



**A.M.D.G.**

# **PROSPECTUS**

## **2023 – 2024**

### **LORETO COLLEGE, KOLKATA**

**7, SIR WILLIAM JONES SARANI  
(FORMERLY MIDDLETON ROW)**

**KOLKATA - 700 071**

**RE-ACCREDITATION**

**by**

**NATIONAL ASSESSMENT & ACCREDITATION COUNCIL**

**in 2021 - A GRADE (4th Cycle)**

**RECOGNITION**

**by**

**NATIONAL COUNCIL FOR TEACHER EDUCATION**

**GOVERNMENT OF WEST BENGAL**  
**Education Directorate**  
**Bikash Bhavan, Salt Lake City, Kolkata - 700 091**

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Memo No. 632-UGC  
4P-126-UGC/99 (Pt.-II)

Kolkata, the 17th April, 2006

From : The Director of Public Instruction  
West Bengal

To : The Principal  
Loreto College  
7, Middleton Row  
Kolkata - 700 071

The undersigned has been directed to inform the college authority that as per G. O. No. 1256-Edn (CS), dt.-06-10-1999 Loreto College is considered as a 'Minority College' by the Government of West Bengal.

*Bhattacharya* 18/4/06

for Director of Public Instruction  
West Bengal

*S. Majumdar*  
18/4/06

## **LORETO COLLEGE, KOLKATA**

### **VISION**

In concordance with our Founder Mary Ward's core values of justice, freedom, sincerity, truth and joy, our goal is to form women alive to the needs of our world, with the knowledge which gives them power to act, motivated by the love which gives them purpose and wisdom in their action. We believe that:

- ❖ every woman who is empowered to her best potential proclaims the Glory of God
- ❖ our institution must be a dynamic entity, to discern changing needs and re-adjust structures and activities in response
- ❖ this demands high levels of awareness at the administrative level so that education becomes a continuous process involving staff, students and parents
- ❖ the college is a place where social justice and equal access contribute to the quality of our nation
- ❖ our institution prioritizes the practice of important human values and encourages the students to gain confidence and initiative even as they commit themselves to excellence in learning.

### **MISSION STATEMENT**

We, in Higher Education, aim at shaping informed and empowered women who respond to the needs of the universe with competence, conscience, compassion, and who persevere in 're-searching' for relevance and authenticity in a changing world.

## About Us

An institution of higher education in India today, Loreto College has been **re-accredited by NAAC with grade 'A' (the last re-accreditation being 2021)**, for the 4<sup>th</sup> cycle. Loreto College, Kolkata was established in 1912 and is managed by the religious order of the Institute of the Blessed Virgin Mary. It is a Christian Minority college aided by the Government, committed to providing the highest quality education for women to enable them to develop their intellect and talents and to participate effectively and fully in society. This institution, which is now over a hundred years old, has been **awarded heritage status certified** by the KMDA. Loreto College is an affiliated, undergraduate college of the University of Calcutta. In 2016 the college received sanction from the University of Calcutta to begin a post-graduate Master's Course in English.

Loreto College's vision of inclusive education and commitment to high academic standards has culminated in it being awarded **CPE (College with Potential for Excellence) status for the 3<sup>rd</sup> cycle. It has featured in ranking by NIRF (National Institutional Ranking Framework),MHRD (Ministry of Human Resource DEVELOPMENT) Govt. of India.**

The college has a centrally located campus of 2.75 acres with commendable infrastructure that includes spacious classrooms, a concert hall, an auditorium, health services, a computerized open-shelf library, a canteen, two staff rooms and two common rooms for students.

Loreto College has been innovative and creative in its approach to education and has an active Internal Quality Assurance Cell (IQAC) that makes a continuous effort to raise the institutional standards and ensure quality. Student-teacher relationships are nurtured and cherished and there is an effort towards evolving an innovative evaluation pattern for the students. The college has set up Incubation centers to foster entrepreneurial talent. **Value Education** has been and continues to be a major thrust area for this institution. Governance is participative and decentralized with the management, faculty, students and stakeholders. The institution has fully qualified faculty members in keeping with UGC norms. The institution has a healthy research culture with faculty members publishing in national and international journals. Students are also strongly encouraged to publish their guided research papers.

