



HAND BOOK

2024-2025

NIZAM COLLEGE (Estd. 1887)

Autonomous College
Re-accredited by NAAC with 'B++'
A constituent college of Osmania University
Basheerbagh, Hyderabad-500001
Telangana State.
Website : www.nizamcollege.ac.in

GENERAL INFORMATION

- Address of the College** : Nizam College, Basheerbagh,
Hyderabad-500001
- Telephone** : +91-8331997325
- E-mail** : principal@nizamcollege.ac.in
- Website** : www.nizamcollege.ac.in
- College Timings** : 9 AM to 4PM
- Office Working Hours** : 10.30 AM to 5 PM

Note : No Hostel facility for all I, II & III year UG Self Finance Programmes.



CONTENTS

1. Vice-Chancellor Message	8
2. Principal's Message	10
3. Vice Principal's Message	12
4. About the College	13
5. Vision and Mission	14
6. Admission Procedure	16
7. Under Graduate Programs offered at this College	17
8. Post Graduate Programs offered at this College	18
9. Additional Academic Programmes	19
10. Fee Structure	20
11. Details of Fee Reimbursement / Eligibility for Scholarship	21
12. Internal Quality Assurance Cell (IQAC)	23
13. Choice Based Credit System (CBCS) at Nizam College	25
14. Details of Award of Grades under CBCS	26
15. Attendance Requirement, Examination and Promotion Rules	43
16. Malpractice and Punishment	47
17. An Appeal to Students of Nizam College	48
18. Steps towards Positive Action	49
19. Details of the Departments	50
20. Innovative & Add-on Courses	59
21. Student Support and Extension Services	60
22. Academic, Administrative & Statutory Bodies of the College	65
23. Measures to Curb the Menace of Ragging	71
24. Rules and Responsibilities of the Students	72

IMPORTANT

Read the entire prospectus, programmes of study, fee structure for each program and other relevant details regarding AECC and SEC in each semester. Preserve this prospectus for the entire three year period of your study in this college and use it as a ready reference for future enquiries.

Vice-Principal
Dr. G. Upender Reddy
Associate Professor
Department of Mathematics

Principal
Dr. B. Bhima
Professor
Department of Microbiology

Vice-Chancellor's Message

Higher education scenario globally has witnessed a significant change in approach and a remarkable growth. Higher education in India too, has readily adapted to the global demands and every institution has geared up to meet the global challenges by harnessing the latest technologies in education front. The move towards inter-disciplinary studies, research



based and interactive learning with technology integration have opened up several options as well as created multiple challenges. In the wake of privatization of education on increase in India, the major focus is on creating an optimized and vibrant platform for quality in knowledge enhancement and bridging the gap between academia and industry with an objective to build up core competence in students integrating knowledge with skills on the foundation of ethics and values.

Highly experienced and qualified faculty members, continuously engaged in the maintenance and enhancement of student-centric learning environment through innovative pedagogy, form the backbone of the college.

All the programs offered by Nizam College follow the Choice Based Credit System (CBCS) with Outcome Based Approach. The flexibility in the curriculum has been designed with industry-specific goals in mind and the educator enjoys complete freedom to appropriate the syllabus by incorporating the latest knowledge and stimulating the creative minds of the students.

The entrepreneurial zeal of the students is encouraged and nurtured. Our faculty teach students as liberal arts college model with research as base for teaching and approach towards problem solving ability and

societal issues in mind. As the Vice Chancellor of this prestigious institution, I am proud to say that we have dedicated ourselves to excellence in research, teaching, and innovation.

I strongly believe Nizam College is marching ahead in the right direction, providing a holistic education to the future generation and playing a positive role in nation building. We reiterate our endeavor to provide an environment for the growth of over-all personality development leading to generating “Global Professionals”.

I would like to conclude by quoting Guru Rabindranath Tagore that “The higher education is that which does not merely give us information but makes our life in harmony with our existence.”

Sri Dana Kishore, IAS

Incharge-Vice Chancellor
Osmania University

Principal's Message

Welcome to the New Batch of Students!

Dear students,

Warm greetings and welcome you all to a prestigious and historical Nizam College for the academic year 2024-25.



Being a prestigious and historical college, Nizam College has always stood as a symbol of academic excellence, fostering growth and providing a nurturing environment for our students to flourish.

At Nizam College, we believe that education goes beyond the confines of textbooks and classrooms. Our institution is a melting pot of diverse cultures, ideas, and aspirations, where we foster holistic development and encourage intellectual curiosity. Our dedicated faculty members are committed to imparting knowledge, instilling critical thinking, and nurturing talents, aiming to shape well-rounded individuals who will make meaningful contributions to society.

I urge each one of you to embrace this opportunity with enthusiasm, dedication, and a thirst for knowledge. This college offers a multitude of resources, ranging from state-of-the-art facilities to an extensive library and various extracurricular activities. I encourage you to explore and make the most of these resources, as they will aid in your personal and academic growth.

I assure you that the college administration has taken all necessary precautions to ensure a safe and secure environment for your studies. Your well-being remains our utmost priority, and we will continue to adapt and evolve to ensure a seamless learning experience.

As we embark on this new journey together, I encourage you to forge friendships, collaborate with your peers, and actively engage in the vibrant college community activities. Participate in clubs and events that align with your interests, as they offer invaluable opportunities for personal growth, leadership development, and lifelong friendships.

I am confident that this academic year will be filled with endless possibilities and remarkable achievements. Let us approach it with resilience, determination, and a commitment to excellence. Remember, the journey may be challenging at times, but with perseverance and the support of our college community, you can overcome any obstacle and reach new heights.

Once again, I extend my warmest welcome to you all. Let us make this academic year a memorable one, filled with knowledge, growth, and countless moments of joy. Together, let us create a brighter future.

Wishing you all a successful and rewarding academic year!

Warm regards,
Prof. B. Bhima
Principal, Nizam College

Vice Principal's Message



*“Education is the most powerful weapon which
you can use to change the world”*

– By Nelson Mandela

The true goal of education transcends from just awarding degree and certificate to the students, it also ensures an all-round drawing out of the best in student and the discovery of the meaning of life.

We at Nizam College follow the true spirit of education by letter and spirit. We are committed to impart quality and value based education and to continue as a centre of excellence in education and research consolidating our position as a reputed institution of higher education in the country.

I am proud to be the family of Nizam College which is one of the oldest and most esteemed institutions of higher education in South India. The great personalities, entrepreneurs and celebrities who studied here sing the glory of NizamCollege. We welcome all the freshers wholeheartedly and wish them all the very best.

Dr. G. Upender Reddy

Associate Professor of Mathematics
Vice – Principal
Nizam College

About the College

Nizam College established in 1887 is one of the oldest institutions of higher education in Telangana. It is spread over 20.47 acres with sprawling grounds. Nizam College is a co-education institution catering to the educational requirements of urban, rural, and international students.

The founder Principal was the eminent personality, Dr. Aghorenath Chattopadhyay, D.Sc. (Edin.) father of well-known personalities: the famous freedom fighter Smt. Sarojini Naidu, the Nightingale of India, and Dr. Harindranath Chattopadhyay, poet, playwright, dramatist, and actor. It came into existence through the amalgamation of Hyderabad School (Noble School) and Madrasa-I-Aliya. Mr. P. H. Hodson was its first British Principal. Initially under the Madras University, it became a constituent college of Osmania University on 19th February, 1947.

The College was conferred Autonomous status for Undergraduate Courses in 1988-89. All the PG courses are under the parent university, Osmania University.

The institution was awarded the status of College with Potential for Excellence (CPE), Phase I in 2004, Phase II in 2010, and Phase III in 2014. Star College Scheme by the D.B.T. in 2009 MHRD -UGC BSRG Phase I and II are significant milestones in the evolution of the institution.

The College has introduced Choice Based Credit System (CBCS) from the academic year 2015-16 for all the Under Graduate Courses as per the directions and guidelines of UGC. Since 2016 the UG admission procedure is through online process DOST which is an initiative of Telangana government to ensure transparency and accountability in the admission process. Prior to 2016 College abided by the UGC guidelines and also the state government rules and regulations with regard to admission process. It has got NIRF ranking with the band width 101-150. B.Com. (Finance) course is Introduced in the academic year 2024-2025.

Vision and Mission

Vision

To continue as a centre of excellence in education and research and consolidate our position as a reputed institution of higher education in the country.

Mission

To

- Build across the college a culture of excellence in teaching and learning through various means, including blended learning along with support activities.
- Enhance college standing as the college of choice for students across the country, and cater to international quality standards of teaching and learning.
- Provide the students with a teaching-learning experience that develops in them the capacities for creativity, social sensitivity, responsibility, critical judgement, effective communication, and in-depth knowledge.
- Enhance interaction with academic/industry/business in teaching programmes through seminars, guest lectures, adjunct faculty programs, and academic/industry/ business internships for students.
- Increase the participation of faculty from reputed national and international institutions in symposia/seminars/short-term courses for students and faculty.
- Ensure effective evaluation of teaching/learning curricula, co-curricular opportunities of students and teachers.
- Provide incentives to teachers/learners for research and consultancy.
- Be able to create innovators, leaders and entrepreneurs.
- Achieve excellence in application-oriented research in different areas so as to contribute to development of the region and the nation.
- Promote co-curricular activities for over-all personality development of the students.
- Develop responsible citizenship through awareness and acceptance of value-based education.

- Provide efficient administration and responsive support for all activities of the college. Simplify procedures and increase awareness towards individual accountability.
- Provide support system for students that will offer reliable services, including academic and social counselling.
- Provide remedial courses to preferentially admitted students and special attention to the physically challenged.
- Develop an environment friendly campus.
- Build alumni family, friends to create a network of allegiance support for college.
- Be able to foster among alumni the pride in their alma mater.
- Make eco friendly campus (Green Campus)
- Encourage for higher education/ abroad studies.

Objectives of Nizam College

- To give each student a meaningful, learner-centred classroom experience in an institution which is a symbol of excellence in higher education.
- To impart quality education in all the fields of study so as to make the students acquire in-depth knowledge of their chosen subjects.
- To help students make the transition from technical competence/ theoretical knowledge to acquiring a practical / experiential dimension of learning and application to real-life situations.
- To enhance various skills in the student offering interdisciplinary papers & offering choice to select elective papers in their respective courses.
- To give an all-round development to the students' personality and bring out the perfection which each person has been invested with by nature.
- To make the students competent to survive in the world of challenges once they complete their course.
- To transform the students into mature individuals and true global citizens.



Admission Procedure

Eligibility Criteria for Admission

- A student's admission to B.Sc./B. Com /B.A./B.C.A/B.B.A. Programs should have been allotted through Degree Online Services, Telangana (DOST).
- A student seeking admission to Degree First year course should have the DOST allotment letter and complete admission process in the specified time in the college.
- Students have to strictly abide by the guidelines provided by DOST and adhere to the deadlines notified by DOST.
- No candidate is permitted to pursue more than one course at a time in the same institution or other institutions.
- All students pursuing Degree programs in Nizam College are eligible to enrol for the Certificate and Diploma programs introduced under UGC (COP) add-on scheme by the college.
- Reservations applicable to admissions are taken care by Degree Online Services, Telangana (DOST) website: www.dost.cgg.gov.in



Under-Graduate Programs Offered at this College

A Regular Under-Graduate Program comprises of two parts :

Part I : (Foundation Courses) includes English and one of the following Second Languages :

- 1) Arabic 2) Hindi 3) Persian 4) Sanskrit 5) Telugu 6) Urdu

Part II : Includes Ability/Skill Enhancement Courses and three optional subjects chosen in Combination as given below :

Details of Combinations offered by the college :

1. Bachelor of Science (B.Sc.) Program			
(a) PHYSICAL SCIENCES			
S.No	Code	Combinations of Courses	Seats
1	101	Mathematics, Physics, Chemistry	30
2	104*	Mathematics, Electronics, Comp. Science	60
3	105*	Mathematics, Statistics, Comp. Science	60
4	106*	Mathematics, Comp. Hardware, Comp. Science	60
5	107*	Mathematics, Statistics, Data Science	60
(b) BIOLOGICAL SCIENCES			
S.No	Code	Combinations of Courses	Seats
1	121	Botany, Zoology, Chemistry	30
2	124*	Microbiology, Genetics, Chemistry	45
3	125*	Biotechnology, Botany, Chemistry	30
4	127*	Biotechnology, Zoology, Chemistry	30
2. Bachelor of Commerce (B.Com.) Program			
S.No	Code	Combinations of Courses	Seats
1	141	B. Com. (Regular)	54
2	143*	B.Com. (Computer Applications)	54
3	144*	B.Com. (Finance)	60
4	145*	Bachelor of Business Administration (BBA)	60
5	147*	Bachelor of Business Administration (BBA) Retailing	60
3. Bachelor of Arts (B.A.) Program Telugu Medium			
S.No	Code	Combinations of Courses	Seats
1	151	History, Telugu Lit, Political Science	30
2	153	Economics, Pub Admin, Political Science	36

4. Bachelor of Arts (B.A.) Program English Medium			
S.No	Code	Combinations of Courses	Seats
1	161	Economics, Public Admin., Political Science	36
2	165	History, Public Administration, Political Science	36
3	166	History, Sociology, Geography	36
4	169	Psychology, Sociology, Philosophy	30
5	171*	Psychology, Sociology, Marketing	30
6	174*	Psychology, English Literature, Philosophy	30
7	177	Sociology, Urdu, Persian	30

5. Honours Courses (4 years)

1	201*	B.Sc Computer Science	60
2	221*	B.A. Economics	60

6. 861* Bachelor of Computer Applications (B.C.A.) 90

(Note: All courses marked * are self financing courses)

Post Graduate Programs Offered at this College

SNo	Course	Subject	Regular Seats	Self finance Seats
1	M.A.	History	20	06
2		Public Administration	20	06
3		Sociology	20	06
4		Political Science	20	06
5		Economics	20	10
6		English	30	06
7		Telugu	30	10
8		Theatre Arts	30	10
9	M.Com	Commerce	30	12
10	M.Sc	Inorganic Chemistry	12	06
11		Organic Chemistry	12	06
12		Physical Chemistry	12	06
13		Electronic Communication	18	08
14		Bio-Physics	12	06
15		Pharmaco Informatics	-	45
16		Zoology Group IV	12	06
17	Zoology Group V	12	06	
18	MBA	MBA	-	70
19	MCA	MCA	-	70

Additional Academic Programmes with Details of Special Subjects / Courses

To equip the students with additional knowledge and skills along with their regular course of study, the College runs a variety of short-term UGC-funded and self-financed courses. All students who join the UG and PG courses of Nizam College are advised to make the best of their years of study in the college by taking up as many of these courses as they can. All the courses are offered after college hours provided a minimum number of students opt for the courses.

