



# **SOCIAL WELFARE RESIDENTIAL GOVERNMENT DEGREE COLLEGE FOR GIRLS, KALIKIRI**

*(Affiliated to Sri Venkateswara University, Tirupati)*  
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**COLLEGE HANK BOOK 2025-26**



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## ABOUT THE COLLEGE

SWR Government Degree College for Girls, Kalikiri was established in 2013 with the objective of providing quality higher education to young women in and around Kalikiri. The college is affiliated with Sri Venkateswara University, a reputed state university known for its academic standards and curriculum development.

The college began its academic journey with B.Com (Honours) in 2013. Over time, it expanded its academic offerings in response to student demand and career opportunities.

At present, the college offers **four-year single major Honours programs**:

- B.Sc Honours (Computer Science)
- B.Sc Honours (Botany)
- B.Com Honours (Computer Applications)
- B.Com Honours (General)

The institution has witnessed steady growth in admissions, increasing from 19 students in 2013–14 to over 120 admissions, with a total strength of around 200 students.

The college provides inclusive education to students from SC, ST, BC, and OC categories and focuses on empowering socially and economically disadvantaged students.

With a faculty strength of 11 members and support from guest faculty, the college ensures quality education. Add-on courses like Tally enhance employability.

## VISION AND MISSION

### Vision

To empower women through quality education and create socially responsible, confident, and self-reliant individuals.

### Mission

- Provide accessible and affordable education
- Promote value-based learning
- Enhance employability skills
- Encourage holistic development
- Support women empowerment and social equality

## **COURSES OFFERED**

<b>S.No</b>	<b>Program</b>	<b>Course</b>	<b>Duration</b>	<b>Intake</b>	<b>Affiliation</b>
1	B.Sc	Computer Science (Hons)	4 Years	40	Permanent
2	B.Sc	Botany (Hons)	4 Years	40	Permanent
3	B.Com	Computer Applications (Hons)	4 Years	60	Permanent
4	B.Com	General (Hons)	4 Years	40	Permanent

## **ADMISSION PROCEDURE**

### **ELIGIBILITY CRITERIA:**

A candidate seeking admission into the first year of B.A., B.Com., or B.Sc. degree courses must have passed the two-year Intermediate Education or any Higher Secondary School Certificate Examination recognized by S.V. University as its equivalent.

### **Application Process**

Admissions are done through **OAMDC (Online Admission Module for Degree Colleges)**.

### **Required Documents**

- Intermediate Marks Memo
- SSC Certificate
- Transfer Certificate
- Conduct Certificate
- Caste Certificate (if applicable)
- Reservation Certificates (NCC, Sports, etc.)
- Study/Nativity Certificate
- Migration Certificate (if required)
- Passport-size photos

**Note:** Originals must be submitted at admission.

## **INSTRUCTION AND PRECAUTIONS:**

The college will keep all original certificates of the candidates until they complete their course.

Students are advised to make multiple photocopies of their original documents, as these may be needed later for availing fee concessions and scholarships.

A parent or guardian must accompany each candidate during the admission process.

## **SPECIAL FEATURES OF THE COLLEGE**

- Project-based learning
- ICT-enabled classrooms
- Skill development courses
- Placement training
- Virtual labs
- Career guidance programs
- Hostel and residential facilities
- Safe campus for girls

## FEE PAYMENT STRUCTURE

- No cash / Cheque shall be accepted
- Student has to pay fee only through F-Map an initiative of AP CCE
- Any other charges Examinations fee, Supplementary examinations and scrutiny etc., will be deposited as applicable, from time to time and as per fixation of S.V. University

## ABSTRACT OF ACADEMIC REGULATIONS

The college follows a **semester system**, with two semesters in an academic year. The **Odd Semester** generally runs from June/July to November, and the **Even Semester** from December/January to May. In addition to regular academic sessions, the institution offers optional certificate courses. A **Community Service Project** is organized during the summer for first-year students, while **short-term internships** are arranged for second-year students to enhance practical exposure. All instructional hours are maintained as per university norms, and rules applicable to regular semesters also extend to weekend and summer courses as per university guidelines.

Each programme follows a structured **curriculum prescribed by Sri Venkateswara University**, which includes a combination of Multi-Discipline Courses, Language Courses (Telugu and English), Skill Enhancement Courses, Value Added Courses, Major and Minor Courses, along with Project and Internship components. Students are required to successfully complete all prescribed courses to earn the degree. The curriculum is updated periodically, and students follow the version applicable to their year of admission.

Every course is guided by a detailed **syllabus**, which outlines the course code, objectives, expected outcomes, unit-wise content, and recommended reference materials. Faculty members strictly adhere to the university-approved syllabus. To ensure systematic teaching, each instructor prepares a **course plan** that schedules lectures and practical sessions throughout the semester. As per academic norms, one credit corresponds to 15 lecture hours, and laboratory work and projects are aligned with the syllabus requirements.