Loreto College has changed much since its founding in 1912, but throughout its history there have been certain enduring factors: an uncompromising defence of academic and intellectual freedom, an attention to the relation between college education and the larger public issues of world order and human dignity, and a concern for the rights and privileges of women. Today the college continues to benefit from a dynamic relationship between

innovation and tradition and while Loreto's basic curriculum of the humanities, arts and sciences still flourishes, the college continues to respond to the new intellectual needs of today's women by offering new courses and preparing women to fulfill their responsibilities to the local, national and global communities in which they live.

The B.Ed. Department, founded in 1913, is recognized by the N.C.T.E. and was awarded the B++ grade by NAAC in 2003. The Department was re-accredited in 2009 and was awarded an A grade.

The UGC has recognised Loreto College as a College with Potential for Excellence in 2006, 2011 and again in 2015.

The courses offered at this college include B.A. (Major & Honours) in Education, English, History, Political Science, Psychology & Geography, B.Sc. (Major & Honours) in Geography & Economics; and Minor/Elective in Human Rights, Mathematics, Sociology and Statistics. The College follows the CCF and CBCS presented by University of Calcutta.

The College has a self-financing Computer Centre, which aims to inculcate computer literacy and proficiency. Internet access is available for staff and students alike, to inculcate the spirit of research. Extra-curricular activities are encouraged by the College, through the active and popular student societies. The College hosts an annual inter-collegiate fest known as 'SAMAGAM'.

An inclusive institution, Loreto College aims to develop not only high academic standards but also to inculcate values of leadership, commitment and selfless service, for sustainable development. A Women's Cell was opened in 1996 by committed staff members (retired and current) as well as students and friends of the College: this provides an adult literacy programme for young disadvantaged women.

The College population represents a healthy and heterogeneous social atmosphere. It facilitates all-round personality development. The teaching methods adopted promote multi-disciplinary research and a practical approach to issues. There is a high degree of interaction between the teachers and the students. We have:

- Mentoring sessions
- Remedial classes
- Other Facilities include**
- Visiting faculty
- Supportive Alumnae
- Counselling & Placement Cell
- Incubation Centre
- Inclusive & Holistic Education
- Multi Gym and Wellness Centre
- Placement Cell

*Value Education* has always been an integral part of Loreto education. The students attend one session of Value Education per week where they are helped to cherish Loreto

values of Love, Freedom, Justice and Sincerity even while they strive to attain academic excellence and develop confidence and security. Special emphasis is placed on sensitivity, openness and responsibility-to build the nation and to help those in need. Students are also made aware of gender issues, HIV and substance abuse, and cancer prevention among other issues. Compulsory Community Service is an essential component of value education.

*Personal Counselling* is an integral part of the College. Personal counselling is offered by a designated counsellors and by teachers. Services of on call doctors are also available for students who need counselling.

*Career Counselling* is also provided by the College. The students are exposed to various career options - academic or otherwise. Students are helped with lectures and short-term courses to groom them for interviews and group discussions HRD sections from industry conduct campus visits.

*Academic Counselling* is provided for all students within their departments: at every stage of their progression through the College, Remedial classes are conducted by all departments.

*The College* has an Internal Complaints Committee (ICC) which addresses Sexual Harassment, as well as an Anti-Ragging Cell, a Women's Development Cell and a Grievance Redressal Cell.

#### *Library & Information Resources*

The Loreto College Library is fully computerized and is an open access lending library containing above 50,000 books on various disciplines. Each department also has a large collection of subject specific books, journal articles etc., in its Departmental Seminar Library. The Main Library subscribes to a wide range of journals, periodicals and newspapers. A CD collection, computers and Internet access are part of the facilities.