DIPLOMA PROGRAMMES (Duration : 1 Year / 2 Semesters)

- 1) Diploma in Development Management Studies and Development Research Methodologies - (UGC Sanctioned) (Offered by Department of Sociology)
- 2) Diploma in Criminology and Correctional Administration - (UGC Sanctioned) (Offered by Department of Sociology)
- 3) Diploma in Human Resource Management (Offered by Department of Business Management)
- 4) Diploma in Marketing Management (Offered by Department of Business Management)
- 5) Diploma in Financial Management (Offered by Department of Business Management)
- 6) Diploma in Web Designing and Development (Offered by Department of Commerce)
- 7) Diploma in Data Analytics (Offered by Department of Informatics)
- 8) Diploma in Electronics (Offered by Department of Electronics)

CERTIFICATE PROGRAMMES (Duration : 6 Months/1 Semester)

- 1) Certificate Course in Human Relations & Personality Development (UGC Sanctioned) (Offered by Department of Sociology)
- 2) Certificate course in Computer Fundamentals (Department of Informatics)

ELIGIBILITY CRITERIA :

Students of all streams, Completed 10+2 OR pursuing OR completed UG & PG OR those who are working.



Fee Structure of UG Programs

S. No	Course Category	Medium	REG / SF	Tuition Fee	Special Fee	Other Fee	Grand Total
1	Maths, Physics, Chemistry	English	REG	5000	2600	7400	15000
2	Maths, Electronics, Computer Science	English	SF	15000	2600	7400	25000
3	Maths, Statistics, Computer Science	English	SF	9000	2600	8400	20000
4	Maths, Computer Hardware, Computer Science	English	SF	15000	2600	7400	25000
5	Maths, Statistics, Data Science	English	SF	30000	1000	10000	41000
6	Botany, Zoology, Chemistry	English	REG	5000	2600	7400	15000
7	Microbiology., Genetics, Chemistry	English	SF	9000	2600	8400	20000
8	Biotechnology, Botany, Chemistry	English	SF	15200	2600	8425	26225
9	Biotechnology, Zoology, Chemistry	English	SF	15200	2600	8425	26225
10	B. Com. (General)	English	REG	5000	2600	7400	15000
11	B.Com. (Computer Application)	English	SF	15000	2600	8625	26225
12	Bachelor of Business Administration	English	SF	22000	2600	12125	36725
13	Retailing	English	SF	22000	2600	15400	40000
14	History, Telugu Lit., Political Science	Telugu	REG	5000	2600	7400	15000
15	Economics, Public Administration, Political Science	Telugu	REG	5000	2600	7400	15000
16	Economics, Public Administration., Political Science	English	REG	5000	2600	7400	15000
17	History., Public Administration., Political Science	English	REG	5000	2600	7400	15000
18	History, Sociology., Geography	English	REG	5000	3250	6750	15000
19	Psychology, Sociology, Philosophy	English	REG	5000	2600	7400	15000
20	Psychology, Sociology, Marketing.	English	SF	9000	3250	7750	20000
21	Psychology, English. Lit., Philosophy	English	REG	5000	2600	7400	15000
22	Sociology, Urdu, Persian	English	REG	5000	2600	7400	15000
23	Bachelor of Computer Application	English	SF	15000	3250	6750	25000
24	B.A. Honours (Economics)	English	SF	17000	6000	4000	27000
25	B.Sc Honours (Computer Science)	English	SF	40000	3450	4000	47450
26	B.Com (Finance)	English	SF	22000	3450	18000	43450



Details of Fee Reimbursement/ Eligibility for Scholarship

Students Eligible :

- SC & ST Welfare Students whose annual Family income is Rs. Two Lakhs or below.
- BC & EBC and Minority Welfare Students who belong to rural area their family income should be Rs. One Lakh Fifty Thousand or below.
- BC & EBC and Minority Welfare Students who belong to Urban areas, family income should be Rs. Two Lakhs or below.
- Disabled Welfare Students whose parental income is Rs. One lakh or below.
- EBC students who are selected Under Corporate College Admissions Scheme Eligible for Intermediate courses.
- Students whose attendance is 75% at the end of each quarter & promoted to next academic year for Renewal Students.

Students not Eligible :

- Students belonging to the categories other than SC, ST, BC, EBC, Minority and DW(Disabled Welfare).
- SC, ST Students whose annual family income is more than Rs. Two Lakhs.
- BC & EBC and Minority Rural area Students whose annual family income is more than Rs. One Lakh Fifty Thousand.
- BC & EBC and Minority Urban area Students whose annual family income is more than Rs. Two Lakhs.
- Disabled Welfare Students whose family income is more than Rupees One Lakh.
- All Students who are pursuing the part time courses, online courses & Correspondence courses.
- Students admitted under Sponsored seats, Management Quota seats & Spot Admissions.
- Students who applied have for Stipend/Scholarship in any Scheme.



- Students of BC, EBC and DW students studying the Courses offered by Open Universities, Distant Mode, category B seats in MBBS, BDS.
- EBC students studying Intermediate or courses.
- Students pursuing same level of courses.

Requirements of fee reimbursement :

Originals and 2 (two) sets of Xerox copies.

1. Computer generated acknowledgement form and hard copy of the scholarship application
2. SSC and Intermediate provisional & Memorandum of Marks (for UG students)
3. Degree provisional & Memorandum of Marks (for PG students)
4. Latest Income Certificate issued through 'MEESEVA' only.
5. Integrated Caste Certificate issued through 'MEESEVA' only.
6. Study Certificates / Bonafide Certificates for the last seven consecutive years.
7. Bonafide Certificate issued by the principal of this college.
8. Gap Certificate if any from Gazetted High School Head Master or Gazetted Officer.
9. T.C. Xerox copy.
10. Admission card.
11. Photo copy of Ration card of parent.
12. Photo copy of Aadhaar Card.
13. Two post card and one inland letter.
14. Xerox copy of student Bank pass book of savings Bank Account at SBI, Gunfoundary, Hyd. (Allotted nodal bank to this college).
15. Two latest Passport size photographs.

NOTE : Students are advised to keep extra Xerox copies of all the original certificates before submitting them as the original certificates will not be issued to students until the scholarship is sanctioned.

Internal Quality Assurance Cell (IQAC)

Internal Quality Assurance Cell (IQAC), Nizam College was established on 25th June 2011. As per the guidelines of the National Assessment and Accreditation Council (NAAC), IQAC performs diversified functions with a core focus on improving the quality benchmarks in various aspects of academic, research, and administrative activities and functions of the institution.

Since quality enhancement is a continuous process, the IQAC will become a part of an institution's system and work towards realizing the goals of quality enhancement and sustenance. The prime task of the IQAC is to develop a system for conscious, consistent, and catalytic improvement in the performance of institutions. The IQAC will make a significant and meaningful contribution to the post-accreditation phase of institutions. During the post-accreditation period, the IQAC will channel the efforts and measures of an institution towards academic excellence.

Functions expected of the IQAC are:

- a) Development and application of quality benchmark
- b) Setting parameters for various academic and administrative activities of the institution;
- c) Facilitating the creation of a learner-centric environment conducive to quality education and faculty development to adopt the required knowledge and technology for participatory teaching and learning process
- d) Collection and analysis of feedback from all the stakeholders on quality-related institutional processes
- e) Dissemination of information on various quality parameters to all the stakeholders;
- f) Organization of intra- and inter-institutional workshops and seminars on quality-related themes and promotion of quality circles;

- g) Documentation of various programs/activities leading to quality improvement;
- h) Acting as a nodal agency of the institution for coordinating quality-related activities, including adoption and dissemination of the best practices;
- i) Development and maintenance of institutional database through MIS for the purpose of maintaining and enhancing institutional quality;
- j) Periodical conduct of Academic and Administrative Audits along with their follow-up activities; and Preparation and submission of the Annual Quality Assurance Report (AQAR) as per the guidelines and parameters of NAAC.

Choice-Based Credit System (CBCS) at Nizam College

Nizam College has introduced a Choice Based Credit System (CBCS) for all undergraduate courses from the academic year 2015-16. The CBCS pattern enhances the quality of the academic standards of higher education by improving the Teaching-Learning process, Examination-Evaluation systems, and Governance. As per the UGC guidelines the College offers Ability Enhancement Courses and elective courses, apart from Core Courses (Optional subjects) in all the UG Programmes (B.A./B.Com./B.Sc./BBA.). The college has adopted the Absolute grading system in which the marks are converted to grades based on pre-determined intervals.

The salient features of the CBCS pattern at Nizam College are:

- i. In the I and II Semesters of all the Programmes, Ability Enhancement Compulsory Courses (AECC) offered are a) Environmental Science and b) Basic Computer skills c) Human Values and Ethics.
- ii. In Semesters III and IV Skill Enhancement Course (SEC) are introduced. The course consists of 2 units.
- iii. In Semester V an Open elective (Generic Elective) may be chosen from the unrelated discipline, under Generic Elective (GE). In GE a science student needs to select any one of the Arts/Social Sciences courses and vice-versa from the list of the courses offered.
- iv. In Semesters V and VI the Discipline Specific Elective (DSE) - (2 each for regular courses) is offered under the main discipline/subject of study is referred to as Discipline Specific Elective.
- v. In Semester VI, project work is Mandatory for all UG programmes.
- vi. The overall credits for the Core courses, Discipline Specific Courses (DSC) and Discipline Specific Elective (DSE), Ability Enhancement Compulsory Courses (AECC), Skill Enhancement Courses (SEC) are 150.
- vii. NCC/NSS/Games & Sports, Student clubs, and other skill development activities are assessed for 2 extra credits per year under Non-CGPA.



Details of Award of Grades under Choice Based Credit System (CBCS)

Credit Point : Credit X Grade Points;

SGPA : Sum of Credit points obtained in the Semester / Total No of Credits

CGPA : Sum of Credit points obtained in all semesters / Total No of Credits in all Semesters.

Range of Marks	Inference	Grade	Grade Point
>90 to 100	Outstanding	O	10
≥75 to < 90	Excellence	A+	9
≥60 to <75	Very Good	A	8
≥55 to <60	Good	B+	7
≥50 to <55	Above Average	B	6
≥45 to <50	Average	C	5
≥40 to < 45	Pass	D	4
<40	Fail(Reappear)	F	0
	Absent(Not appeared)	AB	0

Note :

1. Minimum Pass Marks in Each Paper : Theory : 40% of marks in Sem. Exam and 40% of Total Marks (Sem Exam + I. A) Practical: 40% of main Sem. Exam.
2. SGPA is computed only if the candidate has appeared/passed is in all the theory/Practical papers with a minimum of a “D” Grade.
3. If a candidate Secures an “F” Grade in a theory/Practical paper, he/ she is considered to have failed in that paper.
4. Any discrepancy in marks memorandum (Names, H.T.No., etc) should be brought to the notice of the examination branch in writing, within 10(Ten) days from the date of issue of the same.

I.A – Internal Assessment

CBCS COURSE STRUCTURE, NIZAM COLLEGE, OU, HYDERABAD, TELANGANA STATE						
B.SC(PHYSICAL SCIENCE)						
	CODE	COURSE TITLE	HPW	CREDITS	EXAM HOURS	MARKS
SEMESTER-I						
1	ELS-1	English (First Language)	4	4	3 hours	80C+15-I+5A
2	SLS-1	Second Language	4	4	3 hours	80C+15-I+5A
3	AECC-1	Environmental Science/ Human values and Ethics	2	2	2 hours	40C+10-I
4	DSC-101	Optional-1	5	5 (5)	3 hours	80C+15I+5A
5	DSC-102	Optional-2	4+2	4+1 (5)	3 hours	80C+15I+5A(50P)
6	DSC-103	Optional-3	4+2	4+1 (5)	3 hours	80C+15I+5A(50P)
	Total		27	25		550/650
SEMESTER-II						
7	ELS-2	English (First Language)	4	4	3 hours	80C+15-I+5A
8	SLS-2	Second Language	4	4	3 hours	80C+15-I+5A
9	AECC-2	Environmental Science/ Human values and Ethics	2	2	2 hours	40C+10-I
10	DSC-201	Optional-1	5	5 (5)	3 hours	80C+15-I+5A
11	DSC-202	Optional-2	4+2	4+1 (5)	3 hours	80C+15-I+5A(50P)
12	DSC-203	Optional-3	4+2	4+1 (5)	3 hours	80C+15-I+5A(50P)
	Total		27	25		550/650
SEMESTER-III						
13	ELS-3	English (First Language)	3	3	3 hours	80C+15-I+5A
14	SLS-3	Second Language	3	3	3 hours	80C+15-I+5A
15	SEC-1		2	2	2 hours	40C+10-I
16	SEC-2		2	2	2 hours	40C+10-I
17	DSC-301	Optional-1	5	5 (5)	3 hours	80C+15-I+5A
18	DSC-302	Optional-2	4+2	4+1 (5)	3 hours	80C+15-I+5A(50P)
19	DSC-303	Optional-3	4+2	4+1 (5)	3 hours	80C+15-I+5A(50P)
	Total		27	25		600/700
SEMESTER-IV						
20	ELS-4	English (First Language)	3	3	3 hours	80C+15-I+5A
21	SLS-4	Second Language	3	3	3 hours	80C+15-I+5A

22	SEC-3		2	2	2 hours	40C+10-I
23	SEC-4		2	2	2 hours	40C+10-I
24	DSC-401	Optional-1	5	5 (5)	2 hours	80C+15-I+5A
25	DSC-402	Optional-2	4+2	4+1 (5)	3 hours	80C+15-I+5A(50P)
26	DSC-403	Optional-3	4+2	4+1 (5)	3 hours	80C+15-I+5A(50P)
	Total		27	25		600/700
SEMESTER-V						
27	ELS-5	English (First Language)	3	3	3 hours	80C+15-I+5A
28	SLS-5	Second Language	3	3	3 hours	80C+15-I+5A
29	GE		4	4	3 hours	80C+15-I+5 A
30	DSE- 501	A	5	5	3 hours	80C+15-I+5A
		B				
		C				
31	DSE- 502	A	4+2	4+1 (5)	3 hours	80C+15-I+5A(50P)
		B				
		C				
32	DSE- 503	A	4+2	4+1 (5)	3 hours	80C+15-I+5A(50P)
		B				
		C				
	Total		27	25		600/700
SEMESTER-VI						
33	ELS-6	English (First Language)	3	3	3 hours	80C+15-I+5A
34	SLS-6	Second Language	3	3	3 hours	80C+15-I+5A
35	PR	Project Report / Optional paper	4	4	2 HOURS/ 3 HOURS	PR-75+25VV/ 80C+15-I+5A
36	DSE- 601	A	5	5	3 hours	80C+15-I+5A
		B				
		C				
37	DSE- 602	A	4+2	4+1 (5)	3 hours	80C+15-I+5A(50P)
		B				
		C				
38	DSE- 603	A	4+2	4+1 (5)	3 hours	80C+15-I+5A(50P)
		B				
		C				
	TOTAL		27	25		600/700
	GRAND TOTAL		162/150			3,500/4,100
Credits under Non-CGPA	NSS/NCC/SPORTS/ EXTRA CURRICULAR/ STUDENT CLUBS		6	UP TO 6 (2 IN EACH YEAR)		
	SUMMER INTERNSHIP		4	UP TO 4 (2 IN EACH AFTER 1&2 YEARS)		

ELS: English Language Skill; SLS: Second Language Skill; AECC: Ability Enhancement Compulsory Course; SEC: Skill Enhancement Course; DSC: Discipline Specific Course; DSE: Discipline Specific Elective; GE: Generic Elective; T: Theory; P: Practical; I: Internal Exam A: Assignment C: College Exam; PR: Project Report; VV: Viva-Voce Examination

Note: I) If a student opts for “a” in SEC in III semester, the student has to opt for “a” only in IV semester and so is the case with “b” and “c”. In the case of DSE also the rule applies.