The curriculum is further supported by a **course flowchart**, which helps students understand the sequence and interconnection of subjects across semesters. Courses are broadly classified into theory, laboratory, integrated (theory with practical), and project/internship-based courses. Teaching is primarily conducted through **Class-Based Learning (CBL)**, complemented by project-based learning to encourage “learning by doing.” Students undertake projects under faculty guidance, either individually or in groups (maximum of five members), focusing on innovation and practical application of concepts.

Each course is assigned a **unique course code** for academic identification and tracking. The programme duration is **four years**, with multiple exit options: students may exit after the first, second, or third year with a Certificate, Diploma, or Degree, respectively, while successful completion of four years leads to the award of an Honours Degree.

To complete a **UG Honours Degree**, students must earn a total of **160 academic credits** along with **20 credits from experiential learning**. The credit distribution includes Major Courses, Minor Courses, Languages, Multidisciplinary Courses, Skill Courses, Online Courses, and Value Added Courses. Experiential learning components consist of a Community Service Project, Short-Term Internship, and Semester Internship. As per credit guidelines, one hour of theory per week equals one credit, while two hours of practical work per week equal one credit. Students are permitted to earn up to 40% of their credits through online learning.

The **assessment system** comprises both external and internal evaluations. External assessment carries **75 marks** and is conducted as per university examination procedures, while internal assessment carries **25 marks**, conducted in accordance with AP CCE guidelines.

### COMPUTER LAB



Our College boasts computer science lab with nearly 15 PCs. These lab serve the students of various backgrounds and faculty alike to solve problems, create learning methods. The lab infrastructure offers hardware and open source software platforms for students to appreciate the open source initiative and gain wide-ranging experience. The laboratory is fully furnished and have been thoughtfully designed to create a welcoming environment conducive to gaining technical knowledge. Hands on Practice to students and staff will be done by using this lab

### TRAINING & PLACEMENT

The placement Cell, in the college is very important. It conducts placement activities in the college. In 2024 more than 50 students are selected to various companies organized by placement cell. Placement cell in collaboration with APSSDC conducts placement drives. The mission and Objective of the placement cell is to provide jobs and internships to the students by conducting corporate/campus selection drives, training them with job ready skills and to provide jobs to a large number of students applying through it.

## NSS AND CULTURALS

National Service Scheme (NSS) “NOT ME BUT YOU” The Motto of NSS “Not Me but You” Reflects the essence of democratic living and upholds the need for selfless service. It focuses on the identification of the need and problems of the community and involves them in the process of problem-solving. The philosophy of the NSS is a good doctrine in this motto, which underlines on the belief that the welfare of an individual is ultimately dependent on the welfare of the society as a whole and therefore, the NSS volunteers shall strive for the well-being of the society.

### AIM

Dr. S. Gulab Jan, Department of Telugu NSS Coordinator The NSS unit at College provides a platform to the students and faculty for community work and developing a sense of involvement in the tasks of nation-building. We aim to develop the competence required for group-living and sharing of responsibilities, gain skills in mobilising community participation, acquire leadership qualities and democratic attitudes and practise national integration and social harmony. Throughout the session, various activities & events are organized, which channelize the energy and idealism of the younger generation into creative pursuits.

### ACTIVITIES

The NSS Unit organized a wide range of activities, including leadership workshops and national awareness programmes. Initiatives such as Swarnadhra, swacchandhra promoted values like cleanliness, simplicity, humility, integrity, and patriotism. Programmes addressing issues such as drug abuse and social responsibility were also conducted. Activities included blood donation camps, donation drives, debate competitions on social issues, and various webinars aimed at the overall growth and development of both volunteers and society. NSS volunteers also visited old-age homes, participated in field trips, and organized cultural programmes. In addition, the unit actively celebrated national and international events related to education and social development.





## CULTURALS

Our students actively participate in cultural competitions at various levels, bringing recognition and laurels to the college. They enthusiastically perform in events such as College Day, Freshers' Day, Republic Day, and Independence Day, always striving to give their best.

At the S.V. University level, an annual Youth Festival is conducted, in which our students actively take part. They showcase their talents through dance, mono acting, group performances, solo singing, and also participate in quiz competitions.

The college celebrates all major festivals with great enthusiasm. Students dress according to the cultural significance of each festival, prepare a variety of traditional dishes, and organize food festivals as part of the celebrations.

College Day serves as a vibrant platform to exhibit students' cultural talents and creativity through a diverse range of events. To encourage wider participation, College Day celebrations are organized separately for first-year students and senior students.





## WOMEN EMPOWERMENT

### ABOUT THE CELL

Women Cell of SWRGDC for Girls, Kalikiri is established with the motto of “towards self empowered mind“. The cell aims to empower girl students and faculty, enhance their understanding of issues related to women and to make the college campus a safe place for girls and women and to address the practical issues related to the welfare and equal opportunities for Women faculty, staff and students.

With a view to take up women’s issues and problems, the cell aims at creating awareness of their rights and duties. It also provides a platform for women to share their experiences and views regarding their status in the society. Added to it suggestions for improvement and empowerment among themselves has been given. Aiming at intellectual and social upliftment of the female students, the cell stands for facilitating women’s empowerment through guest lectures, seminars, awareness programs and other welfare activities.

