

## St. Joseph's College of Education for Women

Opp. Sambasivapet 2<sup>nd</sup> Lane, Naaz Center, GUNTUR, A.P., INDIA.  
(Under the Management of Society of Jesus Mary & Joseph)



**7.1.9**

**Reports /Minutes of the Periodic Programmes to  
Appraise Adherence to the Code of Conduct**



*T. Swarnalrani*  
PRINCIPAL  
ST. JOSEPH'S COLLEGE OF EDUCATION  
FOR WOMEN  
GUNTUR-522 001, A.P.

# Annual meetings For Staff and students



*T. Sivarajani*  
PRINCIPAL  
ST. JOSEPH'S COLLEGE OF EDUCATION  
FOR WOMEN  
GUNTUR-522 001., A.P.

# ST. JOSEPH'S COLLEGE OF EDUCATION FOR WOMEN

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Date: 24.07.2018

Dear Staff Members,

You are hereby informed that a staff meeting will be held on 27th July 2018 at 10:00 AM in the Staff Room. The meeting will focus on important academic and administrative matters related to the upcoming semester.



*T. Swarnapriya*  
PRINCIPAL  
ST. JOSEPH'S COLLEGE OF EDUCATION  
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PRINCIPAL

## REPORT

On 27th July 2018, a staff meeting was convened in the Staff Room at 10:00 AM, chaired by the Principal, to discuss and finalize several important academic schedules for the upcoming semester.

### **Demonstration School Teacher Observations and Teaching Practices**

The primary focus of the meeting was to set the dates for demonstration school teacher observations and teaching practices for the 3rd semester B.Ed. students. It was unanimously decided that the demonstration classes would be held on 8th and 9th August 2018, followed by the teaching practices on 13th and 14th August 2018.

### **Internal and Semester Examinations**

Another significant agenda was to finalize the dates for internal and semester examinations for both the 1st and 3rd semester students. The semester is scheduled to commence on 1st August 2018. The Dasara Holidays were planned from 11th to 20th October 2018. The second internal tests will be conducted from 6th to 30th November 2018, and the final University examinations are scheduled from 10th to 14th December 2018. The meeting concluded with all participants in agreement on the proposed schedules, ensuring a smooth and organized academic flow for the upcoming semester.



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Date: 09.07.2018

## CIRCULAR

Dear students,

This is to inform you that there will be an orientation programme for all the Disciplinary committee Members on 12.07.2018 at 12.30 Noon in the Principals Office. Your presence at this program is essential. Please make sure to attend without fail.



*T. Swangula*  
PRINCIPAL  
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PRINCIPAL

## Report

A meeting was held on July 12, 2018, at 12:30 PM in the principal's office at St. Joseph's College of Education for Women.

The agenda for the meeting included discussions on descriptive behavior, the division of responsibilities, and the maintenance of discipline in the campus. The principal initiated the meeting by stressing the importance of maintaining descriptive and positive behavior among both students and faculty. It was highlighted that clear communication and positive behavior can significantly improve the learning environment.

The next topic addressed was the division of responsibilities among the faculty and administrative staff. The principal emphasized the need for a structured approach to task delegation to ensure efficient management of college activities.

### **Descriptive Behavior:**

The meeting began with a discussion on the importance of maintaining a descriptive and positive behavior among both students and faculty. The principal emphasized the need for clear communication and the positive impact it has on the learning environment. Strategies were discussed to encourage constructive feedback and open dialogue within the campus.

### **Division of Responsibilities:**

A significant portion of the meeting was dedicated to the division of responsibilities among the faculty and administrative staff. The aim was to ensure that all tasks are managed efficiently and that each staff member is aware of their



*S. Sankarani*  
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specific duties. The principal outlined a plan for a more structured approach to task delegation, which would help in enhancing the overall productivity and smooth functioning of the college.

### **Maintenance of Discipline in the Campus:**

The final agenda item was the maintenance of discipline within the campus. Various issues related to student behavior and campus rules were addressed. The principal highlighted the importance of a strict yet fair disciplinary framework to ensure a conducive educational atmosphere. Solutions were proposed, including the implementation of a more rigorous monitoring system and the establishment of a committee to oversee disciplinary matters.



*T. Swarna*  
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Date: 10.12.2019

Dear Faculty Members,

A meeting will be held on 12th December 2019 at 3:00 PM in the Boardroom. The meeting will address various academic and administrative matters, including the allotment of certificate courses, scheduling of exams, and planning for upcoming events.



*T. Swargal*  
PRINCIPAL

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PRINCIPAL

## **Report on the Meeting Held on 12th December 2019**

On 12th December 2019, a meeting was held at 3:00 PM in the Boardroom, chaired by the Principal, to discuss and finalize various academic and administrative matters for the upcoming semester.

### **Allotment of Certificate Courses**

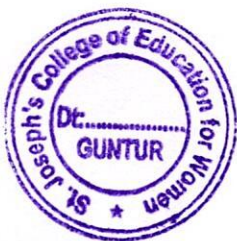
The meeting commenced with the allotment of certificate courses for the faculty. It was decided that the course on Guidance and Counselling would be conducted by Sr. Raja Kumari and Dr. SK Aktharunnisa. The Human Values and Professional Skills course was assigned to Dr. Sri Latha and S. Subhashini, while the Soft Skills course would be overseen by Dr. C. Grace Indira and Dr. Priyadharshini.

### **Lab Usage**

The discussion then moved to the allocation of the computer and language labs. It was decided that the computer lab would be used by 1st semester students, while the language lab would be designated for the 2nd and 3rd semester students.

### **Early Childhood Care and Education Certificate Course**

The Early Childhood Care and Education certificate course was scheduled to be conducted during the 4th semester for the students.



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## Examination Schedules

The meeting also addressed the scheduling of various examinations. The first internal examination for the 1st semester was set to take place on 2nd, 3rd, 4th, 6th, 8th, and 7th January 2020. The first semester examinations were scheduled from 24th to 29th February 2020. Additionally, it was decided that the 2nd semester would commence on 2nd March 2020.

## Micro Teaching and Teaching Practice Classes

The dates for micro-teaching sessions were finalized to be held on 8th, 9th, 10th, and 11th January 2020. The teaching practice classes were scheduled for 4th, 5th, 6th, and 7th January 2020.

## Pongal Holidays

Pongal holidays were officially declared from 13th to 18th January 2020.

## Upcoming Events

The meeting concluded with the planning of upcoming events. The Christmas celebration was scheduled for 18th December 2019 at the Nambur campus. It was also decided that the Fresher's Day and Inaugural Day celebrations would be held on either 7th or 9th December 2019.