II) Project work should be done by individual student or a group of 4 students.

S.NO	COURSE CATEGORY	NO OF COURSES	CREDITS PER COURSE	TOTAL CREDITS
1	English language	6	4/3	20
2	Second language	6	4/3	20
3	AECC	2	2	4
4	SEC	4	2	8
5	GE	4	4	4
6	PROJECT	4	4	4
7	DSC	12	5	60
8	DSE	6	5	30
	TOTAL	38		150

CBCS COURSE STRUCTURE, NIZAM COLLEGE, OU, HYDERABAD, TELANGANA, STATE						
B.SC(BIOLOGICAL SCIENCE)						
	CODE	COURSE TITLE	HPW	CREDITS	EXAM HOURS	MARKS
SEMESTER-I						
1	ELS-1	English (First Language)	4	4	3 hours	80C+15-I+5A
2	SLS-1	Second Language	4	4	3 hours	80C+15-I+5A
3	AECC-1	Environmental Science/ Human values and Ethics	2	2	2 hours	40C+10-I
4	DSC-101	Optional-1	4+2	4+1 (5)	3 hours	80C+15I+5A(50P)
5	DSC-102	Optional-2	4+2	4+1 (5)	3 hours	80C+15I+5A(50P)
6	DSC-103	Optional-3	4+2	4+1 (5)	3 hours	80C+15I+5A(50P)
	Total		28	25		550/700
SEMESTER-II						
7	ELS-2	English (First Language)	4	4	3 hours	80C+15-I+5A
8	SLS-2	Second Language	4	4	3 hours	80C+15-I+5A
9	AECC-2	Environmental Science/ Human values and Ethics	2	2	2 hours	40C+10-I
10	DSC-201	Optional-1	4+2	4+1 (5)	3 hours	80C+15-I+5A(50P)
11	DSC-202	Optional-2	4+2	4+1 (5)	3 hours	80C+15-I+5A(50P)
12	DSC-203	Optional-3	4+2	4+1 (5)	3 hours	80C+15-I+5A(50P)
	Total		28	25		550/700
SEMESTER-III						
13	ELS-3	English (First Language)	3	3	3 hours	80C+15-I+5A
14	SLS-3	Second Language	3	3	3 hours	80C+15-I+5A
15	SEC-1		2	2	2 hours	40C+10-I
16	SEC-2		2	2	2 hours	40C+10-I
17	DSC-301	Optional-1	4+2	4+1 (5)	3 hours	80C+15-I+5A(50P)
18	DSC-302	Optional-2	4+2	4+1 (5)	3 hours	80C+15-I+5A(50P)
19	DSC-303	Optional-3	4+2	4+1 (5)	3 hours	80C+15-I+5A(50P)
	Total		28	25		600/750
SEMESTER-IV						
20	ELS-4	English (First Language)	3	3	3 hours	80C+15-I+5A
21	SLS-4	Second Language	3	3	3 hours	80C+15-I+5A

22	SEC-3		2	2	2 hours	40C+10-I
23	SEC-4		2	2	2 hours	40C+10-I
24	DSC-401	Optional-1	4+2	4+1 (5)	3 hours	80C+15-I+5A(50P)
25	DSC-402	Optional-2	4+2	4+1 (5)	3 hours	80C+15-I+5A(50P)
26	DSC-403	Optional-3	4+2	4+1 (5)	3 hours	80C+15-I+5A(50P)
	Total		28	25		600/750
SEMESTER-V						
27	ELS-5	English (First Language)	3	3	3 hours	80C+15-I+5A
28	SLS-5	Second Language	3	3	3 hours	80C+15-I+5A
29	GE		4	4	3 hours	80C+15-I+5 A
30	DSE- 501	A	4+2	4+1 (5)	3 hours	80C+15-I+5A(50P)
		B				
		C				
31	DSE- 502	A	4+2	4+1 (5)	3 hours	80C+15-I+5A(50P)
		B				
		C				
32	DSE- 503	A	4+2	4+1 (5)	3 hours	80C+15-I+5A(50P)
		B				
		C				
	Total		28	25		600/750
SEMESTER-VI						
33	ELS-6	English (First Language)	3	3	3 hours	80C+15-I+5A
34	SLS-6	Second Language	3	3	3 hours	80C+15-I+5A
35	PR	Project Report / Optional paper	4	4	2 HOURS/ 3 HOURS	PR-75+25VV/ 80C+15-I+5A
36	DSE- 601	A	4+2	4+1 (5)	3 hours	80C+15-I+5A(50P)
		B				
		C				
37	DSE- 602	A	4+2	4+1 (5)	3 hours	80C+15-I+5A(50P)
		B				
		C				
38	DSE- 603	A	4+2	4+1 (5)	3 hours	80C+15-I+5A(50P)
		B				
		C				
	TOTAL		28	25		600/750
	GRAND TOTAL		168/150			3,500/4,400
Credits under Non-CGPA		NSS/NCC/SPORTS/ EXTRA CURRICULAR/ STUDENT CLUBS	6	UP TO 6 (2 IN EACH YEAR)		
		SUMMER INTERNSHIP	4	UP TO 4 (2 IN EACH AFTER 1&2 YEARS)		



ELS: English Language Skill; SLS: Second Language Skill; AEC: Ability Enhancement Compulsory Course; SEC: Skill Enhancement Course; DSC: Discipline Specific Course; DSE: Discipline Specific Elective; GE: Generic Elective; T: Theory; P: Practical; I: Internal Exam A: Assignment C: College Exam: PR: Project Report; VV: Viva- Voce Examination

Note: I) If a student should opt for “a” in SEC in III semester, the student has to opt for “a” only in IV semester and so is the case with “b” and “c”. In the case of DSE also the rule applies.

II) Project work should be done by individual student or a group of 4 students.

S.NO	COURSE CATEGORY	NO OF COURSES	CREDITS PER COURSE	TOTAL CREDITS
1	English language	6	4/3	20
2	Second language	6	4/3	20
3	AECC	2	2	4
4	SEC	4	2	8
5	GE	4	4	4
6	PROJECT	4	4	4
7	DSC	12	5	60
8	DSE	6	5	30
	TOTAL	38		150

ELS: English Language Skill; SLS: Second Language Skill; AEC: Ability Enhancement Compulsory Course; SEC: Skill Enhancement Course; DSC: Discipline Specific Course; DSE: Discipline Specific Elective; GE: Generic Elective; T: Theory; P: Practical; I: Internal Exam A: Assignment C: College Exam; PR: Project Report; VV: Viva- Voce Examination

Note: I) If a student should opt for “a” in SEC in III semester, the student has to opt for “a” only in IV semester and so is the case with “b” and “c”. In the case of DSE also the rule applies.

II) Project work should be done by individual student or a group of 4 students.

S.NO	COURSE CATEGORY	NO OF COURSES	CREDITS PER COURSE	TOTAL CREDITS
1	English language	6	4/3	20
2	Second language	6	4/3	20
3	AECC	2	2	4
4	SEC	4	2	8
5	GE	4	4	4
6	PROJECT	4	4	4
7	DSC	12	5	60
8	DSE	6	5	30
	TOTAL	38		150

CBCS COURSE STRUCTURE, NIZAM COLLEGE, OU, HYDERABAD, TELANGANA STATE						
Bachelor of Business Administration						
	CODE	COURSE TITLE	HPW	CREDITS	EXAM HOURS	MARKS
SEMESTER-I						
1	ELS-1	English (First Language)	4	4	3 hours	80C+15-I+5A
2	SLS-1	Second Language	4	4	3 hours	80C+15-I+5A
3	AECC-1	Environmental Science/ Human values and Ethics	2	2	2 hours	40C+10-I
4	DSC-101	Optional-1	5	5 (5)	3 hours	80C+15I+5A
5	DSC-102	Optional-2	5	5 (5)	3 hours	80C+15I+5A
6	DSC-103	Optional-3	5	5 (5)	3 hours	80C+15I+5A
	Total		25	25		550/550
SEMESTER-II						
7	ELS-2	English (First Language)	4	4	3 hours	80C+15-I+5A
8	SLS-2	Second Language	4	4	3 hours	80C+15-I+5A
9	AECC-2	Environmental Science/ Human values and Ethics	2	2	2 hours	40C+10-I
10	DSC-201	Optional-1	5	5 (5)	3 hours	80C+15I+5A
11	DSC-202	Optional-2	5	5 (5)	3 hours	80C+15I+5A
12	DSC-203	Optional-3	5	5 (5)	3 hours	80C+15I+5A
	Total		25	25		550/550
SEMESTER-III						
13	ELS-3	English (First Language)	3	3	3 hours	80C+15-I+5A
14	SLS-3	Second Language	3	3	3 hours	80C+15-I+5A
15	SEC-1		2	2	2 hours	40C+10-I
16	DSC-301	Optional-1	5	5 (5)	3 hours	80C+15-I+5A
17	DSC-302	Optional-2	5	5 (5)	3 hours	80C+15-I+5A
18	DSC-303	Optional-3	5	5 (5)	3 hours	80C+15-I+5A
	Total		25	25		550/550
SEMESTER-IV						
19	ELS-4	English (First Language)	3	3	3 hours	80C+15-I+5A
20	SLS-4	Second Language	3	3	3 hours	80C+15-I+5A
21	SEC-2		2	2	2 hours	40C+10-I

22	DSC-401	Optional-1	5	5 (5)	3 hours	80C+15-I+5A
23	DSC-402	Optional-2	5	5 (5)	3 hours	80C+15-I+5A
24	DSC-403	Optional-3	5	5 (5)	3 hours	80C+15-I+5A
	Total		25	25		550/550
SEMESTER-V						
25	DSC- 501	Optional-1	5	5	3 hours	80C+15-I+5A
26	DSC- 502	Optional-2	5	5	3 hours	80C+15-I+5A
27	DSC- 503	Optional-3	5	5	3 hours	80C+15-I+5A
28	DSC- 504	Optional-4	5	5	3 hours	80C+15-I+5A
29	SEC	Personality Dev. & Soft Skills	2	1	2 hours	40C+10-I
30	DSE- I /II		4	4	3 hours	80C+15-I+5A
	Total		26	25		550/550
SEMESTER-VI						
31	DSC- 601	Optional-1	5	5	3 hours	80C+15-I+5A
32	DSC- 602	Optional-2	5	4	3 hours	80C+15-I+5A
33	DSC- 603	Optional-3	5	5	3 hours	80C+15-I+5A
34	DSC- 604	Optional-4	5	5	3 hours	80C+15-I+5A
35	SEC	Reasoning and Aptitude	2	1	2 hours	40C+10-I
36	PR	Project Report / Optional paper	4	5	2 HOURS/ 3 HOURS	PR-75+25VV/ 80C+15-I+5A
	TOTAL		26	25		550/550
	GRAND TOTAL		152/150			3,300/3,300
Credits under Non- CGPA		NSS/NCC/SPORTS/ EXTRA CURRICULAR/ STUDENT CLUBS	6	UP TO 6 (2 IN EACH YEAR)		
		SUMMER INTERNSHIP	4	UP TO 4 (2 IN EACH AFTER 1&2 YEARS)		
ELS: English Language Skill; SLS: Second Language Skill; AEC: Ability Enhancement Compulsory Course; SEC: Skill Enhancement Course; DSC: Discipline Specific Course; DSE: Discipline Specific Elective; GE: Generic Elective; T: Theory; P: Practical; I: Internal Exam A: Assignment C: College Exam; PR: Project Report; VV: Viva- Voce Examination						
Note: I) If a student should opt for "a" in SEC in III semester, the student has to opt for "a" only in IV semester and so is the case with "b" and "c". In the case of DSE also the rule applies.						
II) Project work should be done by individual student or a group of 4 students.						
S.NO	COURSE CATEGORY		NO OF COURSES	CREDITS	PER COURSE	TOTAL CREDITS
1	English language		6		4/3	20
2	Second language		6		4/3	20
3	AECC		2		2	4
4	SEC		4		2	8
5	GE		4		4	4
6	PROJECT		4		4	4
7	DSC		12		5	60
8	DSE		6		5	30
	TOTAL		38			150



CBCS COURSE STRUCTURE, NIZAM COLLEGE, OU, HYDERABAD, TELANGANA STATE						
Bachelor of Computer Application(BCA)						
	CODE	COURSE TITLE	HPW	CREDITS	EXAM HOURS	MARKS
SEMESTER-I						
1	CC-1A	English (First Language)	4	4	3 hours	80C+15-I+5A
2	CC-1B	Optional-1	4	4 (4)	3 hours	80C+15I+5A
3	DSC-1A	Optional-2	4	4 (4)	3 hours	80C+15I+5A
4	DSC-1B	Optional-3	4+2	4+1 (5)	3 hours	80C+15I+5A(50P)
5	DSC-1C	Optional-4	4+2	4+1 (5)	3 hours	80C+15I+5A(50P)
6	DSC-1D	Practicals	2	1	2 hours	50P
7	AECC-1	Environmental Science/ Human values and Ethics	2	2	2 hours	40C+10-I
Total			28	25		550/700
SEMESTER-II						
8	CC-2A	English (First Language)	4	4	3 hours	80C+15-I+5A
9	CC-2B	Optional-1	4	4 (4)	3 hours	80C+15I+5A
10	DSC-2A	Optional-2	4	4 (4)	3 hours	80C+15I+5A
11	DSC-2B	Optional-3	4+2	4+1 (5)	3 hours	80C+15I+5A(50P)
12	DSC-2C	Optional-4	4+2	4+1 (5)	3 hours	80C+15I+5A(50P)
13	DSC-2D	Practicals	2	1	2 hours	50P
14	AECC-2	Environmental Science/ Human values and Ethics	2	2	2 hours	40C+10-I
Total			28	25		550/700
SEMESTER-III						
15	CC-3A	Optional-1	4	4 (4)	3 hours	80C+15I+5A
16	CC-3B	Optional-2	4	4 (4)	3 hours	80C+15I+5A
17	DSC-3A	Optional-3	4+2	4+1 (5)	3 hours	80C+15I+5A(50P)
18	DSC-3B	Optional-4	4+2	4+1 (5)	3 hours	80C+15I+5A(50P)
19	DSC-3C	Optional-5	4+2	4+1 (5)	3 hours	80C+15I+5A(50P)
20	SEC-1		2	2	2 hours	40C+10-I
Total			28	25		550/700
SEMESTER-IV						
21	CC-4A	Optional-1	4	4 (4)	3 hours	80C+15I+5A
22	CC-4B	Optional-2	4	4 (4)	3 hours	80C+15I+5A
23	DSC-4A	Optional-3	4+2	4+1 (5)	3 hours	80C+15I+5A(50P)