#### *The Mary Ward Computer Centre*

The Loreto College Mary Ward Computer Centre was set up in 1986 for computer literacy, skill enhancement and proficiency in the latest computational languages. Curriculum is designed with the objective of imparting basic knowledge of computers on the latest version of Windows operating system, the MS Office package and Internet Applications. All students of Loreto College are eligible for IIT Spoken Tutorial, a tie up with IIT, Mumbai. The Computer Department also conducts optional training in advanced application packages such as Photoshop, HTML & Web Designing and Advanced Computer Course.

#### *Sr. Stella Lahiry Wellness Centre*

The Wellness Centre houses a multi-gym and other gym equipment's suitable for women students. A Gym Instructor is available for students once a week. Practitioners in Acupressure also offer this services.

### *Enrichment Courses*

Students may avail of the benefits of a wide range of optional self-financial courses offered by the institution:

- Guitar / Piano
- Legal Awareness for Women
- Career Oriented & Course:  
Human Rights & Empowerment
- French / Spanish
- Mathematics for Competitive  
Examination, (at two levels)
- GIS
- Calligraphy / Cursive Writing
- Editing and Publishing
- Self - defence
- Logical Reasoning & Data  
Interpretation

### *Placement Services*

The Placement Cell provides information regarding job prospects and opportunities for progression to higher study in India and abroad Campus presentations and interviews are regularly conducted. Final year students are encouraged to register for enrolment opportunities.

### *Student Council*

Each year the students elect a Student Council, which consists of

- The Student President and Vice-President.
- Presidents, Vice-Presidents and Treasurers of Student Societies
- Class Representatives and Sub-Representatives from each year.

All extra-curricular activities in the College are coordinated by the Student President and Vice President and managed by the various Society Heads, each under the guidance of Staff Advisors. Students have their own Society meetings and Council meetings. Suggestions and representations are made through the Student President and Vice-President.

### *Student Societies*

- AICUF
- Arts & Craft Society
- Cine Society
- I.C.T. Society
- Debating Society
- Dramatics Society
- Eastern Cultural Society
- Games Society
- NSS Society
- Psychology Society
- History Society
- Literary Society

- LTS & Consumer Society
- Political Science Society
- Social Service Society
- SPICMACAY Society
- WE Nature Society
- Western Cultural Society.
- Library Society
- Media Society

### *Recreation Facilities*

The objective of Loreto College is to facilitate the all-round development of the students and to enable them to lead a healthy and stress-free life. Students are provided with a large and airy common room, well stocked with table tennis and carom tables, as well as a piano for the musically inclined. One of the hubs of the College is the canteen on the ground floor, where students are found at all hours, enjoying the fare and interacting with each other. Students enjoy outdoor games such as basketball, throwball, badminton, at courts shared with Loreto House School and rowing (at the University).

## **Alumnae**

The Loreto College Alumnae Association was formally registered as a Society in January, 2000. While one of its main objectives is to disseminate the basic ideals of a Loreto education and encourage community work, the association strives to assist its Alma Mater in various ways. Over the past years, LCAA has donated prizes to encourage meritorious scholars, granted scholarships and stipends to deserving yet needy students in the college, made donations for books and medicines to other Loreto schools and contributed to the College Roof Fund.

Among its illustrious alumnae Loreto College can count writers Bharati Mukherjee and Zilka Joseph; editor Sulagna Chattopadhyay (Geography and You), Smita Bajoria, Uma Ahmed, Lady Aruna Paul, Usha Bubna, Anjum Katyal, Kajal Sengupta and Krishna Sen; Leila Seth, former Chief Justice of Himachal Pradesh and the first woman judge of the Delhi High Court; eminent journalist Bachi Karkaria; Rita Bhimani, one of the leaders in Corporate Communications today, and performing artists Amita Dutt and Moon Moon Sen.

## Faculty

- Principal Sr. Christine Coutinho

### *Education Department*

- Archita Roy Biswas, M.A., B.Ed.
- Neeta Dang, MA, B.Ed., Ph.D.
- Debika Guha, MA., B.Ed., Ph.D.
- Ranjita Dawn, M.A., M.Phil, Ph.D.
- Sukanya Mullick, M.A., B.Ed., M.Phil.
- Tania Mondal, M.A., B.Ed.