The meeting concluded with a consensus on all the matters discussed, ensuring a well-organized approach to the upcoming academic activities and events.



*T. Subanghani*  
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Date: 05.08. 2019

## CIRCULAR

Dear Students,

You are hereby invited to attend the Disciplinary Committee Meeting scheduled for the 8th of August, 2019. Your presence is required as your input and participation are essential for maintaining the decorum and discipline within our institution.

Please ensure to be punctual.



*T. Sarangalani*  
PRINCIPAL  
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PRINCIPAL

## REPORT

On the morning of August 8, 2019, a meeting was convened at 10:00 AM. The purpose of this meeting was to address crucial aspects of student behavior and discipline that are foundational to the college's ethos. Recognizing the importance of maintaining a disciplined and professional environment, the meeting's agenda focused on three key areas: the enforcement of the student code of conduct, the importance of punctuality, and adherence to the college's dress code. The Principal, along with faculty members and administrative staff, gathered to discuss these issues and devise strategies to uphold the college's standards.



*P. Swargalaxmi*  
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## **Handling Student Issues (Code of Conduct):**

The meeting commenced with a thorough discussion on the significance of upholding the student code of conduct. The principal stressed the need for consistent enforcement of behavioral standards and emphasized that all students must be clearly informed about the code of conduct and the consequences of violations. Faculty members were urged to remain vigilant and proactive in monitoring student behavior and addressing any infractions promptly.

### **Punctuality:**

The discussion then shifted to the issue of punctuality. The principal highlighted that punctuality is a critical aspect of both academic success and professional development. Ensuring that classes and activities start on time was identified as a priority, with an agreement that both students and faculty should adhere strictly to the college's schedule. Measures to address tardiness were proposed, including immediate intervention and the application of appropriate disciplinary actions.

### **Dress Code:**

Finally, the meeting addressed the importance of enforcing the college's dress code. The principal reiterated that a professional appearance is essential in reflecting the values and standards of the institution. It was decided that the dress code guidelines would be reinforced, and students would be reminded of the expectations. Non-compliance with the dress code would result in disciplinary action, reinforcing the importance of maintaining a professional image on campus.



*T. Swamyarani*  
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The meeting concluded with a shared commitment to uphold the standards of behavior, punctuality, and appearance within the college. The principal expressed confidence that these measures would contribute to a more disciplined, professional, and conducive learning environment.



*S. Sivanubani*  
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Date: 28.06.2020

Dear Staff Members,

This is to inform you that a crucial staff meeting has been scheduled on 30th June 2020 at 10:00 AM in the Boardroom. The meeting is being convened to discuss important academic, administrative, and extracurricular matters pertaining to the upcoming semester and the smooth functioning of the institution.



*T. Swarnalini*  
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## **Report on the Staff Meeting Held on 30th June 2020**

On 30th June 2020, a staff meeting was held at 10:00 AM in the Boardroom, chaired by the Principal, to discuss the academic plans for the upcoming semesters, particularly in light of the shift to online education due to ongoing challenges.

### **Online Classes for Second and Third Semester Students**

The primary decision taken during the meeting was to conduct classes for second and third semester B.Ed students through online platforms. It was agreed that all subjects would be taught by the respective faculty members, with a well-structured timetable established to ensure the smooth and regular conduction of these online classes. The timetable was carefully planned to accommodate the needs of both the second and third semester students, ensuring that they receive comprehensive and consistent instruction.

### **Timetable for Second and Fourth Semester Students**

In addition to the online classes for the second and third semester students, the meeting also finalized the timetable for the second and fourth semester students. The timetable ensures that all required subjects are covered, with faculty members assigned to specific time slots for daily classes, thus maintaining a structured and efficient learning environment.

### **Early Childhood Care and Education (ECCE) Certificate Course**

Another significant decision made was the continuation of the Early Childhood Care and Education (ECCE) certificate course. It was decided that classes for this course would also be conducted online, utilizing audio recordings to provide flexibility for both students and faculty. This method was particularly chosen to accommodate the varied schedules and to ensure that the essential components of the ECCE curriculum are effectively delivered.



*T. Swagathani*  
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## Staff Agreement and Enthusiasm

All the staff members expressed their agreement with the proposed plans and showed enthusiasm towards taking on the new responsibilities. There was a collective feeling of satisfaction and readiness among the staff to adapt to the online teaching format, ensuring that the students' educational experience remains uninterrupted and of high quality.

## Seminar on National Policy on Education and Teaching Methods

The meeting concluded with a decision to conduct a seminar on the National Policy on Education and various teaching methods. This seminar aims to enhance the faculty's understanding of current educational policies and to explore innovative teaching strategies that can be effectively implemented in the online learning environment.



*P. Svarajalini*  
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Date: 06.02.2020

Dear Students,

This is to notify you that a Disciplinary Committee Meeting will be held on the 11th of February, 2020 at 2.00 P.M. Your attendance is compulsory.



PRINCIPAL

*T. Swarnapari*  
PRINCIPAL

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## Report

On February 11, 2020, at 2:00 PM, an important meeting was held by the faculty and administrative staff of St. Joseph College of Education for Women, in response to the ongoing challenges posed by the COVID-19 pandemic. This meeting was crucial as it addressed the need to adapt to the unprecedented situation by discussing online working hours and the effective use of social media for educational purposes. The pandemic has forced educational institutions worldwide to reconsider traditional modes of operation, and this meeting aimed to ensure that the college continues to function smoothly and meets its educational objectives despite the disruptions.

### **Online Working Hours from the College during the Pandemic:**

The meeting began with a discussion on the adaptation of working hours to suit the online environment. The principal acknowledged the difficulties posed by the pandemic and the necessity for flexible working hours to accommodate both faculty and students. It was agreed that a structured yet flexible schedule would be implemented, ensuring that all educational activities could proceed without interruption while considering the well-being of everyone involved. Faculty members were encouraged to maintain regular.

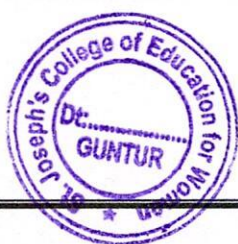
**Use of Social Media:**



*T. Swagathani*  
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The conversation then turned to the use of social media as a tool for education and communication during the pandemic. The principal emphasized the importance of leveraging social media platforms to enhance student engagement and facilitate the continuity of learning. Guidelines were discussed to ensure that social media is used responsibly and effectively, with an emphasis on maintaining professionalism in all online interactions. Faculty members were encouraged to explore creative ways to use social media to supplement online teaching and to share best practices with their colleagues.

