

Motto: Sursum Corda (lift up your hearts)

Prospectus

2019 – 2020



**St. Joseph's College,
Darjeeling 734 104**

**Accredited by the NAAC with Grade 'A'
Affiliated to North Bengal University**

Tel: 0353 – 2252550

www.sjcdarjeeling.edu.in

A co-educational College offering UG and PG courses

St. Joseph's College

Darjeeling 734 104

St. Joseph's College, Darjeeling was founded and is managed by Darjeeling Jesuits of North Bengal (DJNB). The college is administered by a Governing Body appointed by DJNB under the provisions applicable to a religious minority institution. Admission to the College is open to all however, as a Christian minority institution, Christian candidates are given certain preference.

A BRIEF HISTORY OF THE COLLEGE

The College Section began as a part of St Joseph's School, which started its journey in 1888. In 1927, the College Section (offering basically the Intermediate Course) was affiliated to the Calcutta University. By 1949, the College was fully accredited to give courses in B.A. and B.Sc. Later, with the establishment of the University of North Bengal in 1962, the College was affiliated to it. The College moved out of the school premises into the present site in 1963. In 1927, there were only four students in our College!

St Joseph's College is a Catholic Minority co-educational degree and Post-Graduate College managed by the Darjeeling Jesuits of North Bengal through St Joseph's North Point College Educational Trust. The Jesuit Fathers are members of the Society of Jesus, a Christian Religious Order founded by St Ignatius of Loyola in 1540. Since its origin the Society of Jesus has been active in the field of education throughout the world.

The College aims at contributing to a radical transformation of the present day society so that the principles of social justice, equal opportunities to all, genuine freedom, respect for religious, moral and cultural values may prevail. It aims at creating a more humane society. We expect our students to become effective and efficient men and women, not only for their own progress and prosperity but also for the transformation of the society they live in. Thus, they are expected to become agents of change and progress in their own communities.

VISION

Rooted in the Ignatian Charism of forming men and women for others, St Joseph's College, Darjeeling strives towards fostering of academic excellence and promotion of a humane society.

MISSION

- To promote academic quality and excellence in Higher Education.
- To strive for intellectual endeavour that focuses on collaboration, critical and creative thinking.
- To ensure access and equity to all the deserving and meritorious students with a preference for the poor and marginalized sections irrespective of caste and creed.
- To promote pluricultural values aimed at integration of diverse students in the campus.
- To form young men and women of competence, commitment, conscience and compassion.
- To nurture and instill leadership qualities so that they are equipped to act as agents of social change.
- To collaborate with other stakeholders of higher education for promotion of quality.
- To generate values that balances the trends of globalism with that of immediate needs.
- To contribute to the well-being of the nation and its people in the spirit of *Sursum Corda* (Lift up your heart) which is the motto of our College.

VALUE FRAMEWORK TO ACCOMPLISH OUR MISSION

- To foster an environment for the passionate pursuit of academic and intellectual excellence.
- To promote positive action that is derived from social concern.
- To accompany each other in his /her journey to self discovery through the promotion of holistic development of the person.
- To encourage and instill values of self discipline, teamwork and collaboration.
- To facilitate critical thinking, creativity and innovation through diverse teaching-learning processes and methods.
- To promote academic exchange and sharing of knowledge with institutions of higher learning and research.
- To provide learning environment that will be a transforming experience intellectually, culturally, socially and personally.
- To unfold the potentials of our students through quality programmes involving both instructional and hands-on experiences.
- To enable our staff and students to nurture healthy values and play the role of catalyst in the process of nation-building.

CO-CURRICULAR ACTIVITIES: St. Joseph’s College provides the students all necessary assistance and opportunities for their intellectual, emotional, spiritual and skill development, to provide value-based education that would enable the students to finally transform themselves into agents of social change. With this goal in mind, the College offers the following programmes: **National Cadet Corps (NCC), National Service Scheme (NSS), All India Catholic University Students Federation (AICUF), Current Affairs Forum (CAF), Nature Club, Information and Technology Club (ITC), Film Club, Management Club, Cultural Programme, Sports and Games, and Music Club.** Students are expected to join one or more of these activities during their stay in the College.

COUNSELLING CENTRE: Counselling centre has made a positive impact in the lives of students of the College. Competent counselors are available for those students who seek personal guidance.

THE FATHER JOHN WHELAN LIBRARY: The central College Library has more than 50,000 volumes and subscribes to a number of professional journals. The library is open on all working days from 9:00 a.m. to 3:30 p.m., except for lunch break (12 noon to 1:00 p.m.) and from 9:00 a.m. to 12:00 noon on Saturdays. Besides the central library, departmental libraries with good number of books offer service to students.

