



ST. XAVIER'S UNIVERSITY KOLKATA



XAVIER BUSINESS SCHOOL

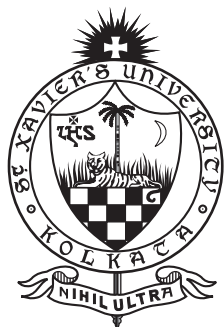
**PROSPECTUS & CALENDAR
2025-2026**

6th Convocation of SXUK



ST. XAVIER'S UNIVERSITY, KOLKATA

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XAVIER BUSINESS SCHOOL

PROSPECTUS AND CALENDAR

2025 - 2026

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Message from the Vice-Chancellor

Dear students, as we begin this new academic session, I am delighted to extend a warm welcome to each of you as Xaverians. Crossing the threshold of our university marks the start of a transformative journey of growth, discovery, and excellence.

As a Jesuit institution, St. Xavier's University is a vibrant community that embodies the enduring principles of St. Ignatius of Loyola: *cura personalis*, or care for the whole person; *magis*, the pursuit of excellence in all endeavors; and a deep commitment to service. These guiding principles shape our mission to ignite intellectual curiosity, foster critical thinking, and nurture an interest in social justice.

Inspired by the Jesuit tradition, our university is dedicated to holistic growth, shaping empathetic leaders who will make a meaningful impact in society. With a rich history that continues to inspire, St. Xavier's University, Kolkata, is a beacon of knowledge that illuminates minds and transforms lives, sparking positive change in the world around us.

Since its inception in 2017, St. Xavier's University, Kolkata, has been at the forefront of academic innovation and global collaboration. In line with the National Education Policy (NEP) 2020 and State Education Policy (SEP) 2023, we introduced a 4-year undergraduate degree programme from the 2023-24 session. This forward-thinking approach aligns with global education trends, prioritizing holistic development and preparing our graduates for an evolving world. Our faculty and students have wholeheartedly adopted these changes, showcasing their adaptability, dedication, and pursuit of academic excellence.

In 2024, St. Xavier's University, Kolkata, took a significant leap towards international collaboration by signing Memorandums of Understanding (MoUs) with several esteemed institutions. These partnerships open doors for academic exchanges, research, and cultural diversity, enriching opportunities for our students and faculty.

On February 8, 2025, we celebrated a milestone – the 9th Foundation Day of our institution. Since 2017, we have navigated challenges and achieved steady growth in teaching, learning, research, and publications, reaffirming our commitment to academic excellence. As of January 2025, our vibrant academic community comprises 3,840 students across various programmes, 129 faculty members, 25 officers, 100 support staff, and 150 research scholars pursuing Ph.D. in diverse disciplines, showcasing our dedication to fostering a thriving academic environment.

As we move forward with 'SXUK Vision 2030', our ambitious roadmap for growth and excellence, we aim to expand our student body to 10,000 by

2030. Our vision is to emerge as a premier higher education institution in India, distinguished for academic excellence, innovative research, and holistic formation of men and women for others.

Recently, St. Xavier's University celebrated a momentous occasion – its 6th Convocation Ceremony – on February 15, 2025, at the Biswa Bangla Convention Centre, New Town. The ceremony was graced by Mr. Justice I.P. Mukerji, Chief Justice of the High Court of Meghalaya, who delivered an inspiring convocation address as the Chief Guest.

At the Convocation, we honoured Dr. G. Viswanathan, Founder and Chancellor of VIT University, with a Doctor of Literature (Honoris Causa) for his outstanding contribution to education. A total of 844 students received their degree certificates, with 48 medal recipients being awarded gold, silver, and bronze medals for their academic achievements. Additionally, five research scholars were conferred Ph.D. degrees, marking a significant milestone in their academic journey.

Our hostels continue to provide a nurturing environment that feels like a home away from home. A highlight was the establishment of the “G-16” Students’ Committee, which revitalized hostel activities with new initiatives, fostering increased student engagement and camaraderie.

We continue to upgrade our academic and infrastructural facilities, reflecting our commitment to practical learning. Notable additions include a state-of-the-art Mac Lab, two general labs, a communication lab, and an advanced audio-visual studio, providing our students with cutting-edge resources.

As we navigate the complexities of a rapidly changing world, we stand together with courage, solidarity, and empathy. Through interdisciplinary collaboration and innovative research, we tackle pressing issues, celebrate diversity, promote equity, and welcome individuals from all backgrounds. Our campus remains a safe space for open dialogue, spiritual exploration, and growth.

As we move forward, I invite you to pursue academic excellence with integrity, cultivate meaningful relationships, engage in service and advocacy, and deepen your spiritual growth. May the rich legacy of Jesuit values guide us always.

May we be filled with wisdom, compassion, and joy.

Nihil Ultra! God bless all of us.

Rev. Dr. J. Felix Raj, S.J.

Vice-Chancellor

St. Xavier's University, Kolkata

Our Vision



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

Our Mission



- To set an international standard for Arts, Science, Commerce education;
- To provide management and legal education relevant to the 21st Century;
- To provide all students of St. Xavier's University, Kolkata a unique and exceptional education that will be a transforming experience intellectually, culturally, socially and personally;
- To excel in all areas of teaching-learning, research, outreach and consultancy;
- To contribute to the enhancement of knowledge and to search for the meaning of life;
- To bridge the rural-urban divide, taking the benefits of education to the poor and the marginalized, aiming towards their empowerment;
- To ensure access to, and equity in higher educational opportunity to all deserving and meritorious students with a preferential option for the poor and marginalized, irrespective of caste and creed;
- To inspire and challenge all segments of the university to raise the realm of good from better to best through continuous quality assessment;
- To offer subjects for competence building, and to motivate / inspire a work force imbued with human values;
- To become a centre of excellence and to consciously promote communal harmony and cultural integration so as to create an atmosphere of dialogue in the campus;
- To promote academic exchange and academia-industry interface, making use of the latest technology;

- To develop application-oriented courses, with a focus on human values, to produce holistic development of persons;
- To form young men and women of competence, commitment, conscience and compassion;
- To contribute to the well-being of the nation without counting the cost in the spirit of NIHIL ULTRA (Nothing Beyond), the motto of St. Xavier's.

Value framework to accomplish our mission

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

Sponsoring Trust

In May 2004, the Catholic Mission of West Bengal initiated the registration of a new Trust, in the style and name of St. Xavier's College Kolkata Educational Trust. The administration and management of St. Xavier's University, Kolkata was brought under this Trust with effect from 8th February 2017, and the day-to-day administration is vested with the Governing Board.

Website : www.sxcket.net

The Genesis of St. Xavier's University, Kolkata

St. Xavier's University, Kolkata (SXUK) was conceived in 2011 when Rev. Dr. John Felix Raj, S.J., along with the St. Xavier's College (Calcutta) Alumni Association, envisioned 'SXC Vision 2020'. This ambitious plan included establishing a university that would foster deeper human understanding, provide an excellent platform for teaching, scholarship, and research, and cultivate ethically aware and sensitive citizens.

The seeds of this vision were further nurtured in 2012 when the Hon'ble Chief Minister of West Bengal, Mamata Banerjee, proposed upgrading St. Xavier's College (Autonomous), Kolkata, to a university or establishing a separate Jesuit-run university during the college's convocation. The following year, the Government of West Bengal granted 17 acres of land at Rajarhat for the university campus, and the foundation stone was laid in December 2013.

Establishment and Inauguration

A significant milestone was achieved with the unanimous passing of the St. Xavier's University, Kolkata Act 2016 in the West Bengal Assembly in December 2016. The Act received assent from the Hon'ble Governor of West Bengal, Shri Keshari Nath Tripathi, on January 16, 2017, and was notified to come into effect on February 8, 2017.

Following the establishment of the university, Father Felix Raj, S.J. took office as the first Vice-Chancellor on February 15, 2017, and Prof. Ashis Mitra assumed the role of the first Registrar on March 1, 2017. The university's governance was further solidified with the formation of the first Governing Board, which convened its inaugural meeting on April 28, 2017. Notably, Britto House, the Jesuit residence, was inaugurated on the same day, marking a significant milestone in the university's development.

The university's formal inauguration took place on July 7, 2017, with Mamata Banerjee, the Chief Minister of West Bengal, as the chief guest. The ceremony was attended by prominent dignitaries, including Mr. Lakshmi Niwas Mittal, Chairman and CEO of Arcelor Mittal, and Rev. Fr. Jeyaraj Veluswamy, S.J., the first Chancellor. During the inauguration, Mamata Banerjee expressed her confidence that

St. Xavier's University would soon achieve global significance, rivalling esteemed institutions like Harvard and Oxford. She highlighted the Jesuit principles of faith and service as key drivers in establishing the university as a premier educational institution in the country, promoting excellence in education and research.

"Today marks a milestone for Xavier's," remarked Mr. Mittal, reflecting on the realization of a long-held dream he shared with Fr. Felix Raj since their meeting in London in 2013.

The First Academic Session

The university's first academic session commenced on July 10, 2017, offering two undergraduate programmes in Commerce (B.Com.) and Management Studies (B.M.S.), alongside four postgraduate courses in English (M.A.), Commerce (M.Com.), Mass Communication (M.A.), and Social Work (M.S.W.). With an initial student body of 400, the Academic Block was aptly named the "Lakshmi and Usha Mittal Foundation Building" in recognition of Mr. L.N. Mittal's generous contributions to its construction.

Expansion and Growth

Building on its commitment to quality education, the university launched Xavier Business School (XBS) in 2018, introducing a two-year full-time MBA programme. This expansion was complemented by the addition of three new undergraduate courses in English, Economics, and Mass Communication, further broadening the university's academic offerings.

In 2019, the university took two significant strides: introducing Ph.D. programmes across various disciplines to foster high-level research and establishing Xavier Law School (XLS) to provide top-notch legal education. XLS offers two five-year integrated programs, BA-LLB (Hons.) and B.Com-LLB (Hons.), designed to equip future lawyers with comprehensive knowledge and skills.

Responding to Emerging Needs

The COVID-19 pandemic in 2020 underscored the importance of mental health care, prompting the university to launch MA and BA

programmes in Psychology in the 2021-2022 and 2022-2023 academic sessions, respectively. The university further expanded its academic offerings with the introduction of the Faculty of Science in the 2022-2023 session, featuring two postgraduate courses: M.Sc. in Computer Science and Statistics.

A New Era of Excellence

A major milestone was achieved in the 2023-2024 academic session when the university became the first in West Bengal to implement four-year undergraduate programmes in line with the UGC Curriculum and Credit Framework for Undergraduate Programmes and the National Higher Education Qualification Framework.

Since its inception in 2017, the university has experienced remarkable growth, with its student body swelling to over 3,800 in the 2024-2025 academic year. The university now offers 8 undergraduate, 10 postgraduate, and 8 doctoral programmes, earning recognition as a premier destination for young learners, faculty, and researchers committed to academic excellence and collaboration.



Timeline of St. Xavier's University, Kolkata

| Sl. No. | Date | Events |
|---------|-------------------|---|
| 1 | July 31, 2011 | Rev. Fr. John Felix Raj, S.J., the Principal of St. Xavier's College and President of St. Xavier's College (Calcutta) Alumni Association (SXCCAA) envisaged SXC Vision 2020 on the Feast of St. Ignatius of Loyola, July 31. The establishment of St. Xavier's University, Kolkata is at the centre of the Vision. |
| 2 | January 20, 2012 | At the Convocation Ceremony of the College on January 20, the Hon'ble Chief Minister of West Bengal, Mamata Banerjee, invited St. Xavier's College to start a University. |
| 3 | March 17, 2012 | Rev. Fr. John Felix Raj, S.J., appointed a 'Think Tank' on March 17 to prepare a DPR of St. Xavier's University, Kolkata. |
| 4 | August 5, 2013 | The Rajarhat land was purchased from the State Government. |
| 5 | December 27, 2013 | The Hon'ble Chief Minister of West Bengal, Mamata Banerjee, laid the Foundation Stone of St. Xavier's University, Kolkata. It was blessed by His Grace, Archbishop Thomas D'Souza in the presence of Rev. Fr. Jeyaraj Veluswamy, S.J., Provincial; Rev. Dr. John Felix Raj, S.J., Principal and many other distinguished guests and alumni. |
| 6 | December 15, 2016 | St. Xavier's University, Kolkata Act, 2016 was passed unanimously in the West Bengal Legislative Assembly. |
| 7 | January 16, 2017 | Hon'ble Governor of West Bengal, Shri Keshari Nath Tripathi, gave his assent to the St. Xavier's University Kolkata Act, 2016. |
| 8 | February 8, 2017 | The 8th of February is notified by the Government of West Bengal as the date of effect from which provisions of the St. Xavier's University, Kolkata Act, 2016 came into force. |
| 9 | February 15, 2017 | Rev. Dr. John Felix Raj, S.J. assumed office as the first Vice-Chancellor of St. Xavier's University, Kolkata on February 15 and Prof. Ashis Mitra was appointed as the first Registrar of the university. |
| 10 | April 28, 2017 | The Governing Board had its first meeting at St. Xavier's University, Kolkata. Britto House was blessed and inaugurated. |
| 11 | July 7, 2017 | St. Xavier's University, Kolkata was inaugurated in the presence of the Hon'ble Chief Minister, Mamata Banerjee. The momentous occasion was graced by the presence of Dr. Partha Chatterjee, Education Minister; Mr. Lakshmi Niwas Mittal, Chairman and CEO of Arcelor Mittal, and his wife, |

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| Sl. No. | Date | Events |
|---------|-------------------|--|
| | | Mrs. Usha Mittal; Rev. Fr. Jeyaraj Veluswamy, S.J., Chancellor; Rev. Dr. John Felix Raj, S.J., Vice-Chancellor and several other dignitaries. 400 students of the first batch of the university also witnessed the historic event. |
| 12 | July 31, 2018 | St. Xavier's University hostels were blessed and inaugurated. |
| 13 | August 7, 2018 | Xavier Business School was inaugurated. |
| 14 | February 8, 2019 | The Central Library Building, named after Fr. Pedro Arrupe, was inaugurated by the Hon'ble Governor. |
| 15 | July, 27 2019 | The First Convocation of the University was held. Dr. Shashi Tharoor, Member of Parliament was the Chief Guest. |
| 16 | August 3, 2019 | Xavier Law School was inaugurated. |
| 17 | August 19, 2020 | Mr. Gautam Chatterjee, MD & CEO of Exide Industries Ltd. inaugurated the Utility Building. |
| 18 | February 6, 2021 | The Second Convocation of the University was held. Hon'ble Governor of West Bengal, Shri Jagdeep Dhankar was the Chief Guest. |
| 19 | March 5, 2022 | The Third Convocation of the University was held. Dr. Sanjiv Goenka, Chairman of RPSG Group and eminent industrialist was conferred upon the first D.Litt. (Honoris Causa). |
| 20 | April 11, 2022 | 'Loyola Tirtha', the new administrative block was completed. Fr. Vice-Chancellor and other administrative officers moved into the new building. |
| 21 | February 6, 2023 | SXUK conferred D.Litt (Honoris Causa) upon Mamata Banerjee, Hon'ble Chief Minister of West Bengal in the presence of Dr. C. V. Ananda Bose, Hon'ble Governor of West Bengal. Loyola Tirtha, the new administrative building was inaugurated by the Chief Minister on the same day. |
| 22 | February 22, 2023 | Centre for Global Network and Initiative was inaugurated. |
| 23 | March 11, 2023 | An extension lecture on 'Principles and Ways to Overcome Social Exclusion in Asia' was delivered by Prof. Father Felix Wilfred, an eminent theologian from Chennai. |

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| Sl. No. | Date | Events |
|---------|--------------------|--|
| 24 | March 30-31, 2023 | An academic and administrative audit of SXUK was done by a team of external experts. |
| 25 | April 12-13, 2023 | The Students' Board organised Xavrang 2023, the university's annual fest. |
| 26 | April 14-16, 2023 | A 3-day workshop for AICUF State Advisers was held in the university campus. 25 Jesuit state advisers from different states attended the workshop. |
| 27 | April 29, 2023 | LCERI and Faculty of Commerce and Management in collaboration with Indian Accounting Association (IAA) organised a national level conference on 'Contemporary issues in Accounting, Finance and Management'. |
| 28 | May 31, 2023 | SXUK and WEBEL signed an MoU as part of industry-academia collaboration. |
| 29 | June 12-21, 2023 | Centre for Social Outreach (CSE), a unit of SXUK in association with Seva Kendra, Kolkata conducted a 10-day workshop on tailoring in the university campus for rural women which was supported by WBSEDCL. |
| 30 | June 12-21, 2023 | A 2-week Capacity Building Programme (CBP), sponsored by ICSSR, New Delhi was held in the university campus. Dr. Shashi Panja, State Cabinet Minister for Industries, Commerce and Enterprises, inaugurated the programme. |
| 31 | August 3, 2023 | St. Xavier's University, Kolkata (SXUK) signed a Memorandum of Understanding (MoU) with the New Town Kolkata Green Smart City Corporation Limited (NKGSCCL) aiming to make it an ideal smart city. |
| 32 | August 21-26, 2023 | SXUK and Webel hosted a one-week refresher course on "Data Analytics and Machine Learning" at the university campus from August 21–26, 2023. |
| 33 | August 25-26, 2023 | St. Xavier's University Kolkata Alumni Association (SXUKAA) celebrated Philanthropy Day by conducting a blood donation camp and eye check-up camp respectively on August 25 - 26, 2023 in the university campus. |
| 34 | September 15, 2023 | Rev. Fr. John Felix Raj, S.J., Hon'ble Vice-Chancellor of SXUK was honoured with the prestigious 'Excellence in Learning and Development' award at the sixth Eastern Regional Conference and Exhibition at the Biswa Bangla Convention Centre, Kolkata on September 15, 2023, by the Indian Society for Training and Development (ISTD). |

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| Sl. No. | Date | Events |
|---------|----------------------|---|
| 35 | November 14, 2023 | Archbishop Leopoldo Girelli, the ambassador of the Vatican in India, accompanied by His Grace the Archbishop of Calcutta, Most Rev. Thomas D'Douza and two Italian priests, paid a visit to the SXUK campus on Tuesday, November 14, 2023. |
| 36 | November 25, 2023 | Mr. P. Chidambaram, a former Union Minister and Rajya Sabha MP, delivered a special lecture on "The Future of Democracy," and launched the book "Development, Decentralisation, and Democracy," written by Father John Felix Raj S.J., Vice-Chancellor of the university. |
| 37 | December 6, 2023 | An MoU (Memorandum of Understanding) was signed between SXUK and 'Child Rights and You (CRY)' at the University Campus, New Town. |
| 38 | December 18, 2023 | The Higher Education department of West Bengal created a chair professor post at SXUK in memory of Mother Teresa. The post will be called The Mother Teresa Chair Professor for Peace. The State government approved Rs. 30 lakh per annum for this post. |
| 39 | January 27, 2024 | Hon'ble Vice-Chancellor of SXUK, Rev. Dr. J. Felix Raj, SJ received the JHEASA <i>Magis</i> 2024 Award on January 27, 2024, at St. Xavier's College (Autonomous), Kolkata |
| 40 | January 31, 2024 | St. Xavier's University, Kolkata set up a stall in the 47th International Kolkata Book Fair. The stall was inaugurated by the Hon'ble Chief Minister, Dr. Mamata Banerjee on January 18 at 4.00 pm. |
| 41 | February 10, 2024 | The Fifth Convocation ceremony of St. Xavier's University, Kolkata was held on 10th February 2024. Dr. Kandeh Kolleh Yumkellah was appointed as the SXUK global ambassador for peace. |
| 42 | March 18, 2024 | A Memorandum of Understanding was signed between SXUK and Alliance Française du Bengale in the University campus. The MoU was signed by Rev. Fr. Dr. John Felix Raj, Vice-Chancellor, and by Mr. Nicolas Facino, Director, Alliance Française du Bengale. |
| 43 | June 6, 2024 | SXUK signed a MoU with the University of Sussex, United Kingdom at the SXUK campus. The MoU aims to foster academic collaboration between the two universities. |
| 44 | June 26 and 27, 2024 | LCERI organised the fifth Doctoral Colloquium. |

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| Sl. No. | Date | Events |
|---------|-----------------------|--|
| 45 | July 5, 2024 | St. Xavier's University, Kolkata signed a Memorandum of Understanding (MoU) with Keio University, Japan. |
| 46 | July 25 to 27, 2024 | Association of Jesuit Collaborators (AJC) of SXUK, in collaboration with the Sports Society of the University celebrated the Ignatian week 2024. |
| 47 | August 12 to 18, 2024 | St. Xavier's University, Kolkata observed Anti-Ragging Awareness Week. |
| 48 | August 17, 2024 | Xavier Business School, St. Xavier's University, Kolkata, launched its 2-Year MBA (Executive) Programme. It was inaugurated by the Vice-Chancellor, Rev. Dr. John Felix Raj, S.J. |
| 49 | August 19, 2024 | St. Xavier's University, Kolkata and Don Bosco International Media Academy, Paris (DBIMA) signed a Memorandum of Understanding (MoU). |
| 50 | August 20, 2024 | SXUK in collaboration with Alliance Française du Bengale commenced French Course classes for its students. |
| 51 | August 23, 2024 | St. Xavier's University, Kolkata inaugurated its Intellectual Property Rights (IPR) Cell and organised a one-day workshop on Intellectual Property Rights. |
| 52 | August 26, 2024 | SXUKAA celebrated Philanthropy Day, marking the 70th birthday of its President, Rev. Fr. Dr. John Felix Raj, S.J. |
| 53 | December 3, 2024 | The University celebrated the feast of its Patron, St. Francis Xavier. |
| 54 | December 14, 2024 | Fr. Felix Raj delivered the fourth annual Christmas lecture on "Spirituality for Life and Leadership" at Parasmani, Santiniketan. |
| 55 | December 16, 2024 | St. Xavier's University, Kolkata introduced an AI-powered Learning Management System (LMS) solution, transforming the teaching-learning process and aligning with the modern education paradigm. |
| 56 | January 3, 2025 | SXUKAA organised a programme to mark the culmination of the Golden Jubilee Year of Jesuit Life of its President, Rev. Dr. John Felix Raj, S.J. |
| 57 | January 21-22, 2025 | St. Xavier's University, Kolkata and Lincoln University College signed a Memorandum of Understanding (MoU). |

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| Sl. No. | Date | Events |
|---------|-------------------|---|
| 58 | January 27, 2025 | St. Xavier's University, Kolkata (SXUK) signed a Memorandum of Understanding (MoU) with the Kalinga Institute of Industrial Technology (KIIT), Bhubaneswar. |
| 59 | February 8, 2025 | The University celebrated its 9th Foundation Day. |
| 60 | February 15, 2025 | The 6th Convocation Ceremony of St. Xavier's University, Kolkata was held. Dr. G Viswanathan, Founder and Chancellor of Vellore Institute of Technology (VIT), was conferred upon the Doctor of Literature (D.Litt., Honoris Causa). Rev. Dr. John Felix Raj, S.J., Vice-Chancellor of SXUK announced the launch of the Master of Laws (LL.M.) programme from the 2025–26 academic session. |
| 61 | March 20, 2025 | MBA Programme of St. Xavier's University, Kolkata was accredited by NBA for three years. |



GOVERNING BOARD 2025-2029

- | | | |
|-----|---|--------------------------------|
| 1. | Rev. Fr. Dr. James Arjen Tete, S.J. President, St. Xavier's College Kolkata Educational Trust | Chancellor |
| 2. | Rev. Fr. Dr. John Felix Raj, S.J. | Vice-Chancellor |
| 3. | Vacant | Pro-Vice-Chancellor |
| 4. | Rev. Fr. Dr. Xavier Jeyaraj, S.J. | Registrar and Secretary |
| 5. | Rev. Fr. Joseph Raj, S.J. | Finance Officer |
| 6. | The Secretary Department of Higher Education, Government of West Bengal | Member |
| 7. | Rev. Fr. Jeyaraj Veluswamy, S.J. Rector, St. Xavier's College, Kolkata | Member |
| 8. | Rev. Fr. Dr. Dominic Savio, S.J. Principal, St. Xavier's College, Kolkata | Member |
| 9. | UGC Nominee | Member |
| 10. | Visitor's Nominee | Member |
| 11. | Prof. Suranjan Das Vice-Chancellor, Adamas University, Kolkata | Member |
| 12. | Prof. Kanika Chatterjee Professor, University of Calcutta | Member |
| 13. | Rev. Fr. Dr. Antony R. Uvari, S.J. Vice-Chancellor, XIM University, Bhubaneswar | Member |
| 14. | Rev. Fr. Dr. Martin Poras, S.J. Vice-Chancellor, Xavier University, Patna | Member |
| 15. | Rev. Fr. Dr. Victor Lobo, S.J. Vice-Chancellor, St. Joseph's University, Bengaluru | Member |
| 16. | Rev. Fr. S. George, S.J. Director, XLRI Xavier School of Management, Jamshedpur | Member |
| 17. | Rev. Fr. Dr. Xavier Vedam, S.J. General Secretary, All India Association for Christian Higher Education | Member |
| 18. | Rev. Fr. Dr. Donatus Kujur, S.J. Principal, St. Joseph's College, Darjeeling | Member |