The meeting concluded with a shared understanding of the need to adapt to the challenges presented by the COVID-19 pandemic. The principal expressed confidence that the decisions made would help the college navigate the difficulties of remote learning and continue to provide quality education. Faculty members were reminded of the importance of staying connected with students and supporting them during these challenging times. Communication with students and to be available during designated online hours for academic support and guidance.



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Date: 17.03.2021

Dear Staff Members,

You are hereby informed that a staff meeting has been scheduled for 19th March 2021 at 11:00 AM in the Boardroom. The purpose of this meeting is to discuss the academic adjustments and strategies that need to be implemented due to the current COVID-19 pandemic.

Given the recent developments and the potential closure of schools and colleges from 20th March 2020, this meeting will be crucial in deciding how to continue our educational activities without interruption.

Principal



*T. Sivarajkani*  
PRINCIPAL  
ST. JOSEPH'S COLLEGE OF EDUCATION  
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## **Report on the Staff Meeting Held on 19th March 2021**

On 19th March 2021, a staff meeting was convened at 11:00 AM in the Boardroom to address the immediate academic adjustments required due to the COVID-19 pandemic. The meeting was presided over by the Principal and focused on the continuation of educational activities in the wake of the anticipated closure of schools and colleges starting from 20th March 2020.

### **Closure of Colleges and Schools**

The meeting began with an acknowledgment of the government's directive to close all educational institutions from 20th March 2020 as a preventive measure against the spread of COVID-19. The staff discussed the implications of this closure on the ongoing semester and the necessary steps to ensure that students' learning would not be disrupted.

### **Implementation of Online Classes**

A key decision made during the meeting was to initiate online classes for 1st and 4th semester B.Ed students. It was agreed that these classes would be conducted regularly, with faculty members delivering lessons through online platforms. The staff also planned to create a daily schedule of subject classes, using audio recordings to provide flexibility and accessibility for all students.



*P. Swarnaparni*  
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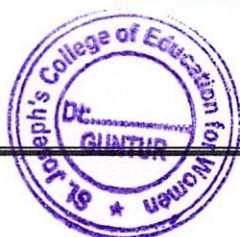
## **Bi-Monthly Orientation Classes**

The meeting further decided that bi-monthly orientation classes would be conducted for B.Ed students, focusing on each paper. These orientation sessions are intended to provide additional guidance and support, ensuring that students are well-prepared for their academic assessments despite the challenges posed by the shift to online learning.

## **Seminar Presentations via Google Meet**

In an effort to maintain academic rigor, it was also decided that seminar presentations would be conducted through Google Meet. This would allow students to present their work and engage in discussions with their peers and faculty, thus maintaining a sense of normalcy and continuity in their education.

All the staff members present expressed their readiness to adapt to these new teaching methods and committed to providing the best possible support to their students during this period of uncertainty. The meeting concluded with a consensus on the action plan, with a focus on ensuring the uninterrupted academic progress of the students.



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Date: 1.02.2022

Dear Staff Members,

You are cordially informed that a staff meeting has been scheduled for 4th January 2022 at 10:00 AM in the Boardroom. The meeting will cover several important topics concerning the upcoming academic term and related administrative matters.

Your punctual attendance is highly requested, as your contributions are vital for the successful planning and execution of our academic strategies.



*T. Swarnabani*  
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PRINCIPAL

## **Report on the Staff Meeting Held on 4th January 2022**

On 4th January 2022, a staff meeting was convened at 10:00 AM in the Boardroom, chaired by the Principal, to discuss and finalize several important academic schedules and upcoming events for the institution.

### **Internal Examination Schedule**

The meeting began with a discussion on the internal examination schedule for the second semester students. It was decided that the second internal assessment would be conducted on 5th and 8th January 2022. The invigilation duties were also assigned, ensuring that the examination process would run smoothly and efficiently.

### **University Final Examination Postponement**

Another key point discussed was the University final examination for the second semester. Due to the upcoming Pongal holidays, it was decided to postpone the examinations until after the holidays, providing students with additional preparation time and ensuring the exams could be conducted without any interruptions.



*T. Swarnapriya*  
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## Pongal Celebrations and Competitions

The meeting also focused on the cultural activities planned for the Pongal festival. It was decided that 12th January 2022 would be dedicated to Pongal celebrations on campus. Various competitions would be organized for students, fostering a festive atmosphere and encouraging participation in traditional activities.

## Sankranti (Pongal) Holidays

Finally, the meeting concluded with the announcement of the Sankranti holidays. The staff agreed to grant holidays from 13th January to 17th January 2022, allowing students and staff to enjoy the festival with their families.

The meeting ended with a consensus on all the decisions, ensuring a well-organized and culturally enriching experience for the students and staff during the Pongal season.



*T. Sravan Kumar*  
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Date:08.02.2022

Dear Students,

Please be informed that the Disciplinary Committee will convene for an important meeting on the 12th of February, 2022 at 10.00 am. The agenda includes Regularity, Hairstyle and submission of records on time. Your input is important as it helps in shaping a disciplined and respectful school environment.

Attendance is mandatory, and we expect your punctuality and cooperation.

PRINCIPAL



*T. Swangabani*  
PRINCIPAL  
ST. JOSEPH'S COLLEGE OF EDUCATION  
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## Report

On February 12, 2022, at 10:00 AM, the Disciplinary Committee of St. Joseph College of Education for Women, Ajanta, convened for an important meeting in the Principal's office. The purpose of this meeting was to address specific areas of concern regarding student discipline, with a focus on regularity, appropriate hairstyles, and the timely submission of academic records. These issues were identified as critical to maintaining the college's standards of conduct and ensuring a productive and professional learning environment. The meeting sought to establish clear guidelines and reinforce expectations to promote consistency in student behavior.


### **Regularity:**

The meeting began with a discussion on student regularity, with the Principal stressing the importance of consistent attendance and punctuality. It was noted that regular attendance is vital for academic success and overall discipline. The committee discussed strategies to monitor and encourage regular attendance, including the potential implementation of stricter measures for those who fail to meet attendance requirements.

### **Hairstyle:**

The next item on the agenda was the issue of appropriate hairstyles for students. The Principal reiterated the importance of maintaining a professional appearance, which reflects the values and standards of the institution. The committee reviewed the existing guidelines on acceptable hairstyles and discussed the need to enforce these standards more strictly. It was decided that students would be reminded of the guidelines and any deviations would be addressed promptly.



