/-	Rs. 44,800/-	Rs. 43,800/-
B.Sc. (Hons)-Physics	Rs. 44,900/-	Rs. 43,900/-	Rs. 44,800/-	Rs. 43,800/-
B.Sc. (Hons)-Chemistry	Rs. 51,900/-	Rs. 50,900/-	Rs. 51,800/-	Rs. 50,800/-
B.Sc. (Hons)-Maths	Rs. 44,900/-	Rs. 43,900/-	Rs. 44,800/-	Rs. 43,800/-
B.Sc. (Hons)-Botany	Rs. 44,900/-	Rs. 43,900/-	Rs. 44,800/-	Rs. 43,800/-
B.Sc. (Hons)-Zoology	Rs. 44,900/-	Rs. 43,900/-	Rs. 44,800/-	Rs. 43,800/-
B.Sc. (Hons)-Geology	Rs. 44,900/-	Rs. 43,900/-	Rs. 44,800/-	Rs. 43,800/-
B.Sc. (Hons)-Statistics	Rs. 60,350/-	Rs. 58,950/-	Rs. 60,250/-	Rs. 58,850/-

## Self-Finance Professional UG Course Fee (First Year 2025)

Course	Board: CBSC/ICSE/Others (One Year Course Fee)		Board: JAC (One Year Course Fee)	
	GEN/BC-II	ST/SC/BC-I/Momin	GEN/BC-II	ST/SC/BC-I/Momin
B.A. English Language & Literature	Rs. 63,850/-	Rs. 59,750/-	Rs. 63,750/-	Rs. 59,650/-
B.A. Journalism & Mass Communication	Rs. 77,950/-	Rs. 73,050/-	Rs. 77,850/-	Rs. 72,950/-
B.A. Animation & Interior Design	Rs. 76,750/-	Rs. 73,350/-	Rs. 76,650/-	Rs. 73,250/-
B.Com. Advertisement & Marketing	Rs. 66,850/-	Rs. 63,950/-	Rs. 66,750/-	Rs. 63,850/-
B.Com. Banking & Insurance	Rs. 66,850/-	Rs. 63,950/-	Rs. 66,750/-	Rs. 63,850/-
B.Com. Financial Marketing Operation	Rs. 66,850/-	Rs. 63,950/-	Rs. 66,750/-	Rs. 63,850/-
B.Com. Office Management & Secretarial Practice	Rs. 66,850/-	Rs. 63,950/-	Rs. 66,750/-	Rs. 63,850/-
B.Com. International Accounting & Finance	Rs. 66,850/-	Rs. 63,950/-	Rs. 66,750/-	Rs. 63,850/-
B.Com. Retail Management (BRM)	Rs. 66,850/-	Rs. 63,950/-	Rs. 66,750/-	Rs. 63,850/-
B.Voc Fashion Technology (BFT)	Rs. 78,850/-	Rs. 71,950/-	Rs. 78,750/-	Rs. 71,850/-
B.Sc. Bio-Technology	Rs. 91,950/-	Rs. 84,950/-	Rs. 91,850/-	Rs. 84,850/-
B.Sc. Computer Application	Rs. 75,550/-	Rs. 67,150/-	Rs. 75,450/-	Rs. 67,050/-
B.Sc. Information Technology	Rs. 75,550/-	Rs. 67,150/-	Rs. 75,450/-	Rs. 67,050/-
Bachelor of Computer Application (BCA)	Rs. 92,550/-	Rs. 92,550/-	Rs. 92,550/-	Rs. 92,550/-
Bachelor of Business Administration (BBA)	Rs. 82,550/-	Rs. 77,550/-	Rs. 82,450/-	Rs. 77,450/-