### *English Department*

- Sukanya Dasgupta, M.A., Ph.D.
- Mangala G. Chakraborty, M.A., PGCTE
- Sumita Banerjee, M.A., Ph.D., B.Ed.
- Sanghita Sanyal, M.A., B.Ed., M.Phil, Ph.D.
- Subhasree Basu, M.A., Ph.D.
- Sulagna Chattopadhyay, M.A.

### *History Department*

- Srijita Chakravarty, M.A.
- Suparna Ghosh, M.A., B.Ed., Ph.D, M.Ed
- Anindita Bandyopadhyay, M.A, M.Phil, B.Ed., Ph.D.
- Krishnokoli Hazra, M.A, B.Ed., Ph.D.
- Sukanya Mitra, M.A., M. Phil, Ph.D.

### *Human Rights Department*

- Debolina Sarkar, Ph.D.

### *Political Science Department*

- Sayoni Choudhuri Patra, MA, M.Phil.
- Sharmila Mitra Deb, M.A., M.Phil, B.Ed.
- Sreeparna Dasgupta, M.A.
- Sumedha Verma, M.A.

### *Bengali Department*

- Amrita Dasgupta, M.A., Ph.D.

### *Hindi Department*

- Teacher

### *Economics Department*

- Rupa Ghosh, M.Sc., B.Ed, M.Ed., Ph.D.
- Suranjana Mitra, M.Sc., B.Ed., Ph.D.
- Mainak Bhattacharjee, M.Sc., M.Phil.
- Nilavo Roy, M.Sc.

### *Psychology Department*

- Dinaz R. Jeejeebhoy, M.Sc., M.Phil., Ph.D.
- Sayantani Chatterjee, M.Sc., Ph.D.
- Jhelum Podder, M.Sc., Ph.D

- Shankhabela Mukherjee, M.A., B.Ed., M.Ed.
- Nayanika Saha M.A.

#### *Geography Department*

- Sushma Sahai, M.A., Ph.D.

#### *Mathematics Department*

- Satyabrota Kundu, M.Sc., Ph.D.

#### *Journalism & Mass Communication Dept.*

- Soumya Dutta, M.A., Ph.D.

#### *Film Studies Department*

- Teacher

#### *Computer Department*

- Chandrani Sengupta, B.A., M.C.A., PGCACS, CBM
- Chinmoyee Ray, B.Tech, B.Ed.

#### *Sociology*

- Teacher

#### *Statistics*

- Shreemoyee Chakraborty, M.Sc.
- Invited faculty Daita Lahiri

#### *Counselling & Helpline*

- Dr. Veena Poddar M.A. Ph.D.

#### *Library Staff*

- Bonny Ghosh, Librarian, B.A., MLIS, M.Phil.
- Debalina Mukherjee, BLIS, MLIS, M.Phil
- Swati Mukherjee, B.A., B.Ed.

- Sharmila Ray Kuman, M.Sc., M.Phil.
- Sabiha Sethwala, M.Sc., B.Ed.
- Kaustuva Banerjee, M.Sc., B.Ed., M.Ed., Ph.D.
- Debasree Sinha, M.Sc., Ph.D.
- Alpana Goswami, M.A. (Lab Instructor)

#### *Accounts Office*

- Abdul Javed, B.Com. (Hons.), MBA
- Subir Das, B.Com.
- Donna Chung, B.A.
- Anne Biswas, B.Sc.

#### *Office Staff*

- Uttara Hazra, B.Sc.
- Mary Naskar, B.A.
- Ingrid Rozario, B.A.