  
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### **Submission of Records on Time:**

The final topic was the timely submission of academic records. The committee recognized that delays in submitting records could disrupt the academic process and create unnecessary challenges. The Principal emphasized the need for students to adhere to deadlines and the importance of faculty members in reinforcing these expectations. The committee proposed measures to ensure that records are submitted on time, including regular reminders and consequences for late submissions.

The meeting concluded with a consensus on the need to uphold high standards of discipline within the college. The Principal expressed confidence that the measures discussed would contribute to a more disciplined and orderly academic environment. The Disciplinary Committee committed to ongoing monitoring and enforcement of these standards.



*T. Swarna Rani*  
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Date: 1.11.2023

Dear Staff Members,

Please be informed that a staff meeting will be held on 3rd November 2023 at 11:00 AM. The meeting will address important academic and administrative matters requiring your attention and input. Your timely presence and participation are essential for the effective discussion and resolution.

PRINCIPAL



*T. Sivarajani*  
PRINCIPAL  
ST. JOSEPH'S COLLEGE OF EDUCATION  
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## **Report on the Staff Meeting Held on 3rd November 2023**

On 3rd November 2023, a staff meeting was convened at 11:00 AM in the Correspondence Room. The meeting, chaired by the Principal, focused on the scheduling and planning of academic activities for the B.Ed 3rd semester.

### **Discussion on B.Ed 3rd Semester Schedule**

The meeting began with a discussion on the B.Ed 3rd semester schedule, with the staff members reviewing and finalizing key dates and activities for the upcoming term.

### **Allotment of Lessons**

It was decided that the allotment of lessons for the 3rd semester would be completed by 10th November 2023. This ensures that all teaching materials and assignments are prepared in advance for a smooth start to the semester.

### **Teaching Practices**

The staff agreed to conduct teaching practices from 29th November to 2nd December 2023. This period will provide students with the necessary practical experience in teaching.

### **Internship Schedule**

It was decided to send students for their internship from 18th December 2023 to 6th January 2024. This timeframe will allow students to gain valuable hands-on experience in real-world teaching environments.



*T. Swarnapriya*  
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## Internal Examinations

The first internal examinations for the 3rd semester students were scheduled for 11th, 12th, and 13th December 2023. Additionally, a second round of internal examinations was set for 17th, 18th, and 19th January 2024.

## Christmas Celebrations

The meeting also finalized the dates for the Christmas celebrations. The college Christmas celebration was scheduled for 18th December 2023, while the staff Christmas celebration would take place on 22nd December 2023.

## Orientation Class

Finally, it was decided to conduct an orientation class on 5th November 2023 at 6:00 PM via Google Meet. This online session will help in briefing students and staff about the semester's activities and expectations.

The meeting concluded with a consensus on all decisions, ensuring a well-organized academic and event schedule for the coming months.



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# ST. JOSEPH'S COLLEGE OF EDUCATION FOR WOMEN

Opp. Sambasivapet, 2<sup>nd</sup> Lane, Naaz Center, Guntur-522001, A.P., INDIA.  
(Under the Management of Society of Jesus Mary Joseph)  
Affiliated to Acharya Nagarjuna University



Phone: 0863-2223090, 2217494

Cell: +91 6369806737

Email: sjce.guntur@yahoo.co.in

Website: www.stjosephbedcollege.ac.in

Date: 11th July 2023

Dear Students,

You are hereby notified that a Disciplinary Committee Meeting is scheduled for the 11th of July, 2023 in principles room at 11.am. This meeting is significant for discussing matters related to school discipline and ensuring that we continue to promote a safe and respectful environment for all students and staff.

Your participation in this meeting is not only expected but also valued as we work together to maintain the integrity of our school community.

Kindly ensure that you attend and contribute to the discussion.

PRINCIPAL



*T. Subangya Rani*

PRINCIPAL  
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FOR WOMEN  
GUNTUR-522 001, A.P.

## Report

On July 11, 2023, at 11:00 AM, the Disciplinary Committee of St. Joseph College of Education for Women, Ajanta, gathered in for a crucial meeting. The meeting's primary focus was on reinforcing the standards of classroom cleanliness, promoting energy-saving practices, and ensuring the responsible usage of campus amenities. These topics were deemed essential in maintaining the college's environment and fostering a sense of responsibility among students. The committee sought to develop strategies to address these issues and to reinforce the importance of sustainability and care for the college facilities.

### **Classroom Cleanliness:**

The meeting opened with a discussion on the state of classroom cleanliness. The Principal highlighted that maintaining clean and orderly classrooms is fundamental to creating a conducive learning environment. It was noted that students should be more vigilant in keeping their classrooms tidy. The committee discussed the implementation of a monitoring system, where students would take turns ensuring that the classrooms are clean at the end of each day.

### **Saving Energy:**

The next agenda item addressed the importance of saving energy within the college. The Principal emphasized the need to reduce energy consumption, particularly by turning off lights, fans, and electronic devices when not in use. The committee proposed the introduction of energy-saving campaigns to raise awareness among students and faculty about the impact of their actions on the college's energy usage. Suggestions included posting reminders in classrooms and conducting brief workshops on energy conservation.



*T. SwarnapRani*  
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## Responsible Usage of Amenities:

The final topic of discussion centered on the responsible use of campus amenities, such as water, electricity, and common spaces. The Principal stressed that these resources should be used wisely to prevent waste and ensure they are available for everyone's benefit. The committee discussed setting guidelines for the responsible use of amenities and the possibility of appointing student monitors to oversee their proper usage.

The meeting concluded with a shared commitment to enhancing the college environment through better cleanliness, energy conservation, and responsible use of amenities. The Principal expressed confidence that these initiatives would foster a greater sense of responsibility among students and contribute to a more sustainable campus.



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MINUTES OF  
THE  
DISCIPLINARY  
COMMITTEES

# ST. JOSEPH'S COLLEGE OF EDUCATION FOR WOMEN,

## Disciplinary Committee - 2018-2019

12-07-2018

A meeting of the disciplinary Committee was held in the principal room at 11.00 A.M on 12.07.2018. The Committee discussed the following agenda.

### Agenda of the meeting:

1. Disruptive behaviour
2. Division of responsibilities and maintenance of discipline in the campus.

### Resolutions:

The Secretary welcomed all the Committee members to the meeting.

The Committee members discussed the above agenda points and sorted out the following resolutions.

- It was resolved and decided that the students with disruptive mannerism and indecent behaviour should be suggested to undergo a counselling and therapeutic sessions to set right their mind set.
- It was resolved and decided the events organized by the College and assigned the responsibilities to concerned faculty members to maintain discipline in the campus.