### VISION

To promote general well-being of female students, teaching and non-teaching women staff of the College and to provide and maintain a dignified, congenial working environment for women and enable them to explore their imminent potential in all aspects.

### MISSION

To train women to acquire wide range of skills and knowledge and to develop and increase their social, economic and intellectual capacities for peace, security and prosperity of mankind.

### OBJECTIVES

- Identification of strong leadership, change-makers among women and girls and building their capacity.
- To promote a culture of respect and equality for female gender
- To organize awareness programs on gender sensitization



## COLLEGE EVENTS

Our college conducts various events of national importance, observation days and any other celebration days given by proceedings of CCE AP or UGC.





## DISCIPLINE AT COLLEGE

### DISCIPLINE AT COLLEGE

As the college is a **residential institution for women**, maintaining a high standard of discipline is of utmost importance. All students are expected to adhere strictly to the following rules and regulations:

#### General Code of Conduct

1. Students must uphold **high standards of behavior and conduct** at all times and avoid bringing any items that may disturb the smooth functioning of the college.
2. The college should be regarded as a place of **discipline, respect, and dignity**, maintaining proper posture, cleanliness, silence, politeness, and good companionship.
3. **Silence must be strictly maintained** during teaching hours, especially in classrooms, computer laboratories, assembly areas, and corridors.
4. Students must respect **college property and others' belongings**. Any damage caused will be subject to compensation. Furniture and materials should be used carefully and returned after use.
5. Students are encouraged to communicate in **English within the campus** to improve proficiency in the medium of instruction.

## GRIEVANCE AND REDRESSAL

## STUDENT GRIEVANCES REDRESSAL COMMITTEE 2025-26

The college has established a **Grievance Redressal Cell** in accordance with the guidelines of the University Grants Commission (UGC), New Delhi, to address student grievances, ensure transparency in academic and administrative processes, and prevent unfair practices. The Cell is responsible for receiving and examining complaints, assessing their merit, and addressing issues related to harassment or misconduct. Students with genuine concerns may approach faculty members or the Officer In-Charge directly. Alternatively, grievances may be submitted in writing, dropped in the suggestion/complaint box located in the Administrative Block, or sent via email.

The primary objective of the Cell is to promote a **responsive, fair, and accountable environment** within the institution. It aims to maintain a harmonious campus atmosphere, uphold the dignity and rights of students, and encourage them to express their concerns freely without fear. The college ensures that students and staff maintain mutual respect, and strict action is taken against any form of ragging or misconduct.

The Grievance Redressal Cell addresses issues related to **academic matters** such as certificates and examinations, **financial matters** including fees and dues, and **general concerns** like sanitation, food quality, transportation, and any unfair treatment. The Cell reviews all complaints, takes appropriate action as per institutional policies, maintains proper records, and submits periodic reports to the authorities.

Students may lodge complaints by submitting a written application or using the prescribed format available in the Administrative Office. Complaints can also be placed in designated boxes or submitted to the concerned authority along with supporting documents. All grievances are addressed and resolved within a stipulated time frame to ensure a fair and supportive academic environment.

## STUDENT GRIEVANCES REDRESSAL COMMITTEE 2025-26

The Students Grievance Redressal Cell (SGRC) for the term 2025-2026 has been constituted as per the UG Regulations 2019 and it is functional in the college campus. The students may contact the Cell for resolving the grievances as per the policy available in the college website

S.NO.	Name	Designation	Convener / Co-convener / Member
1	Dr. S. Gulab Jan	Lecturer in Telugu	Convener
2	Smt. K. Madhavi	Lecturer in Mathematics	Co-convener
3	Dr. M. Sivananda Predeep	Senior Assistant	Member
4	Dr. C.S. Udaya	Lecturer in Computer Science	Member
5	Dr. V. Rama Krishna	Lecturer in English	Member

## STAFF DETAILS

### List of Teaching Staff Department wise

<b>S. No.</b>	<b>Name of the Faculty</b>	<b>Department</b>	<b>Designation</b>
1	Dr. L. Anajali Devi	Hindi	Principal
2	Dr. S. Gulabjan	Telugu	Lecturer
3	Dr. V. Rama Krishna	English	Lecturer
4	Kum. E. Rekha	Physics	Lecturer
5	Smt. K. Madhavi	Mathematics	Lecturer
6	Smt. V. Swarnalatha	Commerce	Lecturer
7	Dr. C.S. Udaya	Computer Science	Contract Lecturer
8	Kum. T. Likhitha	Commerce	Guest Lecturer
9	Kum. G. Madhavi	Commerce	Guest Lecturer
10	Smt. P. Hajira	Commerce	Guest Lecturer
11	Smt. G. Sailaja	Commerce	Guest Lecturer
12	Dr. V. Keerthi	Computer Applications	Guest Lecturer

**List of Non-Teaching Staff**

<b>S. No.</b>	<b>Name</b>	<b>Designation</b>
1	Dr. M. Sivananda Pradeep	Senior Assistant