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| 19. | Rev. Fr. Dr. G. Paul Arockiam, S.J. Principal, St. Xavier's College, Burdwan | Member |
| 20. | Rev. Fr. John Kerketta, S.J. Director, Udayani Social Action Forum, Kolkata | Member |
| 21. | Rev. Fr. Dr. A. Peter Arockiam, S.J. Vice-Principal, St. Xavier's College, Kolkata | Member |
| 22. | Rev. Fr. Dr. Joseph Kulandai, S.J. Vice-Principal, St. Xavier's College, Kolkata | Member |
| 23. | Rev. Fr. Johnson Padiyara, S.J. Vice-Principal, St. Xavier's College, Kolkata | Member |
| 24. | Rev. Fr. M. S. Arockiasamy, S.J. Assistant Professor, St. Xavier's College, Kolkata | Member |
| 25. | Dr. Susmita Halder Professor, St. Xavier's University, Kolkata | Member |
| 26. | Dr. Mononita Kundu Das Professor, St. Xavier's University, Kolkata | Member |
| 27. | Dr. Shuvendu Chakraborty Associate Professor, St. Xavier's University, Kolkata | Member |
| 28. | Rev. Fr. Dr. Maria Joseph Israel, S.J. Assistant Professor, St. Xavier's University, Kolkata | Member |
| 29. | Rev. Fr. Dr. Mourlin K, S.J. Assistant Professor, St. Xavier's University, Kolkata | Member |
| 30. | Dr. Indra Kanta Maitra Controller of Examinations, St. Xavier's University, Kolkata | Member |
| 31. | Mr. Firdausul Hasan Hony. Secretary, St. Xavier's College Calcutta Alumni Association | Member |
| 32. | Mr. Vatsal Chirimar Hony. Secretary, St. Xavier's University Kolkata Alumni Association | Member |
| 33. | Prof. Ashis Mitra Adviser to Vice-Chancellor | Permanent Invitee |

EXECUTIVE COUNCIL

(July 2025 – June 2029)

| Sl. No. | Name | Designation | Category |
|---------|-------------------------------|---|--|
| 1 | Rev. Dr. John Felix Raj, S.J. | Vice-Chancellor | Chairperson |
| 2 | Rev. Dr. Xavier Jeyaraj, S.J. | Registrar | Secretary |
| 3 | Vacant | Pro-Vice-Chancellor | Ex-Officio Member |
| 4 | Dr. Indra Kanta Maitra | Controller of Examinations | Ex-Officio Member |
| 5 | Rev. Fr. Joseph Raj, S.J. | Finance Officer | Ex-Officio Member |
| 6 | Dr. Sitangshu Khatua | Dean, Xavier Business School | Ex-Officio Member |
| 7 | Dr. Anupam Mitra | Dean, Faculty of Commerce & Management | Ex-Officio Member |
| 8 | Dr. Susmita Halder | Dean, Faculty of Arts & Social Studies | Ex-Officio Member |
| 9 | Dr. Ranjeeta Mukherjee | Dean, Xavier Law School | Ex-Officio Member |
| 10 | Dr. Tuhin Utsab Paul | Dean, Faculty of Science | Ex-Officio Member |
| 11 | Dr. Mononita Kundu Das | Professor, Xavier Law School | Teacher member, nominated by the Vice-Chancellor |
| 12 | Dr. Harish Kumar | Professor, Department of Mass Communication, Faculty of Arts & Social Studies | Teacher member, nominated by the Vice-Chancellor |
| 13 | Dr. Somnath Banerjee | Associate Professor, Faculty of Commerce & Management | Teacher member, nominated by the Vice-Chancellor |
| 14 | Dr. Chayanika Mitra | Head, Department of Economics | Selected by the Vice-Chancellor on rotation for one year in alphabetical order of the Department |
| 15 | Dr. Medha Bhadra Chowdhury | Head, Department of English | |
| 16 | Dr. Soma Sur | Ph.D. Programme Coordinator & Hony. Director, LCERI | Permanent Invitee |

ACADEMIC COUNCIL**(July 2023 – June 2026)**

| Sl. No. | Name | Designation | Category |
|----------------|-------------------------------|--|------------------------------|
| 1 | Rev. Dr. John Felix Raj, S.J. | Vice-Chancellor | Chairperson |
| 2 | Vacant | Pro-Vice-Chancellor | Member |
| 3 | Rev. Dr. Xavier Jeyaraj, S.J. | Registrar | Permanent Invitee |
| 4 | Dr. Indra Kanta Maitra | Controller of Examinations | Permanent Invitee |
| 5 | Dr. Sitangshu Khatua | Dean, Xavier Business School | Member Secretary |
| 6 | Dr. Susmita Halder | Dean, Faculty of Arts and Social Studies | Member |
| 7 | Dr. Tuhin Utsab Paul | Dean, Faculty of Science | Member |
| 8 | Dr. Anupam Mitra | Dean, Faculty of Commerce and Management | Member |
| 9 | Dr. Ranjeeta Mukherjee | Dean, Xavier Law School | Member |
| 10 | Dr. Soma Sur | Professor, Xavier Business School | Nominated Member |
| 11 | Dr. Manodip Ray Chaudhuri | Professor, Xavier Business School | Nominated Member |
| 12 | Dr. Shuvendu Chakraborty | Associate Professor, Xavier Business School | Nominated Member |
| 13 | Prof. Dhruba Ranjan Dandapat | Professor, Department of Commerce, University of Calcutta | Permanent Invitee (External) |
| 14 | Dr. Soumya Chakraborty | Professor, Department of Economics, Visva Bharati University | Permanent Invitee (External) |
| 15 | Dr. Jacob Islary | HoD, Social work | Member |
| 16 | Dr. Chayanika Mitra | HoD, Economics | Member |
| 17 | Dr. Jhilli Das (Tewary) | HoD, Psychology | Member |
| 18 | Dr. Harish Kumar | HoD, Mass Communication | Member |
| 19 | Dr. Medha Bhadra Chowdhury | HoD, English | Member |
| 20 | Dr. Sumantra Bhattacharya | HoD, Management Studies | Member |
| 21 | Dr. Mitra Goswami | HoD, Commerce | Member |

ACADEMIC COUNCIL (Contd.)

| Sl. No. | Name | Designation | Category |
|---------|------------------------------------|--|------------------|
| 22 | Dr. Utpal Pore | HoD, Statistics | Member |
| 23 | Rev. Dr. Maria Joseph Israel, S.J. | HoD, Computer Science | Member |
| 24 | Dr. Rajrupa Sinha Roy | Professor-in-charge of B.A., LL.B., Xavier Law School | Member |
| 25 | Dr. Prashna Samaddar | Professor-in-charge of B.Com., LL.B., Xavier Law School | Member |
| 26 | Dr. Monalika Dey | Assistant Professor, Faculty of Commerce and Management | Nominated Member |
| 27 | Dr. Manali Bhattacharya | Assistant Professor, Faculty of Arts and Social Studies | Nominated Member |
| 28 | Rev. Dr. Mourlin K, S.J. | Assistant Professor, Xavier Business School | Nominated Member |
| 29 | Dr. Rakesh Kumar Singh | Associate Professor, Xavier Law School | Nominated Member |
| 30 | Dr. A. Vijayakumar | Librarian | Member |
| 31 | Dr. Stephen G. | Assistant Librarian | Member |
| 32 | Dr. Tanushree Biswas | Professor-in-charge, Centre for Skill Development | Member |
| 33 | Dr. Bidisha Kantha | Professor-in-charge, Centre for Language and Communication Studies | Member |

FINANCE COMMITTEE

(July 2025 – June 2027)

| Sl. No. | Name | Designation | Category |
|---------|-------------------------------|--|-----------------|
| 1 | Rev. Dr. John Felix Raj, S.J. | Vice-Chancellor | Chairperson |
| 2 | Rev. Fr. Joseph Raj, S.J. | Finance Officer | Secretary |
| 3 | Vacant | Pro-Vice-Chancellor | Member |
| 4 | Rev. Dr. Xavier Jeyaraj, S.J. | Registrar | Member |
| 5 | Dr. Anupam Mitra | Dean, Faculty of Commerce & Management | Member |
| 6 | Ms. Jhinuk Ganguly | Accountant, Finance Office | Member |
| 7 | Mr. R.R. Modi | Chartered Accountant & External Expert | External Expert |

BOARD OF RESEARCH
(March 2023 – February 2026)

| Sl. No. | Name | Designation | Category |
|----------------|-------------------------------|--|--------------------------|
| 1 | Rev. Dr. John Felix Raj, S.J. | Vice -Chancellor | Chairperson |
| 2 | Dr. Soma Sur | Professor, Xavier Business School, Ph.D. Programme Coordinator and Hony. Director, LCERI | Member Secretary |
| 3 | Dr. Anupam Mitra | Dean, Faculty of Commerce and Management | Member |
| 4 | Dr. Susmita Halder | Dean, Faculty of Arts and Social Studies | Member |
| 5 | Dr. Ranjeeta Mukherjee | Dean, Xavier Law School | Member |
| 6 | Dr. Sitangshu Khatua | Dean, Xavier Business School | Member |
| 7 | Dr. Tuhin Utsab Paul | Dean, Faculty of Science | Member |
| 8 | Dr. Manodip Ray Chaudhuri | Professor, Xavier Business School | Member |
| 9 | Dr. Harish Kumar | Professor and Head, Department of Mass Communication, Faculty of Arts & Social Studies | Member |
| 10 | Dr. Mononita Kundu Das | Professor, Xavier Law School | Member |
| 11 | Dr. Subhanil Chowdhury | Associate Professor, Department of Economics, Faculty of Arts & Social Studies | Member |
| 12 | Dr. Somnath Banerjee | Associate Professor, Faculty of Commerce and Management | Member |
| 13 | Dr. Niraj Kumar | Associate Professor, Faculty of Commerce and Management | Member |
| 14 | Dr. Shuvendu Chakraborty | Associate Professor, Xavier Business School | Member |
| 15 | Dr. Gitu Singh | Associate Professor, Xavier Law School | Member |
| 16 | Dr. Jacob Islary | Associate Professor, Department of Social Work, Faculty of Arts & Social Studies | Member |
| 17 | Dr. Suranjan Das | Vice-Chancellor, Adamas University | Member (External Expert) |

BOARD OF RESEARCH (Contd.)

| Sl. No. | Name | Designation | Category |
|---------|-------------------------------|---|--------------------------|
| 18 | Dr. Somak Maitra | Associate Professor in Management, Faculty of Commerce & Management | Member |
| 19 | Dr. Sudipti Banerjea | Professor (Retd.), Department of Commerce, University of Calcutta | Member (External Expert) |
| 20 | Dr. Basab Chaudhuri | Former Vice-Chancellor, West Bengal State University | Member (External Expert) |
| 21 | Rev. Dr. Xavier Jeyaraj, S.J. | Registrar | Permanent Invitee |
| 22 | Dr. Indra Kanta Maitra | Controller of Examinations | Permanent Invitee |

IQAC COMMITTEE

(July 2025 – June 2027)

| Sl. No. | Name | Designation | Category |
|---------|-------------------------------|--|-------------------------------|
| 1 | Rev. Dr. John Felix Raj, S.J. | Vice-Chancellor | Chairperson |
| 2 | Dr. Tuhin Utsab Paul | Associate Professor & Dean, Faculty of Science | Director, IQAC |
| 3 | Dr. Tanushree Biswas | Assistant Professor, Xavier Business School | Assistant Director, IQAC |
| 4 | Rev. Dr. Xavier Jeyaraj, S.J. | Registrar | Senior Administrative Officer |
| 5 | Dr. Indra Kanta Maitra | Controller of Examinations | Senior Administrative Officer |
| 6 | Dr. Manali Bhattacharya | Assistant Professor | Teacher |
| 7 | Dr. Paramita Barman Sen | Assistant Professor | Teacher |
| 8 | Dr. Shuvendu Chakraborty | Associate Professor, Xavier Business School | Teacher (Associate Professor) |
| 9 | Dr. Susmita Halder | Dean, Faculty of Arts and Social Studies | Teacher (Professor) |
| 10 | Dr. Ranjeeta Mukherjee | Dean, Xavier Law School | Teacher (Associate Professor) |

IQAC COMMITTEE (Contd.)

| Sl. No. | Name | Designation | Category |
|---------|-------------------------|--|-------------------------------------|
| 11 | Dr. Anupam Mitra | Dean, Faculty of Commerce and Management | Teacher (Professor) |
| 12 | Dr. Sitangshu Khatua | Dean, Xavier Business School | Teacher (Professor) |
| 13 | Dr. Soma Sur | Ph.D. Coordinator | Teacher (Professor) |
| 14 | Rev. Dr. Murlin K, S.J. | Assistant Professor | Management Representative |
| 15 | Mr. Vatsal Chirimar | Hony. Secretary, Alumni Association | Alumni Member |
| 16 | Ms. Ankita Nag | Ph.D. Student | Student Representative |
| 17 | Mr. H. K. Dwivedi, IAS | Vice-Chairman, WBHIDCO | Local Society/Trust Representative |
| 18 | Mr. Rakesh Shah | Director, Nipha Exports | Industry Representative |
| 19 | Mr. L. N. Meena, IPS | Additional Director General of Correctional Services, GoWB | Stakeholder Representative (Parent) |
| 20 | Dr. Ayan Chandra | Associate Professor, St. Xavier's College | Employer Representative |
| 21 | Prof. Ashis Mitra | Adviser to Vice-Chancellor | Permanent Invitee |
| 22 | Dr. Tanmoy Kumar Pal | Assistant Registrar | Permanent Invitee |



We ourselves feel that what we are doing is just a drop in the ocean. But the ocean would be less because of that missing drop.

St. Mother Teresa

INTERNAL COMPLAINTS COMMITTEE

(July 2023 – June 2026)

| Sl. No. | Name | Designation | Category |
|---------|-------------------------|---|-------------------------|
| 1 | Dr. Mononita Kundu Das | Professor, Xavier Law School | Presiding Officer |
| 2 | Dr. Manali Bhattacharya | Assistant Professor, Department of Mass Communication | Member |
| 3 | Dr. Antara Ghatak | Assistant Professor, Department of English | Member |
| 4 | Mr. Ashish Shaw | Legal & Compliance Officer | Member |
| 5 | Ms. Jhinuk Ganguly | Non-Teaching Staff | Member |
| 6 | Mr. Sahid Raza Hussain | Student, MBA, Sem. III | Student Representative |
| 7 | Ms. Radhika Basu | Student, BA-LLB, Sem. IX | Student Representative |
| 8 | Ms. Shinjini Samajdar | Research Scholar (Psychology) | Student Representative |
| 9 | Ms. Cheryl Francis | Secretary, Snegam | Representative from NGO |

STUDENTS' GRIEVANCE REDRESSAL COMMITTEE

(July 2025 – June 2027)

| Sl. No. | Name | Designation | Category |
|--|----------------------|--|---|
| 1 | Dr. Anupam Mitra | Dean, Faculty of Commerce & Management | Chairperson |
| 2 | Dr. Jacob Islary | Associate Professor, Department of Social Work, Faculty of Arts & Social Studies | Convener |
| 3 | Dr. Sitangshu Khatua | Dean, Xavier Business School | Member |
| 4 | Dr. Susmita Halder | Dean, Faculty of Arts and Social Studies | Member |
| 5 | Dr. Gitu Singh | Associate Professor, Xavier Law School | Member |
| 6 | Ms. Anjali Roy | Student, MBA, Sem. III | Special Invitee (Female) |
| Dr. Ananda Mohan Paul, Professor (Retired) | | Ombudsperson | Email Id :ombudsperson.sgrc@sxuk.edu.in |

**COMMITTEES CONSTITUTED
FOR THE ACADEMIC YEAR 2025-2026****ADMISSION COMMITTEE**

| Sl. No. | Name | Designation | Category |
|----------------|------------------------------------|--|-----------------|
| 1 | Rev. Dr. John Felix Raj, S.J. | Vice-Chancellor | Chairperson |
| 2 | Rev. Dr. Xavier Jeyaraj, S.J. | Registrar | Secretary |
| 3 | Dr. Indra Kanta Maitra | Controller of Examinations | Member |
| 4 | Dr. Tuhin Utsab Paul | Dean, Faculty of Science | Member |
| 5 | Dr. Susmita Halder | Dean, Faculty of Arts & Social Studies | Member |
| 6 | Dr. Ranjeeta Mukherjee | Dean, Xavier Law School | Member |
| 7 | Dr. Anupam Mitra | Dean, Faculty of Commerce & Management | Member |
| 8 | Dr. Sitangshu Khatua | Dean, Xavier Business School | Member |
| 9 | Dr. Soma Sur | Ph.D. Programme Coordinator & Hony. Director, LCERI | Member |
| 10 | Dr. Jhilli Das (Tewary) | Head, Department of Psychology | Member |
| 11 | Dr. Chayanika Mitra | Head, Department of Economics | Member |
| 12 | Dr. Jacob Islary | Head, Department of Social Work | Member |
| 13 | Dr. Harish Kumar | Head, Department of Mass Communication | Member |
| 14 | Dr. Medha Bhadra Chowdhury | Head, Department of English | Member |
| 15 | Dr. Mitra Goswami | Head, Department of Commerce | Member |
| 16 | Dr. Sumantra Bhattacharya | Head, Department of Management Studies | Member |
| 17 | Rev. Dr. Maria Joseph Israel, S.J. | Head, Department of Computer Science, Faculty of Science | Member |
| 18 | Dr. Utpal Pore | Head, Department of Statistics, Faculty of Science | Member |
| 19 | Dr. Rajrupa Sinha Roy | Professor-in-charge of B.A., LL.B., Xavier Law School | Member |
| 20 | Dr. Prashna Samaddar | Professor-in-charge of B.Com., LL.B., Xavier Law School | Member |
| 21 | Mr. Prionkur Bose | Admission Officer | Member |

DISCIPLINARY COMMITTEE

| Sl. No. | Name | Designation | Category |
|---------|-------------------------------|--|-------------|
| 1 | Rev. Dr. John Felix Raj, S.J. | Vice-Chancellor | Chairperson |
| 2 | Rev. Dr. Xavier Jeyaraj, S.J. | Registrar | Convener |
| 3 | Dr. Indra Kanta Maitra | Controller of Examinations | Member |
| 4 | Dr. Tuhin Utsab Paul | Dean, Faculty of Science | Member |
| 5 | Dr. Anupam Mitra | Dean, Faculty of Commerce and Management | Member |
| 6 | Dr. Susmita Halder | Dean, Faculty of Arts and Social Studies | Member |
| 7 | Dr. Ranjeeta Mukherjee | Dean, Xavier Law School | Member |
| 8 | Dr. Sitangshu Khatua | Dean, Xavier Business School | Member |
| 9 | Dr. Soma Sur | Professor, Xavier Business School, Ph.D. Programme Coordinator and Hony. Director, LCERI | Member |
| 10 | Mr. Sovik Mukherjee | Deputy Chairperson, Students' Board | Member |
| 11 | | Student Convener, Students' Board | Member |

ANTI-RAGGING COMMITTEE

| Sl. No. | Name | Designation | Category |
|---------|-------------------------------|--|-------------|
| 1 | Rev. Dr. John Felix Raj, S.J. | Vice-Chancellor | Chairperson |
| 2 | Dr. Tuhin Utsab Paul | Dean, Faculty of Science | Convener |
| 3 | Rev. Dr. Xavier Jeyaraj, S.J. | Registrar | Member |
| 4 | Dr. Anupam Mitra | Dean, Faculty of Commerce and Management | Member |
| 5 | Dr. Susmita Halder | Dean, Faculty of Arts & Social Studies | Member |
| 6 | Dr. Ranjeeta Mukherjee | Dean, Xavier Law School | Member |
| 7 | Dr. Sitangshu Khatua | Dean, Xavier Business School | Member |

ANTI-RAGGING COMMITTEE

| Sl. No. | Name | Designation | Category |
|---------|--|--|---------------|
| 8 | Dr. Gitu Singh | Associate Professor, Xavier Law School | Member |
| 9 | Rev. Dr. Mourlin K., S.J. | Director, University Hostels | Member |
| 10 | Mr. Anindya De, OC, Techno City Police Station | Representative, Civil & Police Administration | Member |
| 11 | Ayan Bandyopadhyay | Representative, Local Media | Member |
| 12 | Ms. Cheryl Francis | Representative, NGO | Member |
| 13 | Mr. Sovik Mukherjee | Deputy Chairperson, Students' Board | Member |
| 14 | Mr. Ashish Shaw | Legal & Compliance Officer | Member |
| 15 | Mr. Arun Sultania | Parent Representative | Member |
| 16 | | Parent Representative | Member |
| 17 | Student Convener, Student Board | Student Representative, Senior | Member |
| 18 | | Student Representative, Senior | Member |
| 19 | | Student Representative, Fresher | Member |
| 20 | | Student Representative, Fresher | Member |
| 21 | Dr. Tanmoy Kumar Pal | Assistant Registrar | Nodal Officer |

EMPLOYEES' GRIEVANCE REDRESSAL COMMITTEE

| Sl. No. | Name | Designation | Category |
|---------|-------------------------------|--|-------------|
| 1 | Rev. Dr. John Felix Raj, S.J. | Vice-Chancellor | Chairperson |
| 2 | Dr. Shuvendu Chakraborty | Associate Professor, Xavier Business School | Convener |
| 3 | Mr. Partha Mishra | Deputy Registrar | Member |
| 4 | Dr. Indra Kanta Maitra | Controller of Examinations | Member |
| 5 | Dr. Gitu Singh | Associate Professor, Xavier Law School | Member |

**EMPLOYEES' GRIEVANCE REDRESSAL COMMITTEE
(Contd.)**

| Sl. No. | Name | Designation | Category |
|---------|------------------------|---|---------------|
| 6 | Dr. Somak Sen | Assistant Professor, Faculty of Arts & Social Studies | Member |
| 7 | Dr. Monalika Dey | Assistant Professor, Faculty of Commerce & Management | Member |
| 8 | Mr. Ashish Shaw | Legal & Compliance Officer | Member |
| 9 | Ms. Mousumi Majumder | Office Assistant (IQAC) | Member |
| 10 | Mr. Mario Martin Louis | Communication & Protocol Officer | Nodal Officer |

HOSTEL COMMITTEE

| Sl. No. | Name | Designation | Category |
|---------|---|---|-------------|
| 1 | Rev. Dr. John Felix Raj, S.J. | Vice-Chancellor | Chairperson |
| 2 | Rev. Dr. Xavier Jeyaraj, S.J. | Registrar | Member |
| 3 | Rev. Dr. Mourlin K, S.J. | Director of University Hostels | Member |
| 4 | Sr. Karolin Cyril Fernando, JMJ | Deputy Director of Girls' Hostel | Member |
| 5 | Sr. Thilaga Mary, JMJ | Infirmarian and Assistant Director, Girls' Hostel | Member |
| 6 | Ms. Suma D. | Assistant Director, SXUK Girls' Hostel | Member |
| 7 | Dr. Anupam Mitra | Dean, Faculty of Commerce & Management | Member |
| 8 | Dr. Susmita Halder | Dean, Faculty of Arts and Social Studies | Member |
| 9 | Dr. Ranjeeta Mukherjee | Dean, Xavier Law School | Member |
| 10 | Dr. Sitangshu Khatua | Dean, Xavier Business School | Member |
| 11 | Dr. Tuhin Utsab Paul | Dean, Faculty of Science | Member |
| 12 | Mr. Sovik Mukherjee | Deputy Chairperson, Students' Board | Member |
| 13 | Mr. Sankar Moorty | Staff, Boys' Hostel | Member |
| 14 | Akash Kumar Singh, MBA, Sem. III (Tagore Niwas) | Student Representative (Male) | Member |
| 15 | Esha Mahato, MBA, Sem. III Mother Teresa Niwas) | Student Representative (Female) | Member |