Finally, Secretary Dr. J. Vijaya Kumari thanked every one for their participation and adjourned the meeting at 1.00 P.M



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FOR WOMEN  
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The following members were present at the meeting.

S.NO	Name of the member	Designation	Signature
1.	Prof. T. Swarupa Rani	President	T. Swarupa Rani
2.	Sr. Y. Raja Kumari	Chairperson	Y. Raja Kumari
3.	Dr. J. Vijaya Kumari	Secretary	J. Vijaya Kumari
4.	Dr. C. Grace Indira	Member	C. Grace Indira
5.	Dr. B. Sri Latha	Member	B. Sri Latha
6.	Dr. Sr. P. Santha Kumari	Member	Sr. P. Santha Kumari
7.	Mrs. B.M. Sucharitha	Member	B.M. Sucharitha

J. Vijaya Kumari  
Secretary

C. Grace Indira  
IQAC Co-ordinator  
St. Joseph's College of Education for Women,  
GUNTUR-522 001, A.P.

T. Swarupa Rani  
PRINCIPAL  
ST. JOSEPH'S COLLEGE OF EDUCATION  
FOR WOMEN  
GUNTUR-522 001., A.P.



T. Swarupa Rani  
PRINCIPAL  
ST. JOSEPH'S COLLEGE OF EDUCATION  
FOR WOMEN  
GUNTUR-522 001., A.P.

# St. Joseph's College of Education for Women, Guntur.

Disciplinary Committee minutes 2019-2020  
08-08-2019

A meeting of the disciplinary Committee was held in the board room at 10.00 A.M on 8-8-2019.

The Committee discussed the following agenda.

## Agenda of the meeting:

1. Handling the issue of the Students Conduct. (Code of Conduct)
2. Punctuality.
3. Dress Code.

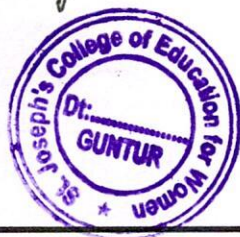
## Resolutions:

The Secretary welcomed all the Committee members to the meeting.

The Committee members discussed the above agenda points and sorted out the following resolutions.

• It was resolved and decided that their verbal warning should be given for violating the code of conduct of the College. Even then if they still continue violating the Code of Conduct despite the warning they will be punished as per the regulations of the College.

• It was resolved and decided the punctuality of the students and decided as it is the prior requirement of any teaching faculty should be practiced without fail. Failure of which, the action will be taken as per the disciplinary Code of Conduct of the College.



T. Swarnaparni

PRINC  
ST. JOSEPH'S COLLEGE OF EDUCATION  
FOR WOMEN  
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• It was resolved and decided the Committee members discussed about the dress code of the students and the uniformity and decent appearance should be projected so as to indicate and safeguard the dignity of the college. failing which the students will be alerted not to sepete the endecency

Finally, the Secretary Dr. J. Vijaya Kumari thanked everyone for their participation and adjourned the meeting at 1.00pm.

The following members were present at the meeting.

S.No	Name of the member	Designation	Signature
1.	Prof. P. Swarupa Rani	President	T. Swarupa
2.	Sr. Y. Raja Kumari	Chairperson	Y. Raja
3.	Dr. J. Vijaya Kumari	Secretary	J. Vijaya
4.	Dr. C. Grace Indira	Member	C-grace Indira
5.	Dr. B. Shelatha	Member	B. Shilpa
6.	Dr. Sr. P. Santha Kumari	Member	Santha
7.	Mrs. B.M. Sucharitha	Member.	B.M. Sucharitha

J. Vijaya  
Secretary

C-grace Indira

IQAC Co-ordinator  
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T. Swarupa  
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T. Swarupa Rani  
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St. Joseph's College of Education for women, Guntur

Disciplinary Committee minutes 2020-2021

11-02-2020

A meeting of the disciplinary committee was held in the principal room at 2.00 p.m on 11-02-2020.

The committee discussed the following agenda.

Agenda of the meeting:

1. online working hours of the college during COVID pandemic
2. use of social media.

Resolutions:

The Secretary welcomed all the committee members to the meeting.

The committee members discussed the above agenda points and sorted out the following resolutions.

- It was resolved decided and suggested the online working hours of the college during COVID pandemic, and the members to be suggested that a serious approach towards the online classes should be considered by the students.
- It was resolved and decided that the intense usage of social media to communicate with each-other as far as online classes and teachings are concerned during this pandemic.

Finally, the Secretary Dr. P. Vijaya Kumari thanked everyone for their participation and adjourned the meeting at 4.00 p.m.



*T. Swarnal*

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The following members were present at the meeting

S.No	Name of the member	Designation	Signature
1.	Prof. T. Swarnupa Rani	President	T. Swarnupa
2.	Sr. Y. Raja Kumari	Chairperson	Y. Raja
3.	Dr. J. Vijaya Kumari	Secretary	J. Vijaya
4.	Dr. C. Grace Indira	Member	C. Grace Indira
5.	Dr. B. Selatha	Member	B. Selatha
6.	Dr. Sr. P. Santha Kumari	Member	Sr. P. Santha
7.	Mrs. B. M. Satharathar	Member	B. M. Satharathar

J. Vijaya  
Secretary

C. Grace Indira  
IQAC Co-ordinator  
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T. Swarnupa  
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# St. Joseph's College of Education for Women <sup>11</sup> Quarter

## Disciplinary Committee minutes 2021-2022

12-02-2022

A meeting of the disciplinary Committee was held in the board room at 10.00 AM on 12-02-2022.

The Committee discussed the following agenda.

### Agenda of the meeting:

1. Regularity
2. Hairstyle
3. Submission of records on time.

### Resolutions:

The Secretary welcomed all the Committee members to the meeting.

The Committee members discussed the above agenda points and listed out the following resolutions.

- It was resolved and decided that the students maintain the regularity of attendance. Failure of which the in-charge faculty member should call them for explanation for being irregular.
- It was resolved and suggested that the students maintain a proper and decent hairstyle as it indicates professional dignity. If the students happen to disrespect the suggestion they would be reprimanded.
- It was resolved and decided the faculty in-charge should explain the importance of the submission of records on time. otherwise the possibility



T. Srinivas  
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of failure of the students in the final exams.

finally, the secretary Dr. J. Vijaya Kumari thanked everyone for their participation and adjourned the meeting at 12.00 A.M.

The following members were present at the meeting.