### Postgraduate Course Fee (First Year 2025)

Course	One Year Course Fee	
	GEN/BC-II	ST/SC/BC-I/Momin
M.A. - English	Rs. 47,450/-	Rs. 46,450/-
M.A. - Economics	Rs. 47,450/-	Rs. 46,450/-
M.A. - Hindi	Rs. 47,450/-	Rs. 46,450/-
M.A. - History	Rs. 47,450/-	Rs. 46,450/-
M.A. - Geography	Rs. 49,050/-	Rs. 48,050/-
M.A. - Political Science	Rs. 47,450/-	Rs. 46,450/-
M. Com.	Rs. 47,450/-	Rs. 46,450/-
M.Sc. - Chemistry	Rs. 53,450/-	Rs. 52,450/-
M.Sc. - Maths	Rs. 51,450/-	Rs. 50,450/-
M.Sc. - Botany	Rs. 53,450/-	Rs. 52,450/-
M.Sc. - Geology	Rs. 53,450/-	Rs. 52,450/-
M.Sc. - Zoology	Rs. 53,450/-	Rs. 52,450/-

**Note: TC/CLC, ALUMNI ASSOCIATION, SEMESTER EXAM, DEGREE, PROVISIONAL & MIGRATION CERTIFICATE WILL BE CHARGED SEPARATELY**

### Refund Policy

The Management of the Institution follows the refund procedure as laid down by College under Notification on Refund of Fees and Non-Retention of Original Certificates as per UGC guideline.

The College will acknowledge any appeal for cancellation/refund or disengagement of admission from any chosen/offered programme to a candidate if the request is as per the prescribed policy of the Institution. Provision to apply for cancellation of admission is available during the time of admission for the academic year or any time later. Application for cancellation of admission and refund, if any, must be given in writing in physical form or a duly signed, scanned letter via email by the concerned student and parents. The request must be supported by an original fee receipt and original acknowledgement given by the Institution.

Refund includes only the Academic Programme Fee based on the actual paid to the

Institution. No refund shall be provided towards the Application Fee or/and Admission Registration Fee. The option to apply for a Refund of Admission will be available as per the table below. Students looking for cancellation and refund of Admission Fees shall be eligible for it as per the table given below:

**Admission fee Refund policy**

Submission Re-fund Application Duly approved by the college authority	15 days or more, before the last date of admissions for the particular course	Less than 15 days prior to the last date of admissions for the particular course	15 days or less after the closure of admissions for the particular course	30 days or less but more than 15 days, after the closure of admissions for the particular course	Beyond 30 days after the last closure of admissions for the particular course
Deduction	Rs.5000/-	10%	20%	50%	100%
Total Refund	Balance Amount	90%	80%	50%	0%

All refunds will be made only to the bank account of the candidate/parents as per the bank details furnished and it will take a maximum of 15 working days from the date of approval of the cancellation of admission by the College Office.

**Verification of Certificates and Approval of Admission**

The College will communicate the date and time of verification of original documents. All the original documents of all certificates uploaded should be produced for physical verification. College will retain the original Migration and CLC certificates. After the completion of the degree, College will issue Migration and CLC.

**Policy of Admission through Sports Quota**

Meritorious students who have applied online application and want to get admission through sports quota, candidates have to meet Fr. Principal/ Vice-Principal along with application form and merit/participation certificates of sports and after approval of the authority, candidates have to meet Sports In-charge for further process of trial. A test and verification of the certificate is done and a recommendation list is given to the principal for the approval of admission. Selection list will be displayed on college website.

**CERTIFICATE, DIPLOMA, ADVANCED DIPLOMA COURSES**

- Mass Communication
- Computer Accounting & Taxation
- Excel and SPSS
- Pre-Placement Skill sets

## **ST. XAVIER'S COLLEGE HOSTEL, RANCHI**

- St. Xavier's College Ranchi provides hostel facility for boy-students in the college campus. There are limited 350 seats in the hostel.
- Admission in the college does not guarantee admission in the hostel.
- The main objective of the hostel is to cater to needy and hard-working students.
- Preference is given to scheduled tribe students from rural areas.
- Admission is done through application form which could be obtained from the hostel office.
- The rules and regulations of the hostel are mentioned in the application form.
- The hostel superintendent with his assistants runs the hostel.
- Hostel has three blocks A, B and C. Block A and B have 4-seater rooms whereas block C has double and single seater rooms.
- The detail information about the hostel could be obtained from the hostel office.