HOSTELS: XAVIER HOSTEL (For boys) and FAIRVIEW HOSTEL (For girls) are open to all the students of this College. A separate Application Form for hostel accommodation (available at the hostel offices) should be submitted to the Hostel Directors after getting admission in the College.

UNIFORM & DRESS CODE: It is recommended that students come to College in simple and unostentatious dress suitable for an academic environment. The following specific guidelines are to be observed: Any kind of captions or writing on shirts/T- shirts/Tops etc. are prohibited, Sleeveless dresses are prohibited, and only full length trousers are allowed. **For boys, earrings, or ear/chin/nose/lip/eye brow studs, head bands and wrist bands are strictly prohibited and wearing caps inside the College buildings is prohibited.**

For all the undergraduate students the following prescribed uniform is mandatory:

For Boys:

- Deep Grey Blazer
- Navy Blue Pants
- Sky Blue Shirt
- Blue & Red Strip Tie
- Plain Black Leather Shoe
- Socks-Deep Blue
- Deep Grey overcoat (winter)

For Girls:

- Deep Grey Blazer
- Navy Blue Pants OR Tunic up to Knee length
- Sky Blue Shirt
- Blue & Red Strip Tie
- Plain Black Leather Shoe
- Socks- Deep Blue, Stocking, Slacks
- Deep Grey overcoat (winter)

- A student may apply for more than one stream / subject but each in different forms and each application is to be made on separate online application form with separate phone number.

Procedure for Application

1. Application forms are to be filled in & submitted online through the College Website www.sjcdarjeeling.edu.in
2. Ensure to take a printout of the filled-in application form along with the payment receipt after successful online submission.
3. The application will be registered for further processing only after the payment of the Application Fee. **The Application Fee of Rs. 350/- should be paid through online payment mode to the designated Bank given below:**

Bank	A/C Name	A/C Number	IFS Code
UCO Bank	SJC ENDOWMENT FUND	20520100004342	UCBA0002052

4. The list of candidates selected for admission will be published through the College Website and College Notice board.
5. Appearance of the names in the selected list does not ensure admission. Filling up of the seats available will be done as per merit list.

Please note:

- The online form will be accepted and registered by the College only after the College receives from the bank the intimation of the payment made by you.
 - The applications for which the fee is paid to non-designated branches and/or after the last date will not be registered, even if Bank accepts the application fee.
 - Forms for which the application fee is not paid will not be registered
 - Once the application fee is paid, no refund can be claimed for any reason what so ever.
 - Any wrong entry or manipulation in the form will result in the cancellation of the form and the admission.
6. The application form and all the original documents must be brought at the time of admission and admission will be done immediately if the criteria are met and the candidates duly pay the required fee.

7. At the time of admission, the following documents are to be submitted
 - i. FOUR passport size photographs
 - ii. Original Class XII mark sheet
 - iii. Original Class XII admit Card
 - iv. Original Migration Certificate (other than WBCHE boards)
 - v. Original Character Certificate
 - vi. TWO copies (both sides xerox) of Class XII mark sheet - self-attested
 - vii. TWO copies (both sides xerox) of Class X admit card - self-attested
 - viii. TWO copies (both sides xerox) of Caste Certificate - self-attested
 - ix. Letter from the parish priest for Catholic students.

8. Candidates who only apply for the B.A / B.Sc. / B.Com / BBA / BCA **HONOURS PROGRAM** will not be considered for admission in the B.A / B.Sc. / B.Com **PROGRAM** (formerly known as General Courses), if they are not selected to the Honours Program of their choices. For consideration in the merit list of the B.A / B.Sc. / B.Com Program, a candidate has to apply separately for the same.

9. Uniforms are available with the following outfitter:
 - **Chandulals**, 4, Nehru Road, Darjeeling
 - **Kapurchand and Sons**, Opposite Hotel Mohit, H.D. Lama Road, Darjeeling

UG COURSES CRITERION

Under Graduate (UG) – HONOURS PROGRAM

- A candidate shall be allowed to take admission in the Honours Program course of B.A / B.Sc / B.Com / BBA / BCA , if one has passed in at least FOUR subjects excluding Environmental Studies with English as compulsory subject in the Higher Secondary (10 + 2) examination held.
- A candidate who has obtained (a) 55% in the aggregate, or (b) 50% in the aggregate with 60% marks in a subject in the last qualifying examination shall be eligible to apply for Honours Program in that subject
- A candidate shall NOT be allowed to pursue B.A / B.Sc / B.Com Honours program course if one has passed the qualifying examination in **vocational streams subjects**.
- Students who have passed their Higher Secondary in 2016 and onwards are eligible to apply for admission to the different courses in the college.