S.NO	Name of the member	Designation	Signature
1.	Prof. T. Swarupa Rani	President	T. Swarupa
2.	Dr. Y. Raja Kumari	Chairperson	Y. Raja
3.	Dr. J. Vijaya Kumari	Secretary	J. Vijaya
4.	Dr. C. Grace Indira	Member	C. Grace Indira
5.	Dr. B. Sri Latha	Member	B. Sri Latha
6.	Dr. Sr. P. Santhe Kumari	Member	P. Santhe
7.	Mrs. B.M. Secharitha	Member	B.M. Secharitha

J. Vijaya  
Secretary

C. Grace Indira

IQAC Co-ordinator  
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T. Swarupa

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FOR WOMEN  
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St. Joseph's College of Education for Women, Guntur.

Disciplinary Committee minutes 2022-2023  
11-07-2023

A meeting of the disciplinary committee was held in the principal room at 11.00 A.M. on 11-07-2023.

The committee discussed the following agenda.

Agenda of the meeting:

1. Classroom cleanliness
2. Saving energy
3. Usage of the amenities responsibly.

Resolutions:

The Secretary welcomed all the committee members to the meeting.

The committee members discussed the above agenda points and sorted out the following resolutions.

• It was resolved and decided that the maintenance of cleanliness should be made compulsory as far as the classroom, corridors, campus and washrooms of the college are concerned, as it is the prime requisite of a student now and professional teacher in future. If they don't keep up this obligation then they are taken to the principal who can take a serious action against them.

• It was resolved and decided the issue of saving energy and concluded that the students are suggested seriously to be responsible and concerned regarding saving energy and water, failing which an appropriate fine will be imposed.



*T. Swarnapada*  
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FOR WOMEN  
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- It was resolved and decided to suggest the students make use of all amenities responsibly and benefit from them. Failing which they are made known to be at great loss.

Finally, the Secretary Dr. J. Vijaya Kumari thanked everyone for their participation and adjourned the meeting at 1.00 P.M.

The following members were present at the meeting.

S.NO	Name of the member	Designation	Signature
1.	Prof. T. Swarupa Rani	President	T. Swarupa
2.	Sr. A. Rohini	Chairperson	A. Rohini
3.	Dr. J. Vijaya Kumari	Secretary	J. Vijaya
4.	Dr. C. Grace Indira	Member	C. Grace Indira
5.	Dr. B. Shilatha	Member	B. Shilatha
6.	Dr. Sr. P. Santha Kumari	Member	Sr. P. Santha
7.	Mrs. B. Sucharitha	Member	B. Sucharitha

J. Vijaya  
Secretary

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## St. Joseph's College of Education for Women

### Action taken report regarding Anti Raging committee

All the students are informed to follow the Campus Rules and code of conduct for students posted in the college website.

1. Ragging is totally prohibited in the campus. If any student is found indulging in ragging, severe action will be taken against the student.

2. Based on the Hon'ble Supreme Court of India's Direction, the UGC has issued Regulations and Guide lines. Some of the guidelines are as under:

3. The UGC Regulations on "What Constitutes Ragging" is given in Annexure -I

4. The UGC Guidelines on the award of punishment to those found guilty are also given in the Annexure II.

5. As per the Campus Rules and Code of Conduct for students the Minor and Major Penalty that may be imposed on the student has also been given in the Annexure-III for information of the students.

6. As per the guidelines the college obtains undertaking from the students as well as from the parents that the students will not indulge in any form of ragging. Format of the undertaking is attached in **Annexure IV & V**.

All the students as well as their parents have submitted the hard copy of the undertaking declared through web portal to the concerned HOD.

- Awareness programmes on Anti Ragging / street corner meeting/ Rally campaigns are being conducted by our NSS unit periodically.

- An Anti-Ragging Squad is formed in Jaya Sakthi College of Engineering, Chennai. The Squad in full or parts may be called upon to make surprise raids on hostels & other hot spots like College bus stop / college Railway station and will be empowered to inspect places of potential ragging. The Squad will work under the overall guidance of anti-ragging committee.



*T. Srinivasulu*  
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FOR WOMEN  
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- Hostel warden is taking effective steps to curb the ragging activities in hostel campus and our faculty members are visiting hostel on turn basis to oversee the effective prevention of ragging.
- Anti ragging display boards and banners containing the evils of ragging and the administrative actions in the event of ragging are displayed around the campus to enable the student community to actively engage themselves in proactive learning and thereby develop their knowledge and skill so as to attain a prominent position in the society, a ragging free state and a heaven for peaceful living for students without any fear of ragging.
- We also monitor for prevention of ragging on those commercially managed places-private hostels where our students are relying for accommodation



*P. Sivaraj*  
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## Annexure – I

### What Constitutes Ragging

Ragging constitutes one or more of any of the following acts:

- a. Any conduct by any student or students whether by words spoken or written or by an act which has the effect of teasing, treating or handling with rudeness a fresher or any other student;
- b. indulging in rowdy or in disciplined activities by any student or students which causes or is likely to cause annoyance, hardship, physical or psychological harm or to raise fear or apprehension thereof in any fresher or any other student;
- c. asking any student to do any act which such student will not in the ordinary course do and which has the effect of causing or generating a sense of shame, or torment or embarrassment to adversely affect the physique or psyche of such fresher or any other student;
- d. any act by a senior student that prevents, disrupts, or disturbs the regular academic activity of any other student or a fresher;
- e. exploiting the services of a fresher or any other student for completing the academic tasks assigned to an individual or a group of students.
- f. any act of financial extortion or forceful expenditure burden put on a fresher or any other student by students;
- g. any act of physical abuse including all variants of it: sexual abuse, homosexual assaults, stripping, forcing obscene and lewd acts, gestures, causing bodily harm or any other danger to health or person;
- h. any act or abuse by spoken words, emails, post public insults which would also include deriving perverted pleasure vicarious or sadistic thrill from actively or passively participating in the discomfiture to fresher or any other student;
- i. any act that affects the mental health and self- confidence of a fresher or any other student with or without an intent to derive a sadistic pleasure or showing off power, authority, or superiority by a student over any fresher or any other student



*P. Swarnal*  
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## Annexure - II

Administrative action in the event of ragging

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

## Annexure-III

Penalties The following are the penalties that may be imposed on a student. Minor Penalties

1. Oral/Written Warning
2. Fine
3. Suspension form the class for a week Major Penalties 1. Fine 2. Suspending from class for one month/semester. 3. Prevention from appearing University Exams.
4. Prevention form T& P facilities.
5. Suspension from Hostel
6. Rustication from college



*T. Swarnal*  
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**Annexure – IV**

**AFFIDAVIT BY THE STUDENT**

I, \_\_\_\_\_ D/o  
Mr./Mrs./Ms. \_\_\_\_\_

1) having been admitted to St. Joseph's College of Education For women and its Hostel have received a copy of UGC regulations on Curbing the menace of Ragging in Higher Educational Institutions, 2009, (hereinafter called the "Regulations") carefully read and fully understood the provisions contained in the said Regulations.