24	DSC-4B	Optional-4	4+2	4+1 (5)	3 hours	80C+15I+5A(50P)
25	DSC-4C	Optional-5	4+2	4+1 (5)	3 hours	80C+15I+5A(50P)
26	SEC-2		2	2	2 hours	40C+10-I
Total			28	25		550/700
SEMESTER-V						
27	CC-5A	Optional-1	4	4 (4)	3 hours	80C+15I+5A
28	CC-5B	Optional-2	4	4 (4)	3 hours	80C+15I+5A
29	DSC-5A	Optional-3	4+2	4+1 (5)	3 hours	80C+15I+5A(50P)
30	DSC-5B	Optional-4	4+2	4+1 (5)	3 hours	80C+15I+5A(50P)
31	DSE-I	Optional-5	4+2	4+1 (5)	3 hours	80C+15I+5A(50P)
32	DSC-5C	Mini Project	2	2	2 hours	50P
Total			28	25		550/700
SEMESTER-VI						
33	DSC-6A	Optional-1	4+2	4+1 (5)	3 hours	80C+15I+5A(50P)
34	DSC-6B	Optional-2	4	4 (4)	3 hours	80C+15I+5A
35	DSC-6C	Optional-3	4	5	3 hours	80C+15I+5A
36	PR	Project Report / Optional paper	4	5	2 HOURS/ 3 HOURS	PR-75+25VV/ 80C+15-I+5A
	LPC		4	1	2 hours	50P
37	DSE-I/II	Optional-5	4	5	3 hours	80C+15-I+5A
TOTAL			26	25		500/600
GRAND TOTAL			166/150			3,250/4,100
Credits under Non-CGPA		NSS/NCC/SPORTS/ EXTRA CURRICULAR/ STUDENT CLUBS	6	UP TO 6 (2 IN EACH YEAR)		
		SUMMER INTERNSHIP	4	UP TO 4 (2 IN EACH AFTER 1&2 YEARS)		
ELS: English Language Skill; SLS: Second Language Skill; AEC: Ability Enhancement Compulsory Course; SEC: Skill Enhancement Course; DSC: Discipline Specific Course; DSE: Discipline Specific Elective; GE: Generic Elective; T: Theory; P: Practical; I: Internal Exam A: Assignment C: College Exam: PR: Project Report; VV: Viva- Voce Examination						
Note: I) If a student should opt for "a" in SEC in III semester, the student has to opt for "a" only in IV semester and so is the case with "b" and "c". In the case of DSE also the rule applies.						
II) Project work should be done by individual student or a group of 4 students.						
S.NO	COURSE CATEGORY		NO OF COURSES	CREDITS PER COURSE		TOTAL CREDITS
1	English language		6	4/3		20
2	Second language		6	4/3		20
3	AECC		2	2		4
4	SEC		4	2		8
5	GE		4	4		4
6	PROJECT		4	4		4
7	DSC		12	5		60
8	DSE		6	5		30
TOTAL			38			150



CBCS COURSE STRUCTURE, NIZAM COLLEGE, OU, HYDERABAD, TELANGANA STATE						
B.A Course without practical's						
	CODE	COURSE TITLE	HPW	CREDITS	EXAM HOURS	MARKS
SEMESTER-I						
1	ELS-1	English (First Language)	4	4	3 hours	80C+15-I+5A
2	SLS-1	Second Language	4	4	3 hours	80C+15-I+5A
3	AECC-1	Environmental Science/ Human values and Ethics	2	2	2 hours	40C+10-I
4	DSC-101	Optional-1	5	5 (5)	3 hours	80C+15I+5A
5	DSC-102	Optional-2	5	5 (5)	3 hours	80C+15I+5A
6	DSC-103	Optional-3	5	5 (5)	3 hours	80C+15I+5A
	Total		25	25		550/550
SEMESTER-II						
7	ELS-2	English (First Language)	4	4	3 hours	80C+15-I+5A
8	SLS-2	Second Language	4	4	3 hours	80C+15-I+5A
9	AECC-2	Environmental Science/ Human values and Ethics	2	2	2 hours	40C+10-I
10	DSC-201	Optional-1	5	5 (5)	3 hours	80C+15I+5A
11	DSC-202	Optional-2	5	5 (5)	3 hours	80C+15I+5A
12	DSC-203	Optional-3	5	5 (5)	3 hours	80C+15I+5A
	Total		25	25		550/550
SEMESTER-III						
13	ELS-3	English (First Language)	3	3	3 hours	80C+15-I+5A
14	SLS-3	Second Language	3	3	3 hours	80C+15-I+5A
15	SEC-1		2	2	2 hours	40C+10-I
16	SEC-2		2	2	2 hours	40C+10-I
17	DSC-301	Optional-1	5	5 (5)	3 hours	80C+15I+5A
18	DSC-302	Optional-2	5	5 (5)	3 hours	80C+15I+5A
19	DSC-303	Optional-3	5	5 (5)	3 hours	80C+15I+5A
	Total		25	25		600/600
SEMESTER-IV						
20	ELS-4	English (First Language)	3	3	3 hours	80C+15-I+5A
21	SLS-4	Second Language	3	3	3 hours	80C+15-I+5A

22	SEC-3		2	2	2 hours	40C+10-I
23	SEC-4		2	2	2 hours	40C+10-I
24	DSC-401	Optional-1	5	5 (5)	3 hours	80C+15I+5A
25	DSC-402	Optional-2	5	5 (5)	3 hours	80C+15I+5A
26	DSC-403	Optional-3	5	5 (5)	3 hours	80C+15I+5A
	Total		25	25		600/600
SEMESTER-V						
27	ELS-5	English (First Language)	3	3	3 hours	80C+15-I+5A
28	SLS-5	Second Language	3	3	3 hours	80C+15-I+5A
29	GE		4	4	3 hours	80C+15-I+5 A
30	DSE- 501	A	5	5	3 hours	80C+15I+5A
		B				
		C				
31	DSE- 502	A	5	5	3 hours	80C+15I+5A
		B				
		C				
32	DSE- 503	A	5	5	3 hours	80C+15I+5A
		B				
		C				
	Total		25	25		600/600
SEMESTER-VI						
33	ELS-6	English (First Language)	3	3	3 hours	80C+15-I+5A
34	SLS-6	Second Language	3	3	3 hours	80C+15-I+5A
35	PR	Project Report / Optional paper	4	4	2 HOURS/ 3 HOURS	PR-75+25VV/ 80C+15-I+5A
36	DSE- 601	A	5	5	3 hours	80C+15I+5A
		B				
		C				
37	DSE- 602	A	5	5	3 hours	80C+15I+5A
		B				
		C				
38	DSE- 603	A	5	5	3 hours	80C+15I+5A
		B				
		C				
	TOTAL		25	25		600/600
	GRAND TOTAL		150/150			3,500/3,500
Credits under Non-CGPA		NSS/NCC/SPORTS/ EXTRA CURRICULAR/ STUDENT CLUBS	6	UP TO 6 (2 IN EACH YEAR)		
		SUMMER INTERNSHIP	4	UP TO 4 (2 IN EACH AFTER 1&2 YEARS)		

ELS: English Language Skill; SLS: Second Language Skill; AEC: Ability Enhancement Compulsory Course; SEC: Skill Enhancement Course; DSC: Discipline Specific Course; DSE: Discipline Specific Elective; GE: Generic Elective; T: Theory; P: Practical; I: Internal Exam A: Assignment C: College Exam: PR: Project Report; VV: Viva- Voce Examination

Note: I) If a student should opt for “a” in SEC in III semester, the student has to opt for “a” only in IV semester and so is the case with “b” and “c”. In the case of DSE also the rule applies.

II) Project work should be done by individual student or a group of 4 students.

S.NO	COURSE CATEGORY	NO OF COURSES	CREDITS PER COURSE	TOTAL CREDITS
1	English language	6	4/3	20
2	Second language	6	4/3	20
3	AECC	2	2	4
4	SEC	4	2	8
5	GE	4	4	4
6	PROJECT	4	4	4
7	DSC	12	5	60
8	DSE	6	5	30
	TOTAL	38		150

CBCS COURSE STRUCTURE, NIZAM COLLEGE, OU, HYDERABAD, TELANGANA STATE						
B.A course with practical's						
	CODE	COURSE TITLE	HPW	CREDITS	EXAM HOURS	MARKS
SEMESTER-I						
1	ELS-1	English (First Language)	4	4	3 hours	80C+15-I+5A
2	SLS-1	Second Language	4	4	3 hours	80C+15-I+5A
3	AECC-1	Environmental Science/ Human values and Ethics	2	2	2 hours	40C+10-I
4	DSC-101	Optional-1	5	5 (5)	3 hours	80C+15I+5A
5	DSC-102	Optional-2	5	5 (5)	3 hours	80C+15I+5A
6	DSC-103	Optional-3	4+2	4+1 (5)	3 hours	80C+15I+5A(50P)
Total			26	25		550/600
SEMESTER-II						
7	ELS-2	English (First Language)	4	4	3 hours	80C+15-I+5A
8	SLS-2	Second Language	4	4	3 hours	80C+15-I+5A
9	AECC-2	Environmental Science/ Human values and Ethics	2	2	2 hours	40C+10-I
10	DSC-201	Optional-1	5	5 (5)	3 hours	80C+15I+5A
11	DSC-202	Optional-2	5	5 (5)	3 hours	80C+15I+5A
12	DSC-203	Optional-3	4+2	4+1 (5)	3 hours	80C+15-I+5A(50P)
Total			26	25		550/600
SEMESTER-III						
13	ELS-3	English (First Language)	3	3	3 hours	80C+15-I+5A
14	SLS-3	Second Language	3	3	3 hours	80C+15-I+5A
15	SEC-1		2	2	2 hours	40C+10-I
16	SEC-2		2	2	2 hours	40C+10-I
17	DSC-301	Optional-1	4+2	4+1 (5)	3 hours	80C+15-I+5A(50P)
18	DSC-302	Optional-2	4+2	4+1 (5)	3 hours	80C+15-I+5A(50P)
19	DSC-303	Optional-3	4+2	4+1 (5)	3 hours	80C+15-I+5A(50P)
Total			28	25		600/750
SEMESTER-IV						
20	ELS-4	English (First Language)	3	3	3 hours	80C+15-I+5A
21	SLS-4	Second Language	3	3	3 hours	80C+15-I+5A

22	SEC-3		2	2	2 hours	40C+10-I
23	SEC-4		2	2	2 hours	40C+10-I
24	DSC-401	Optional-1	4+2	4+1 (5)	3 hours	80C+15-I+5A(50P)
25	DSC-402	Optional-2	4+2	4+1 (5)	3 hours	80C+15-I+5A(50P)
26	DSC-403	Optional-3	4+2	4+1 (5)	3 hours	80C+15-I+5A(50P)
Total			28	25		600/750
SEMESTER-V						
27	ELS-5	English (First Language)	3	3	3 hours	80C+15-I+5A
28	SLS-5	Second Language	3	3	3 hours	80C+15-I+5A
29	GE		4	4	3 hours	80C+15-I+5 A
30	DSE- 501	A	4+2	5	3 hours	80C+15-I+5A(50P)
		B				
		C				
31	DSE- 502	A	4+2	5	3 hours	80C+15-I+5A(50P)
		B				
		C				
32	DSE- 503	A	4+2	5	3 hours	80C+15-I+5A(50P)
		B				
		C				
Total			28	25		600/750
SEMESTER-VI						
33	ELS-6	English (First Language)	3	3	3 hours	80C+15-I+5A
34	SLS-6	Second Language	3	3	3 hours	80C+15-I+5A
35	PR	Project Report / Optional paper	4	4	2 HOURS/ 3 HOURS	PR-75+25VV/ 80C+15-I+5A
36	DSE- 601	A	4+2	5	3 hours	80C+15-I+5A(50P)
		B				
		C				
37	DSE- 602	A	4+2	5	3 hours	80C+15-I+5A(50P)
		B				
		C				
38	DSE- 603	A	4+2	5	3 hours	80C+15-I+5A(50P)
		B				
		C				
TOTAL			28	25		600/750
GRAND TOTAL			166/150			3,500/4,200
Credits under Non-CGPA		NSS/NCC/SPORTS/ EXTRA CURRICULAR/ STUDENT CLUBS	6	UP TO 6 (2 IN EACH YEAR)		
		SUMMER INTERNSHIP	4	UP TO 4 (2 IN EACH AFTER 1&2 YEARS)		

ELS: English Language Skill; SLS: Second Language Skill; AEC: Ability Enhancement Compulsory Course; SEC: Skill Enhancement Course; DSC: Discipline Specific Course; DSE: Discipline Specific Elective; GE: Generic Elective; T: Theory; P: Practical; I: Internal Exam A: Assignment C: College Exam: PR: Project Report; VV: Viva- Voce Examination

Note: I) If a student should opt for "a" in SEC in III semester, the student has to opt for "a" only in IV semester and so is the case with "b" and "c". In the case of DSE also the rule applies.

II) Project work should be done by individual student or a group of 4 students.

S.NO	COURSE CATEGORY	NO OF COURSES	CREDITS PER COURSE	TOTAL CREDITS
1	English language	6	4/3	20
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3	AECC	2	2	4
4	SEC	4	2	8
5	GE	4	4	4
6	PROJECT	4	4	4
7	DSC	12	5	60
8	DSE	6	5	30
	TOTAL	38		150

Attendance Requirement, Examination and Promotion Rules

The College has a Semester System which operates as follows:

The College follows a 15-week Semester System. An almanac for the entire year is prepared at the commencement of I, III and V semesters. Every month respective departments submit attendance to the Academic Coordinator. The Academic Coordinator computes this data and displays it by the 10th of every month. The respective departments also display the same. Any anomaly has to be corrected during that month. The students are cautioned about the shortage of attendance. The College Administration will not entertain any dispute at the end of the semester about discrepancy in attendance of previous months. At the end of each semester, the cumulative percentage of attendance is calculated and the student is issued a Hall-Ticket for the ensuing examination only if he / she has 75% is in subjects. In case the students fail to obtain 75% attendance, waiver to an extent of 10% on MEDICAL GROUNDS is permitted based on the submission of a medical certificate issued by a competent authority. Candidates who fail to obtain the required percentage of attendance will be detained and will not be promoted to the next semester.