		COURSES (HONOURS PROGRAM)	REQUIREMENTS (Should have passed in class XII in the subjects)
AIDED	SCIENCE	B.Sc Mathematics	Mathematics , Physics, Chemistry
		B.Sc Chemistry	Chemistry , Mathematics, Physics
		B.Sc Physics	Physics , Mathematics, , Chemistry
		B.Sc Zoology	Biology
		B.Sc Botany	Biology
		B.Sc Economics	Mathematics or in Business Economics including Business Mathematics
SELF - FINANCED	SCIENCE	B.Sc Geography	Geography
		B.Sc Microbiology	Chemistry, Biology
		B.Sc Computer Science	Mathematics
		BCA	Any stream in class XII
AIDED	ARTS	B.A English	Any stream in class XII with English
		B.A Nepali	Any stream in class XII with Nepali
		B.A Economics	Mathematics or in Business Economics including Business Mathematics
		B.A History	History
		B.A Political Science	Political Science
		B.A Sociology	History / Philosophy / Political Science
SELF - FINANCED	ARTS	B.A Mass Communication and Journalism	Any stream in class XII
		B.A Geography	Geography
AIDED	COMMERCE	B.Com	Commerce stream from Class XII or from Science with Mathematics passed
SELF - FINANCED		BBA	Any stream in class XII

- A candidate shall be allowed to take admission in the Program course of B.A / B.Sc / B.Com if one has passed in at least FOUR subjects excluding Environmental Studies with English as compulsory subject in the Higher Secondary (10 + 2) examination held.
- A candidate shall be allowed to pursue B.A / B.Sc / B.Com program course if one has passed the qualifying examination in **vocational streams subjects**.
- Students who have passed their Higher Secondary in 2016 and onwards are eligible to apply for admission to the different courses in the college.

CHOICE BASED CREDIT SYSTEM (CBCS)

TWO TYPES OF COURSES:

- I. Honours Program : BA B.Sc / B.Com / BBA / BCA Honours Program
- II. Program: BA / B. Sc / B. Com Program

SEMESTER SYSTEM

An Academic Session (Year) is divided into Two Semesters

- (1) July to December – Semesters 1st, 3rd or 5th – **Odd Semesters**
- (2) January to June – Semesters 2nd, 4th or 6th – **Even Semesters**
- (3) Each Semester is a period of Six Months containing a Cycle of
 - i. At least 90 days of actual teaching / instruction
 - ii. Conduct of Internal Assessment and Semester End Exams
 - iii. Declaration of performance result in the Semester by issuing **Grade Card**

TERMINOLOGIES USED

- | | |
|----------|--|
| (1) AECC | Ability Enhancement Compulsory Courses |
| (2) DSC | Discipline Specific Core Courses |
| (3) DSE | Discipline Specific Elective Courses |
| (4) GE | Generic Elective Courses |
| (5) SEC | Skill Enhancement Courses |

UG COURSES OFFERED AND THE CHOICES

B. A. HONOURS PROGRAM

- A candidate is to choose an Honours paper and one Generic Elective each from A and B from the corresponding columns.
- Mass Communication and Geography are Self-financed courses

HONOURS PAPER	GENERIC ELECTIVE (A) (Choose any one)	GENERIC ELECTIVE (B) (Choose any one)
English	Bengali / Hindi / Nepali / History / Economics	Geography / Mass Com. / Sociology
Nepali	English / Bengali / Hindi/ History / Economics	Geography / Mass Com. / Sociology
Economics	Bengali / Hindi / English / Nepali	Mass Com. / Sociology / Geography / Political Science
History	Bengali / Hindi / Nepali / English / Economics	Geography / Mass Com. / Political Science / Sociology
Political Science	Bengali / Hindi / Nepali /Economics / History	Geography / Mass Com. /Sociology
Sociology	Bengali / Hindi / Nepali / Economics / History	Geography / Mass Com. / Political Science
Mass Communication and Journalism	Bengali / Hindi / Nepali / English / Economics	Political Science / Geography
Geography	Bengali / Hindi / Nepali / English / History / Economics	Mass Com. / Political Science / Sociology