### **FEE STRUCTURE FOR ONE YEAR (JULY TO JUNE) FOR SESSION 25-26**

#### **FOR NEW ADMISSION IN 'A' AND 'B' BLOCK (4 SEATER)**

Total 12,500/- (Rupees Twelve thousand Five hundred only)

#### **RENEWAL FEE IN 'A' AND 'B' BLOCK (4 SEATER)**

Total 12,000/- (Rupees Twelve Thousand only)

#### **FOR CUBICALS IN 'A' BLOCK (SINGLE ROOM FOR ISC II YEARS)**

Total 13,000/- (Rupees Thirteen Thousand only)

#### **FOR 'C' BLOCK (DOUBLE ROOM)**

Total 15,000/- (Rupees Fifteen thousand only)

#### **FOR 'C' BLOCK (SINGLE ROOM)**

Total 18,000/- (Rupees Eighteen thousand only)

#### **Mess Fee**

A Block            for 30 days /- 95 per day (Two meals)

B Block            for 30 days /- 110 per day (Two meals + Breakfast)

C Block            for 30 days /- 100 per day (Two meals)

#### **Hostel Admission process**

- Admission in the College
- Hostel form from the Hostel office, Form fee 500/-
- Duly filled form is submitted in the office with required documents  
(Admission proof, photo copy of Mark sheet of 12<sup>th</sup>.)
- During admission guardian has to be present

## **Faculty Members**

### **DEPARTMENT OF ENGLISH (UG & PG)**

1. Dr. Juhi J. Horo, M.A. M.Phil., Ph.D. - H.O.D.
2. Dr. Achal Sinha, M.A. Ph.D.
3. Dr. Sumana Ghosh, M.A., Ph.D.
4. Dr. Thomas Dungdung, M.A., Ph.D.
5. Dr. Sachindra N. Mishra, M.A., Ph.D.
6. Dr. Ananya Bose, M.A., Ph.D.
7. Ms. Shashi Prava Tigga, M.A., M.Phil
8. Dr. Saikat Banerjee, M.A., Ph.D
9. Dr. Sweta Kumari Jha, M.A., Ph.D
10. Fr. Sanjay Kerketta, M.A.

### **DEPARTMENT OF HINDI (UG & PG)**

1. Dr. J.P. Pandey, M.A., Ph.D., D.Litt. -H.O.D
2. Dr. Sunil Kr. Bhatia, M.A., Ph.D.
3. Dr. Meltina Toppo, M.A., Ph.D.
4. Dr. Sanjay Kumar, M.A. Ph.D.

### **DEPARTMENT OF HISTORY (UG & PG)**

1. Dr. Fr. Ephrem Baa, S.J. M.A., Ph.D.
2. Dr. Sanjay Sinha, M.A., Ph.D. (In-charge)
3. Ms. Anju Oseema M.Toppo, M.A.

### **DEPARTMENT OF ECONOMICS (UG & PG)**

1. Dr. Harishwar Dayal, M.A., M.Phil, Ph.D., DHE (ON LIEN)
2. Dr. Marcus Barla, M.A., M.Phil, Ph.D. H.O.D.
3. Dr. Vinoy Kr. Pandey, M.A., Ph.D.
4. Dr. Dhiraj M. Pathak, M.A., Ph.D.

### **DEPARTMENT OF POLITICAL SCIENCE (UG & PG)**

1. Shri Birendra Kr. Sinha, M.A. – H.O.D.
2. Dr. Vijay Kr. Sharma, M.A., Ph.D.
3. Dr. Saumya Maniny Sinha, M.A. Ph.D.



4. Dr. Ashutosh Pandey, M.A., Ph.D.
5. Dr. Shreya Pandey, M.A., Ph.D.

#### **DEPARTMENT OF GEOGRAPHY (UG & PG)**

1. Shri Animesh Roy, M.A., M.Phil. – H.O.D.
2. Dr. Rajeev Ranjan Shrivastava, M.A., M.Phil, Ph.D.
3. Dr. Shiv Kumar, M.A., M.Phil, LL.B., Ph.D.
4. Dr. Sandeep Chandra, M.A., Ph.D.
5. Ms. Angeline P. Toppo, M.A.