SCHOLARSHIP COMMITTEE

| Sl. No. | Name | Designation | Category |
|---------|------------------------------------|--|-------------|
| 1 | Rev. Dr. John Felix Raj, S.J. | Vice-Chancellor | Chairperson |
| 2 | Dr. Tanmoy Kumar Pal | Assistant Registrar | Convener |
| 3 | Rev. Dr. Xavier Jeyaraj, S.J. | Registrar | Member |
| 4 | Rev. Fr. Joseph Raj, S.J. | Finance Officer | Member |
| 5 | Dr. Tuhin Utsab Paul | Dean, Faculty of Science | Member |
| 6 | Dr. Susmita Halder | Dean, Faculty of Arts and Social Studies | Member |
| 7 | Dr. Anupam Mitra | Dean, Faculty of Commerce and Management | Member |
| 8 | Dr. Ranjeeta Mukherjee | Dean, Xavier Law School | Member |
| 9 | Dr. Sitangshu Khatua | Dean, Xavier Business School | Member |
| 10 | Dr. Soma Sur | Professor, Xavier Business School, Ph.D. Programme Coordinator and Hony. Director, LCERI | Member |
| 11 | Dr. Mitra Goswami | Head, Department of Commerce | Member |
| 12 | Dr. Chayanika Mitra | Head, Department of Economics | Member |
| 13 | Dr. Medha Bhadra Chowdhury | Head, Department of English | Member |
| 14 | Dr. Sumantra Bhattacharya | Head, Department of Management Studies | Member |
| 15 | Dr. Harish Kumar | Head, Department of Mass Communication | Member |
| 16 | Dr. Jhilli Das (Tewary) | Head, Department of Psychology | Member |
| 17 | Dr. Jacob Islary | Head, Department of Social Work | Member |
| 18 | Rev. Dr. Maria Joseph Israel, S.J. | Head, Department of Computer Science | Member |
| 19 | Dr. Utpal Pore | Head, Statistics, Faculty of Science | Member |
| 20 | Dr. Rajrupa Sinha Roy | Professor-in-charge of B.A., LL.B., Xavier Law School | Member |
| 21 | Dr. Prashna Samaddar | Professor-in-charge of B.Com., LL.B., Xavier Law School | Member |

IT INFRASTRUCTURE COMMITTEE

| Sl. No. | Name | Designation | Category |
|----------------|-------------------------------|--------------------------------------|-------------------|
| 1 | Rev. Dr. John Felix Raj, S.J. | Vice-Chancellor | Chairperson |
| 2 | Mr. Malay Mitra | I.T. Coordinator | Convener |
| 3 | Rev. Dr. Xavier Jeyaraj, S.J. | Registrar | Member |
| 4 | Mr. Mario Martin Louis | Campus Minister (Additional Charges) | Member |
| 5 | Dr. Indra Kanta Maitra | Controller of Examinations | Member |
| 6 | Dr. Tuhin Utsab Paul | Dean, Faculty of Science | Member |
| 7 | Mr. Rajib Roy | Software Developer | Member |
| 8 | Mr. Sudip Dutta | Assistant, IT Office | Permanent Invitee |
| 9 | Mr. Jarman Nandi | Assistant, IT Office | Permanent Invitee |
| 10 | Mr. Devleen Bhaumik | Technical Assistant, IT | Permanent Invitee |
| 11 | Mr. Abhishek Das | Network Administrator | Permanent Invitee |

MAGAZINE COMMITTEE

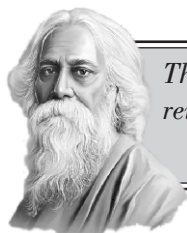
| Sl. No. | Name | Designation | Category |
|----------------|-------------------------------|---|-----------------|
| 1 | Rev. Dr. John Felix Raj, S.J. | Vice-Chancellor | Chairperson |
| 2 | Dr. Gitu Singh | Associate Professor, Xavier Law School | Convener |
| 3 | Rev. Dr. Xavier Jeyaraj, S.J. | Registrar | Member |
| 4 | Dr. Antara Ghatak | Assistant Professor, Department of English | Member |
| 5 | Dr. Poulami Chatterjee | Assistant Professor, Department of Economics | Member |
| 6 | Dr. Srenwantee Bhattacharjee | Assistant Professor, Department of Social Work | Member |
| 7 | Ms. Payel Mazumder | Assistant Professor, Department of Psychology | Member |
| 8 | Dr. Dyuti Chatterjee | Assistant Professor, Faculty of Commerce & Management | Member |

MAGAZINE COMMITTEE (Contd.)

| Sl. No. | Name | Designation | Category |
|---------|------------------------|--|----------|
| 9 | Dr. Bidisha Kantha | Assistant Professor, Xavier Law School | Member |
| 10 | Dr. Tutun Mukherjee | Assistant Professor, Xavier Business School | Member |
| 11 | Dr. Priyanka Talukdar | Assistant Professor, Department of Statistics | Member |
| 12 | Mr. Tanmoy Samanta | Graphic Design Instructor, Department of Mass Communication | Member |
| 13 | Mr. Mario Martin Louis | Communication and Protocol Officer | Member |
| 14 | Mr. Subhashis Majumdar | Senior Office Assistant, Office of the Vice-Chancellor | Member |

PROGRAMME MONITORING COMMITTEE

| Sl. No. | Name | Designation | Category |
|---------|-------------------------------|--|-------------|
| 1 | Rev. Dr. John Felix Raj, S.J. | Vice-Chancellor | Chairperson |
| 2 | Dr. Prashna Samaddar | Assistant Professor, Xavier Law School | Convener |
| 3 | Dr. Tutun Mukherjee | Assistant Professor, Xavier Business School | Member |
| 4 | Dr. Paramita Barman Sen | Assistant Professor, Faculty of Commerce & Management | Member |
| 5 | Mr. Partha Mishra | Deputy Registrar | Member |
| 6 | Mr. Sovik Mukherjee | Deputy Chairperson, Student's Board | Member |
| 7 | Dr. Antara Ghatak | Assistant Professor, Faculty of Arts & Social Studies | Member |



*The root below the earth claim no
rewards for making the branches fruitful.*

Rabindra Nath Tagore

MAINTENANCE COMMITTEE

| Sl. No. | Name | Designation | Category |
|---------|--------------------------------------|---|-------------|
| 1 | Rev. Dr. John Felix Raj, S.J. | Vice-Chancellor | Chairperson |
| 2 | Mr. Mario Martin Louis | Communication & Protocol Officer (Addl. Charge: Supervisor of the office of Campus Minister) | Secretary |
| 3 | Rev. Dr. Xavier Jeyaraj, S.J. | Registrar | Member |
| 4 | Rev. Fr. Joseph Raj, S.J. | Finance Officer | Member |
| 5 | Mr. Partha Mishra | Deputy Registrar | Member |
| 6 | Rev. Dr. Mourlin K, S.J. | Director of University Hostels | Member |
| 7 | Mr. Sudipto Ghosh | Senior Assistant, Office of the Vice-Chancellor | Member |
| 8 | Mr. Ashish Shaw | Legal & Compliance Officer | Member |
| 9 | Mr. Manoj Ekka | Maintenance Supervisor | Member |
| 10 | Mr. Sandeep Chaudhuri, PVS Pvt. Ltd. | In-Charge of Security Services | Invitee |
| 11 | Ms. Evangeline Chetri, Blueberries | In-Charge of Hostel Mess | Invitee |
| 12 | Mr. Abu Riaz, Interglobe Solutions | In-Charge of Housekeeping Services | Invitee |

LIBRARY COMMITTEE

| Sl. No. | Name | Designation | Category |
|---------|-------------------------------|---|-------------|
| 1 | Rev. Dr. John Felix Raj, S.J. | Vice-Chancellor | Chairperson |
| 2 | Dr. A. Vijayakumar | Librarian | Convener |
| 3 | Rev. Dr. Xavier Jeyaraj, S.J. | Registrar | Member |
| 4 | Rev. Fr. Joseph Raj, S.J. | Finance Officer | Member |
| 5 | Dr. Stephen G. | Assistant Librarian – Law Library | Member |
| 6 | Dr. Soma Sur | Ph.D. Programme Coordinator | Member |
| 7 | Dr. Sitangshu Khatua | Dean, Xavier Business School | Member |
| 8 | Dr. Anupam Mitra | Dean, Faculty of Commerce & Management | Member |
| 9 | Dr. Tuhin Utsab Paul | Dean, Faculty of Science | Member |
| 10 | Dr. Susmita Halder | Dean, Faculty of Arts & Social Studies | Member |
| 11 | Dr. Ranjeeta Mukherjee | Dean, Xavier Law School | Member |
| 12 | Dr. Shuvendu Chakraborty | Associate Professor, Xavier Business School | Member |

SPORTS COMMITTEE

| Sl. No. | Name | Designation | Category |
|---------|-------------------------------|--|-------------|
| 1 | Rev. Dr. John Felix Raj, S.J. | Vice-Chancellor | Chairperson |
| 2 | Rev. Dr. Xavier Jeyaraj, S.J. | Registrar | Member |
| 3 | Dr. Utpal Raha | PIC, Sports and Games and Assistant Professor, Xavier Law School | Convener |
| 4 | Mr. Sandeep Mundra | Sports Officer | Co-Convener |
| 5 | Dr. Anupam Mitra | Dean, Faculty of Commerce & Management | Member |
| 6 | Dr. Sitangshu Khatua | Dean, Xavier Business School | Member |
| 7 | Dr. Susmita Halder | Dean, Faculty of Arts & Social Studies | Member |
| 8 | Dr. Ranjeeta Mukherjee | Dean, Xavier Law School | Member |
| 9 | Dr. Tuhin Utsab Paul | Dean, Faculty of Science | Member |
| 10 | Dr. Soma Sur | Ph.D. Programme Coordinator | Member |
| 11 | Dr. Somak Sen | Assistant Professor, Faculty of Arts & Social Studies | Member |
| 12 | Dr. Tutun Mukherjee | Assistant Professor, XBS | Member |
| 13 | Ms. Sayani Saha | Assistant Professor, Faculty of Commerce & Management | Member |
| 14 | Dr. Sayan Das | Assistant Professor, Faculty of Science | Member |
| 15 | Mr. Sovik Mukherjee | Deputy Chairperson, Students' Board | Member |
| 16 | | Student Representative, Xavier Business School | Member |
| 17 | | Student Representative, Arts & Social Studies | Member |
| 18 | | Student Representative, Commerce & Management (Day) | Member |
| 19 | | Student Representative, Commerce & Management (Morning) | Member |
| 20 | | Student Representative, Xavier Law School | Member |
| 21 | | Student Representative, Science | Member |

COMMITTEE for SC / ST

| Sl. No. | Name | Designation | Category |
|---------|---------------------------------|---|-------------|
| 1 | Rev. Dr. John Felix Raj, S.J. | Vice-Chancellor | Chairperson |
| 2 | Dr. Jacob Islary | Associate Professor, Social Work, Faculty of Arts & Social Studies | Convener |
| 3 | Dr. Monalika Dey | Assistant Professor, Faculty of Commerce & Management | Member |
| 4 | Dr. Reshmi Naskar | Assistant Professor, Mass Communication, Faculty of Arts & Social Studies | Member |
| 5 | Mr. Abhishek Das | Network Administrator | Member |
| 6 | Sr. Karolin Cyril Fernando, JMJ | Deputy Director, Mother Teresa Niwas (Girls' Hostel) | Member |
| 7 | Mr. Manoj Ekka | Maintenance Supervisor | Member |
| 8 | Mr. Satyajit Naskar | Office Assistant, Office of the Ph.D. Programme | Member |

COMMITTEE FOR CENTRE FOR GLOBAL NETWORK AND INITIATIVE

| Sl. No. | Name | Designation | Category |
|---------|-------------------------------|---|-------------|
| 1 | Rev. Dr. John Felix Raj, S.J. | Vice-Chancellor | Chairperson |
| 2 | Rev. Dr. Xavier Jeyaraj, S.J. | Registrar | Member |
| 3 | Dr. Manali Bhattacharya | Assistant Professor, Faculty of Arts and Social Studies | Convener |
| 4 | Dr. Bidisha Kantha | Assistant Professor, Xavier Law School | Member |
| 5 | Dr. Tuhin Utsab Paul | Dean, Faculty of Science | Member |
| 6 | Rev. Dr. Mournin K, S.J. | Assistant Professor, Xavier Business School | Member |
| 7 | Dr. Ranjeeta Mukherjee | Dean, Xavier Law School | Member |
| 8 | Dr. Monalika Dey | Assistant Professor, Faculty of Commerce & Management and P.I.C, CICE | Member |
| 9 | Mr. Mario Martin Louis | Communication and Protocol Officer | Member |

COMMITTEE FOR CENTRE FOR GLOBAL NETWORK AND INITIATIVE (Contd.)

| Sl. No. | Name | Designation | Category |
|---------|------------------|--|-----------------|
| 10 | Dr. Panchali Sen | Dean, International Studies and Programmes, St. Xavier's College (Autonomous), Kolkata | External Member |

PUBLICATION BOARD

| Sl. No. | Name | Designation | Category |
|---------|-------------------------------|--|------------------|
| 1 | Rev. Dr. John Felix Raj, S.J. | Vice-Chancellor | Chairperson |
| 2 | Rev. Dr. Xavier Jeyaraj, S.J. | Registrar | Member |
| 3 | Dr. Prayag Ray | Assistant Professor, Faculty of Arts and Social Studies & Editor, SXUK Journal of Interdisciplinary Research | Member Secretary |
| 4 | Dr. Tuhin Utsab Paul | Dean, Faculty of Science | Member |
| 5 | Dr. Anupam Mitra | Dean, Faculty of Commerce & Management | Member |
| 6 | Dr. Susmita Halder | Dean, Faculty of Arts & Social Studies | Member |
| 7 | Dr. Ranjeeta Mukherjee | Dean, Xavier Law School | Member |
| 8 | Dr. Sitangshu Khatua | Dean, Xavier Business School | Member |
| 9 | Dr. Soma Sur | Ph.D. Programme Coordinator | Member |
| 10 | Dr. Gitu Singh | Associate Professor, XLS & Convener, Magazine Committee | Member |
| 11 | Dr. Bidisha Kantha | Assistant Professor, Xavier Law School & Associate Editor, SXUK Journal of Interdisciplinary Research | Member |
| 12 | Dr. Stephen G. | Assistant Librarian | Member |
| 13 | Mr. Pawan Dalmia | Governing Board Nominee | Member |

RESEARCH ADVISORY COUNCIL (RAC)

| Sl. No. | Name | Designation | Category |
|---------|-------------------------------|---|-------------------|
| 1 | Rev. Dr. John Felix Raj, S.J. | Vice-Chancellor | Chairperson |
| 2 | Rev. Dr. Xavier Jeyaraj, S.J. | Registrar | Permanent Invitee |
| 3 | Dr. Mononita Kundu Das | Professor, Xavier Law School and Director, RDC | Convener |
| 4 | Dr. Susmita Halder | Dean, Faculty of Arts & Social Studies | Member |
| 5 | Dr. Ranjeeta Mukherjee | Dean, Xavier Law School | Member |
| 6 | Dr. Tuhin Utsab Paul | Dean, Faculty of Science | Member |
| 7 | Dr. Anupam Mitra | Dean, Faculty of Commerce & Management | Member |
| 8 | Dr. Sitangshu Khatua | Dean, Xavier Business School | Member |
| 9 | Dr. Soma Sur | Hony. Director, LCERI, & Coordinator, Ph.D. Programme | Member |
| 10 | Dr. Manodip Ray Chaudhuri | Professor, Xavier Business School | Member |
| 11 | Dr. Harish Kumar | Professor and Head, Department of Mass Communication, Faculty of Arts and Social Studies | Member |
| 12 | Dr. Afkar Ahmed | Professor, Xavier Law School | Member |
| 13 | Dr. Somak Maitra | Associate Professor, Faculty of Commerce and Management | Member |
| 14 | Dr. Gitu Singh | Associate Professor, Xavier Law School | Member |
| 15 | Dr. Somnath Banerjee | Associate Professor, Department of Management Studies (BMS), Faculty of Commerce and Management | Member |
| 16 | Dr. Subhanil Chowdhury | Associate Professor, Department of Economics, Faculty of Arts and Social Studies | Member |
| 17 | Dr. Rakesh Kumar Singh | Associate Professor, Xavier Law School | Member |
| 18 | Dr. Suvendu Chakraborty | Associate Professor, Xavier Business School | Member |
| 19 | Dr. Jacob Islary | Associate Professor, Head, Department of Social Work, Faculty of Arts and Social Studies | Member |

RESEARCH ADVISORY COUNCIL (RAC) (Contd.)

| Sl. No. | Name | Designation | Category |
|---------|--------------------|---------------------|----------|
| 20 | Dr. A. Vijayakumar | Librarian | Member |
| 21 | Dr. Stephen G. | Assistant Librarian | Member |

**EXPERT COMMITTEE FOR CENTRE FOR
INCUBATION, CONSULTANCY AND
ENTREPRENEURSHIP (CICE)**

| Sl. No. | Name | Designation | Category |
|---------|-------------------------------|--|-------------------|
| 1 | Rev. Dr. John Felix Raj, S.J. | Vice-Chancellor | Chairperson |
| 2 | Rev. Dr. Xavier Jeyaraj, S.J. | Registrar | Member |
| 3 | Dr. Monalika Dey | PIC, Centre for Incubation, Consultancy & Entrepreneurship | Convener |
| 4 | Dr. Souren Konar | Assistant Professor, Xavier Business School (Assistant Prof.in-Charge, CICE) | Member |
| 5 | Dr. Sitangshu Khatua | Dean, Xavier Business School | Member |
| 6 | Dr. Anupam Mitra | Dean, Commerce & Management | Member |
| 7 | Dr. Somak Maitra | Associate Professor, Faculty of Commerce & Management | Member |
| 8 | Dr. Soma Sur | Hony. Director, LCERI | Member |
| 9 | Mr. Mario Martin Louis | Communication & protocol Officer | Member |
| 10 | Mr. Sankar Ghosh | MD, Accenture Technology Solutions & CII Sub-Committee for Start-ups | Member (External) |
| 11 | Mr. Renuka Verma | Executive Director, HR, Hindustan Copper Ltd. | Member (External) |
| 12 | Mr. Dhruba Mukherjee | CEO of ABP Group | Member (External) |
| 13 | Dr. Siddhartha Das | Professor, IIT Kharagpur & former Chairman, STEP | Member (External) |
| 14 | Mr. Rahul Bose | Chairman, ISTD & Consultant, Global Services IBM | Member (External) |

WOMEN & GENDER DEVELOPMENT CELL

| Sl. No. | Name | Designation | Category |
|---------|----------------------|--|----------|
| 1 | Dr. Antara Ghatak | Professor-in-Charge, Women & Gender Development Cell & Assistant Professor, Faculty of Arts & Social Studies | Convener |
| 2 | Dr. Prashna Samaddar | Assistant Professor, Xavier Law School | Member |
| 3 | Dr. Tanushree Biswas | Assistant Professor, Faculty of Science | Member |
| 4 | Dr. Mitra Goswami | Assistant Professor, Faculty of Commerce & Management | Member |
| 5. | Dr. Tanmoy Kr. Pal | Assistant Registrar | Member |
| 6. | Mr. Ashish Shaw | Legal & Compliance Officer | Member |



ADMINISTRATIVE OFFICERS

| | |
|-------------------------------|---|
| Rev. Dr. John Felix Raj, S.J. | Vice-Chancellor |
| Rev. Dr. Xavier Jeyaraj, S.J. | Registrar |
| Rev. Fr. Joseph Raj, S.J. | Finance Officer |
| Dr. Indra Kanta Maitra | Controller of Examinations |
| Dr. Soma Sur | Hony. Director, LCERI & Coordinator, Ph.D. Programme |

OTHER OFFICERS

| Sl. No. | Name | Designation |
|---------|---------------------------------|---|
| 1 | Mr. Partha Mishra | Deputy Registrar |
| 2 | Dr. Tanmoy Kumar Pal | Assistant Registrar |
| 3 | Mr. Avishek Das | Assistant Controller of Examinations |
| 4 | CA Sunanda Chakraborty | Accounts Officer |
| 5 | Mr. Ashish Shaw | Legal and Compliance Officer |
| 6 | Mr. Malay Mitra | I. T. Coordinator |
| 7 | Mr. Mario Martin Louis | Communication & Protocol Officer (Addl. Chg.: Acting Placement Officer and Supervisor of the office of the Campus Minister) |
| 8 | Mr. Joydeep Roy | Deputy Placement Officer |
| 9 | Mr. Sudipto Bhattacharya | Field Work and Internship Coordinator |
| 10 | Mr. Paritosh Majumdar | Deputy Director, Centre for Social Outreach Programme |
| 11 | Mr. Prionkur Bose | Admission Officer |
| 12 | Mr. Ajitesh Prasad | Joint Admission Officer |
| 13 | Mr. Vinay Rai | Programme Officer, Xavier Business School |
| 14 | Mr. Sandeep Mundra | Sports Officer |
| 15 | Mr. Santu Bhowmick | Security Officer |
| 16 | Sr. Karolin Ceryl Fernando, JMJ | Deputy Director of Girls' Hostel |
| 17 | Sr. Thilaga Mary, JMJ | Infirmarian and Assistant Director of Girls' Hostel |
| 18 | Ms. Suma D. | Assistant Director of Girls' Hostel |

CONSULTANTS

| | |
|----------------|-----------------------------------|
| Dr. Mohit Shaw | Training and Placement Consultant |
|----------------|-----------------------------------|

OFFICES : NON-TEACHING STAFF MEMBERS

Office of the Vice-Chancellor

- ❖ Mr. Subhashis Majumdar
- ❖ Mr. Sudipto Ghosh
- ❖ Ms. Bharti Pradhan D'Silva
- ❖ Ms. Subhasree Das
- ❖ Mr. Victor Naskar

Office of the Registrar

- ❖ Mr. Sadhan Dey
- ❖ Mr. Rajib Roy
- ❖ Mr. Prabir Karmakar
- ❖ Mr. Manash Bor
- ❖ Mr. Dipan Das
- ❖ Mr. Shantanu Deb
- ❖ Ms. Papia Ghosh
- ❖ Mr. Stefan Sylvester David
- ❖ Ms. Sangita Kumari
- ❖ Mr. Ranajit Roy

Office of the Finance Officer

- ❖ Ms. Jhinuk Ganguly
- ❖ Mr. Sourish Hazra
- ❖ Mr. Kamuel Das
- ❖ Mr. Sarnava Byapari
- ❖ Mr. Sudiptajit Dey

Office of the Controller of Examinations

- ❖ Mr. Raju Maity
- ❖ Mr. Rahul Pal
- ❖ Ms. Anindita Roy
- ❖ Mr. Sankar Mukherjee
- ❖ Mr. Aman Sarkar
- ❖ Mr. Prasun Sardar

- ❖ Mr. Sayan Pyne
- ❖ Mr. Sourav Das
- ❖ Mr. Subham Das
- ❖ Mr. Amit Kumar Singh
- ❖ Mr. Pintu Basu

Office of the Dean (Arts & Social Studies)

- ❖ Mr. Prasun Bag
- ❖ Mr. Prithvijit Francis Dey

Office of the Dean (Commerce & Management) — Day Section

- ❖ Ms. Malisha Anthony
- ❖ Mr. Bhaskar Sen

Office of the Dean (Commerce & Management) — Morning Section

- ❖ Ms. Sukanya Bagchi
- ❖ Mr. Raju Naskar

Office of the Dean (Science)

- ❖ Mr. Rahul Richard Naskar
- ❖ Mr. Raj Kumar Nandi

Office of the Dean (Xavier Business School)

- ❖ Mr. Aritra Saha
- ❖ Ms. Debanjana Dutta

Office of the Dean (Xavier Law School)

- ❖ Mr. Sayan Kumar Saha
- ❖ Ms. Sanjana Datta
- ❖ Mr. Munshi Nazim

Office of the Ph.D. Programme (CERI)

- ❖ Mr. Satyajit Naskar
- ❖ Mr. Tushar Kanti Pahar
- ❖ Ms. Zubeda Khatun

OFFICES : NON-TEACHING STAFF MEMBERS

Office of the Information Technology (I.T. Support System)

- ❖ Mr. Abhishek Das
- ❖ Mr. Devleen Bhaumik
- ❖ Mr. Sudip Sekher Dutta
- ❖ Mr. Jarman Nandi
- ❖ Mr. Sanjoy Mukherjee

Office of the Internal Quality Assurance Cell (IQAC)

- ❖ Ms. Mousumi Mazumder

Office of the Placement Officer

- ❖ Ms. Sangita Roy
- ❖ Mr. Anudip Ghosh

Arrupe Central Library

- ❖ Ms. Sucharita Dey Mitra
- ❖ Mr. Sayan Chatterjee
- ❖ Ms. Bijayani Sahoo
- ❖ Ms. Promita Patra
- ❖ Mr. Ajay Nayak
- ❖ Mr. Sandip Sahani
- ❖ Mr. Mintu Biswas
- ❖ Mr. Asik Ikbal
- ❖ Mr. Rakibul Islam
- ❖ Ms. Moumita Paul

Office of the Campus Minister

- ❖ Mr. Manoj Ekka
- ❖ Mr. Amit Kanji

University Reception

- ❖ Mr. Atanu Ghosh

CGNI Office

- ❖ Mr. Debashis Bhowmik

Fr. Gaston Roberge Studio

- ❖ Mr. Benedict John Sourav Gomes

Office of the Sports Officer

- ❖ Mr. Saifur Noor Alam Sekh

Internal Security

- ❖ Ms. Aparna Sarkar

Maintenance Section

- ❖ Mr. Rajkumar Dey
- ❖ Mr. Sk. Mosaraf Ali
- ❖ Mr. Palan Sardar
- ❖ Mr. Shukdeb Mondal
- ❖ Mr. Sagar Mondal
- ❖ Mr. Monoranjan Tarafdar
- ❖ Mr. Panchanan Ghorui

University Hostel (Girls)

- ❖ Ms. Malati Tudu
- ❖ Ms. Minati Mandi
- ❖ Ms. Nirmala Hansda

University Hostel (Boys)

- ❖ Mr. Sankar Moorthy
- ❖ Mr. Bikash Hembram
- ❖ Mr. Milan Soren
- ❖ Mr. Ujjal Tudu

Parasmani (Centre for Research and Social Outreach)

- ❖ Mr. Binoy Besra

Transport Department

- ❖ Mr. Sudip Kumar Gharami
- ❖ Mr. Samir Das
- ❖ Mr. Sailendra Dixit
- ❖ Mr. Pradip Das
- ❖ Mr. Ranajit Maity

CENTRES OF UNIVERSITY

Father Lafont Centre for Excellence in Research and Innovation (LCERI)

Father Lafont Centre for Excellence in Research and Innovation (LCERI) is named in fond remembrance of Father Eugene Lafont (1837-1908), a Jesuit priest from Belgium who joined St. Xavier's College, Kolkata in 1865 and worked in India for many years. Fr. Lafont occupies a unique place in the history of modern science in India. He was the co-founder of the Indian Association for the Cultivation of Science which was established in 1876, the first of its kind in India. He had a passion for scientific research, and he took every measure to instil the same in the minds of his students.