#### *Electrician cum Care-taker*

- Siddhartha Sankar Dasgupta

#### *Supervisor*

- Edwin Seddon

#### *Support Staff*

- Amol Bagh
- Sambhu Sharma
- Bimal Dey
- Parimal Mallick
- Sanjay Balmiki
- Chandan Mondol
- Biraj Malik
- Raj Kumar Singh
- Rupon Nayak
- Kiran Das Mahanta

### *Course Profile...*

#### **B.A. Major**

- Education ● English ● History
- Political Science ● Geography ● Psychology

A candidate wishing to apply for B. A. Major must choose her Major subject from any **ONE** of the above and her **TWO** Elective subjects from Groups 1 to VII given below (NOT TAKING MORE THAN ONE SUBJECT FROM EACH GROUP as Honours/ Elective subjects).

Please note: The Honours and Elective subjects must not be identical. The Honours and Elective subjects must not be from the same Group.

Group 1 : Education /Film Studies /  
Human Rights

Group II : History Mathematics

Group III : Sociology

Group IV : Economics

Group V : Political Science:

Group VI : Psychology/Journalism &  
Mass Communication

Group VII : English (Limited seats)

Group VIII : Bengali/Hindi

#### **B.Sc. Major:**

Loreto College Offers:

**Geography:** The TWO electives offered are:

1. Economics / Mathematics

2. Education/Human Rights Sociology/ Political Science/English/Hindi/Bengali.

**Psychology:** The TWO electives offered are:

- 1 Economics/Mathematics
- 2 Education/Human Rights/ Sociology/  
Political Science/English/Hindi/Bengali.

**Economics:** The TWO electives offered are:

1. Mathematics
2. Education/Film Studies /Human Rights  
/Sociology/ Political Science / English /  
Statistics.

#### **Eligibility for Admission:**

Should have passed the Class XII Examination in Four recognized subjects including English. 3 years Major candidates must obtain a minimum 60% in the subject/related subject.

**Reservation:** To meet the Principal - Christians, SC. ST, OBC, Physically Challenged other challenged candidates deserving of consideration. Baptism certificates and references from the Parish Priest and Caste Certificates for SC/ST OBC candidates are required.

#### **Final Selection:**

Admissions in Loreto College are made on the basis of merit: a combination of

- Marks obtained in the admission test
- Graduation results

## Awards

A number of prizes, medals, certificates and other awards are given annually for academic excellence, commendable effort & proficiency in co-curricular activities. Any student may earn a special certificate by successfully completing a project of her choice under the guidance of a member of the Teaching staff.

### *Special Awards*

- The Madhumita Mitra Memorial Prize.
- The Ashoke Chatterjee Memorial Prize
- The Sarojini Dutta Memorial Prize
- The Pulin Krishna Chattopadhyay Memorial Prize
- The Jaycee Prize for Love of Literature
- The Nirmal Sharma Memorial Prize
- Special Prize for Elective Bengali
- The Rodricks Prize
- The Geography Faculty Prize for Excellence
- The Mandira Das Memorial Prize
- The Shakuntala Satsangi Prize
- The Sunita Sharma Memorial Prize
- Dr. P. C. Ghosh Memorial Prize
- Maitreyee Dasgupta Memorial Award
- Dr. Asrubala Dasgupta Memorial Prize
- The Kamala Sircar Chatterjee Medal
- The Prof Gurudas Bandyopadhyay Medal
- A Special Prize awarded by the History Department
- The John Maynard Keynes Silver Medal
- Renuka Dutta Memorial Medal
- The Psychology Department Medal
- The Political Science Dept. Award
- The Viswanathan Award
- The Ratan Das Gupta Memorial Gold Medal
- Sarla Das Memorial Medal
- N. C. Roy Memorial Medal
- The D. K Dutta Memorial Prize
- The Mary Ward Medal (B. Ed)
- The Manju Mahli Memorial Prize
- The Lina Law Memorial Scholarship
- Best Student in the General Course Medal
- The Loreto College Alumnae Association Prize
- The Dr. Neelu Singhvi Sancheti Memorial Award
- The Debabrata Guha Memorial Gold Medal
- The Gouri Guha Memorial Gold Medal
- The Anita Bhatia Computer Award
- The Loreto College Award for Active Participation in Special Activities
- Medal for Outstanding Academic and Research abilities.
- Medal for Excellent Academic Performance
- Medals for -Achievement in Sports Contribution to Drama Skill in Music Dance
- The Satyawati Memorial Scholarship

