

**NOTICE**  
**(S.Y. & T.Y.B.A. & B.COM. ADMISSIONS, 2010-11)**

1. All the students desirous of enrolling themselves in this College, for the academic session 2010-11 in S.Y/T.Y. classes, are hereby instructed to do so, by:
  - i) Purchasing a copy of the new College Prospectus , along with the Admission Form and a handout of some instructions.
  - ii) **Reading the Prospectus & other handouts carefully** and if willing to abide by the Rules and Regulations of the College as embodied in its Prospectus , they may fill in the Admission Form neatly.
  - iii) Submitting the filled in Admission form to the College Office/Cashier, along with the required enclosures; and the Admission is deemed completed only on payment of the fees.
2. **The fees receipt has to be maintained safely, as the same is required at the time of Semester-end Examinations.**
3. The time schedule for payment of fees, etc. in the College office is as follows:
  - From 10.00 am. to 12.30 noon time on all the working days (except Saturdays on 22<sup>nd</sup> May, 29<sup>th</sup> May, 05<sup>th</sup> June and 12<sup>th</sup> June,2010), upto 5<sup>th</sup> June,2010.
  - After 8<sup>th</sup> June 12<sup>th</sup> June 2010 – a fine of Rs. 10/- per day will have to be paid, whilst paying the fees. Only the names of the students who have paid the fees will be entered in the Rolls of this College.
4. The College Prospectus is available for sale in the office from 9.30 am. to 3.00 pm. on all the working days, **except Saturdays** (as mentioned in para 3 above)
5. Price of the Prospectus, along with the Admission Form & other Hand-outs is Rs. 150/- (One hundred fifty only.)
6. Discipline & Orderliness should be maintained at the time of Admissions, in the College premises.
7. **The College reopens for the new academic session 2010-11 from Tuesday the 15<sup>th</sup> June, 2010.** On this day, there will be an Inaugural Session to be addressed by the Principal and some Senior Teachers and students, followed by a staff meeting. From 16<sup>th</sup> June 2010, serious instruction/teaching will begin.
8. The successful students at the Repeat examinations for F.Y. & S.Y. will be notified later, about their admission to the next higher class.

To:

1. College Prospectus (for S.Y. & T.Y.)
2. Admissions Committee
3. Head Clerk & Accountant ... for necessary action
4. Cashier
5. Subject file
6. Staff Notice Boards
7. Students' Notice Board
8. Guard file.

Dr. Gervasio S. F. L. Mendes  
(Acting Principal)

## **NOTICE**

### **(DISCIPLINE , ATTENDANCE AND ACADEMICS)**

1. All the students of this college are hereby reminded, as follows:
  - i. To observe the much-needed discipline, as per the College Prospectus, 2010-2011
  - ii. No Student should be found loitering around in the college premises, when the class work is going on.
  - iii. Adequate care needs to be taken of all the furniture, fittings & fixtures, in the college premises and Class rooms/Laboratory/toilets, corridors, etc. **For every damage caused, inspite of the Notice and other relevant provisions in the College Prospectus and other Notices issued from time to time, the students will be fined to make up for the cost.**

OR

they should name the culprit/culprits, accordingly, if a general cost- based fine is to be avoided. This is in the interest of good “education”.
  - iv. “Fine” is a general financial/fiscal concept, aimed at disciplining erring citizens. This is universally acceptable...
2. “**Attendance**” Rules are laid out in the College Prospectus. They will be implemented in letter and spirit. Defaulter-students will be detained from examinations, accordingly. Only “acceptable” written Justifications of absence will be accepted for admissible for condonation.
3. ONLY THOSE STUDENTS WHO ARE WILLING TO ABIDE FAITHFULLY BY THE RULES AND REGULATIONS OF THIS COLLEGE MAY APPLY FOR ADMISSION TO THE F.Y./S.Y./T.Y. CLASSES OF B.A./B.COM.
4. Students who join this College should understand the purpose of their joining here. They are expected to put in maximum effort in excelling themselves in academics and co-academics, in their own interest, now and in the future.

(Dr. Gervasio S. F. L. Mendes)  
Acting Principal)

To:

1. All the students of this College, along with the Prospectus or otherwise.
2. Students’ Notice Board
3. Staff Notice Board
4. Head Clerk & Acct.
5. Subject File.
6. Admissions Committee Members
7. Guard File.

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**(Please submit the enclosed undertaking to the Principal)**

To,  
The Principal,  
Govt. College of Arts & Commerce,  
Virnoda, Pernem, Goa.

**UNDERTAKING**

(to be submitted to the Principal, duly filled in)

1. I, Mr. / Ms. .... have sought admission in Govt. College, Pernem, Goa, for ..... (Class) during 2010-2011.
2. I, hereby solemnly state that I have read the Notice dt. 20/05/2010, under reference above, given to me, very carefully. I have also read the College Prospectus, 2010-2011, which is in my possession, very carefully; and I, hereby, undertake to abide faithfully by the provisions laid out in this Notice as well as in this College Prospectus, failing which, I know that I can be fined/ detained from Examinations/rusticated from the College, as the default-case may be, with all the attendant consequences, without any further warning.
3. I am giving this written undertaking, on my own accord, as required, since I have joined this College only after reading carefully the College Prospectus, 2010-2011 and the College Notice of 20/05/2010.