To honour Fr. Lafont's legacy, St. Xavier's University, Kolkata has envisioned a centre for excellence in research and innovation in the campus with a view to promote a culture of scientific research and to render its service to humanity at large.

Vision of the centre:

In continuation with the tradition of Jesuits' commitment to research, the Father Lafont Centre for Excellence in Research and Innovation (LCERI) envisions to initiate and sustain an inter-disciplinary culture of Research at St. Xavier's University, Kolkata and endeavours to promote research and intellectual dialogue with social concerns for development of the marginalized and the vulnerable sections of the society.

Mission of the Centre:

- Create a platform for research and research-oriented activities.
- Encourage research activities and to instil a culture of research and academic excellence.
- Organize and conduct research programmes on topics relevant to socially, culturally and economically marginalized and vulnerable classes of the society.
- Facilitate community-oriented research.
- Engage in identification of prospective multi-disciplinary research areas and offer a platform for forming knowledge hubs.

Objectives of the Centre:

- Maintain and achieve goal-oriented research outputs through research projects, academic engagements.

- Consolidate and expand relationships with corporates / think tanks / regulatory bodies / academic institutions to create an active and live industry academia interface.
- Engage in different research related activities and organise Conferences, Seminars, Workshops, Faculty Development Programmes etc.

LCERI gives emphasis on research areas with Social, Economic and Global Dimensions, Multidisciplinary Research approaches and Universal Apostolic Preferences.

LCERI organises different programmes to strengthen research activities in the university. It organises International Conferences, Research Method workshops, Doctoral Colloquium, Faculty Development Programmes, Seminars and symposiums every year.

Contact Details :

Dr. Soma Sur, Hony. Director

Email Id : lceri@sxuk.edu.in

Centre for Skill Development (CSD)

The National Education Policy (NEP 2020) stresses on the vital role of higher education institutions in preparing students to become industry-ready professionals. To achieve this, the higher education curriculum needs to be enriched with skill-based courses that go beyond the standard syllabus. These additional courses should equip students with essential technical skills, soft skills, and other professional capabilities.

The Centre for Skill Development at St. Xavier's University, Kolkata, has been set up to provide students and other stakeholders with the right knowledge, aptitude, and practical skills. The Centre aims to bridge the gap between industry and academia. By cultivating high-level, specific skills, the Centre aims to ensure that the students are armed with a diverse range of knowledge and applied skills.

The Centre for Skill Development aims at achieving the following outcomes:

- Creating an environment to meet diverse market requirements.
- Students are well versed with soft, domain specific and critical skills
- Bridging the gap between industry and academia
- Transforming Conventional teaching-learning methods.
- Integrating skill development component into higher education.

- Students are acquainted with domain specific Industry information.

Value-added Courses Offered by CSD

The Centre is currently offering value-added courses to students of the university. Each of these courses are of a minimum of 2 credits. These courses are currently offered in collaboration with faculty members of the university, but these may also be offered in collaboration with other institutions in future. The end-semester evaluation for these courses is on a total of 100 marks.

| | Title of the course | Offered by |
|----|---|------------------------|
| 1 | Latex Programming | Computer Science |
| 2 | Fundamental of Database Management System & Basic structured Query Language | Computer Science |
| 3 | Reliability and Survival Analysis | Statistics |
| 4 | Computer Application in Statistics and Finance | Statistics |
| 5 | Finance Lab | Xavier Business School |
| 6 | Basis of MS Excel | Xavier Business School |
| 7 | Quantitative Finance | Xavier Business School |
| 8 | Law and Governance | Xavier Law School |
| 9 | Reproductive Technologies and Law | Xavier Law School |
| 10 | Children and Health Laws | Xavier Law School |
| 11 | Empowering Communities: Learning by Doing | Xavier Law School |
| 12 | Forensic Science for Lawyers | Xavier Law School |
| 13 | Platform Economy | Commerce |
| 14 | Introduction to Memory Studies | English |
| 15 | Data Analysis with R | Economics |
| 16 | Mobile Filmmaking | Mass Communication |
| 17 | Practical Skill for Counsellors | Psychology |
| 18 | Basics of Psychometry | Psychology |
| 19 | Communication for Social and Behaviour Change | LCERI |

Courses under SWAYAM/ NPTEL /MOOC:

Students are encouraged to enrol in courses offered through the SWAYAM and NPTEL online platforms, as well as various other MOOCs available under industry-academia collaborations.

However, to be eligible for consideration as value-added courses, these MOOC courses must be from the list approved by the Centre, and students must complete the final exam on the respective MOOC platform and pass it to receive credit.

Contact Details :

Dr. Tanushree Biswas

Email : csd@sxuk.edu.in

Centre for Social Outreach Programme

The Centre for Social Outreach Programme (CSOP) was established at St. Xavier's University, Kolkata (SXUK) in 2018. Rooted in the principles of voluntary and selfless service, and in line with the Jesuit tradition, CSOP serves as the university's primary social outreach wing.

CSOP is playing a vital role in planning and executing sustainable community-based social outreach programs, focusing on both local communities and villages. As a Jesuit institution, St. Xavier's University, Kolkata is dedicated to its motto of "forming men and women for others." This commitment drives the university to encourage students to engage in activities that empower children, youth, and other community members, particularly in rural areas, with the goal of sustainable development.

The university has adopted five villages (Kathalberia, Kulberia, Dharmatala Pachuria, Beonta and Hatishala) in the Beonta Panchayat 2 of Bhargar II Block, located in South 24 Parganas district.

Students are encouraged to participate in various outreach programmes tailored to the needs of these villages, contributing to their development.

Among these initiatives, the "University-to-Village, Village-to-University" (UVVU) programme is the most notable. This initiative focuses on providing quality education to village children, emphasizing numerical and fundamental literacy. In addition to UVVU, CSOP also organises annual events such as Sishu Mela (Children's carnival), blood donation camps, eye checkup camps, and celebrations of World Day of Social Justice, Children's Day, and International Mother's Language Day (Bhasha Diwas).

Starting in the 2023-2024 academic year, CSOP is also responsible for implementing Service Learning (Community Service) which is a two-credit course for undergraduate (UG) students, as outlined by the New National Education Policy (NEP). This two-credit course is taken by 1st or 2nd semester UG students as part of their 4-year UG programme.

Contact Details:

Mr. Paritosh Majumdar, Deputy Director, CSOP

Phone: 033-6624-9874

Centre for Global Network and Initiatives (CGNI)

St. Xavier's University, Kolkata, is constantly looking forward to extending its horizons and making its students global citizens of tomorrow. The university aims to establish an open academic environment that facilitates the exchange of knowledge and learning while enriching the global academic milieu. The Centre for Global Network and Initiatives (CGNI) is an effort by St. Xavier's University, Kolkata, to bridge the gap between Indian and global educational perspectives. The Centre was inaugurated by Rev. Fr. Dr. John Felix Raj, S.J., Hon'ble Vice-Chancellor and His Excellency, Prof. Adam Burakowski, the Polish Ambassador to India, on February 22, 2023.

The CGNI has been established to act as an Office of International Affairs as part of the mandate of the University Grants Commission. The Centre is intended to function as a one-point contact for international students enrolled at St. Xavier's University, Kolkata. Additionally, it serves as a repository and conduit for the various Memoranda of Understanding between the university and numerous academic and research institutes to promote collaborations in research, students and faculty exchange.

The Centre has been actively disseminating information related to the admission process among prospective foreign students, establishing collaborations with foreign educational institutions, increasing the scope of Study in India (SIP) and Study Abroad Programmes (SAP), and expanding its base to assist international and Indian scholars in career advancement. It also contributes to strengthening bilateral relations. The CGNI facilitates connectivity with the global scholastic environment and offers various language courses to university students. These initiatives are designed to

enhance their curricular and cultural exchange with the outside world and significantly contribute to their transformation into global citizens.

CGNI has signed MOUs with following national and international organizations:

- The Institute of Certified Management Accountants (ICMA), Australia
- Surendranath Law College
- National University of Juridical Sciences (NUJS)
- West Bengal Electronics Industry Development Corporation Limited (Webel)
- Alliance Francaise du Bengale
- The University of Sussex, Brighton (UK)
- India Japan Laboratory, Keio University, Japan
- Daffodil International University, Dhaka
- Don Bosco International Media Academy, Paris
- Lincoln University College, Malaysia
- Kalinga Institute of Industrial Technology
- Child Rights and You (CRY)

The Centre is in talks with various organizations and institutes of repute for furthering of MOUs and more collaborative projects.

Contact Details :

Dr. Manali Bhattacharya
Prof-in-Charge, CGNI

Dr. Bidisha Kantha
Asst. Prof-in-Charge, CGNI

All correspondence in matters of collaborations may be sent to the following:
Email id: cgni@sxuk.edu.in; Tel. no.: 033-66249842

CGNI office: *Room 308, Loyola Tirtha, St. Xavier's University, Kolkata*

Centre for Language and Communication Studies (CLCS)

The Centre for Language and Communication Studies of St. Xavier's University Kolkata, is a recently established Centre that aims to focus on language proficiency among students. The linguistic diversity of our nation necessitates linguistic diversity in institutions of higher learning. The National Education Policy (2020) stresses on the importance of language learning among young adults. In today's globalized world the knowledge of

languages becomes an invaluable currency that guarantees greater acceptability and acknowledgement.

Thus, the Centre envisions a future where our students would be amply equipped with knowledge of not only their individual disciplines but also adequate skills to communicate effectively. Keeping this in mind, the centre plans to offer several Indian and foreign language courses, wherefrom the students would be free to choose their language of choice.

The Centre aims to expand its ambit and include not only a variety of Modern Indian Languages (MIL) but also foreign languages in future. As per the requirements of NEP (2020) the Centre currently offers language related courses to the Undergraduate students of semesters 3 and 4. The Undergraduate students of the university are required to study any one of these subjects on offer. The same subject would be studied for a period of two semesters. The Indian languages currently offered by the Centre are:

- Bengali
- Hindi

Each of these courses are offered as a minimum 2 credit Ability Enhancement Course. The evaluation of students of these courses is conducted by the university wherein, the proficiency of students in these courses is evaluated. The Centre plans to offer several other Indian as well as foreign language courses to its students in the near future.

The Centre is oriented towards development of the domain of language learning and the associated field of communication. It conducts programs in a variety of language and communication related domains and aspires to contribute to the broadening ambit of language and communication studies by collaborating with organisations committed to the growth and development of language studies.

Details regarding the Centre may be accessed at:

<https://www.sxuk.edu.in/clcs>

Contact Details :

Dr. Bidisha Kantha (Prof-In-charge)

Centre for Language Studies

Email : centre.language@sxuk.edu.in

Centre for Incubation, Consultancy and Entrepreneurship (CICE)

Centre for Incubation, Consultancy and Entrepreneurship (CICE) is a dynamic platform committed to nurturing innovation, fostering entrepreneurial spirit, and bridging the gap between academia and industry.

CICE serves as a catalyst for students, researchers, and budding entrepreneurs to translate their ideas into impactful realities. It provides an ecosystem that encourages creative thinking, offers professional consultancy, and supports the incubation of new ventures through mentorship, resources, and strategic partnerships.

Mission of the Centre:

To empower individuals to become leaders, innovators, and change makers, equipped with the skills and knowledge to drive sustainable growth and societal transformation.

Key function areas:

- **Incubation Support:** Mentoring, infrastructure, funding guidance, and networking opportunities to turn start-up ideas into successful businesses.
- **Consultancy Services:** Expert guidance and tailor-made solutions across industries, drawing from academic excellence and industry experience.
- **Entrepreneurship Development Programs:** Workshops, seminars, business plan competitions, and training programs to instill entrepreneurial competencies.
- **Industry Collaboration:** Building strong, mutually beneficial linkages between university talents and corporate needs.
- **Student Entrepreneurship Support:** Dedicated programs to empower students to transform their ideas into successful enterprises.

Contact Details:

Dr. Monalika Dey, Professor-in-Charge, CICE

Email : execdirector.cice@sxuk.edu.in

Mobile : 9433423850 / 6290991844

CICE Office : 3rd Floor, Arrupe Building, St. Xavier's University, Kolkata

COMMUNICATION AND MEETING DETAILS

A. Meeting the Vice-Chancellor / Registrar

| |
|-------------------------------------|
| Meeting the Vice-Chancellor |
| Students : 9:30 a.m. to 10:00 a.m. |
| Parents : 10:30 a.m. to 11:00 a.m. |
| Others : Strictly by appointment |
| Meeting the Registrar |
| Students : 9:30 a.m. to 10:00 a.m.; |
| 3:30 p.m. to 4:30 p.m. |
| Others : By appointment |

B. Correspondence with the University

- All correspondence should be addressed to the Vice-Chancellor or Registrar.
- In all student's correspondence with the University, it is necessary to state the name of the student, roll-number and semester details. For giving any suggestion / feed back, there is a separate email id : students@sxuk.edu.in
- Money orders, letters and any package addressed to students must be directed to their place of residence and not the University.

C. Notice Board and Website

Students should look up the Notice Board on coming to, and leaving the University. No excuse will be considered if notices on the board are ignored. Students are required to check the University Website for important announcements or events.

LIST OF SOCIETIES

| | |
|-----|---|
| 1. | Dr. B. R. Ambedkar Legal Aid Clinic Dr. Pratyusha Das – Professors-in-Charge |
| 2. | Moot Court Society Dr. Rajrupa Sinha Roy – Professors-in-Charge |
| 3. | Xavier Society of Law and Justice (XSLaJ) Dr. Siddhant Chandra – Professors-in-Charge |
| 4. | Xavier Commerce & Management Society (XCMS) Dr. Sumantra Bhattacharya – Professor-in-Charge |
| 5. | Xavier's University Debating Society (XUDS) Dr. Indira Chakraborty Bhattacharya – Professor-in-Charge |
| 6. | Xavier's University Cultural and Arts Society (XUCAS) Dr. Antara Ghatak – Professor-in-Charge |
| 7. | Xavier's University Economics Society (XAVECOS) Ms. Srijita Ghosh – Professor-in-Charge |
| 8. | Xavier Photography Society (XPOSURE) Dr. Nitesh Tripathi – Professor-in-Charge |
| 9. | St. Xavier's University Literary Society (XULS) Dr. Prayag Ray – Professor-in-Charge |
| 10. | Xavier's Film Society (XINEPHILE) Dr. Reshmi Naskar – Professor-in-Charge |
| 11. | Xavier's University Sports Society (XUSS) Dr. Utpal Kr. Raha – Professor-in-Charge |
| 12. | Xavier's University Psychology Society (XAVPSYCH) Dr. Soma Pramanik – Professor-in-Charge |
| 13. | Xavier Society for Science and Innovation (XSSI) Dr. Aniket Biswas – Professor-in-Charge |

St. Xavier's University, Kolkata STUDENTS' COUNSELLING CELL

The Counselling Cell of St. Xavier's University, Kolkata provides personal and vocational guidance to students of all the departments of the University. Personal counselling sessions are conducted at the Centre by qualified and experienced counsellors to help the students resolve any kind of problems they might face.

These are client-oriented and are conducted on a one-to-one basis with each student where the Counsellor brings a non-judgemental attitude to the table. Besides career-related problems, personal issues are also dealt with. Confidentiality is a legal requirement of counselling, and is strictly maintained.

Thus, the Counselling Cell provides a platform for students to pursue both their professional and personal goals with greater self-awareness, self-esteem, understanding and focus. The Cell is located in Room No. 216, 2nd Floor of Academic Building of the University.

Confidence issues, self-doubt, peer pressure, relationship complexities are some of the problems that young people often face.

Choosing the right career path, is also, often, a dilemma that the students face. The Cell provides vocational guidance to students based on an analysis of their personality, talent and interest. Insights into suitable work environments are also provided in vocational guidance.

For example, a person with a creative personality will succeed as a writer and a person who is an introvert is less likely to succeed in face-to-face sales promotion. If you choose a field that excites you, you will not only enjoy your work but will also excel in your chosen field. Understanding your personality is the key to choosing the right career path.

All students are welcome to come to the Counselling Cell.

Details of the Counsellors

| Name of the Counsellor | Contact Details | Schedule |
|------------------------------------|---|--|
| Fr. Jeyaraj Veluswamy, S.J. | Mobile: 98319 84898 Email: jeyasj@gmail.com | Wednesdays From 12 noon to 6 p.m. (Excluding Lunch Break from 1 p.m. to 2 p.m.) |
| Dr. Gargi Dasgupta | Mobile: 98306 06696 / 83350 58363 Email: gdasguptain@gmail.com | Tuesdays and Thursdays From 3 p.m. to 5 p.m. |
| Ms. Atreyee Chandra | Mobile: 91639 05901 Email: atreyeechandra60@gmail.com | Mondays and Fridays From 11:30 p.m. to 4:30 p.m. |

Venue: Room No. 309, 3rd Floor of Loyola Tirtha (Administrative Block) of the University.

Students are encouraged to avail the services. Staff Members, Parents and Alumni are also welcome with prior appointment.

Please be assured that CONFIDENTIALITY is essentially maintained.

HOSTEL

St. Xavier's University offers residential facilities to its students through two separate hostel buildings for boys and girls namely 'Tagore Residence for Boys' and 'Mother Teresa Residence for Girls' **located within the premises of the campus.**

The hostels are designed to provide a comfortable, safe, inclusive and secure environment. Our spacious residential hostel consists of 2/3 occupancy rooms with amenities like attached bathrooms, sitting lounge equipped with common room, gaming, newspapers, Wi-Fi, cable / DTH TV, purified drinking water (Aqua Guard), geysers and visitor's lounge. Laundry services available on demand. All hostel rooms and facilities are sanitized regularly, and necessary pest control is conducted. Vigilant security and CCTV surveillance ensure a pleasant stay allowing the students to focus on academic excellence. Residential staff are always available to support the students from different backgrounds to promote Community living on campus. The hostel life is a platform for lasting friendships.

The hostels can accommodate about 600 students – 300 girls and 300 boys. The hostel mess provides 3 meals per day (Breakfast, Lunch & Dinner) and both Vegetarian and Non-Vegetarian food.

Revised Hostel Fee per Student, per Semester from Academic Session 2024-25, has been kept unchanged for 2025-26:

| Type of Fee | Amount (₹) | Payment Pattern |
|--|--|-----------------|
| Application Fee | 500/- | One-Time |
| Development Fee | 3,000/- (for PG Students) 5,000/- (for UG Students) | One-Time |
| Activity Fee | 1,500/- | Annual |
| 2- Bedded Room with Common Toilet (2 CT) Boarding, Lodging and three meals per day | 75,000/- | Per Semester |
| 3- Bedded Room with Toilet Attached (3 TA) Boarding, Lodging and three meals per day | 81,000/- | Per Semester |

PROSPECTUS & CALENDAR

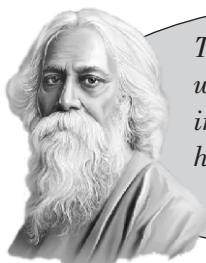
| Type of Fee | Amount (₹) | Payment Pattern |
|--|------------|-----------------|
| 2- Bedded Room with Toilet Attached (2 TA) Boarding, Lodging and three meals per day | 90,000/- | Per Semester |
| 2- Bedded Room with Toilet Attached (2 TA) for New Building (2nd Building) Boarding, Lodging and three meals per day (for Girls only) | 90,000/- | Per Semester |
| *No Refund of Fees is admissible after taking admission in the Hostel | | |

INFIRMARY

SXUK has an infirmary to meet the immediate health issues of the students, faculty and staff members. It is situated at the ground floor of the Academic Block. It renders basic medical support to its students manned by trained health-care attendants. All medications are administered under the strict advice of a medical specialist.

The university also has a collaboration with the nearest hospitals for handling any kind of medical emergencies. The university has its own 24x7 ambulance service. The infirmary functions from 7 AM to 5 PM. Additionally, both the boys and the girls hostels have separate health care units, supervised by the Sisters.

Infirmary: Sr. Thilaga Mary S



The highest education is that which does not merely give us information but makes our life in harmony with all existence.

Rabindra Nath Tagore

St. Xavier's University Kolkata Alumni Association

St. Xavier's University Kolkata Alumni Association (SXUKAA) was established under the leadership of Rev. Fr. Dr. John Felix Raj, S.J., Hon'ble Vice-Chancellor, St. Xavier's University, Kolkata, to enable students graduating from St. Xavier's University, Kolkata to maintain a connect with their alma mater and give them an opportunity to support its all-round development. The Alumni Association was officially registered with the Registrar of Societies, West Bengal on 3rd January 2020 with 135 Life Members, who had graduated from the institute in the year 2019. Mr. Vatsal Chirimar was appointed the 1st Honorary Secretary of the Association. At present, the association has over 4000 Life Members.

St. Xavier's University Kolkata Alumni Association is a member of the Federation of Jesuit Alumni Association of India (FOJAAI) and the World Union of Jesuit Alumni (WUJA).

All students who have been conferred a degree or diploma by St. Xavier's University, Kolkata upon completing their graduation or post-graduation degree automatically become members of the Association.

The main objective of the Association is to maintain liaison between the University and the Alumni/ae, who are into different professions in life, for mutual benefit and also to take up activities that are geared to develop their Alma Mater and to improve society at large and to contribute to national development. SXUKAA undertakes various philanthropic activities throughout the year. The association also conducts fellowship activities like weekly gatherings (Saturday Fellowship), Annual Reunion (Xav-Milan) etc. It also undertakes various programs, seminars, conferences, and other activities in collaboration with the various Departments & Societies of the University.