#### **DEPARTMENT OF SOCIOLOGY**

1. Ms. Ivana Chakraborty, M.A. (In-charge)
2. Mrs Sandhya Bhengra. M.A., M.Phil
3. Ms.Sneha Kachhap, M.A., M.Phil

#### **DEPARTMENT OF COMMERCE (UG & PG)**

1. Dr. Narendra Singh, M.Com. Ph.D., H.O.D.
2. Dr. Julius Aind, M.Com., Ph.D.
3. Dr. Fr. R. Pradeep Kujur S.J. M. Com, M.Phil., Ph. D.
4. Dr. Sandeep Kumar, M.Com., Ph.D.
5. Dr. Sumita Roy, M.Com., Ph.D.
6. Dr. Anirban Gupta, M.Com., Ph.D.
7. Dr. Srinath Koley, M.Com. Ph.D(Computer Accounting, Taxation)
8. Dr. Jyoti Ignace Tete, M.Com. Ph.D.
9. Dr. Roshan Baa, S.J., M.Com., PGDFM, Ph.D.

#### **DEPARTMENT OF CHEMISTRY (UG & PG)**

1. Dr. Nawal Kishore Roy, M.Sc., Ph.D.
2. Dr. Fr. Nabor Lakra, S.J., M.Sc., Ph.D.
3. Dr. Ushir Ranjan Sen, M.Sc., Ph.D. - HOD
4. Dr. Harendra Nath Kr., M.Sc., Ph.D.
5. Dr. Sushil Kr. Pandey, M.Sc., Ph.D.
6. Dr. Sumita Hazra, M.Sc., Ph.D.
7. Dr. Reman Kumar Singh, M.Sc. Ph.D.
8. Dr. Anita Karmokar, M.Sc., Ph.D.

**DEPARTMENT OF PHYSICS (UG)**

1. Shri Manohar Lal, M.Sc. H.O.D.
2. Dr. Swarat Chaudhuri, M.Sc., PGDCA, M. Tech, Ph.D.
3. Dr. Sumit Kr. Roy, M.Sc., Ph.D.
4. Dr. Mitesh Chakraborty, M.Sc., Ph.D.
5. Dr. Rajesh Kumar, M.Sc., Ph.D.
6. Dr. Ravi Kumar B, M.Sc., Ph.D.
7. Mrs. Swagata Chakraborty, B.Ed., M.Sc.

**Lab Technician**

1. Shri Arunva Mukherjee, M. Sc.
2. Shri Pravin Toppo, M. Sc.

**DEPARTMENT OF MATHEMATICS (UG & PG) AND STATISTICS (UG)**

1. Dr. Raman Kr. Das, M.Sc., Ph.D. - H.O.D.
2. Shri Vijay Kr. Mehta, M.Sc.
3. Dr. Manoj Kr. Singh, M.Sc., Ph.D.
4. Dr. Pappu Mahto, M.Sc., Ph.D.
5. Dr. Fr. Ajay Minj, S.J., M.Sc., Ph.D.
6. Shri Rakesh Mishra, M.Sc. (Statistics)
7. Shri Birbhadra Kr. Singh, M.Sc. (Statistics)
8. Shri Nitish Kumar, M.Sc. (Statistics)
9. Shri Sachin Kumar, M.Sc. (Statistics)
10. Fr. Edwin R. Dungdung, S.J., M.Sc.