B. Sc. HONOURS PROGRAM

- A candidate is to choose an Honours paper and one Generic Elective each from A and B from the corresponding columns.
- Computer science, Microbiology, Geography, Mass Communication and BCA are Self-financed courses

HONOURS PAPER	GENERIC ELECTIVE (A) (Choose any one)	GENERIC ELECTIVE (B) (Choose any one)
Mathematics	Chemistry / Computer Science	Physics
Chemistry	Mathematics	Physics
Physics	Chemistry /Computer Science	Mathematics
Zoology	Chemistry	Botany
Botany	Chemistry	Zoology
Computer Science	Mathematics	Physics
Microbiology	Chemistry	Botany / Zoology
Economics	Mathematics	Sociology / Political Science / Mass Com.
Geography	Chemistry /Computer Science/ Mathematics	Zoology
BCA *	The electives are as per university syllabus and course structure	The electives are as per university syllabus and course structure

B. COM. and BBA HONOURS PROGRAM

- BBA is a Self-financed course

HONOURS	GENERIC ELECTIVE	GENERIC ELECTIVE
B. Com	(a) Micro Economics	(c) Business Statistics
	(b) Macro Economics	(d) Indian Economy
BBA	(a) Micro Economics	(c) Quantitative Techniques
	(b) Business Environment	(d) GST and Custom Duty

B. A. PROGRAM

- A candidate is to choose any TWO as DSC (same as SEC and DSE) and ONE as GE from the groups below
- While DSC (same as SEC and DSE) will have EIGHT papers, GE will have TWO papers in the entire semesters.
- In order to take DSC, DSE, and SEC, one should have had the corresponding subjects in Class XII (for Sociology, one should have passed in History / Philosophy / Political Science)
- Geography and Mass Communication are Self-financed courses

PROGRAM	GROUP (A)	GROUP (B)	GROUP (C)
	(Choose any one)	(Choose any one)	(Choose any one)
B.A	Bengali / English / Hindi / Nepali	Economics / History / Mass Communication	Political Science / Sociology

B.Sc. PROGRAM

- A candidate is to choose any THREE as DSC and TWO as SEC from the chosen DSC
- Geography, Microbiology and Computer Science are Self-financed courses

PROGRAM	GROUP (A)	GROUP (B)	GROUP (C)	GROUP (D)
		(Choose any one)	(Choose any one)	
B. Sc.	Mathematics	Chemistry / Computer Science	Physics / Botany	Zoology

B. Com. PROGRAM

PROGRAM	ELECTIVES
B. Com	The electives are as per university syllabus and course structure

FEE STRUCTURE

COURSES	TOTAL FEE TO BE PAID IN A YEAR	AT THE TIME OF ADMISSION	SECOND SEMESTER
AIDED COURSES			
B.A (HONS PROGRAM)	15650	10075	5575
B.Sc (HONS PROGRAM)	18150	11325	6825
B. Com (HONS PROGRAM)	15850	10175	5675
B.A (PROGRAM)	15150	9825	5325
B.Sc (PROGRAM)	17350	10925	6425
B. Com (PROGRAM)	15330	9915	5415
SELF – FINANCED COURSES			
BBA - (HONS)	36400	20450	15950
BCA - (HONS)	36400	20450	15950
B.SC - Microbiology (HONS)	36400	20450	15950
B.A - Mass Communication (HONS)	36400	20450	15950
B.A (HONS) – With Mass Communication as G.E	21450	12975	8475
B.A (PROGRAM) – With Mass Communication	23150	13825	9325
B. Sc - Computer Science (HONS)	36400	20450	15950
B.Sc (HONS) – With Computer Science as G.E	22050	13275	8775
B.Sc (PROGRAM) – With Computer Science as DSC and SEC	24050	14275	9775
B.Sc (PROGRAM) – With Computer Science as DSC	22050	13275	8775
B.A / B.Sc - Geography (HONS)	36400	20450	15950
B.A / B. Sc -(HONS) With Geography as G.E	21450	12975	8475

Note

1. G.E fee of self- financed courses is applicable only in the corresponding year of study.
2. If a student takes B.A (PROGRAM) with any self- financed courses as G.E, the fee will be applicable in the final year.

3. Fees Refund Policy

Admission withdrawn within 5 days before the commencement of the academic session	Admission fee will be refunded. Security Deposit will be forfeited.
Admission withdrawn on or after the day of the commencement of the academic session	All fees will be forfeited. Security Deposit will be refunded.

4. The fee Structure is only for the session 2019-2020. Management may revise the fee structure from time to time if deemed necessary. Any changes in the Fees will be displayed on the Notice Board.