The present set of Office Bearers of St. Xavier's University Kolkata Alumni Association is as follows:

| Name | Position |
|-----------------------------|--------------------|
| Rev. Fr. John Felix Raj, SJ | President |
| Mr. Vatsal Chirimar | Honorary Secretary |
| Mr. Prionkur Bose | Honorary Treasurer |

The office of the Alumni Association is situated on the Ground Floor of the Administrative Building (Loyola Tirtha) of St. Xavier's University, Kolkata. Various souvenirs and memorabilia items are available for sale at the office. For further details please visit – www.sxukaa.com.

Email: sxukaa@sxuk.edu.in

Phone: +91-33-66249894

XAVIER BUSINESS SCHOOL (XBS)

Xavier Business School (XBS), under the umbrella of St. Xavier's University, Kolkata, offers a two-year full-time MBA Programme (AICTE Approved) with specializations in Finance, Marketing, Human Resources, and Business Analytics.

Established in August 2018, XBS is a proud member of the Xavier Association of Management Institutes (XAMI) and is committed to delivering quality management education. In a significant achievement, XBS has been awarded the prestigious NBA Accreditation, a recognition of its academic excellence and commitment to continuous improvement.

In keeping with its vision to meet the evolving needs of working professionals, XBS launched its Executive MBA Programme from the academic session 2024, which is running successfully and receiving encouraging responses.

Rooted in the Jesuit tradition, XBS follows the Ignatian charism to form leaders who are competent, committed, compassionate, and service-oriented. Xavier Business School upholds its motto 'Nihil Ultra'—Nothing Beyond—reflecting its pursuit of excellence and leadership.

The MBA curriculum is designed to stay aligned with contemporary industry requirements, blending academic rigour with practical insights. Our pedagogy emphasizes both theory and experiential learning, supported by a team of experienced full-time faculty and distinguished visiting faculty from industry and academia.

Students engage in G-Talks, panel discussions, workshops, and seminars/webinars to gain real-world exposure. Beyond academics, XBS fosters holistic development through co-curricular and extra-curricular activities, encouraging teamwork, cultural sensitivity, and social responsibility.

At XBS, students are nurtured in an inclusive environment that feels like a home away from home, preparing them to be future-ready leaders in a dynamic global business environment.

Mission of XBS :

The mission of XBS is driven by the ethos of NIHIL ULTRA, and it is dedicated to:

- Nurturing competent business professional and leaders
- Encouraging an entrepreneurial culture
- Promoting a culture of critical thinking, innovation and social responsibility
- Nurturing Multidisciplinary approach towards management education

Program Educational Objectives (PEOs) :

PEO 1: To develop students with proficiency in core business disciplines.

PEO 2: To cultivate their analytical skills and foster innovative mindset.

PEO 3: To inculcate the students with a global perspective and the competence to implement cutting edge technology in practice.

PEO 4: To groom value-driven business leaders who exhibit a keen awareness of their social responsibility and professional ethics.

Program Outcomes (POs) :

On successful completion of the MBA program offered by XBS, a student should be able to achieve following programme outcome :

- PO1 : Knowledge of Business
- PO2 : Critical & Problem-Solving Skills
- PO3 : Ethical orientation
- PO4 : Global perspective & Communication Skills
- PO5 : Leadership & Team Building Skills
- PO6 : Entrepreneurship Skills
- PO7 : Sustainability Perspective
- PO8 : Lifelong learning & Research Skills

The better friends you are, the straighter you can talk, but while you are only on nodding terms, be slow to scold.

Saint Francis Xavier



XBS FACULTY MEMBERS

The faculty at Xavier Business School is a judicious mix of researchers, academicians, behavioral scientists, practitioners from varied disciplines and consultants of industries. The core faculty team is supplemented by guest or visiting faculty members from reputed academic institutions and professional organizations, both national and international.

CORE FACULTY MEMBERS:

| | |
|---|--|
| Dr. Sitangshu Khatua MBA (Finance), Ph.D., CFA (Level-I) | <i>Professor – Finance and Dean of XBS</i> |
| Dr. Soma Sur MBA, M.Phil., Ph.D. | <i>Professor – Marketing</i> |
| Dr. Manodip Ray Chaudhuri M.Sc. (Economics), PGDBM - HRM, M.A. (International Development), Ph.D. | <i>Professor – OB & HR</i> |
| Dr. Shuvendu Chakraborty M.Sc. (Applied Mathematics), MBA, Ph.D. | <i>Associate Professor – Quantitative Methods</i> |
| Dr. Saugat Ghosh MBM, M.A. (English), Ph.D. | <i>Assistant Professor – Marketing</i> |
| Dr. Tanushree Biswas M.Sc. (Mathematics), Ph.D. | <i>Assistant Professor – Quantitative Methods</i> |
| Dr. Ruchita Burman PGDBA., Ph.D. | <i>Assistant Professor – Marketing</i> |
| Rev. Dr. Mourlin K, S.J. MBA, Ph.D. | <i>Assistant Professor – OB & HR</i> |
| Dr. Banhi Guha MBA, Ph.D. | <i>Assistant Professor – Finance</i> |
| Dr. Tutun Mukherjee M.Com., MBA (Finance), PGDFM, Ph.D | <i>Assistant Professor – Finance</i> |
| Dr. Souren Koner MBA, Ph.D. | <i>Assistant Professor – Marketing</i> |
| Dr. Abhisek Saha Roy M.Com., Ph.D. | <i>Assistant Professor – Finance</i> |

GUEST FACULTY MEMBERS

1. **Mr. Rahul Bose**, PGDM (XLRI), Business Consultant, Ex IBM. (*HR*)
2. **Dr. Duke Ghosh**, Ph.D., PGDBM (IIM, Calcutta), M.A.(Econ), Partner & Researcher, Global Change Research (*Finance*)
3. **Dr. Arindam Saha**, FPM (XLRI), Managing Director & Founder – Feedsense AI Pvt. Ltd. (*Finance*)
4. **Dr. H. K. Pradhan**, Professor of Finance and Economics - XLRI (*Finance*)
5. **CA Kausik Ghosh**, Practicing Chartered Accountant and Public Speaker (*Finance*)
6. **Mr. Krishanu Maitra**, PGDM (IIM-C), Co-Founder and CEO, Wynn Corporation Ltd. (*Marketing*)
7. **Dr. Gautam Banerjee**, Ph.D. (Jadavpur University), Professor of Management Studies at National Institute of Technology (NIT), Durgapur (*Quantitative Techniques*)
8. **Dr. Debdulal Dutta Roy**, Associate Professor – Psychology Research Unit, Indian Statistical Institute (ISI), Kolkata (*Research Methodology*)
9. **Dr. Kallol Dutta**, LLB, MBA, Ph.D., Former Additional Labour Commissioner, Govt. of West Bengal (*Law*)
10. **Dr. Kalyan Sankar Sengupta**, M.Sc., Ph.D., Adjunct Professor of Analytics at IMI, Kolkata (*Analytics*)
11. **Mr. Arup Banerjee**, M.Tech., M.B.A, Senior Digital Engineer and ER&D Professional (*Analytics*)
12. **Dr. Koushik Dutta**, B.Tech (IIT - Kharagpur), PGDM (IIM-C), Ph.D. (XLRI), Former Professor of Practice of IIM Indore and currently visiting professor at IIM Indore, IIM Shillong and IIM Amritsar, Consultant of World Bank, UNESCO, Govt. of India, etc. (*Strategy*)

DISTINGUISHED INDUSTRY PROFESSIONALS

- **Dr. Sanjiv Goenka**
Chairman, RP- Sanjiv Goenka Group
- **Mr. Harshavardhan Neotia**
Chairman, Ambuja Neotia Group
- **Mr. Chandra Shekhar Ghosh**
Former MD, Bandhan Bank
- **Mr. Avik Kumar Roy**
MD and CEO, Exide Industries Ltd.
- **Mr. Umesh Chowdhary**
Vice-Chairman & MD, Titagarh Wagons Ltd.
- **Mr. Roopen Roy**
Founder and CEO, Sumantrana
- **Mr. Debashis Sen**
IAS, Former Additional Chief Secretary, IT&E,
Former Chairman & MD, WBHIDCO Ltd.
- **Mr. Dhruba Mukherjee**
CEO, ABP Pvt. Ltd.
- **Mr. Somesh Dasgupta**
Whole Time Director, India Power Corp. Ltd.
- **Mr. Sagar Daryani**
Co-Founder and CEO, Wow! Momo Foods Pvt. Ltd.
- **Mr. Rajiv Kaul**
Chairman, Nicco Group
- **Mr. Ravi Todi**
MD – BTL EPC Ltd., Shrachi Agrimech

- **Mr. Rahine Bose**
Senior Chief Manager and Regional Head
Key Corporate and Institutional Relationships, ICICI Bank Ltd.
- **Mr. Subrata Chatterjee**
Head HR – Global Designing & Engineering Company,
Arcelor Mittal
- **Mr. Sanjoy Banerjee**
MD and Head – Global Delivery Centre, PwC
- **Mr. Sudipto Ray**
Managing Director – Technology, Accenture India
- **Mr. Sumit Kumar Bardhan**
Director, SPSS South Asia Pvt. Ltd. &
Predictive Analytics Solutions Pvt. Ltd.
- **Mr. Jimmy Tangree**
Head, 91.9 Friends FM
- **Mr. Avelo Roy**
Managing Director & Startup Mentor, Kolkata Ventures
- **Shri Surajit Kar Purkayastha**
Retd. IPS, Former Police Commissioner of Kolkata
Chairman, SNTCSSC
- **Mr. Tanmoy Banerjee**
Director, RT Network Solutions Pvt. Ltd.



*Educate and raise the masses, and thus
alone a nation is possible.*

Swami Vivekananda

| St. Xavier's University, Kolkata Scholarship for MBA Students | | | | | |
|--|-------------------------|---|--|-------------------------|--|
| Sl. No. | Name of Scholarship | Academic Requirement for Application Eligibility | Other Requirement | Starting of Scholarship | Coverage |
| 1 | Fr. Beckers Scholarship | 70% marks in all preceding semesters. No Arrear Paper, Min. 90% Attendance | Family income less than ₹ 6,00,000 per year | 2nd Semester | 50% Tuition Fees Waiver |
| 2 | Xavier Scholarship | Please visit the website www.sxuk.edu.in/xbs/scholarship for detailed criteria | No Arrear Papers, Min. 85% Attendance in all 3 Semesters | 4th Semester | ₹ 50,000 to ₹ 1,50,000 based on the criteria |

University Excellence Awards and Medals for Students of MBA :

Depelchin Gold Medal for the Topper in the MBA Course.

General Instructions to Students:

It is mandatory to upload the following supporting documents during online application for New Scholarship through the Student Portal. Self-attested copies of the same must be submitted along with the signed hardcopy of the New Scholarship Application form to the Office of the Registrar:

- Proof of admission (i.e. Admission & Semester Fee Payment Receipt) to respective course at St. Xavier's University, Kolkata.
- Marksheets and Pass Certificates of Secondary, Higher Secondary.
- Final Marksheet and Degree Certificate of Graduation (For PG students only).
- Income Tax Return / TDS Statement / Form-16 of parent(s) / guardian for the Financial Year 2024-2025, Assessment Year 2025-2026 or most recent.
- Bank Statement / Bank Passbook of parent(s) / guardian for last one year, at the time of applying for new scholarship.
- Latest Salary Statement issued by the employer / Latest Pay Slip issued by the employer / Income Certificate (in case of business) issued by competent Govt. authority of parent(s) / guardian as per the proforma uploaded in the scholarship section of the University website.
- Document(s) related to the loss of job or reduction of income (in case of business) if applicable.
- Document(s) related to any previous Scholarship / Fees Concession / Govt. Aid or Assistance (if received at the last attending School / College / Institute / University).
- Letter of recommendation from the Parish Priest (for Christian Students only).

Important Notes:

- Possessing of mere eligibility does not ensure grant of Scholarship.
- The decision of the Vice-Chancellor of the University, being the Chairperson of the Scholarship Committee shall be final and binding with respect to grant of scholarship.
- Any canvassing by or on behalf of the candidates with regard to their selection for the above scholarship shall be considered as disqualification.

- Incomplete application with / without supporting documents will be summarily rejected.
- The scholarship committee reserves the right to review, modify or cancel the award due to changes in academic progress or general conduct of the student in accordance with the University rules and regulations.
- If the candidate is found to furnish any false information or recommended for any disciplinary action by the disciplinary committee at any stage of the course, his / her scholarship may stand revoked.
- Applications received after the due date will not be considered.
- The University shall not be responsible for any postal delay.

For any further queries related to Scholarship, please visit the University website: https://sxuk.edu.in/scholarship_notice or send an email to: scholarship@sxuk.edu.in or contact the Office of the Registrar, St. Xavier's University, Kolkata (033 6624 9846).



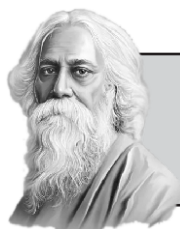
COURSE CURRICULUM

SEMESTER I

| Code | Titles | Credits | Full Marks |
|----------|--|-----------|------------|
| MBR1010T | Quantitative Techniques | 4 | 100 |
| MBR1020T | Accounting for Managers | 4 | 100 |
| MBR1030T | Business Communication | 2 | 50 |
| MBR1040T | Managerial Economics | 4 | 100 |
| MBR1050T | Cost Management | 2 | 50 |
| MBR1060T | Computer Application in Business and MIS | 4 | 100 |
| MBR1070T | Organizational Behaviour | 4 | 100 |
| MBR1080T | Business Ethics and Legal Environment | 4 | 100 |
| | Total Credits | 28 | 700 |

SEMESTER II

| Code | Titles | Credits | Full Marks |
|----------|------------------------------------|-----------|------------|
| MBR2010T | Indian Economy & Policy | 4 | 100 |
| MBR2020T | Financial Management | 4 | 100 |
| MBR2030T | Marketing Management | 4 | 100 |
| MBR2040T | Human Resource Management | 4 | 100 |
| MBR2050T | Production & Operations Management | 4 | 100 |
| MBR2060T | Research Methodology | 2 | 50 |
| MBR2070T | Business Analytics | 4 | 100 |
| MBR2080V | Comprehensive Viva | 2 | 50 |
| | Total Credits | 28 | 700 |



If you cry because the sun has gone out of your life, your tears will prevent you from seeing the stars.
- Rabindranath Tagore

SEMESTER III

| Code | Titles | Credits | Full Marks |
|---|---|-----------|------------|
| *Specializations (Elective Papers) - Each student must select FOUR Electives Papers | | | |
| MBR3011T | Specialization (Elective Paper)* | 4 | 100 |
| MBR3021T | Specialization (Elective Paper)* | 4 | 100 |
| MBR3031T | Specialization (Elective Paper)* | 4 | 100 |
| MBR3041T | Specialization (Elective Paper)* | 4 | 100 |
| MBR3051T | Specialization (Elective Paper)* | 4 | 100 |
| MBR3061T | Specialization (Elective Paper)* | 4 | 100 |
| Core Papers | | | |
| MBR3010T | Entrepreneurship Development & New Venture Creation | 4 | 100 |
| MBR3020T | Corporate Strategy | 4 | 100 |
| MBR3030J | Project Work | 6 | 150 |
| | Total Credits | 30 | 750 |

SEMESTER IV

| Code | Titles | Credits | Full Marks |
|---|--|------------|-------------|
| *Specializations (Elective Papers) - Each student must select FOUR Electives Papers | | | |
| MBR4011T | Specialization (Elective Paper)* | 4 | 100 |
| MBR4021T | Specialization (Elective Paper)* | 4 | 100 |
| MBR4031T | Specialization (Elective Paper)* | 4 | 100 |
| MBR4041T | Specialization (Elective Paper)* | 4 | 100 |
| MBR4051T | Specialization (Elective Paper)* | 4 | 100 |
| MBR4061T | Specialization (Elective Paper)* | 4 | 100 |
| Core Papers | | | |
| MBR4010T | Corporate Social Responsibility & Sustainability | 4 | 100 |
| MBR4020T | Change Management | 2 | 50 |
| | Total Credits | 22 | 550 |
| | TOTAL ACADEMIC CREDIT | 108 | 2700 |

Specialization Papers — Finance

| Paper Code | Titles |
|------------|--|
| MBR3011T | Advanced Cost and Management Accounting |
| MBR3021T | Project Appraisal and Finance |
| MBR3031T | Investment Analysis and Portfolio Management |
| MBR3041T | Taxation |
| MBR3051T | Financial Institutions and Markets |
| MBR3061T | Financial Statement Analysis and Reporting |
| MBR4011T | Financial Derivatives and Risk Management |
| MBR4021T | Strategic Financial Management |
| MBR4031T | Financial Risk Analytics |
| MBR4041T | Corporate Restructuring and Valuation |
| MBR4051T | International Finance |
| MBR4061T | Behavioral Finance |

Specialization Papers — Marketing

| Paper Code | Titles |
|------------|-------------------------------------|
| MBR3012T | Integrated Marketing Communications |
| MBR3022T | Consumer Behaviour |
| MBR3032T | Sales and Distribution Management |
| MBR3042T | Product and Brand Management |
| MBR3052T | Services Marketing |
| MBR3062T | Business to Business Marketing |
| MBR4012T | Marketing Analytics |
| MBR4022T | Customer Relationship Management |
| MBR4032T | Retail Management |
| MBR4042T | Digital and Social Media Marketing |
| MBR4052T | Rural Marketing |
| MBR4062T | International Marketing |

“What seems to me white, I will believe black if the hierarchical Church so defines.”

St. Ignatius of Loyola



Specialization Papers – Human Resource Management

| Paper Code | Titles |
|------------|--|
| MBR3013T | Manpower Planning, Recruitment and Selection |
| MBR3023T | Managing Diversity and Inclusions |
| MBR3033T | Industrial Relations and Labour Laws |
| MBR3043T | Training and Development |
| MBR3053T | Performance Management System |
| MBR3063T | Compensation and Benefits Management |
| MBR4013T | Organizational Development |
| MBR4023T | Strategic HRM |
| MBR4033T | HRIS and HR Analytics |
| MBR4043T | International HRM |
| MBR4053T | HR Accounting and Audit |
| MBR4063T | Career Planning and Talent Management |

Specialization Papers – Business Analytics

| Paper Code | Titles |
|------------|---|
| MBR3014T | Decision Modelling |
| MBR3024T | Data Visualization and Business Intelligence |
| MBR3034T | Multivariate Analysis |
| MBR3044T | Data Mining |
| MBR3054T | Cognitive Analytics |
| MBR3064T | Data Warehousing and DBMS |
| MBR4014T | Business Intelligence and Advanced Forecasting Techniques |
| MBR4024T | HRIS and HR Analytics |
| MBR4034T | Marketing Analytics |
| MBR4044T | Financial Risk Analytics |
| MBR4054T | Prescriptive Analytics and Business Optimization |
| MBR4064T | Artificial Intelligence, ML & Deep Learning and Big Data |

LEARNING BEYOND CLASSROOM

Xavier Business School (XBS) and St. Xavier's University, Kolkata, place great emphasis on holistic education, combining academic learning with co-curricular, extra-curricular, and social outreach programs. These initiatives aim to equip students with essential skills, foster a sense of social responsibility, and prepare them for corporate life in a dynamic and interactive environment.

- **Co-Curricular Activities:** XBS provides students with a series of co-curricular activities that complement their academic curriculum. These include **special lecture sessions** by industry experts and academicians from renowned institutions, offering students insights into current industry trends and practices. The Finance Lab hosts **NSE Smart Trader sessions**, where students gain practical knowledge of financial markets. The **Communication Lab** focuses on enhancing communication skills, a crucial aspect of corporate readiness. Additionally, the **International Talk Series** and **CEO Talk Series** bring global perspectives to students, facilitating interactions with international business leaders and CEOs.
- **Extra-Curricular Activities:** Participation in extra-curricular activities is highly encouraged at XBS and St. Xavier's University. Students engage in intra and inter university competitions at local and national levels, enhancing their competitiveness and teamwork. The university also hosts various events and activities organized by student committees, fostering a vibrant campus life. A highlight of the year is **Xaviesta**, the annual B-School fest of XBS, where students showcase their talents in various cultural, academic, and sports events. Participation in "Xaviesta" is a tradition that promotes creativity, leadership, and camaraderie among students.
- **Social Outreach Programmes:** In line with the Jesuit ethos of being "men and women for others," XBS actively involves students in social outreach programs. These initiatives encourage students to engage with the community and contribute to social welfare. Activities include **visits to old age homes and orphanages, clean campus drives, and educational visits to nearby villages to teach children**. These programs instil a sense of social responsibility and empathy, shaping students into compassionate leaders.

- **Business Simulation Activities:** To enhance decision-making and analytical skills, XBS conducts business simulation sessions in collaboration with Capstone. These simulations provide a realistic and engaging learning experience where students apply their theoretical knowledge to strategic business scenarios. The hands-on experience helps students develop skills in marketing, finance, human resources, and business analytics, preparing them for real-world business challenges.
- **Soft Skill Training Programs:** Understanding the significance of soft skills in professional success, XBS conducts various sessions to develop these essential qualities. Workshops on **personal branding, social media management, corporate etiquette, conflict resolution, and professional networking** help students build their personal and professional profiles. Regular **mock interviews and group discussions** are also organized to prepare students for the corporate world. Additionally, **team-building activities and resume preparation sessions** provide valuable insights into effective communication and leadership.
- **Workshops:** Throughout the two-year program, XBS organizes workshops to introduce students to new ideas and hands-on skills. These workshops cover topics like entrepreneurship, stock trading, branding and advertising, and case study solving. They provide a platform for students to practice new methods in a safe environment, encouraging innovation and self-exploration.

Through this comprehensive array of co-curricular, extra-curricular, and social outreach programs, Xavier Business School and St. Xavier's University, Kolkata, aim to nurture well-rounded individuals who are not only academically proficient but also socially conscious, ethically grounded, and ready to take on leadership roles in the corporate world.

All the things in this world are gifts of God, created for us, to be the means by which we can come to know him better, love him more surely, and serve him more faithfully.

St. Ignatius of Loyola



PLACEMENTS

- **Summer Internship :**

On the completion of the 2nd semester, each student needs to undergo a mandatory Summer Internship Programme (SIP), for a period of 6 to 8 weeks. The placement office arranges the SIP for the students on the basis of their specialization area. It acts as a stepping-stone for the management graduates by providing them with an exposure to the corporate world in their respective domains. Summer Internship creates an opportunity to the students to gain real-life experience and grab Pre-Placement Opportunities (PPO) in reputed organizations based on their performances.

- **Final Placements :**

The outgoing MBA students are provided with the placement opportunity through a systematic placement procedure followed by XBS. On the part of the students, hard work, commendable character and personal conduct, proficiency in English and good knowledge of the subjects are essential to get a good placement. Having commenced its journey in 2018, XBS has grown by leaps and bounds and has achieved more than 90% placement for every batch. Most of our graduates placed in multinational companies, media houses, start-ups and agencies belonging to a wide array of industries. To name a few, following have been some of our major recruiters — PWC, ITC, HCL, Tata Consultancy Services (TCS), KPMG, Dabur India Ltd., Daikin, Aditya Birla, Deloitte, Asian Paints, E&Y, HDFC Bank.

- **Industry Visits :**

It provide an excellent opportunity for the students to interact with industries and have a deeper understanding of the industrial environment. It is of immense importance for an MBA student, pursuing a professional degree. Xavier Business School conducts regular Industrial visits within as well as outside the city. The objective of these industry visits is to provide students with an insight into the internal working of companies. It helps the students to visualize the theoretical concepts being put in action at the industry. Over the past few years, our students have visited the manufacturing plants of companies like Diamond Beverages Pvt. Ltd. (Coca-Cola), ITC Ltd., Berger Paints

India Ltd., Zydus Healthcare Ltd., Keventer Agro Ltd., Titagarh Wagons Ltd. to name a few.