Please Note :

1. 75% attendance both in Theory and Practical Courses (wherever applicable) is mandatory for candidates to be eligible to appear for the semester examination. All students who represent the college in Inter-collegiate, Inter-varsity, National and International competitions are eligible for attendance exemption of 8 weeks per year; that is, 4 weeks per semester or the period of the competition whichever is less.
2. Examinations for I, III and V semesters are held in November each year after 15 weeks of instruction. There are no detentions at the end of I, III and V Semesters. However the students have to register for semester examinations.
3. Examinations for II, IV & VI semesters are held in March/April each year after 15 weeks of instruction. There is detention system at the end of II and IV semesters Examinations.
4. Registration for Examination: All students undergoing regular courses of study have to register for every semester exam by paying the requisite exam fee, filling the examination form & obtaining the hall ticket before appearing for the said exam.
5. (a) At the end of II semester candidates who do not have more than 50% backlog papers of I and II Semesters together will be promoted to III Semester.
(b) At the end of IV Semester candidates who do not have more than 25% backlog papers in all, from I to IV semesters together, will be promoted to V Semester.
(c) Backlogs for all the semesters will be conducted only in the even semesters.
6. A candidate's promotion to subsequent semesters is subject to regular attendance (75%), payment of fee (including exam fee), and good conduct.
7. Any student failing to clear dues such as college fees, hostel dues, special fees, self-financing fees, etc., shall not be eligible for promotion. Even if a student is eligible for any kind of scholarship, he/she has to clear all the above dues by the time he/she appears for the examinations of that academic year.
8. Every student is required to complete his/her course of study within 5 years from the date of admission, after which he/she will not be



permitted for any more examinations. The date of admission of students admitted on transfer from other institutions will be notionally treated on par with his/her batch mates.

9. Award of Grades: For the award of grades in Part-I / Part-II, it will be necessary for a student to pass all the papers by the end of IV / VI Semesters.

Range of Marks	Inference	Grade	Grade Point
≥90 to 100	Outstanding	O	10
≥75 to < 90	Excellence	A+	9
≥60 to <75	Very Good	A	8
≥55 to <60	Good	B+	7
≥50 to <55	Above Average	B	6
≥45 to <50	Average	C	5
≥40 to < 45	Pass	D	4
<40	Fail (Re appear)	F	0
	Absent (Not appeared)	AB	0

10. Improvement and Backlogs

- a. A student who wishes to improve his/her result is entitled to repeat the examination in any paper provided he / she has cleared all the papers (in ONE ATTEMPT only) relating to the relevant semester. No student with a backlog is permitted to appear for improvement examination for the relevant semester. Improvement is permitted only in the next semester examination.
 - b. Whenever there is a change in syllabus/model paper, the student will be given only one chance in the next corresponding semester examination to clear the backlog of that paper under the old syllabus/ model paper. Candidates are required to prepare for the examination with new syllabus/ model paper subsequently.
11. Medium of examinations: Students admitted to a particular medium of instruction have to appear for the examinations in the same medium. If for any reason they write the examination in another medium, their scripts will not be evaluated.

12. Without 75% of attendance in theory and Practicals students will not be entitled to
 - a. Appear for the examination
 - b. Claim any scholarship.
 - c. Promoted to the next semester.
13. Students who discontinue their study at this College but wish to seek admission again to I Semester with/without a change of faculty or combination, need to apply again and will be considered for admission only on merit (based on their intermediate marks) along with other fresh applicants through DOST.
14. Re-admission Rules: The student who got detained in II/IV –Sem and cleared 50% of their subjects in the subsequent semester exams can apply for readmission in the forthcoming academic year with a specified readmission fee.



Malpractice and the Punishment

Malpractice means...

1. Possession of prohibited papers, books, notes, etc.
2. Examination-related matter written on the body, clothes, instruments, wrappings etc.
3. Writing on the walls, furniture, scales, Hall Ticket and calculators.
4. Examinee disclosing his identity to the examiner in any manner.
5. Making any appeal to the paper's valuer in the answer book.
6. Using abusive and obscene language in the answer book.
7. Destroying prohibited material with a view to destroy the evidence.
8. Refusing to obey the instructions of the Chief Superintendent/ Invigilator.
9. Smuggling an Answer Book/ Matter into or out of the Examination Hall
10. Inserting or removing of any pages from the Answer Book/ Additional Answer Sheet.
11. Substituting wholly or partly an Answer Book/ Additional Answer Sheet.
12. Impersonation
13. Carrying electronic gadgets into Examination Hall

Punishments

1. Debarred from the examinations
2. Cancellation of paper/ all the papers of the semester.
3. Cancellation of the result.
4. Action as per law.
5. Cancellation of admission.



An Appeal to Students of Nizam College

Please help us to make your experience in Nizam College a memorable one by strictly adhering to the following rules :

- Do not indulge in smoking-the College is a NO SMOKING ZONE.
- Work for a clean, green, plastic-free Nizam College
- Do not zoom around the College campus on motorbikes disturbing the academic ambiance of the College.
- Do not indulge in honking and removal of silencers of vehicles.
- Park vehicles at the specified parking lots and walk to the classrooms and examination halls.
- Wear decent clothes that does not attract undue attention.
- Do not waste time at the College canteen or on the playground.
- Follow the time schedules, rules, and regulations of the institution regarding examinations.
- Be present in the examination hall half an hour before the commencement of the examination
- Carry your own pens, pencils, rulers, etc., to the examination Hall
- Do not carry cell phones to the examination hall.
- Do not copy in the examinations. Anyone found copying or carrying material into the exam hall will be DEBARRED FOR TWO YEARS.
- Understand the evaluation system of the College
- Complete the chosen course within the stipulated time schedule i.e 3 years for UG.

Appear for the examination in the **Medium of Instruction** into which admission has been taken. If for any reason the student writes the examination in another medium, his/her script will not be evaluated.



Steps towards Positive Action

- Smoking leaves toxins which takes years to cleanse. Be alert to protect you and your friends around. Earmark the college as a non smoking zone.
- Micro-plastics are entering our system, staying forever. Encourage use of sustainable materials like cloth. Keeping the campus plastic free is the first move.
- The College campus stands as a shrine for learning. Please be sensitive to the noise your vehicle might generate.
- There is a place for everything. So does your vehicle.
- Stretch your legs in the campus and greet people. Both are good for you.
- Your attire should reflect your professional attitude. You are grooming everyday for your career.
- Reward yourself with some relaxation after a day's worth of hard work. It truly becomes enjoyable.
- The rules are here to add clarity. Follow the schedules along with your colleagues.
- Being early to exam gives you a chance to get comfortable and remove exam stress. Try it to believe it.
- Every person should aim to live independently. It starts with your stationery.
- Your phone can never replace a real person. Learn to enjoy real time conversations and learn the power of focus in its absence.

Details of the Departments

Faculty of Arts

- **Arabic**

The Department of Arabic was established in the year 1887 and is one of the oldest departments of the college. At present the department offers Arabic as a second language at the UG level. A large number of foreign students have been studying Arabic and there is a continuous and steep rise in the number of students opting for Arabic

- **Hindi**

The Department of Hindi was established in 1889 along with the other departments of Nizam College. The students, and staff of Hindi brought many laurels to the college and the Osmania University since the establishment of the Department at the National and State levels. The Department of Hindi is offering Hindi as Modern Language and Second Language.

- **English**

The Department of English, Nizam College is as old as the college itself, being one of the first departments to start functioning in 1887. The Department offers courses in General English and English Literature optional for B.A/B.Com/B.Sc/B.B.A and B.A. (ML)/BCA students at the U.G level. The PG Centre offers courses under Osmania University. The Department through its vital English Language Teaching Centre (ELTC) has been regularly conducting Communication and Soft skills courses.

- **Sanskrit**

The Department was started in 1887. Sanskrit is offered as a Second Language and as an Optional Subject in Intermediate at the initial level. B.A., B.Com. & B.Sc. Courses started with Sanskrit as Second Language and as an optional (Classical Language).

- **Telugu**

In the year 1910 Department of Telugu was established. Department of Telugu initially offered the subject to Intermediate students and later on, extended it to both Under Graduates students (Modern Language) and in the year 1982 for Post Graduates students. At



present 700 students opt for Telugu as a second Language and 100 students as a special Language. Department of Telugu has 90 students at the PG level.

- **Urdu**

The Department of Urdu is the oldest department in Nizam College established in 1887. Urdu is offered as a second language at the UG level and also as an option (Modern Language) to the students of B.A. degree courses.

- **Persian**

The Department of Persian is as old as the College itself, being one of the First Departments to start functioning in 1887. In the initial years, only intermediate and undergraduate levels were held in the college. Later only undergraduate courses were offered by the college. The Department of Persian, since then has been teaching second language courses and classical language as an optional for the degree courses.

Faculty of Commerce

The Department of Commerce was started at Nizam College in the year 1940. Since then, B.Com Degree course has been offered in the department. In the year 1970, M.Com with costing and Taxation specialization was introduced at Nizam College, upgrading Commerce Department into a Post Graduate Department. In the year 1995, B.Com Vocational course in Foreign Trade Practices & Procedures was offered with an intake of 30 students. B.Com e-Commerce was started in the year 1999-2000.

Faculty of Science

- **Botany**

The Department of Botany was started in the year 1956 with graduation and became a postgraduate center in 1980 offering M.Sc. in Biological Sciences. At present the Department of Botany offers only B.Sc with B.Z.C and Bt.B.C combination with total student strength of 180. For over a quarter century, this Department has been recognized as a research centre providing facilities for research in Mycology and Plant Pathology, Ecology, Chemotaxonomy, Embryology, and Anatomy.



- **Chemistry**

The Department of Chemistry is the largest Department of Nizam College. The B.Sc program was started way back in 1918 and M.Sc. in 1967. It is the first department to have a Chemistry PG program outside the University Campus. The Department offers UG (5 combinations), PG (Physical chemistry with Polymer Chemistry as Elective and Inorganic chemistry with Bioinorganic Chemistry as Elective), PG (Organic chemistry with medicinal chemistry), PG (Pharmacoinformatics).

- **Computer Science**

The Department of Computer Science was established in 1989. The department has about 338 students in the courses. Students from different countries are coming over here to pursue their studies with different combinations as Computer Science as one of the subjects at the UG level.

- **Computer hardware**

This course helps to be a computer star, a fan of math and science, and a problem solver. If you love using computers, but like taking them apart and rebuilding them even more, this could be the career for you. Computer hardware engineers design and develop computer hardware, such as computer chips, circuit boards, modems, and printers. They also test hardware and supervise its installation.

- **Genetics**

The Department offers Genetics as an optional for the B.Sc. Degree course. The course was started in 1979 with an intake of 30 students and the combinations were Genetics, Botany & Chemistry and Genetics, Zoology & Chemistry. Subsequently, the course was offered along with Biophysics and Chemistry besides the above combinations. Presently the combination offered is Microbiology, Genetics & Chemistry. The Department is also anchoring a self-financing course in Biotechnology, which is one of the optional subjects at the UG level; the profile of the course is documented separately. In addition to the above-mentioned undergraduate courses, the Department has offered courses in Genetics to students of B.Sc. (Biophysics) and B.Sc. (Seed Technology), Genetics & Biostatistics to B.Sc. (Biotechnology). The Department has offered courses in Cell & Molecular Biology to M.Sc. (Biological Sciences),

Genetics to M.Sc. (Zoology) and the staff has offered courses in Cell Biology to M.Sc. (Biotechnology) at Osmania University.

- **Biotechnology**

Biotechnology course was introduced as an optional subject at the B.Sc level in 2002 as a Self-Finance Course with the Department of Genetics as the Nodal Department. The course was started with three combinations: B.Sc (Biotechnology, Botany, and Chemistry), B.Sc (Biotechnology, Zoology, and Chemistry), BSc (Biotechnology, Microbiology, and Chemistry).

- **Mathematics**

The Department of Mathematics was formed at the inception of Nizam College. There are various combinations of BSc, which offer Mathematics as the main course. In addition to the common core syllabus, Complex analysis is also introduced in the year 2005 for BSc Final year due to its wide applications. Numerical Analysis and Laplace transforms are offered as electives for final-year students. From the academic year 2021-2022, a new B.Sc (Mathematics, Statistics, and Data Science) has been introduced with an intake of 60 students.

- **Statistics**

The Department of Statistics was established independently in the year 1992-1993. Previously it was a part of the Department of Mathematics. The course offered currently is B.Sc. (Mathematics, Computer Science and Statistics) which is a job oriented has good demand. This course was introduced in the year 1998 under the Self-Financing scheme with an intake of 30 students.

- **Physics**

The Department of Physics was established in the year 1895. The Department had only B.Sc. teaching program up to 1947, when Nizam College was affiliated with Madras University. The intake of students was twelve. Electronics was the only special subject in the final year of M.Sc. Subsequently, when the intake was increased from 12 to 20, the Department had to offer one more special subject at M.Sc. Final year level as the laboratories for a single special subject could not cope with a greater number of students. Hence, Biophysics was introduced as a special subject in the year 1971.



- **Zoology**

The Department of Zoology, Nizam College is as old as the College itself, being one of the first departments of sciences at the undergraduate level. The department has been handling Zoology for B.Sc. at the undergraduate level since the days of its inception. The department offers postgraduate (PG) courses with a specialization in Comparative Animal Physiology since its inception. In 2004, MSc (Fisheries) was offered. Since 2005 the department has been offering specializations in Entomology (Agricultural Entomology and Medical Entomology) and Phytonematology.

- **Microbiology**

The Department offers Microbiology as an optional for the BSc (Mb.G.C) Degree course. It also introduced Industry oriented diploma in association with biotech companies. It launched Microbiology, Zoology, and Chemistry at B.Sc. level and the PG course M.Sc. Microbiology was introduced.

Faculty of Social Science

- **Economics**

The Department of Economics, Nizam College is one of the oldest Departments. The Department is offering UG and PG programs. The Department is also having a very good seminar library with standard books and journals.

- **Geography**

About 30 undergraduates are admitted to Geography every year. Geography at Nizam College involves undergraduates in a wide range of lectures, practical classes, and field courses, organized around a three-year course (called the Geographical Tripos) which is divided into six parts, with an examination at the end of each semester.

- **History**

The Undergraduate Course in History was as old as the College itself. The P.G. Course has been introduced in 1984; and ever since both U.G. and P.G. Courses in History are run in this College. The medium of instruction for the U.G. Course is both Telugu and English.



● **Political Science**

The Department of Political Science is one of the oldest departments in the College. It was set up in the year 1946. The college was granted Autonomous status for undergraduate courses by the U.G.C for the first time in the year 1988-89. This year happened to be the turning point for the Department as it gave the Department the freedom to frame the U.G. courses syllabus of Political Science on par with the best U.G. Institutions in the country. The Postgraduate course in the department was introduced in the year 1992.

● **Psychology**

The Department of Psychology, Nizam College which was established in 1963 was the only department to offer psychology as one of the optional B.A. for boys in twin cities. The department offers an undergraduate course. The strength of students enrolled in B.A. I year is 120 as the subject of psychology is offered with four different combinations namely Psychology, Sociology, and Marketing; Psychology, Sociology, and Philosophy; Psychology, English Literature and Marketing; and Psychology, English Literature, and Philosophy.

● **Public Administration**

The Department of Public Administration was established in the year 1960 at Nizam College. Since then, the Department is handling BA EPP & HPP (Telugu and English Medium), Post Graduate (MA) started in 1997. The department has a seminar library with more than 350 books and has an infrastructure facility of computers with internet and Wi-Fi.