**DEPARTMENT OF GEOLOGY (UG & PG)**

1. Dr. Jayant Sinha, M.Sc., Ph.D., PGDCA - H.O.D.
2. Ms. Mable M. Toppo, M. Sc. (Tech)
3. Dr. Somesh Sen Gupta, M.Sc., Ph.D.
4. Dr. Melvin A. Ekka, M.Sc., Ph.D.
5. Shri Vinod Tirkey, M.Sc.

**DEPARTMENT OF ZOOLOGY (UG & PG)**

1. Dr. Bharti Singh Raipat, M.Sc., Ph.D. – H.O.D.
2. Dr. N. Venkat Appa Rao, M.Sc., Ph.D.
3. Dr. Ritesh Kr. Shukla, M.Sc., Ph.D.

4. Dr. Priya Srivastava, M.Sc., Ph.D.

**Lab Technician**

1. Dr. Manoj Kumar, M. Sc., Ph. D.
2. Dr. Rakesh Ranjan, M.Sc., Ph.D.

**DEPARTMENT OF BOTANY (UG & PG)**

1. Dr. Ajay Kr. Srivastava, M.Sc., Ph.D. – H.O.D.
2. Dr. Madhulika Singh, M.Sc., Ph.D.
3. Dr. Fr. Prabhat K. Soreng, M.Sc., Ph.D.

**Lab Technician**

1. Mrs. Dolly Promilla Bara, M. Sc.

**ENVIRONMENT STUDIES**

1. Dr. Pipas, M.Sc., Ph.D.
2. Ms. Shalini Minz, M.Sc.

**CENTRE FOR PROFESSIONAL EDUCATION (SELF - FINANCING COURSES)**

**DEPARTMENT OF BIOTECHNOLOGY**

1. Dr. Sanyukta, M.Sc., Ph.D. – (In-charge)
2. Dr. Shiv Shankar Prasad, M.Sc., M. Tech, Ph.D.
3. Dr. Alfred Besra, M.Sc., Ph.D.

**BACHELOR IN BUSINESS ADMINISTRATION**

1. Dr. Abhijit Dey, MBA, MSW, AFP, LICENTIATE (Life & Nonlife), LOMA- Ph. D (In-charge)
2. Shri Anugrah Denis Tete, MBA
3. Ms. Janet Ekka, PGDPM
4. Dr. Jui Banerjee, M.Com. Ph.D.

**Office Assistant**

1. Mrs. Violet Dungdung, B. A.

**DEPARTMENT OF COMMERCE SELF FINANCE COURSES**

1. Shri Gautam Rudra, MBA – Asst. Co-ordinator
2. Dr. Kaushik Dutta, MBA, Ph.D.
3. Ms. Nidhi Arya, MBA
4. Dr. Rakesh Kr. Dixit, MBA, Ph.D.
5. Dr. Shakil Anwar Siddiqui, MBA, DBF, Ph.D

6. Shri Hussain Ahmed, MBA.
7. Ms. Ekta Arya, ICWA, MBA, CMA.
8. Shri Fabian Anuranjan Tete, PGDM
9. Dr. Deependra Sinha, M. Tech (Environmental Engineering), Ph.D
10. Ms. Manisha Tirkey, BFD, PGLAD, CGD

#### **Lab Technician**

1. Shri Alok Lievens kerketta, BFT

### **DEPARTMENT OF COMPUTER APPLICATIONS AND INFORMATION TECHNOLOGY**

1. Dr. Swarat Chaudhuri, M.Sc., PGDCA, M.Tech., Ph.D. In-Charge
2. Dr. Kamaldeep, MCA, MBA, Ph.D
3. Shri Suryanarayan Prasad, MCA, MBA
4. Dr. Supriya Gupta, MCA, M.Tech. Ph.D.
5. Dr. Rakesh Raja, MCA, M.Tech, Ph.D
6. Shri Ritesh Kumar, MCA
7. Shri Gurpreet Singh, MCA