Signature of the Student:- .....

Name of the Student: .....

Class: .....

Roll No. ....

Address .....

Date: ..... / / 2010

Countersigned, holding

Joint responsibility by Mother / Father of the student:

Signature: .....

Name: .....

Address: .....

Date: / / 2010.

**ANNEXURE I**  
**UNDERTAKING BY PARENT/GUARDIAN**

I, \_\_\_\_\_  
(full name of student with admission/registration/enrolment number)

s/o/d/o.Mr./Mrs./Ms. \_\_\_\_\_

- 1) Have received a copy of the UGC Regulations on curbing the Menace of Ragging in Higher Educational Institutions, 2009, (hereafter called the "Registration") carefully read and fully understood the provisions contained in the said Regulations
- 2) I have, in particular, perused clause 3 of the Regulations and am aware as to what constitutes ragging.
- 3) I have also, in particular, perused clause 7 and clause 9.1 of the Regulations and am fully aware of the penal and administrative action that is liable to be taken against me in case I am found guilty of or abetting ragging, actively or passively, or being part of conspiracy to promote ragging.
- 4) I hereby solemnly aver and undertake that
  - a) My ward will not indulge in any behavior or act that may be constituted as ragging under clause 3 of the Regulations.
  - b) My ward will not participate in or abet or propagate through any act of commission or omission that may be constituted as ragging under clause 3 of the Regulations.
- 5) I hereby affirm that, if found guilty of ragging, my ward is liable for punishment according to clause 9.1 of the Regulations. Without prejudice to any other criminal action that may be taken against me under any penal law for the time being in force.
- 6) I hereby declare that my ward has not been expelled or debarred from admission in my institution in the country on account of being found guilty of, abetting or being part of a conspiracy to promote, ragging; and further affirm that, in case the declaration is found to be untrue, the admission of my ward is liable to be cancelled.

Declared this \_\_\_\_\_ day of \_\_\_\_\_ month of \_\_\_\_\_ year.

\_\_\_\_\_  
**Signature of the student**  
**Name:**

**VERIFICATION**

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

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

\_\_\_\_\_  
**Signature of the student**

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

**PRINCIPAL**

**ANNEXURE II**  
**UNDERTAKING BY PARENT/GUARDIAN**

I, Mr./Mrs./Ms \_\_\_\_\_  
(full name of parent/guardian) father/mother/guardian of  
\_\_\_\_\_  
(full name of student with admission/registration/enrolment number)

- 1) Have received a copy of the UGC Regulations on curbing the Menace of Ragging in Higher Educational Institutions, 2009, (hereafter called the "Registration") carefully read and fully understood the provisions contained in the said Regulations.
- 2) I have, in particular, perused clause 3 of the Regulations and am aware as to what constitutes ragging.
- 3) I have also, in particular, perused clause 7 and clause 9.1 of the Regulations and am fully aware of the penal and administrative action that is liable to be taken against me in case I am found guilty of or abetting ragging, actively or passively, or being part of conspiracy to promote ragging.
- 4) I hereby solemnly aver and undertake that
  - c) My ward will not indulge in any behavior or act that may be constituted as ragging under clause 3 of the Regulations.
  - d) My ward will not participate in or abet or propagate through any act of commission or omission that may be constituted as ragging under clause 3 of the Regulations.
- 5) I hereby affirm that, if found guilty of ragging, my ward is liable for punishment according to clause 9.1 of the Regulations. Without prejudice to any other criminal action that may be taken against me under any penal law for the time being in force.
- 6) I hereby declare that my ward has not been expelled or debarred from admission in my institution in the country on account of being found guilty of, abetting or being part of a conspiracy to promote, ragging; and further affirm that, in case the declaration is found to be untrue, the admission of my ward is liable to be cancelled.

Declared this \_\_\_\_\_ day of \_\_\_\_\_ month of \_\_\_\_\_ year.

\_\_\_\_\_  
**Signature of the parent/guardian**

**Name :**

**Address:**

**Telephone/Mobile No:**

**VERIFICATION**

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

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

\_\_\_\_\_  
**Signature of the parent/guardian**

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

**PRINCIPAL**

**GOVERNMENT OF GOA**  
**COLLEGE OF ARTS AND COMMERCE**  
**PERNEM – GOA**  
**(AFFILIATED TO GOA UNIVERSITY)**

*Parents are requested to take note of the following before seeking admission of their son/daughter/ward and return the same, duly signed along with the application form.*

- 1) Parents are expected to seek periodical progress report of their children from the college office.*
- 2) Insubordination and unbecoming/indecent language or conducts in the college campus are sufficient for the dismissal of a student.*
- 3) If the attendance of the students at lecture, a tutorial etc. is not satisfactory, their names may be deleted from the college roll.*
- 4) If for any reason, the continuance of a student in the college is detrimental to the best interests of the college, the student may be asked to leave the college without assigning further reasons. In extremes cases, the students may be dismissed or rusticated from the college.*
- 5) Every student should keep two Semester/terms during the academic year he/she should have attendance of at least 75% in each Semester/term. Attendance for a day means attendance by the student at all lectures, tutorials.*

*Signature of the Parents* \_\_\_\_\_

*Name* \_\_\_\_\_

*Date* / / 200