● **Sociology**

The Department of Sociology is one of the largest Departments in Nizam College offering UG courses, PG courses, and Career Oriented Add-on courses. The Department at Nizam College specializes in Development Studies. The Department is offering 03 Add on Courses recognized by UGC :

- Certificate Courses in Human Relations and Personality Development
- Diploma in Criminology and Correctional Administration
- Diploma in Development Management Studies and Development Research Methodologies



Faculty of Informatics

The Department of computer science (MCA) in Nizam College was established in the year 2005, its prototype was the Department that was established in 2000, however, it was discontinued, and later M.Sc. (IS) was started in 2001. Thus, the department is offering undergraduate and postgraduate courses. It is a self-finance department affiliated with the university.

Faculty of Management

- **BBA**

The Bachelor of Business Administration course was started in Nizam College for the first time with respect to the Academic year 2013-2014. This course is on par with any other degree course offered in SIX semesters. The department of marketing emerging into Department of Business Management from Academic year 2023-24.

- **MBA**

The Department of business management is the youngest department in the college established in the year 2007 as a gift to the college on the occasion of the completion of its 120 years of successful academic life. The students are admitted through Integrated Common Entrance Test (ICET) including foreign students whose admission is through Osmania University. Every year 60 students are admitted.

- **Marketing**

The Department was established under the 'UGC scheme' in the year 1996. Under this scheme the Course ran for 5 years, later it was taken as a 'First Self-Finance Course' by the College Significant features of the course are to emphasize on interdisciplinary approach to advertising, personal selling, sales promotion, sales management and public relation in addition to psychology, sociology & English literature.

Placement Cell

It was started in December 2004. It produces graduates and postgraduates and doctorates of high calibre who are sure to be an asset to any employer. The Centre provides pre-placement training



in soft skills to all UG & PG final-year students to enable them to acquaint to the present corporate necessities. The Centre helps students to face interviews & get jobs of their choice. Another hallmark of the Centre is that it conducts periodic training programs in soft skills like Personality Development, CV Writing, Communication Skills, Aptitude tests, Interview Techniques, etc. for deserving students. Internship opportunities have been provided for UG & PG students by various companies and most of the top companies across the nation, visit us for Campus Recruitment. Nizam College is registered with TASK (Telangana Academy for Skill and Knowledge) during the academic years 2015-2016, 2020 to till date. TASK is a non-profit organization created by the Government of Telangana for bringing synergy among institutions of Government, Industry & Academia with an objective of offering quality human resources and services to the industry.

Special Subjects

1. Computer Science

Computer Science was introduced as a subject in 1989. The course in hardware is “Computer Organization and Architecture.” Students take up project work in various companies/research laboratories during the course of study. They use operating systems DOS, Windows XP, Win-7, Unix, Linux, and the latest software such as Visual Studio 2005 (VB, C#, J#, VC++) Core Java, Advanced Java, J2EE, J2ME, J2SE, etc., based on Windows for their projects. The computer laboratories have about 500 nodes (Core 2 Duo) connected to a central server (Core 2 Duo 2.80 GHz). The laboratories are air-conditioned and power supply is through 22 UPS. Upgrading the computers is taken up regularly to higher speeds and greater storage space. Our college was the first Constituent College in Osmania University to set up INTERNET facility. Fiber Optic cable is enabling connection to all systems in 32 departments.

2. English Literature

This course caters to the needs of the academic and corporate sectors. English as a global language is no longer confined to the western ethos. Literature is impacted by the socio-cultural, economic, political and technological developments. All these aspects are integral to the understanding of human nature. Study of literature equips an individual with tools of understanding human resources and discourse. The present course in English Literature has

literatures of the world written in English. Students with a good foundation in such a course can find placements in segments like content writing, English language skills trainers, teaching, civil services, public relations, management, electronic and print media both in local and global markets. A company like Google is constantly on the lookout for students with BA English literature for their popular ad-word profile to give just one instance of the tremendous possibilities of this subject. In 2015 English Literature syllabus has been revised according to the demands of the market.

3. Environmental Studies

Environmental Studies is an emerging branch of education and importance of such subject is undisputed in 21st century. In India, the most challenging problem is exploding population which is the root cause of many environmental issues. Geographically and climatically, India is in strategic position. It is rich in biodiversity and it forms a source of material for biotechnology. One third of global biodiversity exists in India and over exploitation has resulted in the loss of many microbes, animals and plants. There is a great necessity of biodiversity conservation in India in order to meet the demands of future generations. Industrialization, urbanization and human activity have made our environment unsuitable for living. Global warming, depletion of ozone layer, loss of forest, solid waste disposal, addition of non-degradable pollutants to the atmosphere, increase in levels of toxic pollutants etc., have become serious and threatening issues in the Indian subcontinent. India has become a global partner in environmental protection. If our making has to survive, the study and preservation of clean environment is essential. Hence, various aspects including sustainable agriculture and environmental protection need their incorporation in the modern syllabi of under graduate and post graduate studies. Under CBCS patron environment studies is offered Ability Enhancement Compulsory Course (AECC) for B.Sc semester I, BA and B Com semester II students (2 credits).



Innovative & Add on Courses

1. M. Sc Chemistry (Pharmaco Informatics)

The Course M. Sc Chemistry (Pharmaco Informatics) was started in the year 2009 at Nizam College. This is the first time that such a specialization in Chemistry was started in the country, under the innovative interdisciplinary program of UGC. The course content is designed to suit the needs of the Pharma Industry in and around Hyderabad, with topics like Synthetic techniques and Pharmaceutical analysis of Drugs apart from modern techniques like computer-aided drug designing, Cheminformatics, and a practical course in Molecular Modelling in the syllabus. The curriculum includes project dissertation in the final semester which helps the students with information search procedures, data generation, data analysis and data reporting skills. The UGC has appreciated in its report the efforts taken by the institution in the implementation of the program like creating new infra-structure, reviewing and redesigning of the syllabi etc. The students who graduated with this course during the past years have found placement both in the Industry and Academic institutions. Central Instrumentation Laboratory with sophisticated instrument and Central Computer Laboratory with Internet facility has been developed under DST-FIST Level- O to be used by Science Department of College.

2. Computer Assisted Language Learning:

A well-equipped digital language lab was established in the Department of English under the CPE scheme. Using this facility, short courses are being regularly conducted for both UG and PG students of the College. There is also a plan to start self-financing CALL programmes for participants both from within and outside the College.

Remedial Course in English:

One of the UGC recommended courses conducted by the Department of English every year is a 32-hour (16 two-hour classes per day) or 4-week Remedial Course in Communication Skills in English for students coming from regional language background. The course trains students in basic communication skills such as listening, reading, writing and speaking in addition to improving the communicative competence of the students in terms of vocabulary, grammar and pronunciation. It is open to students of all faculties. This academic year a remedial course was conducted for Hostel Students. Special coaching to acquire English Language Skills is arranged in the evening for the college hostel students.



Student Support and Extension Services

National Cadet Corps (NCC):

About 200 cadets comprising of both boys and girls are enrolled under NCC every year. A sense of unity and discipline (Ekta aur Anushasan) is built up in students who enrol as NCC cadets.

National Service Scheme (NSS):

The National Service Scheme of our college has started its activities soon after completion of admissions. The college has three NSS Units, Unit-I and Unit-II for boys and Unit III for girls. Dr.CH.Venkateshwarlu, Dr.Sudharshan and Dr.A.Manjula are the Programme Officers for the unit I, II and III respectively. All the units enrolled 100 Volunteers each for the current academic year. NSS Volunteers participated actively in all the regular programmes organized by the unit. National important days and rallies have been celebrated/conducted by our units. Volunteers participated in these activities and made them successful. NSS volunteers have been actively participated in several programmes like Tree Plantation organized by GHMC, Hyderabad. Yoga awareness programmes and SAPTAYOGA organized as part of International Yoga day Celebrations, also participated in Mega Job Fair Organized by Human Capital Development Centre, Osmania University. NSS volunteers actively Participated in the awareness rally organized by Institute of Engineering, Khairatabad. Volunteers have participated actively in green audit organized by HCDC, Osmania University. The other programs organized by NSS cell of our college during the year are clean campus program, Rashtriya Ekta Diwas, Awareness rally on Anti-Ragging, Constitution day celebrations and Human Rights Day.

Games & Sports:

Numerous games and sports activities are organized by the Department of Physical Education. The vast campus of the College is equipped with grounds for Cricket, Volley Ball, Basket Ball, Shuttle, Hockey, Kabbadi, Foot Ball, Korf Ball, and rooms for indoor games like Table Tennis, Chess, etc. This is the only college in the twin cities to have such a facility other than the O.U. Campus. A Multi-Station gymnasium has been installed in the newly constructed sports complex. The department conducts various events both at the College and Inter-college level.



Foreign Students Cell:

Nizam College has a significant number of foreign students from different countries across the globe like Afghanistan, Middle-East countries, African countries, and South Asian, and East Asian countries.

To coordinate various services for foreign students and facilitate better services a separate Foreign Students Cell was established in 2015. The Cell performs functions like registration of fresh students; providing Bonafide certificates; recommendation letters etc. The Cell also coordinates with Foreign Relations Regional Office (FRRO), University Foreign Relations Office (UFRO) and for students' scholarships it coordinates with Indian Council for Cultural Relations (ICCR). The cell organizes several activities like Orientation programme, sports events, health camps and Foreign Students Day. Such programmes facilitate our foreign students to feel at home and acclimatize them to the college campus. It is a platform for interaction between the foreign students and Indian students to showcase their talent and present their cultural ethos.

Cell for Differently Abled

To coordinate the various aspects connected with Divyangjan and address their needs, Cell for Differently Abled was established in 2013. The college has a computer lab for the visually challenged to facilitate reading material for students in the form of e-books and e-materials. The lab has internet connection facilitating the visually challenged students to browse articles/ material on web using screen reader software like JAWS, NVDA etc. The audio files are available. They are motivated to learn computer skills using screen reader software free of charge by L.V Prasad Eye Hospital. The visually challenged students are provided with financial support towards 'Reader Charges' to have a reader to facilitate collecting/ reading of study material. The Cell aspires to provide a better ambience for differently abled (Divyangjan) and to develop a strong sense of inclusiveness. College organizes various awareness programmes on employment opportunities through the Cell for Differently Abled. These programmes have been helpful to explore various opportunities for differently Abled.

Women Empowerment Cell

Nizam College has an active Women's Cell for more than a decade. It was renamed as Women Empowerment Cell in January, 2017. The main activities of the cell are creating awareness about women issues and challenges, counselling, outreach activities, creating self-employment opportunities and training the girls for extracurricular activities like music,



art, dance, self-defence etc. The Cell comprises of college faculty members and student volunteers. The cell works with Voice4girls (NGO) as part of social outreach programs. This cell deals with all kinds of women related activities.

Internal Complaint Cell

As per the UGC guidelines and Government of India, Nizam College has a Committee Against prevention of Sexual Harassment at Work place (CASH) which is now re-named as The Internal Complaints Committee (ICC). The ICC will look into any complaints relating to Sexual harassment at work place. This cell, on receipt of a complaint will look into the matter and with utmost sensitivity and confidentiality deals with the case. Any female employee (faculty, staff or student) of Nizam College can approach any member of the ICC to lodge a complaint which will be taken up by the ICC. In accordance with the UGC Regulations 2015 and the Sexual Harassment Act ICC shall act upon complaint in a time bound manner. However, if the allegations are found to be baseless or malicious, the ICC will make the complainants liable to be punished.

Literary & Cultural Club

Nizam College Literary Circle (NCLC) was established in March 2019. It provides the platform for the creativity of the students. NCLC encourages students for creative writing, literature & art. It often conducts workshops & various competitions on social awareness. It creates a platform for students to interact with famous poets & critics. It Promotes & encourages the students on various social media platforms, its best literature or art articles are published in news articles. Mission of Literary circle is developed writing skills by conducting competitions, seminars, about literary and interaction session with writers and literary critics.

Equal Opportunity Cell:

This cell was established in 2013 to enable the students of BC, SC, ST and Minority sections of the college to join 'entry level services. It conducts free coaching classes for the exams like Group II, IBPS (Banking services), Group I, II, III & IV, English for competitive exams, resume writing and interview skills. Many students got selected for different Banks and other State services that include physically and visually challenged.

English Language Teaching Centre (ELTC):

English Language Teaching Centre (ELTC) regularly conducts self-financing training courses in English language and soft skills. Some of the courses conducted by ELTC for students, professionals and others



are: English Communication Skills, Writing Skills, Spoken and Written English etc.

Centre for Educational Development of Minorities (CEDM):

The College has a Centre for Educational Development of Minorities, sponsored by the Minorities Welfare Department, Government of Telangana, which conducts free coaching programmes for DIET-CET, EAMCET, ICET, Ed-CET, NET, DSC, APPSC Group-I, II and IV etc. and the candidates are also provided free study material. Substantial number of candidates has availed coaching under this scheme since its inception till date and results are very much encouraging and highest ranks are secured in these courses. In addition to the competitive examinations, free coaching and study material is also provided to X class Urdu / Telugu medium students and pass percentage of coaching students is much higher than the state level result. The number of beneficiaries is more than 6000 every academic year. The Centre is also conducting classes in communication skills.

Students Grievances Redressal Cell:

The Cell addresses the general and academic grievances of the students. Suggestion/Complaint boxes are placed in all the blocks of the college. The cell tries to solve the issues with the help of college administration. The suggestions received are reviewed and appropriate action is taken.

Language Lab

A language lab with software for language learning skills is available. This lab enables Computer Aided Language Learning and Computer Based Testing. Infrastructure to view films has been added to the lab for the ID course 'Film and Literature'.

Psychological Testing and Counselling Cell

This Cell offers personal counselling as well as psychological testing for school and college students related to intelligence, personality, family dynamics, early identification of MR, LD and other behavioural problems.

Interaction with Parents

The College tries to maintain an interactive relationship with the Parents/Guardians of the students on a regular basis. We, therefore, request the Parents/Guardians of our students to devote some time to check the progress of their Children/Wards. We also request the parents to furnish their current contact details and feel free to contact us as often



as necessary. An atmosphere where our students can express themselves freely and overcome inhibitions is thus created. Formal meets with parents to facilitate a tripartite interaction is a regular feature.

Alumni Association:

Nizam College has a strong registered Alumni Association. The Alumni Association of the college meets regularly. Some activities taken up by the alumni are: interaction with the present students, extension lectures in their respective fields of expertise, cultural activities, and aid to improve infrastructural facilities. In the year 2011, an annual merit scholarship programme for the undergraduate students of the college was instituted by Alumni of 2001 batch. Every year scholarships are given to 5 meritorious students who are short-listed in the fields of academics. The college feels proud of its alumni and congratulates them for making a commendable contribution to their alma mater. Alumni of Nizam College interested in becoming members of the association may contact the Coordinator of the Alumni Association at principal@nizamcollege.ac.in

Extra-Curricular Activities & Extension Works:

Students constitute the core of an educational institution and the overall development of their personality should be the prime motive of educational institutions. Having realized this basic need, Nizam College has been providing various opportunities to its students for a total and meaningful personality development. Students are sponsored by the College to participate in various cultural and literary events at the Inter-College and Inter-University level both within and outside the State. College students have started various Clubs like Science Club, Biodiversity club, Energy Conservation Club, Yoga Club, Bio-Physics Club, Literary & Cultural Club, Heritage Club, etc.