STUDENT COMMITTEES

With the objective of providing holistic development of the future managers, Xavier Business School provides ample opportunities and a platform to its students to showcase their talents by having numerous cultural, sports and management events throughout the year. The students actively engage in these events starting from conceptualization of the event to participation. To smoothen this process, XBS has different clubs and committees namely :-

- Arts and Cultural Affairs Committee (XANSKRITI)
- Sports Committee (XATHLETES)
- Xavier's Entrepreneurship Cell (XEC)
- Management Games, Debate and Quiz Group (MADEQ)
- Finance Club
- Marketing Club
- HR Club
- Analytics Club
- Xavier Social Responsibility Cell
- Media and Public Relations Committee
- Alumni and Industrial Relations Committee
- Academic Affairs Committee
- Placement Committee



*No colour, no religion, no nationality
should come between us,
we are all children of God.*

St. Mother Teresa

CODE OF CONDUCT FOR STUDENTS

Chapter I

General Code of Conduct

1. ID card

- a. Each student is provided with an Identity Card. All students should compulsorily carry and wear their ID cards at all times. Entry into college premises is strictly on the basis of possession of a valid ID card.
- b. This card is to be carried always and presented when borrowing books from the Library/Reading Room, playing games in the Common Room, attending University social functions, etc.
- c. The Identity Card must not be passed on for use to anyone else (i.e., it is non-transferable).
- d. If the Identity Card is lost, the Dean or Registrar's office must be informed immediately. A new Identity Card may be issued after completing the required formalities and the payment of INR 300/-.
- e. In case of transfer or withdrawal from the University, this card must be returned to the Registrar's Office.

2. Dress code

- a. It is recommended that students come to the University in simple and unostentatious dress suitable for an academic environment. The dress is required to be formal.
- b. While coming to University the students should dress keep in mind the rich Indian culture.
- c. Any kind of captions or writings on shirts/T-shirts/tops etc. is prohibited.
- d. For boys, only full-length trousers are allowed.
- e. For boys, round-neck T-shirts, earrings or ear/chin/nose studs are strictly prohibited.
- f. Sleeveless top/shirt is not allowed.
- g. For girls, skirts or shorts are not allowed.
- h. Loud hair colour and hair styles for boys and girls are strictly prohibited.
- i. In case of failure to comply with these dress code, appropriate action may be initiated.

3. Behaviour in campus

- a. Cleanliness of the premises must be maintained. Students are not permitted to carry eatables into the classroom, library or computer centre.
- b. Smoking and consumption of alcohol/drugs is strictly prohibited. If found under the influence of alcohol/drugs inside the campus, it may result in expulsion from the University.
- c. The university is strictly a “No Ragging” campus. Ragging of any kind and magnitude inside/outside the University campus will not be tolerated and disciplinary action will be taken accordingly. Any incident of ragging must be brought to the notice of the Vice-Chancellor or Registrar or Dean of Faculty.
- d. Gambling in any form and playing cards on the campus is dissuaded at all times.
- e. Any damage to the University property by the students is punishable and will have to be compensated for.
- f. Students should not exhibit any behaviour inside/outside college premises which brings disrepute to the institution. Appropriate action will be taken by the administration in such cases.
- g. The institution is not responsible for any action taken by regulatory authorities like the police, corporation etc. for any misdemeanours committed by the student.
- h. Eve-teasing, objectionable personal comments and/or obscene gestures will be dealt with seriously. Legal action may be taken in specific cases.
- i. Public display of affection in any form is strictly prohibited.
- j. Activities like stealing, fighting, misbehaviour with the faculty and others shall be dealt with very seriously.
- k. Possession of fire arms, knives or other sharp objects is strictly prohibited. Appropriate legal action will be initiated if any student possesses such objects.
- l. Changing/modifying personal information in digital form is a very serious offense and could result in expulsion from the University.
- m. Any student found indulging in substance abuse will be dealt with seriously.
- n. Downloading of software by using University network and/or use of

any unauthorised software is strictly prohibited. Appropriate action will be initiated in all such cases.

- o. No poster is to be pasted or fixed anywhere on the University walls. For any writing on the walls, fines and other disciplinary measures will be imposed.
- p. Smoking anywhere in the University campus is strictly prohibited. If students are caught smoking in the campus, then appropriate disciplinary action shall be taken by the university's authority.
- q. A student is not allowed to keep in his / her possession the following items: (i) Cigarettes or any other tobacco product; (ii) e-cigarettes (iii) match box or lighter or any other inflammable item; (iv) Alcohol (liquor, wine, etc.) (v) narcotic drugs (as specified in the NDPS Act); (vi) any other objectionable item. If found, disciplinary action will be initiated and the student may face expulsion.

4. Use of Mobile phones and Social Media

- a. Use of mobile phones is strictly prohibited inside the classrooms, library, laboratories / workshop, computer room, examination hall etc. Use of mobile phones within the building including the canteen is not permitted. However, one may use it outside the building. In case of violation, INR 500/- fine will be imposed for the first offence. Thereafter the phone may be confiscated.
- b. Students may use any form or type of social networking sites for their personal communication only. The use of social media to harass, threaten, insult and defame individual students, groups of students, faculty members or any other staff member of the University is dealt with very seriously, and appropriate disciplinary measure will be taken, which may lead to suspension or expulsion from the University.
- c. The Vice-Chancellor is endowed with absolute authority to take final decision in such cases.

Chapter II

Academic Discipline

1. Classroom Attendance

- a. The criteria for minimum attendance required to appear for end-semester examination is mentioned in the attendance rules of the University.

- b. A student is expected to monitor his / her own attendance through his / her log in portal on a regular basis and no separate notice will be displayed regarding this.
- c. If a student considers that there is a discrepancy in the recording of attendance, he / she can bring it to the notice of the Dean through an application and submit the same to the office of the Dean within 3 calendar days.
- d. No student shall enter or leave the classroom while the class is in progress unless permitted by the teacher.
- e. Attendance shall be taken at the beginning of a class and late comers will not be allowed to enter the lecture rooms.
- f. If a student is late, he / she is required to go to the library and wait till the next class.
- g. Strict silence must be observed during lectures. Students breaking this rule may be asked to leave the lecture room and subsequently, disciplinary action will be taken.

2. Laboratory / Workshop

- a. Students will strictly follow the safety norms prescribed for each laboratory / workshop.
- b. Any instance of indiscipline in the laboratories / workshops will be dealt with by the concerned faculty.
- c. In case of any damage to laboratory / workshop equipment by a student, the cost of damage will be recovered from the student and written record is to be maintained in the maintenance register by the lab assistant / faculty member.

3. Tutorials / Assignments

- a. All tutorial/assignment work must be completed during the tutorial/assignment class and submitted to concerned faculty. Carrying out of tutorial / assignment work during other lectures / classes is not permitted.
- b. Shortfall in tutorial / assignment work for any reason is not allowed.
- c. Timely submission of tutorials / assignments for assessment is mandatory, failing which the student's term-work may not be accepted for submission.

Chapter-III

Examinations

- a. Use of unfair means during examinations will not be condoned and will be dealt with according to University norms.
- b. In the examination room the invigilator will be the sole authority for any kind of queries / disputes. It will be the sole responsibility of the student to handover the answer booklets to the invigilator.

Explanation: For other examination-related codes of conduct, please refer to the Examination manual of the University.

Chapter IV

Use of University Facilities

1. Library

- a. Access to the university library will be restricted to students having a valid ID card.
- b. No bag and other personal possession can be taken inside the library (books, notebooks, laptops, etc.). Bags and all other personal items are to be deposited at the baggage counter outside the Library.
- c. Students must maintain complete silence in the library; use of mobile phones in the library is strictly prohibited. Phones have to be either switched off or kept on silent mode.
- d. Any form of photography, filming, videotaping and/or audio taping in the Library premises is not permitted.
- e. Any data retrieved from the Library's electronic resources will be strictly used for the purposes of the university.
- f. Taking away of any item from the Library needs to be properly authorised and recorded. Damage to, or unauthorised removal of, or loss of material will constitute a serious offense and could lead to a fine or/and disciplinary action.
- g. Fines will be charged on overdue books as per the guidelines displayed on the notice board from time to time. If fines or charges are found to be outstanding at any point of time, borrowing rights may be withdrawn and passwords for accessing electronic services withheld until such time as those fines / charges are paid.
- h. The reference books will be marked "For reference only" and will not be issued.

- i. Journals will not be allowed to be taken outside the library. However a photocopy (as per rule of the university) can be taken at one's own cost for personal use.
- j. Loss or damage of books / periodicals would result in the student paying for or replacing them.
- k. If a student does not comply with these norms, he / she will be warned and / or debarred from the Library for a specific time period.

2. Computer facilities

- a. Computers are available in the library and in the computer laboratories for use by the students.
- b. Any misuse of computing facilities could result in the withdrawal of one's rights to use the computer.
- c. Computers can be accessed on all working days from 9.00 am to 5.00 pm, but not at the cost of lectures / practical / tutorials.
- d. Prior permission will be required for use of the computers in the laboratory and will be used in the presence of a teacher and/or staff member.

3. Canteen

- a. Students are permitted to visit the canteen only during the short and long breaks and before or after class hours.

4. Indoor and outdoor games

- a. Facilities are available for playing indoor and outdoor games. Students can avail of these facilities during the weekdays as follows:
 - (i) 9:00 am to 5:00 pm;
 - (ii) 6:00 am to 8:30 am and 5:00 pm to 7:30 pm for the students staying in the hostels.;
 - (iii) 6:00 am to 7:30 pm on weekends and other holidays.
- b. The playgrounds can be used on holidays with prior permission of competent authority.
- c. Occupation of playgrounds during working hours disturbs classes and is not permitted without prior permission. Those disobeying these norms shall face disciplinary actions.
- d. No food item / beverage should be consumed on the playgrounds.
- e. Littering the playgrounds must be avoided.

5. Parking

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

Chapter V

Co-curricular and Extra-curricular Activities

- 1. University Festivals** – All University festivals are to be organised by the Students' Board, after recommendation of the Programme Monitoring Committee and the approval of the Vice-Chancellor. For this purpose, the Students' Board should prepare a detailed plan of the programme, including the schedule, programme itinerary and funding.
- 2. Departmental / Society events** – All departmental / society events should be conducted through the respective departments / societies, with the permission of the respective Deans, recommendation of the Programme Monitoring Committee and the final approval of the Vice-Chancellor.
- 3. Inter-collegiate Activities** – For inter-college sports activities, the Sports Society should approach the Sports Committee / Board before deciding whether the University should participate or not in any such event and the cost of participation that the University shall bear. Thereafter, the Sports Committee / Board shall recommend the matter to the Vice-Chancellor for his approval.

For non-sports activities, the concerned Prof.-in-Charge of the society shall approach the Vice-Chancellor for approval to participate in any such activities with the recommendation of the concerned Dean.

Chapter VI

Students' Well-being

1. Safety

- a. The university gives top priority to the safety and security of students, staff and visitors. Safety standards must be followed in the campus.
- b. A first-aid kit is available in the Dean's office to deal with minor emergencies and there is an infirmary supervised by a trained nurse.
- c. There are water-purifiers and water-coolers available on every floor for the students.
- d. Fire extinguishers and fire-fighting systems are installed in each floor of all buildings.
- e. Wearing helmet is compulsory for all those using two wheelers for coming in and going out of campus, or else entry will be restricted or a penalty of INR 500 will be levied.
- f. The university has installed CCTVs for the safety & security of all concerned in various places in the campus.

2. Counselling and Mentoring

- a. The campus environment is very student-friendly. Students can freely approach their mentor or teacher for any kind of guidance or help.
- b. Counsellors are available on campus twice a week to counsel students and provide them with emotional support. Students can also meet the Campus Minister for help.
- c. Students can meet their teachers to seek career and professional guidance.

3. Grievance Redressal

- a. An aggrieved student can submit his / her petition in writing to the Nodal Officer. The Nodal Officer will immediately inform the Students' Grievances Redressal Committee of the matter, comprising the faculty, staff and student members of the university. If the Committee, after due consideration, instructs the Nodal Officer to carry out an independent enquiry, then the latter shall do so and submit a report within the stipulated time. Thereafter, the Committee will recommend final redressal, if any.
- b. If the aggrieved student is unhappy with the redressal provided, then he / she may appeal to the Vice-Chancellor.

Chapter VII Miscellaneous

1. Disciplinary Measures Leading to Expulsion

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

- a. Consumption of alcohol or narcotic drugs (as specified in NDPS Act, 1985 with amendment in 2014) in the university campus.
- b. Smoking in the university campus (if it is a repeat offence).
- c. Any other offence considered by the Disciplinary Committee as being serious in nature.

2. Ragging

Ragging of any kind and magnitude inside / outside the University campus will not be tolerated and disciplinary action will be taken accordingly. Any incident of ragging must be brought to the notice of the Nodal officer of the Anti-Ragging Committee.

Part VIII

Power of the Vice-Chancellor

Nothing in this Code shall deem to limit or otherwise effect the inherent power of the Vice-Chancellor to make such orders as may be necessary for implementation of the Code of Conduct and to prevent any abuse.



*Since the object
of our love is infinite,
we can always
love more and
more perfectly.*

St. Ignatius of Loyola

REGULATIONS FOR STUDENTS' ATTENDANCE REQUIREMENT AND THE ATTENDANCE MANAGEMENT PROCEDURES

SECTION 1. ATTENDANCE REQUIREMENTS FOR THE STUDENTS OF UNDERGRADUATE DEGREE COURSES (EXCEPT LAW COURSES)

- 1.1 A student must maintain 75% aggregate attendance in a semester to be eligible for appearing in the end-semester examination and also for the promotion to the next semester.
- 1.2 In case of absence due to illness / medical reasons, the information must be submitted through the email id - *"student.attendance@sxuk.edu.in"* within 3 days of re-joining classes.
- 1.3 Hard Copy of supporting documents (prescriptions, medical certificate, fit certificate etc.) and the copy of e-mail must be submitted to the Office of the Dean within 15 days of re-joining classes.
- 1.4 A student who has aggregate attendance of 65% or more but less than 75% in a semester will have to seek condonation from Vice-Chancellor through the Dean of the concerned Faculty/School for appearing in the end-semester examination. Condonation may be considered only on grounds of illness for which applications are to be submitted within 3 days of re-joining classes & documents pertaining to the illness are to be submitted within 15 days of re-joining classes. However, the mere submission of the application along with the documents will not ensure condonation.
- 1.5 Condonation may be considered only for those students whose attendance is 65% or more, but could not maintain 75% aggregate attendance even after adjustments granted for Events / Programmes / Sports / Placement Activities etc (as explained in section 5.2).

SECTION 2. ATTENDANCE REQUIREMENTS FOR THE STUDENTS OF UNDERGRADUATE LAW (B.A. LL.B (HONS.) & B.COM. LL.B (HONS.) COURSES

- 2.1 A student must maintain 75% aggregate attendance & minimum attendance of 65% in each paper/subject in a semester to be eligible for appearing in the end semester examination and also for the promotion to the next semester.

- 2.2** In case of absence due to illness / medical reasons, the information must be submitted through the email id- "*student.attendance@sxuk.edu.in*" within 3 days of re-joining classes.
- 2.3** Hard Copy of supporting documents (prescriptions, medical certificate, fit certificate etc.) and the copy of e-mail must be submitted to the Office of the Dean within 15 days of re-joining classes.
- 2.4** A student who has aggregate attendance of 70 % or more but less than 75% in a semester may seek condonation from Vice-Chancellor through the Dean of the concerned Faculty/School for appearing in the end-semester examination. Condonation may be considered only on grounds of illness for which applications are to be submitted within 3 days of re-joining classes & documents pertaining to illness are to be submitted within 15 days of re-joining classes. However, in all such cases, minimum attendance will be 65% in each paper/subject. It is to be further noted that the mere submission of the application along with the documents shall not ensure condonation.
- 2.5** Condonation may be considered only for those students whose attendance is 70 % or more, but could not maintain 75% aggregate attendance even after adjustments granted for Events/Programmes/ Sports / Placement Activities etc. (as explained in section 5.2).

SECTION 3. ATTENDANCE REQUIREMENTS FOR THE STUDENTS OF POSTGRADUATE DEGREE COURSES (EXCLUDING MBA)

- 3.1** A student must maintain 75% aggregate attendance in a semester to be eligible for appearing in the end-semester examination and also for the promotion to the next semester.
- 3.2** In case of absence due to illness/ medical reasons, information must be submitted to the email id- "*student.attendance@sxuk.edu.in*" within 3 days of re-joining classes.
- 3.3** Hard Copy of supporting documents (prescriptions, medical certificate, fit certificate etc.) and the copy of e-mail must be submitted to the Office of the Dean within 15 days of re-joining classes.
- 3.4** A student who has aggregate attendance of 65% or more but less than 75% in a semester will have to seek condonation from Vice-Chancellor through the Dean of the concerned Faculty/School for appearing in the end-semester examination. Condonation may be considered only on grounds of illness for which applications are to be

submitted within 3 days of re-joining classes & documents pertaining to the illness are to be submitted within 15 days of re-joining classes. However, the mere submission of the application along with the documents will not ensure condonation.

- 3.5** Condonation may be considered only for those students whose attendance is 65% or more, but could not maintain 75% aggregate attendance even after adjustments granted for Events / Programmes / Sports / Placement Activities etc. (as explained in section 5.2).

SECTION 4. ATTENDANCE REQUIREMENTS FOR THE STUDENTS OF MBA

- 4.1** A student must maintain 85% aggregate attendance in a semester to be eligible for appearing in the end-semester examination and also for the promotion to the next semester.
- 4.2** In case of absence due to illness/ medical reasons, the information must be submitted to the email id- "*student.attendance@sxuk.edu.in*" within 3 days of re-joining classes.
- 4.3** Hard Copy of supporting documents (prescriptions, medical certificate, fit certificate etc.) and the copy of e-mail must be submitted to the Office of the Dean within 15 days of re-joining classes.
- 4.4** A student who has aggregate attendance of 75% or more but below 85% in a semester will have to seek condonation from Vice-Chancellor through the Dean of the concerned Faculty/School for appearing in the end-semester examination. Condonation may be considered only on grounds of illness for which applications are to be submitted within 3 days of re-joining classes & documents pertaining to the illness are to be submitted within 15 days of re-joining classes. However, the mere submission of the application along with the documents will not ensure condonation.
- 4.5** Condonation may be considered only for those students whose attendance is 75 % or more, but could not maintain 85% aggregate attendance even after adjustments granted for Events/ Programmes/Sports/Placement Activities etc. (as explained in section 5.2).

SECTION 5. ATTENDANCE MANAGEMENT PROCEDURES

5.1 Class Attendance

1. Subject teacher will mark attendance for daily class record.

It is the duty of the student to sit in his/her allocated seat and confirm his / her attendance for the respective periods.

2. A student can check the attendance through the student portal on the University Website by using log-in link given .
3. If a student considers that there is any discrepancy in recording of attendance, he/she will bring it to the attention of the Dean through an application within 3 calendar days.

5.2 Attendance Adjustment for Events/Programmes/Sports/ Placement Activities

1. Attendance adjustment signifies that these classes will not be counted in total number of delivered classes.
2. However, the maximum capping for these adjustments will be limited to-
 - Not exceeding 10% of the total number of delivered classes for each paper / subject for all classes.
3. Students can plan all preparation related activities (meetings, discussions, practice etc.) for any annual university event like *Xavrang*, *Xaviesta*, *Xavjudice*, *XMC*, *XSLAJ*, etc. outside the regular class hours in consultation with respective Professor-In-charges. No attendance will be adjusted for the same, unless prior written approval is taken from the Vice-chancellor or any other officer / official duly authorised by the Vice-Chancellor.
4. Any letter / document related to Events/ Programmes / Sports / Placement Activities etc. which is forwarded / recommended by the Dean / Head of the Department/ Professor-in-Charge or any other official will be submitted through respective office.
5. For participation in any Events/Programmes/Sports Activities inside the University Campus prior written approval must be taken from the respective Deans and same needs to be submitted to the Office of the Registrar before the Events/Programmes/Sports Activities. After the completion of Events/Programmes/Sports Activities the adjustment paper must be submitted to the Office of the Registrar within 3 working days from the conclusion of the Events/ Programmes /Sports Activities and must contain following.
 - i. Complete details of the student/s with Course, Semester,

Section (if any) and Roll Number/s and Periods, duly approved by the concerned In-charge and Dean.

- ii. Participation Certificate.
6. For participation in any events/programmes/sports activities outside the University Campus (while representing the University) prior written approval must be taken from the Vice-Chancellor or a competent authority duly authorised by the Vice-Chancellor. A copy of the approval is required to be submitted to the Office of the Registrar before the events/programmes/sports activities. After the completion of events/programmes/sports activities, the adjustment document/s must be submitted to the Office of the Registrar within 3 working days from the conclusion of the events/ programmes/ sports activities and must contain following.
 - i. Complete details of the student/s with Course, Semester, Section (if any) and Roll Number/s and Periods, duly approved by the concerned In-charge and Dean.
 - ii. Participation Certificate.
7. For participation in any event/programme/sports activity/ placement activity inside or outside the University Campus, the adjustment (after the completion of the necessary approval process) will be made only on the day/s of events / programmes/sports activities / placement activities, when the regular classes are being held.
8. Attendance Adjustment for participation in Placement Activities will be granted to the students irrespective of In-Campus or Off-Campus Placement Activity. However, the list of participants must be approved by the Dean of the respective Faculty / School, which must be forwarded by the TPO / PO / JPO / DPO. The list must be submitted to the Office of the Registrar before the Placement Activity. After the completion of Placement Activities the adjustment paper must be submitted to the Office of the Registrar within 3 working days from the conclusion of the Placement Activities and must contain following.
 - i. Complete details of the student/s with Course, Semester, Section (if any) and Roll Number/s and Periods, duly approved by the concerned TPO / PO / JPO / APO and Dean of respective Faculty/School.
9. Provisionally admitted Postgraduate 1st Semester students who appear for their final semester / year Under-Graduate examination for the completion of their degree after the commencement of their

Post Graduation classes in SXUK, will be eligible for attendance adjustment on the days of examinations, subject to the submission of Admit Card to the Office of the Registrar before the commencement of the examinations.

5.3 Absence due to medical reasons

1. In case of absence due to illness, the information must be submitted through the email id- "*student.attendance@sxuk.edu.in*" within 3 days of re-joining classes.
2. Hard Copy of supporting documents (prescriptions, medical certificate, fit certificate etc.) and the copy of e-mail must be submitted to the Office of the Dean within 15 days of re-joining classes.
3. **Quarantine Leave:** The Quarantine Leaves will be granted for the diseases as per the following details and no other disease will be considered.

List of Infectious Disease for the Purpose of Grant of Quarantine Leave

Small-pox may be considered as infectious disease, chicken-pox shall not, however, be considered as infectious disease unless the Medical Officer or Public Health Officer considers that because of doubt as to the true nature of the disease, e.g., small-pox, there is reason for the grant of such leave. In that case, 7 days of quarantine leave will be granted.

| Sl. No. | Diseases | No. of Quarantine Leave (including non-class days) |
|---------|---|---|
| 1. | Scarlet Fever | As per CDC and W.B. Govt. Health Department guidelines in force |
| 2. | Plague (Bubonic or Bubonic) | |
| 3. | Typhus | |
| 4. | Cerebro-spinal meningitis | |
| 5. | SARS | |
| 6. | MARS | |
| 7. | COVID-19 | |
| 8. | Avian Influenza (H5N1)/ Novel Influenza | |
| 9. | Crimean Congo Haemorrhagic Fever (CCHF) | |

RULES AND REGULATIONS FOR TWO-YEAR FULL-TIME MBA DEGREE PROGRAMME

SECTION I: GENERAL

1.1 Introduction

St. Xavier's University, Kolkata is established and managed by St. Xavier's College Kolkata Educational Trust. It was established as a University under St. Xavier's University, Kolkata Act dated 16th January 2017.

The major administrative / policy making Bodies in the University :

| | |
|-----------------------|-----------------------|
| I. Governing Board | II. Executive Council |
| III. Academic Council | IV. Faculty Council |
| V. Boards of Studies | |

1.2 MBA Degree Programme :

| Specialisation | Total Marks | Total Credits |
|--|-------------|---------------|
| Business Analytics, Finance, Human Resource Management and Marketing | 2700 | 108 + 4 = 112 |

1.3 Semester System

The MBA degree programme is of two years duration divided into four semesters.

The Academic year is divided into two Semesters: July – December and January – June.