2) I have, in particular, perused clause 3 of the Regulations and am aware as to what constitutes ragging.

3) I have also, in particular, perused clause 7 and clause 9.1 of the Regulation and am fully aware of the penal and administrative action that is liable to be taken against me in case I am found guilty of or abetting ragging, actively or passively, or being part of a conspiracy to promote ragging.

4) I hereby solemnly aver and undertake that a) I will not indulge in any behavior or act that may be constituted as ragging under clause 3 of the regulations. b) I will not participate in or abet or propagate through any act of commission or commission that may be constituted as ragging under clause 3 of the regulations.

5) I hereby affirm that, if found guilty of ragging, I am liable for punishment according to clause 9.1 of the Regulations, without prejudice to any other criminal action that may be taken against me under any penal law or any law for the time being in force.

6) I hereby declare that I have not been expelled or debarred from admission in any institution in the country on account of being found guilty of, abetting or being part of a conspiracy to promote, ragging; and further affirm that, in case the declaration is found to be untrue, I am aware that my admission is liable to be cancelled. Declared this \_\_\_\_\_ day of \_\_\_\_\_ month of \_\_\_\_\_ year.

Signature of Deponent Name



*T. Swargal*  
PRINCIPAL  
ST. JOSEPH'S COLLEGE OF EDUCATION  
FOR WOMEN  
GUNTUR-522 001., A.P.

## VERIFICATION

Verified that the contents of this affidavit are true to the best of my knowledge and no part of the affidavit is false and nothing has been concealed or misstated therein.

Verified at GUNTUR on this the \_\_\_\_\_ (day) of \_\_\_\_\_ (month), \_\_\_\_\_ (year)

Signature of Deponent

Solemnly affirmed and signed in my presence on this the \_\_\_\_\_ (day) of \_\_\_\_\_ (month), \_\_\_\_\_ (year) after reading the contents of this affidavit.

OATH COMMISSION



*T. Swamy*  
PRINCIPAL  
ST. JOSEPH'S COLLEGE OF EDUCATION  
FOR WOMEN  
GUNTUR-522 001., A.P.

**Annexure – V**

**AFFIDAVIT BY PARENT/GUARDIAN**

I, Mr./Mrs./Ms \_\_\_\_\_ father / mother/guardian of \_\_\_\_\_

1) having been admitted to St. Josephs college of education for Women Guntur and its Hostel, have received a copy of the UGC regulations on Curbing the menace of Ragging in Higher Educational Institutions, 2009, (hereinafter called the “Regulations”) carefully read and fully understood the provisions contained in the said Regulations.

2) I have, in particular, perused clause 3 of the Regulations and am aware as to what constitutes ragging.

3) I have also perused clause 7 and clause 9.1 of the Regulations and am fully aware of the penal and administrative action that is liable to be taken against my ward in case he/she is found guilty or abetting ragging, actively or passively, or being part of a conspiracy to promote ragging.

4) I hereby solemnly aver and undertake that

a) My ward will not indulge in any behavior or act that may be constituted as ragging under clause 3 of the Regulations.

b) My ward will not participate in or abet or propagate through any act of commission or omission that may be constituted as ragging under clause 3 of the Regulations.

‘5) I hereby affirm that, if found guilty of ragging, my word is liable for punishment according to clause 9.1 of the Regulations, without prejudice to any other criminal action that may be taken against my ward under any penal law or any law for the time being in force.

6) I hereby declare that my word has not been expelled or debarred from admission in any institution in the country on account of being found guilty of, abetting or being part of a conspiracy to promote, ragging; and further affirm that, in case the declaration is found to be untrue, I am aware that my admission my word is liable to be cancelled. Declared this \_\_\_\_\_ day of \_\_\_\_\_ month of \_\_\_\_\_ year.

Signature of Deponent



*T. Swarnam*  
PRINCIPAL  
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FOR WOMEN  
GUNTUR-522 001., A.P.

Annexure – IV

AFFIDAVIT BY THE STUDENT

I, w/o G. Subba Rao D/o  
Mr./Mrs./Ms. M. Anand Divya

1) having been admitted to St. Joseph's College of Education For women and its Hostel have received a copy of UGC regulations on Curbing the menace of Ragging in Higher Educational Institutions, 2009, (hereinafter called the "Regulations") carefully read and fully understood the provisions contained in the said Regulations.

2) I have, in particular, perused clause 3 of the Regulations and am aware as to what constitutes ragging.

3) I have also, in particular, perused clause 7 and clause 9.1 of the Regulation and am fully aware of the penal and administrative action that is liable to be taken against me in case I am found guilty of or abetting ragging, actively or passively, or being part of a conspiracy to promote ragging.

4) I hereby solemnly aver and undertake that a) I will not indulge in any behavior or act that may be constituted as ragging under clause 3 of the regulations. b) I will not participate in or abet or propagate through any act of commission or commission that may be constituted as ragging under clause 3 of the regulations.

5) I hereby affirm that, if found guilty of ragging, I am liable for punishment according to clause 9.1 of the Regulations, without prejudice to any other criminal action that may be taken against me under any penal law or any law for the time being in force.

6) I hereby declare that I have not been expelled or debarred from admission in any institution in the country on account of being found guilty of, abetting or being part of a conspiracy to promote, ragging; and further affirm that, in case the declaration is found to be untrue, I am aware that my admission is liable to be cancelled. Declared this 3 day of 03 month of 2023 year.

M. Anand Divya  
Signature of Deponent Name



T. Swarnam  
PRINCIPAL  
ST. JOSEPH'S COLLEGE OF EDUCATION  
FOR WOMEN  
GUNTUR-522 001., A.P.

Annexure – V

AFFIDAVIT BY PARENT/GUARDIAN

I, Mr./Mrs./Ms G. Subhakar father / mother/guardian of Arunal Duxa

1) having been admitted to St. Josephs college of education for Women Guntur and its Hostel, have received a copy of the UGC regulations on Curbing the menace of Ragging in Higher Educational Institutions, 2009, (hereinafter called the "Regulations") carefully read and fully understood the provisions contained in the said Regulations.

2) I have, in particular, perused clause 3 of the Regulations and am aware as to what constitutes ragging.

3) I have also perused clause 7 and clause 9.1 of the Regulations and am fully aware of the penal and administrative action that is liable to be taken against my ward in case he/she is found guilty or abetting ragging, actively or passively, or being part of a conspiracy to promote ragging.