Academic, Administrative & Statutory Bodies of the College

Governing Body Members for the Academic Year 2024-2025

It is the highest decision-making body of the College. It decides matters such as the functioning of the College, academic programmes and financial matters. It ratifies the constitution of various Boards of Studies. It also nominates members of the Finance Committee of the College. All policy matters related to the College have to be ratified by this body.

1. Prof. B. Jagadeeshwar Rao (Educationalist) – Chairperson
Vice-Chancellor, University of Hyderabad,
Hyderabad.
2. Dr. T. Venkateshwar Rao (Industrialist) – Member
Director-Research & B2B
Strategic Alliance, Varsha Biosciences and
Technology India Pvt. Ltd., Hyderabad.
3. Rev. Fr.Dr.L.Joji Reddy SJ (Professional) – Member
Principal, Loyal Academy (Autonomous),
Alwal, Secunderabad.
4. Prof.G.B.Reddy – University Nominee
Serior Prof. in Law,
University College of Law. O.U. Member
5. Dr. G. Upender Reddy – Teachers of the
Assoc. Professor, Dept. of Mathematics,
Nizam College College Member
6. Dr. Arati Jadhav – Teachers of the
Assistant Professor, Dept. of Commerce
College Member
7. Prof.P.Bala Bhaskar – State Government
Academic Guidance Officer,
O/o.CCETS, Hyderabad. Nominee, Member
8. Prof. Mahrukh Mirza – UGC Nominee
Former VC, Khwaja Moinuddin
Chishti Language University, Lucknow Member



9. Prof.B.Bhima
Principal, Nizam College

– Convenor &
Ex-officio Member
Secretary

Academic Council

It is the body which reviews the academic performance and progress of the College. It meets regularly to ratify the changes in syllabus and other such matters. The composition of the present Academic Council is as follows :

Members

Principal of the Institute

1. Prof. B. Bhima : Chairman

Heads of the Academic Departments

2. Ms. Deepika, Dept. of Bio-Technology : Member
3. Dr. C. Satyavathi, Dept. of Botany : Member
4. Dr. B. Thirupathi, Dept. of Business Management : Member
5. Dr. M. Radhika, Dept. of Chemistry : Member
6. Dr. P. Srinivas Reddy, Dept. of Commerce : Member
7. Dr. Shubhada Sahasrabuddhe, Dept. of English : Member
8. Dr. Sandhya Jagtap, Dept. of Genetics : Member
9. Dr. Samar kumar Ghosh, Dept. of Hindi : Member
10. Dr. K. Pandaiah, Dept. of History : Member
11. Mr. M. Purna Chary, Dept. of Informatics : Member
12. Dr. G. Upender Reddy, Dept. of Mathematics & Statistics : Member
13. Dr. Chand Pasha, Dept. of Microbiology : Member
14. Dr. Fouziya Khatoon, Dept. of Persian : Member
15. Mr. M. Sudhakar, Dept. of Philosophy : Member
16. Dr. Kaleem Ahmed Jaleeli, Dept. of Physics : Member
17. Mrs. A.K. Ashwini, Dept. of Psychology : Member
18. Dr. D. Thirupathi, Dept. of Sociology : Member
19. Dr. M. Ramana, Dept. of Political Science : Member
20. Dr. V. Kumara Swamy, Dept. of Telugu : Member
21. Dr. M. Radhakrishna, Dept. of Zoology : Member

Four Teachers of the College

22. Dr. Melisa Helen, Assco. Professor, Dept. of English : Member
23. Dr.Y.Hemasri, Asst. Professor, Dept. of Chemistry : Member
24. Dr.Ch.Kishore Kumar, Asst. Professor, Dept. of Maths : Member
25. : Member

Four Members from outside College

26. Dr. P. Someshwar, Asst. Professor, Dept. of Chemistry, : Member
University College of Science, OU.
27. Dr. Hameeda Bee, Chairperson, BoS, Microbiology : Member
University College of Science, OU.
28. Dr.T.Venkateshwar Rao, Director-Research & B2B : Member.
Strategic Alliance, Varsha Biosciences and
Technology India Pvt. Ltd. Hyderabad
29. Dr.K.Rajender Rao, Scientist - E & Group Leader, : Member
ICMR, National Institute of Nutrition, Hyderabad.

Three Nominees of the University

30. Prof.D.Karuna Sagar, Dean, Faculty of Science, O.U. : Member
31. Prof. B.Surender Reddy, : Member
Chairman, BoS, Computer Science,
Dept. of Maths, UCS, O.U.
32. Prof. M. Srinivas, Head, : Member
Dept. of Physics, UCS, OU

Faculty Nominated by the Principal

33. Dr. B. Kavitha, Academic Coordinator, : Member
Nizam College
34. Dr. S. Renuka, Academic Coordinator : Member
Secretary

Special Invitee

36. Mrs. S. Geeta, Deputy Registrar, Nizam College

Boards of Studies

From the time Nizam College has had academic autonomy; all the departments have had Boards of Studies with the following composition:

1. Head of the Department concerned (Chairperson)
2. The entire faculty of each specialization
3. Two experts in the subject from outside the College (nominated by the Academic Council)
4. One expert to be nominated by the Vice-Chancellor from a panel of six recommended by the principal.
5. One representative from industry/corporate sector/allied area to facilitate placements.
6. One postgraduate meritorious alumnus to be nominated by the principal.
7. The Chairperson, Board of Studies, may, with the approval of the principal of the college, co-opt:
 - i. Experts from outside the College whenever special courses of study are to be Formulated
 - ii. Other members of staff of the same faculty.

Finance Committee

The Finance Committee examines the expenditure of the College. It meets twice a year to review the financial status of the College and to examine the budget presented by the various departments. It decides the fee structure for self-financing programmes periodically.

The composition of the Finance Committee is:

- | | |
|--|------------------------|
| 1. Prof. B. Bhima
Principal | Chairman |
| 2. Dr. G. Upender Reddy
Vice-Principal | Governing Body Nominee |
| 3. Sri. R. Ramchander
Finance Office, O.U | University Nominee |
| 4. Dr. S. Renuka
Academic Coordinator, N.C. | Member |
| 5. Mr. B. Subramanyam
Deputy Registrar | Convenor |



Purchase Committee

Chairperson	Principal, Nizam College
Members	Vice-Principal, Nizam College Dr.A. Nageshwara Rao. Dept of Zoology Dr.Kaleem Ahmed Jaleeli, Dept. of Physics Dr.S.Renuka, Dept. of Mathematics
Ex-officio Member	Ms. S. Geetha, Deputy Registrar, Nizam College

College Administration

Principal	Prof. B. Bhima
Vice-Principal	Dr. G. Upender Reddy
Controller of Examinations	Dr. Chand Pasha

Co-ordinators

Academic :	Dr. S. Renuka, Dr. B. Kavitha
IQAC :	Dr. Melisa Helen
ELTC :	Ms. Shubadha .S
Women Empowerment Cell :	Ms. S. Sravanthi
Equal Opportunity Cell :	Dr. D. Thirupati
Cell for Differently abled :	Dr. K.Bhavani Shankar
Internal Complaint Cell :	Dr. Aartthi Jadav
SWAYAM :	Dr. Melissa Helen
Placement Officer :	Ms. Shirley Grace
BC Cell :	Dr. Ch. Venkateshwarlu
SC/ST Cell :	Dr. B. Thirupathi
Minority Cell :	Dr. Kaleem Ahmed Jaleeli
Literary & Cultural Club :	Ms. A. Swathi
Cluster College :	Dr. M. Radhika
Diploma :	Dr. K. Bhavani Shankar

Hostel Administration

Wardens

International Hostel	:	Dr. Shashidhar Bale, Dr. Y. Markendeya
Nizam College PG Hostel	:	Dr. M. Ramesh
Nizam College UG Hostel	:	Mr. Surjeet
Ladies Hostel	:	Dr. S. Latha, Dr. A. Manjula
ANO NCC :	:	Dr. V. Naveen Reddy
Director, Research and Development Cell & Special Officer Infrastructure	:	Dr. D. Sambashiva
Director, CEDM	:	Prof. Shareefuddin
NSS	:	Dr. Ch. Venkateshwarlu, Dr. Sudharshan, Dr. A. Manjula

Measures to Curb the Menace of Ragging

The Supreme Court Directive and UGC Regulations for prevention of ragging in educational institutions has made Nizam College to adopt a proactive role in curbing this negative blot and menace of ragging. For this an Anti-Ragging Committee and an Anti-Ragging Squad consisting of the administrators of the college, faculty, office staff, students and parents have been constituted. The Committee and the Squad have the following members :

Anti Ragging Committee

Chair Person : Prof. B. Bhima, Principal

Central Committee Members : Dr. G. Upender Reddy, Vice-Principal
Inspector of Police, Abids Police Station

Anti Ragging Squad Incharge :

Dr. G. Upender Reddy, Vice-Principal, Nizam College

To deter students from ragging others in the college, the following penalties are in Force.

Any student found indulging in ragging

- Will be expelled or suspended from the institution for a limited period or pay a fine with a public apology.
- Will forgo their scholarships and other benefits.
- Will be suspended/expelled from hostel or mess

Any student who is a victim of ragging may lodge a complaint with the college authorities or the committee members mentioned above.

All information will be Confidential.

Ragging is a CRIME

Ragging is an offence under Govt. Prohibition of Ragging Act 1997, Punishable by six months to seven years imprisonment. Abettors will also face similar punishment.

Ragging, according to UGC Regulations means:

Any disorderly conduct whether by words spoken or written or by an act which has the effect of teasing, treating or handling with rudeness any other student, indulging in rowdy or undisciplined activities which causes fear or apprehension thereof in a fresher or a junior student or asking the students to do any act or perform something which such student will not in the ordinary course and which has the effect of causing or generating a sense of shame or embarrassment so as to adversely affect the physique or psyche of a fresher or a junior student.

Roles and Responsibilities of the Students

1. Principal

- General Administration of College.
- General administration and overall supervision of teaching programmes.
- Supervision of students' welfare, health and security services.
- Supervision and guidance of teaching staff including organization of in-service education of staff.
- Responsibility for organizing workload of staff including teaching assignments.'
- Guidance and counselling of students.
- Recruitment of staff and admission of students.
- Responsibility for conduct of examinations.
- Supervision of living conditions of students in hostel.
- Maintenance of permanent records of students.
- Review and revision of policies, rules, regulations & philosophy of the College.
- Performing public relations duties for the College.
- Procurement of College equipments, supplies, stationery.
- Preparation of budgetary proposals.
- Supervision of hostel and office staff.
- Participation in the College's committee work.
- Participation in teaching programmes.
- Supervision of library services.
- Planning for development of the College.

2. Vice Principal

- Vice Principal assist Principal in above said responsibilities. Vice Principal will officiate in absence of Principal.
- Assist the Principal in assigning teachers to special duties

3. Controller of Examinations –

Facilitates the Principal by carrying out the following functions:

- Coordinates to receive the details of the Fresh Batch of students.
- Coordinates with respective HoD ensures receipt of question paper sets and schemes of evaluation for all Internal Examinations.
- Arranges to issue appointment letters as examiners for the conduct of practical, theory (under autonomous) and project work viva-voce.
- Receives the filled in Examination Application forms from the students.
- Arranges to circulate the schedule of internal and semester examinations for all programs and display the same on Notice Boards.
- Arranges to prepare the list of candidates and the courses for which they are appearing for.
- Arranges for the issue of Hall tickets.
- Receives the Internal marks (finalized) and the attendance of each section of students from respective Head of the Department and arranges to forward them to Evaluation Section, Exam Branch, OU
- Conducts the examinations on behalf of the Chief Superintendent and publication of results within one month after the completion of examinations.
- Arranges to inform examiners for the spot valuation of answer scripts in the college.
- Arranges to receive the Mark Statements and the Consolidated Mark Statements of students from OU.
- Arranges for the conduct of Backlog Examinations for outgoing students after the publication of final year results.
- Arranges to forward the applications of students for the recounting and revaluation of answer scripts as the case may be.
- Informs the Chief Superintendent with regard to the malpractice cases, if any.
- Arranges to get the Provisional Certificates and Degree Certificates of the graduated students from the University.

- Conducts result analysis and provides the same to each HoDs, Academic Coordinator, Registrar, and Principal
- All examination concerned records to be kept in safe custody and be made available as and when required
- Prepares a calendar for the exam schedules to be circulated to Students and Staff.

4. Coordinators :

- **Academic Coordinator**

- Preparation of the academic almanac, monitoring the progress of class work, syllabus coverage, student counselling/mentoring, directing and supervising student activity programs.
- Helping faculty in planning effective remedial instruction.
- Managing and evaluating instructional support program.
- Conducting faculty appraisal, evaluation and collecting the data.
- Translating evaluation data into effective faculty development
- Differentiating between the needs of experienced and inexperienced teachers
- Inviting senior faculty from each of the departments to be mentors
- Identify the up-and-coming technological developments in close collaboration with the senior faculty to function as mentors
- Maintaining proper records for each of the mentors with complete details of their experience, subjects of their specialization, their research interests, publications, authorship of books, projects guided at PG and PhD levels, consultancy experience etc.
- Preparing subjects-wise specialization of faculty list in all the subjects
- Maintaining an up-to-date record of mentee faculty list
- Maintaining an up-to-date database of career opportunities for teaching community with information on qualification and skill up-gradation opportunities
- Conducting regular meetings (preferably at least once in every month) of the mentors and mentees and direct the forum in the right direction by providing a means for the interaction of mentors and mentees for proper identification of the faculty of similar academic interests and pursuits



- Liaison with the Heads of the departments to update the list of mentees and mentors from each department.
- Help with the stock verification annually and generate a report.
- Preparing and getting approval of the principal, the budget allocation for the activities
- Identifying the newly inducted faculty for orientation programs and plan for them in every semester.
- Demonstrating a commitment to high expectations for faculty performance by developing orientation and induction programs
- Identifying unique leadership capabilities of teachers and others and matches them with leadership opportunities
- Any other function that may be assigned by the principal from time to time.
- Arrange Convocation by coordinating with all concerned
- Prepare academic calendar, newsletter and prospectus for the college.
- Record and present the minutes of meeting of general body and other important academic committees.

- **IQAC**

- To coordinate the dissemination of information on various quality parameters of higher education
- To coordinate the documentation of the various programmes / activities leading to quality improvement
- To coordinate the quality-related activities of the institution
- To coordinate in preparation of the Annual Quality Assurance Report (AQAR) to be submitted to NAAC based on the quality parameters.
- To coordinate the timely and efficient execution of the decisions of IQAC committee.