1.4 Admission Process

The admission process for the two-year MBA degree programme begins in January and the detailed criteria is announced through the University website. The applicants are required to fill up the online application form from the website by paying INR 1000/- as application fee. The final selection of the applicant is based on his / her **composite score** prepared by Xavier Business School, which considers assessment of the candidate from different dimensions, which includes the following :

- Past Academic Scores [Class X, XII and UG Degree Marks] (Weightage: 20%)

- National Level Entrance Test Score [XAT, CAT, MAT, CMAT, NMAT] **(Weightage: 35%)**
- Writing Ability Test **(Weightage: 10%)**
- Group Discussion and Personal Interviews **(Weightage: 30%)**
- Work Experience (if any) **(Weightage: 5%)**

Once selected, students are required to pay the admission fee within a stipulated period of time, on the basis of which they will be granted the provisional admission subject to the physical verification of the required documents. However, it is also to be noted that the selected students for the course are required to pay the first semester course fee within the given deadline before the commencement of the classes. If the course fee is not paid within the specified time, the provisional admission is liable to be cancelled and the refund of the fee paid (if any) will be made as per the guidelines specified by All India Council of Technical Education (AICTE).

1.5 Registration

A student who is selected for enrolment for the MBA Degree course offered by the University will have to complete the admission procedure and get himself/herself registered within the notified time period. Registration of a student is valid for 4 years including the academic year in which the registration was granted.

Registration number of a student will remain unchanged during his / her study in the University. However, with the change of level from PG to Ph.D. the validity period will be extended. If, after taking migration, the student rejoins the University, the registration will be revalidated.

1.6 Disciplinary Committee

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

1.7 Dissemination of information

University Rules, which are applicable to students, will be published in the University Calendar and will be made available to the students at the beginning of the academic year. Students should also follow the Students' Notice Board. General information and important announcements may also be made available through the university

website (www.sxuk.edu.in). Information may also be sent through email and mobile phone messages (SMS). The Rules may be changed from time to time and the students will be informed of such changes through notice boards or Website or both.

1.8 Change of contact details

If a student wishes to change email id and the phone number after taking the admission in the University, he/she has to submit a duly signed request letter to the Registrar's office or send an email from the registered email id of the student. Change of residential address has to be substantiated with a valid address proof.

1.9 Students' feedback system

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

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

Eligibility for giving feedback - (i) Class-room feedback – Minimum 85% attendance during current semester. (ii) Exit feedback - Minimum 85% aggregate attendance at the end of 4th Semester.

Methods of collecting feedback from students - Feedback will be collected through structured questionnaire and filled up online (through university intranet) or manually.

SECTION II: STUDENTS' ATTENDANCE

- 2.1** Regulations related to attendance are given in the chapter on "Regulations on Students' Attendance Requirement".

SECTION III: CONTINUOUS INTERNAL ASSESSMENT (CIA)

- 3.1** CIA comprises 60% of the total weightage of each paper. The minimum qualifying marks in the CIA component of each paper is 50% of the total marks assigned for CIA.
- 3.2** A minimum of 1/3rd of total CIA marks is allotted for the written form of tests. Remaining 2/3rd is allotted to seminars, presentations, case studies or any other relevant classroom activities.

- 3.3** The marks for CIA will be sent to the Controller of Examinations by the Dean's Office duly forwarded by the Dean of the Faculty and final CIA results will be displayed on the Students' Portal on the Website.

SECTION IV : ELIGIBILITY CRITERIA FOR APPEARING IN SEMESTER EXAMINATIONS

- 4.1** A student must have required attendance and condonation may be granted in exceptional cases.
- 4.2** If the student does not fulfil the attendance requirement, he / she will be debarred from appearing for the Semester Examinations.
- 4.3** A student must pay the semester fees (including the examination fee, if applicable) by the notified last date. Students will be required to pay examination fee for the arrear papers.
- 4.4** Only those students who are found eligible will be issued the admit card for the semester examinations.
- 4.5** A student who has any disciplinary charge against his or her name may not be permitted to appear in the semester examination.

SECTION V: CONTINUATION FROM 1st YEAR TO 2nd YEAR

- 5.1** Considering all the papers of Semesters I and II taken together, a student must pass in at least 50% of all papers / obtain at least 50% of total credits including practical papers.
- 5.2** Additionally, all the students will be eligible for promotion subject to the fulfilment of the requirements of minimum attendance.

SECTION VI: RE-ENROLMENT

- 6.1** A student who fails to qualify for 2nd Year may be permitted to re-enroll in the next Academic Session in the appropriate Semester either as a Casual or as a Regular student.
- 6.2** A student who has adequate attendance will be re-enrolled as a Casual student. A Casual student will have to appear only for Arrear paper / papers in the Semester Examination. A Casual student need not appear for CIA as his / her previous CIA marks will be carried forward. If only he/she has passed in the CIA of that subject in the concern semester. A Casual student will have to pay only a re-enrolment fee and the examination fee.
- 6.3** A student who has been debarred on the basis of insufficient attendance in any semester and who does not satisfy Continuation

criteria, will be allowed to re-enroll as a Regular student. A Regular student will have to attend classes in all papers. Such a student will be required to appear for CIA and End Semester examinations for all the paper. If, in the meantime, there has been a change in syllabus, the student will have to appear for the CIA and Semester Examination in the revised syllabus. Such a regular student will have to pay all fees, as stipulated.

- 6.4** A student with disciplinary charges against his/her name will be separately treated and such cases will be forwarded to the Vice-Chancellor for final decision.

SECTION VII: PASS MARKS

- 7.1** A student must get a minimum of 50% marks in the ongoing assessment (CIA) and a minimum of 50% marks in the Semester-end examinations separately.
- 7.2** For Project Report and Comprehensive Viva voce also a student must get a minimum of 50% marks and for Non-Academic Activities, a student must get a minimum of 75% Marks.

SECTION VIII: ARREAR PAPERS

- 8.1** An Arrear Paper is one in which a student fails to secure the minimum pass mark. Arrear paper may arise either through failure or absence. This will be indicated in the Semester Mark Sheet. A student will be permitted to appear in the Arrear Paper in the next appropriate semester, subject to the fulfilment of attendance criteria.
- 8.2** A student must pass in the Ongoing Assessment (CIA) and Semester-end Examinations separately. However, a student will have to appear in the next appropriate semester only for the part (ongoing assessment or end term) in which he or she has failed / or was absent.

SECTION IX: SUPPLEMENTARY EXAMINATION

- 9.1** A supplementary examination will be held for second year students who have arrear papers only from semesters III and / or IV. This supplementary examination will be held after the publications of Semester-IV results.
- 9.2** A student who has a disciplinary charge against his or her name will not be allowed to appear for the supplementary examination.

SECTION X: REVIEW

- 10.1** Review is offered for regular and arrear papers. No review will be offered for supplementary examination papers.
- 10.2** A paper will be sent for 2nd Review if the marks after the first review are increased or reduced by more than 10% from the original marks given by the 1st Evaluator.
- 10.3** Review is not permitted for practical papers or project papers.

SECTION XI: SEEING OF ANSWER SCRIPTS

- 11.1** A student may apply to see his or her answer script only after the review process is completed. No re-review will be allowed after seeing the answer script. There is no scope for alteration of marks at the stage of seeing answer scripts.
- 11.2** To apply for seeing the answer scripts a student need not have earlier applied for review. The main purpose of allowing a student to see his / her answer script is to enable the student to obtain feedback on his / her performance.
- 11.3** Seeing answer scripts are not permitted for practical papers or project papers.
- 11.4** HoD / Subject teacher will be present at the time of display of answer script and will give necessary feed back to the Controller of Examinations.

SECTION XII: RULES RELATED TO EXAMINATION

- 12.1** Entry to the examination hall will be allowed only by admit card and University Identity Card.
- 12.2** No entry will be allowed 15 minutes after the commencement of examination without the written permission of Controller of Examinations. But any such permission will be given only during the first 30 minutes after commencement of examination.
- 12.3** No student will be permitted to submit the answer script before the completion of first hour of the examination. Temporary exit will not be permitted before one hour from the commencement of the examination.
- 12.4** No mobile phones or any other electronic device (except for a calculator) is permitted inside the Examination Hall.

- 12.5** Instructions on the Admit Card / answer booklet and other related examination rules must be strictly followed.
- 12.6** The rules for conducting examinations may be different if the examinations are held online or in blended mode. Rules for such examination/s will be communicated separately.

SECTION XIII: CREDIT AND GRADING SYSTEM

- 13.1** Total credit for the MBA Degree Program will be 112 which includes 108 academic credits and 4 non-academic credits. Non- academic credits are composed of Social Credit, Co- curricular Credit, Extra Curricular Credit. One Academic Credit is considered as 10 contact hours in XBS.
- 13.2** No Academic credit will be awarded for a paper if the score for the paper is below 50%.
- 13.3** Non-Academic Credits can be earned through participation in conferences, workshops, social outreach programmes, sports and other extra-curricular activities within and outside the University with prior approval from the Dean / Prof.-in-charge from time to time.
- 13.4** A Student will not be awarded a degree without the completion of required Academic and Non-Academic Credits.
- 13.5** Grading system is mentioned in the following table:

| Grade | Grade point | Marks Equivalents | Attribute |
|-------|-------------|-------------------|------------------------|
| O | 10 | 90% or more | Outstanding |
| A+ | 9 | 80% to 89% | Excellent |
| A | 8 | 70% to 79% | Very good |
| B+ | 7 | 60% to 69% | Good |
| B | 6 | 55% to 59% | Fair |
| C | 5 | 50% to 54% | Satisfactory |
| F | 0 | Below 50% | Fail |
| AB | Nil | 0 | Absent |
| X | Nil | 0 | Administrative penalty |

SECTION XIV: AWARD / DEGREE

- 14.1** First Class Degree is awarded for marks 60% or above.

- 14.2** Second Class Degree is awarded for marks between 50% and 59%.
- 14.3** A rank certificate will be issued to students who hold a position between 1st and 10th in the course and pass all papers in first attempt.

SECTION XV: MARK SHEET, MIGRATION CERTIFICATE ETC.

- 15.1** Semester-wise statement of marks and grades will be available through student's log in portal. Final Academic Transcript will be issued after the successful completion of the course.
- 15.2** A student can apply for the migration certificate only after the completion of the course.



GENERAL INSTRUCTIONS AND RULES

A. General instructions to the students

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

B. Text Books

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

C. Procedure to apply for Migration Certificate

Procedure given below **is applicable for the students who have completed their Course in and after 2023**. (Students passed before 2023 will be required to collect the application form from the Office of the Registrar and submit it after obtaining necessary clearances.)

- a. Migration certificate will be issued only to the students who has completed a degree.
- b. Migration Certificate can only be issued after the publication of **Provisional Pass Certificate or Final Academic Transcript** (compulsory if already issued by the University).
- c. Student can download the Migration Certificate Application Form from their portal. The duly filled application form is to be sent to the Office of the Registrar at registraroffice@sxuk.edu.in along with a scanned copy of the **Provisional Pass Certificate or Final Academic Transcript** (compulsory if already issued by the University).

- d. After submitting the application, the Migration Certificate can be collected by the student **after three (3) working days** (excluding the day of submission) on any working day between 09:30 AM to 04:30 PM from the Office of the Registrar.
- e. UG students who have completed their course and taken admission in PG courses of our University & PG students who have completed their course and taken admission in Ph.D. Programme of our University **will not be eligible** for Migration Certificate.
- f. Note: TC (Transfer Certificate) / Bona-fide Certificate is not applicable for the students who have completed their course, only Migration Certificate will be issued upon applying.

D. Procedure to apply for Transfer Certificate

- 1. The Transfer Certificate can be issued to a student who is yet to complete the course and applies for the same.
- 2. If a student is promoted to a semester and applies for Transfer Certificate after 15 days after the start of the semester, the student must clear the fees for the current semester.
- 3. Without payment of the fees (after 15 days from the beginning of the semester) the student will not be eligible for the Transfer Certificate.
- 4. **Steps to be followed to apply for transfer certificate:**
 - a. The student must collect the application form for the Transfer Certificate from the Office of the Registrar.
 - b. The student will be required to submit the filled in application form to the Office of the Registrar after taking necessary clearances from all the departments (as applicable). One of the parents must sign the application form or send a confirmation mail from the registered email id of the parent, acknowledging that the Transfer Certificate can be issued to the student.
 - c. The student will be required to submit his/her student ID card along with the application form.
 - d. The Office of the Registrar will process the application after obtaining necessary approval from the Registrar within three (3) working days.

- e. The student may collect the Transfer Certificate after three (3) working days.

E. Penalties for breach of discipline during University Examinations

| Sl. No. | Nature of offense | Suggested minimum penalty |
|----------------|--|--|
| 1 | Copying from a book (s) / piece of paper / loose papers containing some printed / hand-written or typed notes or page(s) of books, possession (including written on the body) and / or use of mobile phone or possession and / or use of any other type of electronic equipment during examination hours in the examination hall (except calculator, if pre-approved). | Cancellation of the paper concerned. |
| 2 | Possession of or consulting / reading a book / books / a printed page / printed pages detached from a book / books, or use of any type of electronic equipment in the lavatory during examination hours. | Cancellation of the paper concerned. |
| 3 | Taking away the blank answer script / additional blank sheet(s) and writing answers thereon, outside the examination hall beforehand and stitching the same with the original answer script. | Cancellation of all papers of the said examination of that semester. |
| 4 | Leaving the examination hall without submitting the answer script / submitting the same later on the plea of inadvertence or any other consideration. | Cancellation of all papers of the said examination of that semester. |
| 5 | Removing the inner page of an answer script and inserting there in written answers brought from outside keeping the cover page intact. | Cancellation of all papers of the said examination of that semester. |
| 6 | Changing the Roll Number deliberately. | Cancellation of all papers of the said examination of that semester. |
| 7 | Destroying incriminating documents. | Cancellation of all papers of the said examination of that semester. |

PROSPECTUS & CALENDAR

| Sl. No. | Nature of offense | Suggested minimum penalty |
|---|--|--|
| 8 | Creating disturbance in the examination hall or abusing / assaulting / threatening the invigilator on duty. | Cancellation of all papers of the said examination of that semester and debarment for up to one year from appearing in any examination of this university, depending on the nature and magnitude of offense. |
| 9 | Offering bribes to the invigilator / examiner (supported by evidence). | Cancellation of all papers of the said examination of that semester and debarment for up to one year from appearing in any examination of this university. |
| 10 | Recurrence of offences 1 to 8 for one or more papers / subjects. | Penalty as prescribed above from 1-8 and additional penalty as decided by the Disciplinary Committee / Examination Board. |
| 11 | When a person appears on behalf of the candidate at the examination concerned. | <p>(a) Cancellation of examination and debarment from appearing in any examination of this university in the future. The Roll no. of the candidate to be struck off the University records.</p> <p>(b) The person appearing for the candidate concerned be handed over to the police by the OIC of examinations.</p> |
| 12 | Identity disclosure in the form writing name and / or roll no. on the answer book or loose sheet or both; deliberate mark on the answer book or loose sheet or both, tearing any page of the answer book or any other form of identity disclosure. | Cancellation of the paper concerned. |
| Above cases are illustrative and not exhaustive. Appropriate disciplinary action may be recommended by the Disciplinary Committee in individual cases. | | |

F. Penalty for using unfair means

Students using unfair means in mid-semester examinations or in assignment submission will get zero (RA) - zero (copying) plus disciplinary action. Unfair practices include not only using but possessing cog sheets, passing on an answer sheet to another student, talking, smuggling in answer sheets, possessing mobile phones, copying the assignments etc. A repeat offence may lead to the issue of a Transfer Certificate.

G. Disciplinary measures leading to expulsion

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

1. Possession and / or consumption of alcohol or narcotic drugs (as specified in NDPS Act, 1985 with amendment in 2014) in the University campus or entering the campus after consuming the aforementioned substances.
2. Smoking in University Campus.
3. Any other offence considered by the Disciplinary Committee as a major offence.



UNIVERSITY FEES

1. The University Fees will be accepted only online through Credit Card, Debit Card or Net Banking. Those who seek admission to the University should ensure that they are equipped and conversant with the online payment system.
2. **Fee Refund Policy**
Xavier Business School follows AICTE Fee Refund Policy for MBA.
3. **Refund of Excess Fees Paid Online**
In case of any fees having been paid online more than once, the payer is requested to contact Finance Office.
4. **Scholarship Notice**
It will be announced on the website and also through Notice Board.
5. **Last Dates for the Payment of Semester and Hostel Fees**

| | |
|---------------------|--|
| 1st Semester | At the time of admission / readmission |
| 3rd Semester | 15th June |
| 2nd & 4th Semesters | 15th December |

Hostel fees are to be paid within the stipulated date, failing which hostel accomodation will not be renewed.

6. **Late Payment Charges for the payment of semester fees**

3rd Semester

| | |
|-----------------------|---------|
| 16th to 30th June | ₹ 2,000 |
| 1st July to 15th July | ₹ 4,000 |

2nd & 4th Semesters

| | |
|-----------------------------|---------|
| 16th to 31st December | ₹ 2,000 |
| 1st January to 15th January | ₹ 4,000 |

MBA FEE STRUCTURE

- 1) **Admission Fee:** With the payment of this Admission Fee of **Rs. 30,000/-**, the admission of the candidate will be confirmed. He / she will be given few weeks' time from the date of paying the admission fee to pay the first semester – course related fee. Undergraduate students of St. Xavier's University, Kolkata will not be required to pay any admission fee for Post Graduate Degree Courses.
- 2) **Security Deposit (Refundable):** Each student will deposit **Rs. 5,000/-** as Caution Money in the first semester, which does not accrue any interest, and is refundable after the completion of the course and after deducting the dues, if any.
- 3) **Alumni Membership Fees:** Every student of MBA Program will be required to pay **Rs. 5015/-**, along with the course fees of 4th semester, towards the life membership fee of St. Xavier's University Kolkata Alumni Association (SXUKAA).
- 4) **Course Fee:** The Course fee for this two-year (Four Semesters), full-time programme includes the cost of tuition, reading material, library facilities, computer facilities, skills training programmes, examinations, etc. and the same needs to be paid before the commencement of each Semester, failing which the student will not be permitted to attend lectures or use the facilities of the University. The chart below gives details of the break-up of the course fee.

| Type of Fees | SEM I (₹) | SEM II (₹) | SEM III (₹) | SEM IV (₹) |
|-----------------------------|-----------------|-----------------|-----------------|-----------------|
| Tuition Fee | 2,05,000 | 2,05,000 | 2,05,000 | 2,05,000 |
| Development Fee | 10,000 | 10,000 | 10,000 | 10,000 |
| Library Fee | 10,000 | 10,000 | 10,000 | 10,000 |
| Placement Skills Fee | 10,000 | 10,000 | 10,000 | 10,000 |
| Industry Interface Fee | 10,000 | 10,000 | 10,000 | 10,000 |
| Examination Fee | 5,000 | 5,000 | 5,000 | 5,000 |
| Computer & E-Facilities Fee | 15,000 | 15,000 | 15,000 | 15,000 |
| Sports & Games Fee | 5,000 | 5,000 | 5,000 | 5,000 |
| TOTAL | 2,70,000 | 2,70,000 | 2,70,000 | 2,70,000 |

MBA (Executive) Programme

Alongside the regular MBA Programme, Xavier Business School launched its 2-Year MBA (Executive) Programme for Working Professionals from the Academic Year 2024-25. This new offering provides 4 Specialisation options in the domains of Finance, Marketing, Human Resource (HR), and Business Analytics.

The MBA (Executive) Programme has been meticulously designed for junior, mid-level, and senior executives who aspire to enhance their leadership skills, business acumen, and career prospects. Unlike traditional MBA programmes, the MBA (Executive) is tailored to meet the unique needs of working professionals by offering flexible schedules and a curriculum focused on practical, real-world applications. The programme aims to equip experienced professionals with the skills, knowledge, and network needed to advance in their careers and assume leadership roles in today's dynamic business environment. Participants will benefit from a collaborative learning experience that integrates the latest business strategies and practices, positioning them to drive innovation and growth within their organizations.

PROGRAMME HIGHLIGHTS

- ✓ Robust curriculum with **Applied learning pedagogy** through case studies and real-world projects to enhance practical problem-solving and decision-making skills.
- ✓ The programme has been structured to accommodate the schedules of working professionals. Classes will be held on campus during the **weekends (Saturdays and Sunday) from 10 AM to 5:15 PM**, making it possible to pursue the degree while still working full-time.
- ✓ Experiential learning opportunities through **Internship (12 weeks)**, consulting projects, and simulations to provide practical insights into business challenges.
- ✓ **On-Campus Immersion Programme**, once in each year of the 2 Year programme.
- ✓ Personalized learning through **MOOC Courses (1 per semester)** from Coursera / Udemy / NPTEL / Swayam or One Project based course with at least 4 credit points.
- ✓ **Additional Certification Courses** on Power BI, Digital Marketing, AI in Management etc. that will provide executives with specialized skills and knowledge that are highly valuable in various industries.

COURSE STRUCTURE

| Details | Credits |
|--|------------|
| 10 Core Courses of 4 Credits each in Semester I & II | 40 |
| 8 Elective Courses of 4 Credits each in Semester III & IV | 32 |
| Internship Project (Duration : 12 weeks) | 12 |
| 1 MOOC Course / 1 Project Based Course in each Semester of 4 Credits Credits | 16 |
| Comprehensive Viva-Voce in Semester IV | 4 |
| Total Credits | 104 |

- **Summer Internship Project** : Upon completion of the 2nd semester examination, each student needs to undergo a mandatory Summer Internship, for a period of 12 weeks on the basis of their specialization area. The internship may be taken up by the student in their present company also. Every student is required to submit a Project Report on the basis of their internship during the 3rd Semester along with a Project Viva.
- **MOOC / Project Based Courses**: The MBA (Executive) programme goes beyond traditional classroom learning. To equip the students with a comprehensive skill set and knowledge base, a selection of Massive Open Online Courses (MOOCs) are offered that are seamlessly integrated into the curriculum. These MOOC certification courses are carefully chosen from platforms like Coursera / Udemy / NPTEL / Swayam to complement and enhance the Executive MBA experience, ensuring that the students graduate with a holistic understanding of today's business landscape. Every student is required to undergo One MOOC Course or One Project Based Course with at least 4 credit points in each Semester of the 2 Year MBA (Executive) Programme and submit the course completion certificate to the institute before the completion of each semester.
- **Immersion Programme** : XBS recognizes that the pursuit of an Executive MBA is a transformative journey. To enhance the learning experience of the student and to provide a unique opportunity for immersive education, an immersion programme is offered once in each year of the 2 Year MBA (Executive) Programme that serves as the apex of a student's academic adventure. The immersion programme condenses essential coursework and practical experiences into an intense timeframe. During this period, the students are exposed to diverse industries and corporate environments. This hands-on experience allows them to observe and participate in actual business operations, bridging the gap between theory and practice. Interacting with highly acclaimed academicians, industry experts, alumni, and fellow students during the immersion programme can be invaluable. Such connections lead to collaborations, mentorships, and career opportunities.