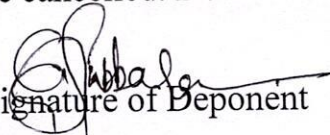
4) I hereby solemnly aver and undertake that

a) My ward will not indulge in any behavior or act that may be constituted as ragging under clause 3 of the Regulations.

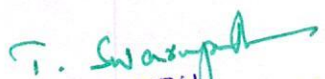
b) My ward will not participate in or abet or propagate through any act of commission or omission that may be constituted as ragging under clause 3 of the Regulations.

5) I hereby affirm that, if found guilty of ragging, my ward is liable for punishment according to clause 9.1 of the Regulations, without prejudice to any other criminal action that may be taken against my ward under any penal law or any law for the time being in force.

6) I hereby declare that my ward has not been expelled or debarred from admission in any institution in the country on account of being found guilty of, abetting or being part of a conspiracy to promote, ragging; and further affirm that, in case the declaration is found to be untrue, I am aware that my admission my ward is liable to be cancelled. Declared this 3 day of 3 month of 2023 year.

  
Signature of Deponent



  
PRINCIPAL  
ST. JOSEPH'S COLLEGE OF EDUCATION  
FOR WOMEN  
GUNTUR-522 001., A.P.

**VERIFICATION**

Verified that the contents of this affidavit are true to the best of my knowledge and no part of the affidavit is false and nothing has been concealed or misstated therein.

Verified at GUNTUR on this the 3 (day) of 3 (month), 2023 (year)

Signature of Deponent

Solemnly affirmed and signed in my presence on this the 3 (day) of 3 (month), 2023 (year) after reading the contents of this affidavit.

*St. Arundhan*  
OATH COMMISSION



*T. Swarnalini*  
PRINCIPAL  
ST. JOSEPH'S COLLEGE OF EDUCATION  
FOR WOMEN  
GUNTUR-522 001., A.P.

Annexure – IV

AFFIDAVIT BY THE STUDENT

I, \_\_\_\_\_ D/o  
~~Mr./Mrs./Ms.~~ K. Anusha D/o K. Sundari

1) having been admitted to St. Joseph's College of Education For women and its Hostel have received a copy of UGC regulations on Curbing the menace of Ragging in Higher Educational Institutions, 2009, (hereinafter called the "Regulations") carefully read and fully understood the provisions contained in the said Regulations.

2) I have, in particular, perused clause 3 of the Regulations and am aware as to what constitutes ragging.

3) I have also, in particular, perused clause 7 and clause 9.1 of the Regulation and am fully aware of the penal and administrative action that is liable to be taken against me in case I am found guilty of or abetting ragging, actively or passively, or being part of a conspiracy to promote ragging.

4) I hereby solemnly aver and undertake that a) I will not indulge in any behavior or act that may be constituted as ragging under clause 3 of the regulations. b) I will not participate in or abet or propagate through any act of commission or commission that may be constituted as ragging under clause 3 of the regulations.

5) I hereby affirm that, if found guilty of ragging, I am liable for punishment according to clause 9.1 of the Regulations, without prejudice to any other criminal action that may be taken against me under any penal law or any law for the time being in force.

6) I hereby declare that I have not been expelled or debarred from admission in any institution in the country on account of being found guilty of, abetting or being part of a conspiracy to promote, ragging; and further affirm that, in case the declaration is found to be untrue, I am aware that my admission is liable to be cancelled. Declared this 21 day of 02 month of 2022 year.

K. Anusha  
Signature of Deponent Name



T. Sivaanghani  
PRINCIPAL  
ST. JOSEPH'S COLLEGE OF EDUCATION  
FOR WOMEN  
GUNTUR-522 001., A.P.

Annexure – V

AFFIDAVIT BY PARENT/GUARDIAN

I, Mr./Mrs./Ms S. S. 088 father / mother/guardian of S. S. 088

1) having been admitted to St. Josephs college of education for Women Guntur and its Hostel, have received a copy of the UGC regulations on Curbing the menace of Ragging in Higher Educational Institutions, 2009, (hereinafter called the “Regulations”) carefully read and fully understood the provisions contained in the said Regulations.

2) I have, in particular, perused clause 3 of the Regulations and am aware as to what constitutes ragging.

3) I have also perused clause 7 and clause 9.1 of the Regulations and am fully aware of the penal and administrative action that is liable to be taken against my ward in case he/she is found guilty or abetting ragging, actively or passively, or being part of a conspiracy to promote ragging.

4) I hereby solemnly aver and undertake that

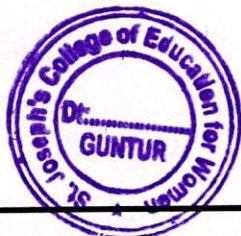
a) My ward will not indulge in any behavior or act that may be constituted as ragging under clause 3 of the Regulations.

b) My ward will not participate in or abet or propagate through any act of commission or omission that may be constituted as ragging under clause 3 of the Regulations.

‘5) I hereby affirm that, if found guilty of ragging, my word is liable for punishment according to clause 9.1 of the Regulations, without prejudice to any other criminal action that may be taken against my ward under any penal law or any law for the time being in force.

6) I hereby declare that my word has not been expelled or debarred from admission in any institution in the country on account of being found guilty of, abetting or being part of a conspiracy to promote, ragging; and further affirm that, in case the declaration is found to be untrue, I am aware that my admission my word is liable to be cancelled. Declared this 21 day of 2 month of 2022 year.

S. S. 088  
Signature of Deponent



T. Swargal  
PRINCIPAL  
ST. JOSEPH'S COLLEGE OF EDUCATION  
FOR WOMEN  
GUNTUR-522 001., A.P.

PRINCIPAL  
ST. JOSEPH'S COLLEGE OF EDUCATION  
FOR WOMEN  
GUNTUR-522 001., A.P.

## VERIFICATION

Verified that the contents of this affidavit are true to the best of my knowledge and no part of the affidavit is false and nothing has been concealed or misstated therein.

Verified at GUNTUR on this the 21 (day) of 02 (month), 2022 (year)

<sup>20058</sup>  
Signature of Deponent

Solemnly affirmed and signed in my presence on this the 21 (day) of 2 (month), 2021 (year) after reading the contents of this affidavit.

*S. Akshaya*  
OATH COMMISSION



*T. Swarnabhani*  
PRINCIPAL  
ST. JOSEPH'S COLLEGE OF EDUCATION  
FOR WOMEN  
GUNTUR-522 001., A.P.