#### **Lab Assistant**

1. Shri Tirthajit Sinha, M.Sc.

### **DEPARTMENT OF ENGLISH LANGUAGE AND LITERATURE**

1. Mrs. Seema Khalkho, M.A., M.Phil – Asst. Co-ordinator
2. Ms. Udit Mitra. M.A.
3. Shri Shubham Kujur, M.A.

### **DEPARTMENT OF ANIMATION & INTERIOR DESIGN**

1. Shri Santosh Kumar Kiro, M.A., PGJMC, MJMC – Asst. Co-ordinator

### **DEPARTMENT OF JOURNALISM AND MASS COMMUNICATION (UG & PG)**

1. Shri Santosh Kumar Kiro, M.A., MJMC – Asst. Co-ordinator
2. Dr. Neel Kusum Kullu, MJMC, Ph.D.

#### **Lab. In-Charge**

1. Shri Alok Ranjan, M. A., MJMC., CIC, PGDJMC
2. Shri Sanjay Mandal – Lab Technician

### **DEPARTMENT OF EDUCATION**

1. Fr. Dr. Florence Purty, S.J., M.A., M.Ed. - Ph.D. H.O.D.
2. Dr. Anupama Bhargava, M.Ed., Ph.D.

3. Dr. Nilima J. Toppo, M.Ed., Ph.D.
4. Dr. Nandita Das, M.Ed., Ph.D.
5. Dr. Sudhanshu Cyril Kujur, M.Ed., Ph.D.
6. Mrs. Sudha Rani Khalkho, M.Ed.
7. Shri Pankaj Kumar, M.Ed.
8. Ms. Kavita Topno, M.Ed.
9. Shri Jagbandhu Mahto, M.Ed.
10. Dr. Vikram Bahadur Nag, M.Ed., Ph.D.
11. Ms. Ruma Bhattacharya, M.F.A.
12. Shri Ram Murmu, MPE, M.Phil.
13. Ms. Shilpa Kindo, M.Ed.

### **CODE OF CONDUCT**

1. **Attendance:** Students are expected to have 100% attendance. Students with attendance below 75% in aggregate are not allowed to appear in the end-semester examination.
2. **Discipline:** Students are expected to follow the guidelines related to discipline, failing to which they will be dealt sternly / may also be suspended.
3. **Unfair Means in Examination:** The College follows zero tolerance with regard to use of unfair means during examination. Students caught using unfair means in any form are punished severely. For the further details regarding this, student can read Exam Manual on the college websites.
4. **Uniform:** It is necessary for the students (boys & girls) to come to college in uniform as prescribed by the respective department.

### **5. RAGGING**

- Ragging is defined as any disorderly conduct either by words spoken or written or by an act that has effect of teasing, treating or handling with rudeness a fresher or a junior student.
- Any indiscipline activity that causes or is likely to cause annoyance, hardship or psychological harm.
- Forcing the student to do any act that adversely affects the physique or psyche of a fresher or a junior student leading to adverse effects such as depression, anxiety and sometimes even suicide.

## **Punishment Provisions**

- Debarring from appearing in any test/ University examination or withholding results
- Suspension from attending classes and academic privileges
- Withdrawing scholarships and other benefits
- Cancellation of admission
- Suspension/ expulsion from the hostel
- Rustication from the institution for periods varying from 1 to 4 semesters or equivalent period
- Expulsion from the institution and consequent debarring from admission to any other institution
- Fine up to twenty-five thousand rupees
- Imprisonment for a term which may extend to two years or with fine which may extend to ten thousand rupees or with both
- Collective punishment – when the students committing or abetting the crime of ragging are not identified, the institution shall resort to collective punishment as deterrent to ensure community pressure on potential raggers

## **Zero Tolerance Policy**

St. Xavier's College, Ranchi follows zero tolerance policy in the matters related to ragging. No act of ragging – major or minor, shall go unnoticed. Anyone who indulges in ragging shall not go unpunished.

**Link to fill the online undertaking by students and parents:**

[http://www.antiragging.in/affidavit\\_affiliated\\_form.php](http://www.antiragging.in/affidavit_affiliated_form.php)