COURSE CURRICULUM

| Paper Code | Semester I | Credit | Full Marks |
|-------------------|---|---------------|-------------------|
| MBE1010T | Managerial Economics | 4 | 100 |
| MBE1020T | Managerial Accounting | 4 | 100 |
| MBE1030T | Business Statistics | 4 | 100 |
| MBE1040T | Organizational Behavior | 4 | 100 |
| MBE1050T | Operational Research | 4 | 100 |
| MBE1060M | MOOC / Project Based Course | 4 | - |
| | Sub-Total (A) | 24 | 500 |
| Paper Code | Semester II | Credit | Full Marks |
| MBE2010T | Financial Management | 4 | 100 |
| MBE2020T | Marketing Management | 4 | 100 |
| MBE2030T | Human Resource Management | 4 | 100 |
| MBE2040T | Business Analytics | 4 | 100 |
| MBE2050T | Strategic Management | 4 | 100 |
| MBE2060M | MOOC / Project Based Course | 4 | - |
| | Sub-Total (B) | 24 | 500 |
| Paper Code | Semester III | Credit | Full Marks |
| MBE3010T | Specialization Elective 1 | 4 | 100 |
| MBE3020T | Specialization Elective 2 | 4 | 100 |
| MBE3030T | Specialization Elective 3 | 4 | 100 |
| MBE3040T | Specialization Elective 4 | 4 | 100 |
| MBE3050J | Summer Internship Project (Report + Viva) | 12 | 300 |
| MBE3060M | MOOC / Project Based Course | 4 | - |
| | Sub-Total (C) | 32 | 700 |
| Paper Code | Semester IV | Credit | Full Marks |
| MBE4010T | Specialization Elective 1 | 4 | 100 |
| MBE4020T | Specialization Elective 2 | 4 | 100 |
| MBE4030T | Specialization Elective 3 | 4 | 100 |
| MBE4040T | Specialization Elective 4 | 4 | 100 |
| MBE4050V | Grand Viva-Voce | 4 | 100 |
| MBE4060M | MOOC / Project Based Course | 4 | - |
| | Sub-Total (D) | 24 | 500 |
| | Grand Total (A + B + C + D) | 104 | 2200 |

*Specializations (Elective Papers) – Each student must select **FOUR** Elective Papers

Financial Management – Specialization Papers

| Paper Code | Titles |
|------------|--|
| MBE3011T | Investment Analysis and Portfolio Management |
| MBE3021T | Taxation |
| MBE3031T | Financial Statement Analysis and Reporting |
| MBE3041T | Corporate Restructuring and Valuation |
| MBE3051T | Project Management & Appraisal |
| MBE3061T | Financial Modelling using Excel |
| MBE4011T | Strategic Financial Management |
| MBE4021T | Financial Risk Analytics |
| MBE4031T | Financial Derivatives and Risk Management |
| MBE4041T | Fin Tech – Block Chain |
| MBE4051T | International Finance |
| MBE4061T | Behavioral Finance |

Marketing Management – Specialization Papers

| Paper Code | Titles |
|------------|-------------------------------------|
| MBE3012T | Integrated Marketing Communications |
| MBE3022T | Consumer Behaviour |
| MBE3032T | Sales and Distribution Management |
| MBE3042T | Product and Brand Management |
| MBE3052T | Service Marketing |
| MBE3062T | Business to Business Marketing |
| MBE4012T | Marketing Analytics |
| MBE4022T | Customer Relationship Management |
| MBE4032T | Retail Management |
| MBE4042T | Digital and Social Media Marketing |
| MBE4052T | Supply Chain Management |
| MBE4062T | International Marketing |

Human Resource Management - Specialization Papers

| Paper Code | Titles |
|-------------------|--|
| MBE3013T | Manpower Planning, Recruitment and Selection |
| MBE3023T | Managing Diversity and Inclusions |
| MBE3033T | Industrial Relations and Labour Laws |
| MBE3043T | Training And Development |
| MBE3053T | Performance Management System |
| MBE3063T | Compensation And Benefits Management |
| MBE4013T | Organizational Development |
| MBE4023T | Strategic HRM |
| MBE4033T | HRIS and HR Analytics |
| MBE4043T | International HRM |
| MBE4053T | HR Accounting and Audit |
| MBE4063T | Career Planning and Talent Management |

Business Analytics - Specialization Papers

| Paper Code | Titles |
|-------------------|---|
| MBE3014T | Strategic Thinking and Decision Modelling |
| MBE3024T | Data Visualization and Business Decisions |
| MBE3034T | Predictive Analytics for Business Decisions |
| MBE3044T | Data Warehousing and Data Mining |
| MBE3054T | Web Analytics, Text Analytics, NPL |
| MBE3064T | Block chain Analytics and Cyber Security |
| MBE4014T | Business Intelligence and Advanced Forecasting Techniques |
| MBE4024T | HRIS AND HR Analytics |
| MBE4034T | Marketing Analytics |
| MBE4044T | Financial Risk Analytics |
| MBE4054T | Prescriptive Analytics and Business Optimization |
| MBE4064T | Artificial Intelligence, ML & Deep Learning and Big Data |

FEE DETAILS

- 1) **Admission Fee:** With the payment of this Admission Fee of **Rs. 30,000/-**, the admission of the candidate will be confirmed. He/she will be given few weeks' time from the date of releasing the admission offer letter to pay the admission fee and First Semester Course Fees.
- 2) **Security Deposit (Refundable):** Each student will deposit **Rs. 5,000/-** as Caution Money in the **first semester**, which does not accrue any interest, and is refundable after the completion of the course and after deducting the dues, if any.
- 3) **Alumni Membership Fees:** Every student of MBA (Executive) Programme will be required to pay **Rs. 5015/-**, along with the course fees of 4th semester, towards the life membership fees of St. Xavier's University Kolkata Alumni Association (SXUKAA).

| Type of Fees | SEM I (₹) | SEM II (₹) | SEM III (₹) | SEM IV (₹) |
|---|-----------------|-----------------|-----------------|-----------------|
| Tuition Fee | 1,00,000 | 1,00,000 | 1,00,000 | 1,00,000 |
| Immersion & Other Skill Enhancement Programme Fee | 20,000 | 20,000 | 20,000 | 20,000 |
| Development Fee | 10,000 | 10,000 | 10,000 | 10,000 |
| Library Fee | 10,000 | 10,000 | 10,000 | 10,000 |
| Examination Fee | 5,000 | 5,000 | 5,000 | 5,000 |
| Computer & E-Facilities | 5,000 | 5,000 | 5,000 | 5,000 |
| IT Infrastructure Fee | 1,000 | 1,000 | 1,000 | 1,000 |
| TOTAL | 1,51,000 | 1,51,000 | 1,51,000 | 1,51,000 |



IMPORTANT RULES AND REGULATIONS FOR TWO-YEAR MBA (EXECUTIVE) PROGRAMME

1. STUDENTS' ATTENDANCE

For the MBA (Executive) course, minimum aggregate attendance requirement is 75%. Attendance for Internships: Supervisor's / Company certificate is needed if the Internship is approved by the University.

2. CONTINUOUS INTERNAL ASSESSMENT (CIA)

CIA comprises 50% of the total weightage of each paper and includes surprise quizzes, seminars, presentations, case study discussion or any other relevant classroom activity. The marks for CIA will be sent to the Controller of Examinations by the Dean's Office duly forwarded by the Dean of the Faculty and final CIA results will be displayed on the Students' Portal on the Website.

3. ELIGIBILITY CRITERIA FOR APPEARING IN SEMESTER EXAMINATIONS

3.1 A student must have required attendance.

3.2 A student must pay the semester fee by the notified last date. Students will be required to submit the examination form for the arrear papers (if any) and also the examination fee for the arrear papers. Only those students who fulfil the eligibility criteria will be issued the admit card for the semester examinations.

3.3 A student who has any disciplinary charge against his or her name may not be permitted to appear in the semester examination.

4. PASS MARKS

4.1 A student must get a minimum of 50% marks in total (combining CIA and Semester-end examinations) in each paper.

4.2 For Summer Internship Project and Comprehensive Viva , a student must get a minimum of 50% marks.

4.3 Each student must successfully complete at least one Massive Open Online Course (MOOC) or Project Based Course with at least 4 credit points in each semester and submit the completion certificate to the University before the end of that semester.

5. ARREAR PAPERS

5.1 An Arrear Paper is one in which a student fails to secure the minimum pass mark. Arrear paper may arise either through failure or absence. A student will be permitted to appear in the Arrear Paper in the next appropriate semester, subject to the fulfilment of attendance criteria.

5.2 In case of an Arrear, a student will have to appear only for Arrear paper(s) in the appropriate Semester Examination. He/she need not appear for CIA as his/her previous CIA marks will be carried forward.

6. SUPPLEMENTARY EXAMINATION TO BE HELD AT THE END OF 4th SEMESTER

A supplementary examination will be held for 2nd year students who have arrear papers from semesters III and / or IV. This supplementary examination will be held after the publications of Semester -IV results.



PROSPECTUS & CALENDAR

TENTATIVE ALMANAC FOR ODD SEMESTER 2025-26

| MBA | | | |
|------------|---|--------------------------|----------------|
| Sl. No. | Particulars | Semester I | Semester III |
| 1. | Commencement of Classes | 07-07-2025 | 08-07-2025 |
| 2. | Dates of CIA Examinations | 16-09-2025 to 25-09-2025 | |
| 3. | Notification for End Semester Examinations | 18-10-2025 | 18-10-2025 |
| 4. | SUBMISSION OF ARREAR FORM (START DATE) | | |
| | a. Without Late Fee | 18-10-2025 | 18-10-2025 |
| | b. With Late Fee | 25-10-2025 | 25-10-2025 |
| 5. | Last day of Instruction | 24-11-2025 | 24-11-2025 |
| 6. | Beginning of Preparatory Leaves / Additional Classes | 25-11-2025 | 25-11-2025 |
| 7. | Commencement of End Semester Theory Examinations | 01-12-2025 | 01-12-2025 |
| 8. | Commencement of End Semester Practical / Viva-Voce Examinations | Not Applicable | 15-12-2025 |
| 9. | Commencement of Internship | Not Applicable | Not Applicable |

TENTATIVE ALMANAC FOR EVEN SEMESTER 2025-26

| MBA | | | |
|------------|---|--------------------------|----------------|
| Sl. No. | Particulars | Semester II | Semester IV |
| 1. | Commencement of Classes | 06-01-2026 | 06-01-2026 |
| 2. | Dates of CIA Examinations | 10-03-2026 to 19-03-2026 | |
| 3. | Notification for End Semester Examinations | 23-03-2026 | 27-02-2026 |
| 4. | SUBMISSION OF ARREAR FORM (START DATE) | | |
| | a. Without Late Fee | 23-03-2026 | 27-02-2026 |
| | b. With Late Fee | 30-03-2026 | 06-03-2026 |
| 5. | Last day of Instruction | 16-04-2026 | 01-04-2026 |
| 6. | Beginning of Preparatory Leaves / Additional Classes | 17-04-2026 | 02-04-2026 |
| 7. | Commencement of End Semester Theory Examinations | 22-04-2026 | 08-04-2026 |
| 8. | Commencement of End Semester Practical / Viva-Voce Examinations | 29-04-2026 | Not Applicable |
| 9. | Commencement of Internship | 04-05-2026 | Not Applicable |

Note: The above-mentioned schedule is tentative and may change due to unforeseen circumstances.

PROSPECTUS & CALENDAR

TENTATIVE ALMANAC FOR ODD SEMESTER 2025-26

| MBA (EXECUTIVE) | | | |
|------------------------|---|----------------|-----------------|
| Sl. No. | Particulars | Semester I | Semester III |
| 1. | Commencement of Classes | 02-08-2025 | 03-08-2025 |
| 2. | Dates of CIA Examinations | NOT APPLICABLE | |
| 3. | Notification for End Semester Examinations | 14-11-2025 | 14-11-2025 |
| 4. | SUBMISSION OF ARREAR FORM (START DATE) | | |
| | a. Without Late Fee | 14-11-2025 | 14-11-2025 |
| | b. With Late Fee | 21-11-2025 | 21-11-2025 |
| 5. | Last day of Instruction | 30-11-2025 | 30-11-2025 |
| 6. | Beginning of Preparatory Leaves / Additional Classes | 01-12-2025 | 01-12-2025 |
| 7. | Commencement of End Semester Theory Examinations | 14-12-2025 | 14-12-2025 |
| 8. | Commencement of End Semester Practical / Viva-Voce Examinations | Not Applicable | To Be Announced |
| 9. | Commencement of Internship | Not Applicable | Not Applicable |

TENTATIVE ALMANAC FOR EVEN SEMESTER 2025-26

| MBA (EXECUTIVE) | | | |
|------------------------|---|-----------------|-----------------|
| Sl. No. | Particulars | Semester II | Semester IV |
| 1. | Commencement of Classes | 10-01-2026 | 10-01-2026 |
| 2. | Dates of CIA Examinations | NOT APPLICABLE | |
| 3. | Notification for End Semester Examinations | 01-04-2026 | 01-04-2026 |
| 4. | SUBMISSION OF ARREAR FORM (START DATE) | | |
| | a. Without Late Fee | 01-04-2026 | 01-04-2026 |
| | b. With Late Fee | 08-04-2026 | 08-04-2026 |
| 5. | Last day of Instruction | 19-04-2026 | 19-04-2026 |
| 6. | Beginning of Preparatory Leaves / Additional Classes | 20-04-2026 | 20-04-2026 |
| 7. | Commencement of End Semester Theory Examinations | 02-05-2026 | 02-05-2026 |
| 8. | Commencement of End Semester Practical / Viva-Voce Examinations | Not Applicable | To Be Announced |
| 9. | Commencement of Internship | To Be Announced | Not Applicable |

Note: The above-mentioned schedule is tentative and may change due to unforeseen circumstances.

CALENDAR 2025 - 26

July 2025

| | | |
|-----------|------------|--|
| 1 | Tue | |
| 2 | Wed | |
| 3 | Thu | UG Law- Induction and Commencement of Classes- Semester-1 |
| 4 | Fri | |
| 5 | Sat | |
| 6 | Sun | Muharram |
| 7 | Mon | All UG Courses (Excluding Law) & All PG Courses (Excluding MBA & M.Sc.) - Commencement of Classes- Intermediate Semesters. MBA - Induction and Commencement of Classes - Semester-1 |
| 8 | Tue | Commencement of classes-MBA (Sem. III) |
| 9 | Wed | |
| 10 | Thu | |
| 11 | Fri | |
| 12 | Sat | |
| 13 | Sun | |
| 14 | Mon | All UG Courses (Excluding Law), Induction and Commencement of Classes- Semester-1 & UG Law- Commencement of Classes- Intermediate Semesters |
| 15 | Tue | |
| 16 | Wed | |
| 17 | Thu | |
| 18 | Fri | |
| 19 | Sat | |
| 20 | Sun | |
| 21 | Mon | M.Sc.-Commencement of Classes- Intermediate Semesters |
| 22 | Tue | |
| 23 | Wed | |
| 24 | Thu | |
| 25 | Fri | |
| 26 | Sat | Commencement of Ph.D. Course Work- Semester 1 |
| 27 | Sun | |
| 28 | Mon | All PG Courses including L.L.M (Excluding MBA)-Induction and Commencement of Classes- Semester-1 |
| 29 | Tue | |
| 30 | Wed | |
| 31 | Thu | Feast of St. Ignatius of Loyola (1491 - 1556) Founder of the Society of Jesus. — Holiday |

August 2025

| | | |
|----|-----|--|
| 1 | Fri | |
| 2 | Sat | Executive MBA- Induction and Commencement of Classes- Semester-1 |
| 3 | Sun | Executive MBA - Commencement of Classes- Intermediate Semesters |
| 4 | Mon | |
| 5 | Tue | |
| 6 | Wed | |
| 7 | Thu | |
| 8 | Fri | |
| 9 | Sat | |
| 10 | Sun | |
| 11 | Mon | |
| 12 | Tue | |
| 13 | Wed | |
| 14 | Thu | |
| 15 | Fri | Independence Day — Holiday |
| 16 | Sat | Janmashtami — Holiday |
| 17 | Sun | |
| 18 | Mon | |
| 19 | Tue | |
| 20 | Wed | |
| 21 | Thu | |
| 22 | Fri | |
| 23 | Sat | |
| 24 | Sun | |
| 25 | Mon | |
| 26 | Tue | |
| 27 | Wed | |
| 28 | Thu | |
| 29 | Fri | |
| 30 | Sat | |
| 31 | Sun | |

September 2025

| | | |
|-----------|------------|------------------------------------|
| 1 | Mon | |
| 2 | Tue | |
| 3 | Wed | |
| 4 | Thu | |
| 5 | Fri | Fateha-Doaz-Daham — Holiday |
| 6 | Sat | |
| 7 | Sun | |
| 8 | Mon | |
| 9 | Tue | |
| 10 | Wed | |
| 11 | Thu | |
| 12 | Fri | |
| 13 | Sat | |
| 14 | Sun | |
| 15 | Mon | |
| 16 | Tue | |
| 17 | Wed | |
| 18 | Thu | |
| 19 | Fri | |
| 20 | Sat | |
| 21 | Sun | Mahalaya — Holiday |
| 22 | Mon | |
| 23 | Tue | |
| 24 | Wed | |
| 25 | Thu | |
| 26 | Fri | |
| 27 | Sat | Durga Puja holidays begin |
| 28 | Sun | |
| 29 | Mon | Maha Saptami |
| 30 | Tue | Maha Astami |

October 2025

| | | |
|-----------|------------|--|
| 1 | Wed | Maha Nabami |
| 2 | Thu | Vijaya Dashami / Gandhi Jayanti — Holiday |
| 3 | Fri | |
| 4 | Sat | |
| 5 | Sun | |
| 6 | Mon | Laxmi Puja |
| 7 | Tue | University Reopens |
| 8 | Wed | |
| 9 | Thu | |
| 10 | Fri | |
| 11 | Sat | |
| 12 | Sun | |
| 13 | Mon | |
| 14 | Tue | |
| 15 | Wed | |
| 16 | Thu | |
| 17 | Fri | |
| 18 | Sat | |
| 19 | Sun | Diwali holidays begin |
| 20 | Mon | Diwali and Kali Puja — Holiday |
| 21 | Tue | |
| 22 | Wed | |
| 23 | Thu | Bhatridwitya — Holiday |
| 24 | Fri | |
| 25 | Sat | |
| 26 | Sun | |
| 27 | Mon | University Reopens |
| 28 | Tue | |
| 29 | Wed | |
| 30 | Thu | |
| 31 | Fri | |

November 2025

| | | |
|----|-----|---|
| 1 | Sat | |
| 2 | Sun | |
| 3 | Mon | |
| 4 | Tue | |
| 5 | Wed | Birth Anniversary of Guru Nanak — Holiday |
| 6 | Thu | |
| 7 | Fri | |
| 8 | Sat | |
| 9 | Sun | |
| 10 | Mon | |
| 11 | Tue | |
| 12 | Wed | |
| 13 | Thu | |
| 14 | Fri | |
| 15 | Sat | |
| 16 | Sun | |
| 17 | Mon | |
| 18 | Tue | |
| 19 | Wed | |
| 20 | Thu | |
| 21 | Fri | |
| 22 | Sat | |
| 23 | Sun | |
| 24 | Mon | |
| 25 | Tue | |
| 26 | Wed | |
| 27 | Thu | |
| 28 | Fri | |
| 29 | Sat | |
| 30 | Sun | |

December 2025

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

January 2026

| | | |
|----|-----|--|
| 1 | Thu | |
| 2 | Fri | |
| 3 | Sat | |
| 4 | Sun | |
| 5 | Mon | University Reopens |
| 6 | Tue | |
| 7 | Wed | |
| 8 | Thu | |
| 9 | Fri | |
| 10 | Sat | |
| 11 | Sun | |
| 12 | Mon | Birth Anniversary of Swami Vivekananda — Holiday |
| 13 | Tue | |
| 14 | Wed | |
| 15 | Thu | |
| 16 | Fri | |
| 17 | Sat | XAVRANG |
| 18 | Sun | |
| 19 | Mon | |
| 20 | Tue | |
| 21 | Wed | |
| 22 | Thu | |
| 23 | Fri | Birth Anniversary of Netaji Subhash Chandra Bose / Saraswati Puja — Holiday |
| 24 | Sat | Holiday |
| 25 | Sun | |
| 26 | Mon | Republic Day — Holiday |
| 27 | Tue | |
| 28 | Wed | |
| 29 | Thu | |
| 30 | Fri | |
| 31 | Sat | XAVIESTA |

February 2026

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

March 2026

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

April 2026

| | | |
|-----------|------------|-----------------------------------|
| 1 | Wed | |
| 2 | Thu | Maundy Thursday — Holiday |
| 3 | Fri | Good Friday — Holiday |
| 4 | Sat | Holy Saturday — Holiday |
| 5 | Sun | Easter Sunday |
| 6 | Mon | University Reopens |
| 7 | Tue | |
| 8 | Wed | |
| 9 | Thu | |
| 10 | Fri | |
| 11 | Sat | |
| 12 | Sun | |
| 13 | Mon | |
| 14 | Tue | Ambedkar Jayanti — Holiday |
| 15 | Wed | Bengali New Year — Holiday |
| 16 | Thu | |
| 17 | Fri | |
| 18 | Sat | |
| 19 | Sun | |
| 20 | Mon | |
| 21 | Tue | |
| 22 | Wed | |
| 23 | Thu | |
| 24 | Fri | |
| 25 | Sat | |
| 26 | Sun | |
| 27 | Mon | |
| 28 | Tue | |
| 29 | Wed | |
| 30 | Thu | |

May 2026

| | | |
|-----------|------------|------------------------------------|
| 1 | Fri | May Day / Buddha Purnima — Holiday |
| 2 | Sat | |
| 3 | Sun | |
| 4 | Mon | |
| 5 | Tue | |
| 6 | Wed | |
| 7 | Thu | |
| 8 | Fri | |
| 9 | Sat | Rabindra Jayanti — Holiday |
| 10 | Sun | |
| 11 | Mon | |
| 12 | Tue | |
| 13 | Wed | |
| 14 | Thu | |
| 15 | Fri | |
| 16 | Sat | |
| 17 | Sun | |
| 18 | Mon | |
| 19 | Tue | |
| 20 | Wed | |
| 21 | Thu | |
| 22 | Fri | |
| 23 | Sat | |
| 24 | Sun | |
| 25 | Mon | |
| 26 | Tue | |
| 27 | Wed | Bakri-Id — Holiday |
| 28 | Thu | |
| 29 | Fri | |
| 30 | Sat | |
| 31 | Sun | |

June 2026

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

July 2026

| | | |
|----|-----|---|
| 1 | Wed | |
| 2 | Thu | |
| 3 | Fri | |
| 4 | Sat | |
| 5 | Sun | |
| 6 | Mon | |
| 7 | Tue | |
| 8 | Wed | |
| 9 | Thu | |
| 10 | Fri | |
| 11 | Sat | |
| 12 | Sun | |
| 13 | Mon | |
| 14 | Tue | |
| 15 | Wed | |
| 16 | Thu | |
| 17 | Fri | |
| 18 | Sat | |
| 19 | Sun | |
| 20 | Mon | |
| 21 | Tue | |
| 22 | Wed | |
| 23 | Thu | |
| 24 | Fri | |
| 25 | Sat | |
| 26 | Sun | |
| 27 | Mon | |
| 28 | Tue | |
| 29 | Wed | |
| 30 | Thu | |
| 31 | Fri | Feast of St. Ignatius of Loyola (1491 - 1556) Founder of the Society of Jesus. — Holiday |

Memoranda

Memoranda

Phone Numbers

| | |
|---|-------------------------------|
| University Reception | : 033 6624 9881 |
| Office of the Vice-Chancellor | : 033 6624 9812 / 9815 / 9818 |
| Office of the Pro-Vice-Chancellor | : 033 6624 9871 |
| Office of the Registrar | : 033 6624 9821 / 9823 |
| Office of the Finance Officer | : 033 6624 9831 / 9832 / 9833 |
| Campus Minister | : 033 6624 9824 |
| Office of the Campus Minister | : 033 6624 9822 |
| Dean of Commerce and Management | : 033 6624 9835 |
| Dean's Office - Commerce and Management | : 033 6624 9837 |
| Dean's Office - Commerce and Management (Morn.) | : 033 6624 9847 |
| Dean, Faculty of Science | : 033 6624 9817 |
| Dean's Office - Science | : 033 6624 9857 |
| Ph.D. Coordinator (Office) | : 033 6624 9876 |
| I.T. Office | : 033 6624 9851 / 9853 / 9899 |
| CoE's Office | : 033 6624 9841 / 9844 |
| Admission Officer | : 033 6624 9896 |
| Canteen | : 033 6624 9845 |
| Dean of Arts and Social Studies | : 033 6624 9836 |
| Dean's Office - Arts and Social Studies | : 033 6624 9838 |
| Dean of Xavier Business School (XBS) | : 033 6624 9865 |
| Dean's Office - Xavier Business School (XBS) | : 033 6624 9872 |
| Dean of Xavier Law School (XLS) | : 033 6624 9890 |
| Dean's Office - Xavier Law School (XLS) | : 033 6624 9849 |
| Communication and Protocol Officer | : 033 6624 9813 |
| Placement Officer | : 033 6624 9814 / 9856 |
| Placement Office | : 033 6624 9852 |
| Sports Officer | : 033 6624 9834 |
| Librarian (General Library) | : 033 6624 9826 |
| Law Librarian | : 033 6624 9808 |
| IQAC (Director) | : 033 6624 9873 / 9811 |
| IQAC – Office | : 033 6624 9859 |
| Girls Hostel | : 033 6624 9819 |
| Boys Hostel | : 033 6624 9807 |
| Alumni Office | : 033 6624 9894 |
| Security Gate No.2 | : 033 6624 9802 |
| Infirmary | : 033 6624 9858 |
| CGNI | : 033 6624 9842 |
| Students' Board | : 033 6624 9828 |
| Hony. Director, LCERI | : 033 6624 9875 |
| Hostel Director | : 033 6624 9866 / 9869 |



Conferment of D.Sc. (Honoris Causa)



Republic Day Celebration



An aerial view of SXUK