- **HoD / Course Coordinator / Cell In charge**

- Explains the course purpose.
- Provides expected course learning outcomes.
- Facilitates course instructors/faculty teaching the course in writing the course outcomes.



- Develops a course content
- Methods for assessing expected learning outcomes
- Prepares and delivers lectures, tutorials, workshops and seminars in the course
- Contributes to time-tabling and planning processes for structured learning activities and required physical facilities or resources.
- Organizes textbooks, library reference material, and other learning material so that students can access all such material in timely manner.
- Informs students of the course objectives, outcomes and requirements and provides a detailed course file coordinating with other faculty teaching the same course.
- Teaches the course content, coordinates with other faculty and staff involved in teaching the course, inducting, mentoring and meeting them regularly, and also liaises with them by solving problems for course related matters.
- Providing guidance to students in the course, coordinating course-end survey, providing guidance to faculty teaching the course, ensuring uniform.
 - delivery of instruction in the course
 - assessment of students
 - content delivered on time
- Contributing to reviews and updating of the course, and the programs to which it contributes. At least once in two years, updates and/or oversees course design/curriculum.
- Ensures the course achieves the requisite quality outcomes as required by the college and where appropriate, external accrediting agencies.
- Creates a vision for the course and sets future directions in alignment with departmental/ college goals.
- Collaboratively develop an appropriate academic team to enable course learning outcomes to be achieved.
- Focuses efforts and assist staff to make desired changes and realise vision for course

- Prepares annual course reports as required by Faculty Committees
- Chairs the course instructors review meetings, if any.
- Promotes a culture of academic quality, rigor and integrity

- **Women Empowerment Cell**

- Follow the mandatory guidelines and directions regarding the implementation of safety and security standards for girl students and women staff of the institution.
- Plan, organize and conduct programmes concerning women welfare.
- Organize health awareness camps; celebrate National / International days such as Women's Day, Mother's Day, etc.
- Organize Awareness Talks / Workshops for women on different aspects of gender amity.
- Identify possible entrepreneurial opportunities for girl students and sources of financing.
- Addresses all matters pertaining to women in the workplace.
- Admit complaints from female students / employees on harassment, assault, misbehaviours and/or discrimination in the classroom / workplace by other students and/or staff.

- **ICC**

- Develop a mechanism for registering complaints which should be safe, accessible, and sensitive.
- Take cognisance of complaints about sexual harassment, conduct enquiries, provide assistance and redressal to the victims, recommend disciplinary action or take immediate action against the harasser, if necessary.
- Follow-up action and monitor the same.
- Recommend the college authority to provide assistance to the complainant if she so chooses to file a complaint in relation to the offence under the Indian Penal Code or any other law for the time-being in force.
- Recommend the college authority to provide the medical intervention with the consent of the complainant or even without consent in such cases where the complainant is physically or mentally incapacitated to give her consent.

- Recommend the college authority to arrange for appropriate psychological, emotional, and physical support (in the form of counselling, security and other assistance) to the victim if she so desires.

- **Equal Opportunities Cell**

- Ensure equity and equal opportunity to the community at large in the college and bring about social inclusion.
- Enhance the diversity among the students, teaching and non-teaching staff population and at the same time eliminate the perception of discrimination.
- Create a socially congenial atmosphere for academic interaction and for the growth of healthy interpersonal relationships among the students coming from various social backgrounds.
- Make efforts to sensitize the academic community regarding the problems associated with social exclusion as well as aspirations of the marginalized communities.
- Help individuals or a group of students belonging to the disadvantaged section of society to contain the problems related to discrimination.
- Look into the grievances of the weaker section of society and suggest amicable solution to their problems.
- Disseminate the information related to schemes and programmes for the welfare of the socially weaker section as well as notifications/memoranda, office orders of the Government, or other related agencies/organizations issued from time to time.
- Prepare barrier free formalities/procedures for admission/registration of students belonging to the disadvantaged groups of society.
- Establish coordination with the Government and other Agencies/organizations to mobilize academic and financial resources to provide assistance to students of the disadvantaged groups.
- Organize periodic meetings to monitor the progress of different schemes.
- Adopt measures to ensure due share of utilization by SC/ST in admissions, recruitments (teaching and non-teaching posts) and to improve their performances.

- Sensitize the college on the problems of SC/ST and other disadvantaged groups.
- **Cell for differently-abled**
- Facilitate admission of persons with disability by following Rules & Regulations and Policies of the States and Central Governments,
- Provide counselling to differently-abled individuals in the University for better learning support,
- Provide guidance to avail various fellowships / scholarships of different funding agencies,
- Provide appropriate financial assistance to disabled individuals to increase their sustainability in higher education,
- Create awareness about the needs of persons with disabilities and other general issues concerning disabilities,
- Provide equal educational opportunities to disabled persons in the University,
- Provide infrastructural needs to enable them to easily access classrooms, laboratories, toilets, etc for barrier free learning environment,
- Provide special facilities in the University campus for differently abled persons under the programme of Integrated Education for Disabled Children by the Ministry of Human Resource Development, Government of India,
- Promote Teacher Preparation in Special Education (TEPSE), Higher Education for Persons with Special Needs (Differently-Abled Persons) (HEPSN) and Visually Handicapped Teachers (VHT) schemes.
- Encourage the University to start such type of courses through which differently abled persons are benefitted specially,
- Provide information to the University authority about the Guidelines of the Department of Social Justice & Empowerment, Ministry of Social Justice & Empowerment, Government of India for conducting written examination for Persons with Disabilities,
- Explore the full participation and equality as well as suitable placement opportunities for educated disabled graduates in public as well as private sector enterprises as per the Acts, Rules &

Regulations and Policies of the Department of Social Justice & Empowerment, Ministry of Social Justice & Empowerment, Government of India (socialjustice.nic.in) for differently abled persons.

- **SWAYAM**

- Provide the link of SWAYAM Portal (www.swayam.gov.in) on the university/College website.
- Kindly check whether your university has adopted MOOCs Courses for Credit Transfer. If not, then request the university to adopt the MOOCs Courses offered on SWAYAM Platform as per the UGC (Credit Framework for online courses through SWAYAM) Regulations 2016. A step-by-step procedure involved in adoption of MOOCs course by university is enclosed for your reference.
- Encourage more and more students from your respective University/ College for
- MOOCs Course registration and spread awareness by displaying the list of UG & PG MOOCs Courses at prominent places i.e., University/college Notice Board, Canteen, Mess, Hostel, Main gate of university/college.
- Monitoring the progress of students who have registered on SWAYAM Platform from your University/College.
- Ensure timely submission of assignments by the students before due date.
- Ensure students registration for examination once the SWAYAM Portal is open for exam registration.
- Provide the link of (http://ugcmoocs.inflibnet.ac.in/ugcmoocs/video_gallery.php) soft copy of the poster , radio jingles & TVCs (in 10 Indian languages) prepared by UGC on the University Website.
- Create awareness about the UG & PG MOOCs Courses being offered on the SWAYAM Platform, through the Social Media: -
- ✓ Create a Facebook/twitter/ Instagram Page of your university for SWAYAM Courses, and provide the link of Facebook/twitter/ Instagram Page on your university notice board and other prominent places so that it reaches students along with UGC official twitter account : @ugc_india and MHRD official twitter account: @HRDMinistry.



- ✓ Share the SWAYAM Courses details on these social networking pages by tagging along UGC official twitter account: @ugc_india and MHRD official twitter account: @HRDMinistry.
- ✓ Send Press releases to your local news papers regarding the SWAYAM Courses.

5. UGC Liaison Officer

- Implement the reservation policy for SCs/STs in the Universities and Colleges.
- Collect data regarding the implementation of the policies in respect of admissions, appointments to teaching and non-teaching positions in the universities, and in the affiliating colleges and analyse the data showing the trends and changes towards fulfilling the required quota.
- Take such follow up measures for achieving the objectives and targets laid down for the purpose by the Government of India and the UGC.
- Implement, monitor and evaluate continuously the reservation policy in universities and colleges and plan measures for ensuring effective implementation of the policy and programme of the Government of India.
- Liaison between UGC and the academic institution
- Interpret the UGC mandates to be implemented in the institution.
- Represent the Institution's best interests to UGC.

6. Public Relations Officer

- Ensuring that the University and its activities, achievements and awards are communicated appropriately to both the internal and external public.
- Gathering news and feature information within the University, planning, drafting and writing press releases, feature articles, fact sheets, background material and other copy material for use in internal and external communications.
- Developing and maintaining contacts with the relevant media
- Developing comprehensive internal communications, writing, commissioning and editing material for the University magazine and the website, as well as coming forward with new imaginative

initiatives to improve the flow of relevant information to and between staff.

- Raising the public profile of the University across all its disciplines, as well as enhancing the College's reputation with better public awareness of its goals, achievements and development, in accordance with the strategic objectives.
- Perform other related duties and special projects as assigned or directed.

7. Placement Officer

- Acts as a link between Students, and the Placements Cell.
- Provides the list of students eligible for placements from time-to-time to the Placements Cell.
- Keeps close contact with Placements Cell on daily basis for information and circulate the same to the concerned students, HoD and others related in the matter.
- Provides Campus Placements Training attendance statements of students undergoing such training to the placements cell, and HoD immediately the next day of the completed training session.
- Highlights the absentees' names along with Roll numbers and provide the same to the Placements Cell and HoD.
- Analyzes students' performance in each of the tests conducted as part of Campus Placements Training from time-to-time and share the same with students, HoD, and Placements Cell. Keep a record of the same.
- Provides information with regard to the students going abroad for higher education to the Placements Cell from time-to-time so that Placements Cell can update its database that can be shared later with the junior students whenever a need arises.
- Facilitates in up-gradation of the students' skill sets commensurate with the expectations of the industry.
- Interacts with students of parent department with regard to any issues and bring the same to the notice of the Placements Cell in written form.
- Provides suggestions in improving the functioning of the Placements Cell may also be given in written form to the Placements Cell.

- Attends all meetings called by Placements Cell and conveys the outcomes of such meetings to the concerned students, and HoD.
- Facilitates printing the material provided for students (testing material, reading material, etc.) by Placements Cell.
- Facilitates Placements Cell in procuring any material that may be of some value addition to the students as suggested by Placements Cell.
- Ensure the college understand the changing market requirements and update the courses to help students improve their employment opportunity.
- Tie up with companies to open a channel of communication with suitable MoUs.

8. Alumni Association Coordinator

- Manages the Alumni Affairs Office to ensure that it is operating in an efficient and effective manner in advancing the HCT's goals and objectives
- Develops an annual plan outlining the goals and objectives of the Alumni Affairs aimed at maximizing alumni interest in and involvement with the HCT and its fourteen colleges
- Develops and maintains an Alumni network (events, newsletter, activities, and outreach)
- Develops and maintains an Alumni Database, Website, Alumni Network, and an online Alumni Community
- Plans and manages all internal special events for Alumni and acts as the liaison to all College Alumni
- Oversees communication functions for Alumni including publications and news clipping service
- Keeps abreast of current college news and events
- Conducts necessary surveys and analysis of graduates (employment information) and provides online information to graduates and members
- Builds an Alumni Volunteer Program through mailing, phone calls, emails, etc.
- Sources and coordinates fund raising opportunities between the HCT and its Alumni Affairs office

- Must be able to work some evenings and weekends (for alumni and college events)
- Performs other duties as directed by the Supervisor

9. Student Counsellors

- Help students understand their learning needs and blocks, such as equipping them with study skills, doing semi-formal assessments for Learning Disabilities and Difficulties.
- Keep abreast with career options as well as things such as entrance examinations, college requirements to guide the students in choosing the right career based on suitable aptitude tests.
- Resolve issues such as bullying, clique formation, estrangement and infighting, are all issues that we worked with in our fieldwork setting.
- Identification of problem behaviours and takes suitable steps to prevent the onset of psychosocial problems.
- Ensure that the student's home environment is secure and nurturing for her, as well as to keep the parents in the loop about the work done in counselling, and how to ensure that the results are maintained at home.
- Meet the teachers to ensure two basic things
- ✓ To keep the teacher in the loop about the work being done, and how to modify his/her behaviour accordingly, as well as for inputs about the conditions of the classroom
- ✓ Help the teacher manage his own workload, by providing them with skills such as coping skills or problem-solving strategies or emotional unburdening.
- Work with College Administration

10. NSS Coordinator - Programme Officer (PO) at college Level

- A Programme Officer is a faculty member of the college nominated by the principal to undertake the appointment. The Programme Officer is responsible for all NSS related activities in the College. One programme officer is in charge of one unit only. The roles and functions of programme officer are as follows:
- As an Organizer - The PO needs to organize activities related to the aim of NSS and also the activities suggested by the NSS Centre

- As an Educator - The PO needs to update the volunteers by organizing orientation programmes to improve volunteer skills in the students enrolled for NSS
- As a Coordinator - The PO needs to coordinate with NSS Centre at the University for all activities to be conducted in the college by the NSS volunteers
- As a Supervisor - The PO needs to supervise all NSS activities conducted by the NSS volunteers of the college.
- As an Administrator - The PO needs to take prior approvals from the NSS centre before conducting any NSS activity.
- As a Public Relation Person - The PO has to exhibit PR skills to be an example for his/her volunteers

11. Foreign Students Cell Coordinator

- Help the foreign national student to settle into the accommodation and inform him/her about the campus facilities like health centre, recreational facilities, canteen, etc.
- Help to complete the FRO registration formalities.
- Should extend academic help to the foreign nationals.
- Liaison with UFRO coordinator regularly.
- Try to help the foreign nationals in case of any problems faced by them.
- Try to familiarize the foreign nationals with the campus, city, its culture, etc.

Nizam College Prospectus Committee

Dr. G. Upender Reddy, Associate Professor, Department of Mathematics

Dr. S. Renuka, Assistant Professor, Department of Mathematics

Dr B. Kavitha, Asst. Professor(C), Department of Physics

Dr. Saraswathi , Asst. Professor(C), Department of English

Steps toward Positive Action

- Smoking leaves toxins that take years to cleanse. Be alert to protect yourself and your friends around. Earmark is the college a non-smoking zone.



- Micro plastics are entering our system, staying forever. Encourage the use of sustainable materials like cloth. Keeping the campus plastic free is the first move.
- The College campus stands as a shrine for learning. Please be sensitive to the noise your vehicle might generate.
- There is a place for everything. So does your vehicle.
- Stretch your legs on the campus and greet people. Both are good for you.
- Your attire should reflect your professional attitude. You are grooming every day for your career.
- Reward yourself with some relaxation after a day's worth of hard work. It truly becomes enjoyable.
- The rules are here to add clarity. Follow the schedules along with your colleagues.
- Being early to an exam gives you a chance to get comfortable and remove exam stress. Try it to believe it.
- Every person should aim to live independently. It starts with your stationery.
- Your phone can never replace a real person. Learn to enjoy real-time conversations and learn the power of focus in its absence.