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| <ul style="list-style-type: none"> <li>• The Anita Bhatia Scholarship</li> <li>• The Michelle Lobo Scholarship</li> <li>• The Cherry Agarwal Award</li> <li>• Sr. Stella Lahiry Award Rolling Trophy</li> <li>• Sisir Kumar Mukherjee Gold Medal</li> <li>• Sri Satyendranath Chatterjee Memorial Gold Medal</li> <li>• The Enid La Fond Medal &amp; Scholarship</li> </ul> | <ul style="list-style-type: none"> <li>• Dr. Asok Kumar Som Rolling Trophy</li> <li>• The Principal's Medal</li> <li>• Loreto Medal</li> <li>• Harmehar Kaur Greawal Undaunted Spirit Award</li> <li>• The K. N. Jain Memorial Gold Medal</li> </ul> |
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## REGULATIONS

At the time of admission the student will sign a declaration that she will abide by all the rules and regulation of the College, and accept the decision of the Principal in all matters as final.

1. All students are expected to conduct themselves in a manner worthy of a member of the College community. Such conduct is based on respect for the dignity and rights of individuals, public and personal propriety and personal and academic honesty. All students are answerable to the Principal for their conduct in the college, and for their behaviour outside college, if it adversely affects the good of the College, appropriate action may be taken when the principles of equity, justice and morality are affected.
2. **Christian students are expected to avail of the special facilities provided to them to enrich their lives as Christians.**
3. Indiscipline and unbecoming language or conduct in any form are sufficient reasons for disciplinary action to be taken.
4. Attendance at College functions is compulsory.
5. Absence from college must be justified in writing and if illness is the cause, a medical certificate be submitted. **75% attendance as on the last day before the Internal Assessments is mandatory as per Calcutta University norms.**
6. Those who absent themselves from mid-term tests or terminal examinations without the express permission of the Principal, make themselves liable for disciplinary action. Such absence must be justified in writing and in case of illness by a medical certificate. These letters and medical certificates with a covering letter from the parent or guardian of the student are separate from those intended to justify absence from college at other times. **No prizes are awarded to any student who has missed college examinations for any reason/has been reprimanded for misconduct.**
7. Although illness or other serious circumstances may be considered valid reasons for absence from lectures, tests, tutorials, examinations, etc, minimum attendance requirements of the Calcutta University have to be met. Pass mark for all internal tests /assignments/tutorials/examinations is 40%. Failure to submit assignments, unjustified absence from tests etc. will seriously prejudice the student's academic record. If after a

warning, a student persistently continues not to conform to college requirements, she can be refused admission for the next academic year.

8. Students leaving the city for any of the holiday periods are expected to make their arrangements according to the college calendar.
- 9. Students whose academic work falls below the required standards/who has not appeared for college examination/has been reprimanded for misconduct will be followed up, along with their parents.**
10. Students who have low attendance will repeat the semester as per University norms (CSR)
- 11. Ragging of any sort and sexual harassment is strongly prohibited.**
- 12. Those who use unfair means at examinations are liable for disciplinary action.**
- 13. All students are expected to dress modestly.**
- 14. The use of mobile phones by the pupils in the classroom is not permitted.**

## Fee Structure

Fees are to be paid for twelve months of each year, July to June inclusive, according to University regulations. No student may send in an application for admission to a University examination unless her fees have been paid in advance to the end of the year. If a student withdraws from college, one calendar month's notice must be given in writing and fees paid to the end of the academic year. Fees once paid will not be carried over for future sessions.

A limited number of deserving students will be admitted at a reduced fee on due consideration of the circumstances of their parents. **The privilege is granted for one term only, and will not be renewed for the next term if the student has failed to give satisfaction in application, conduct or attendance. A student absent from above privilege.** The following fee structure is revised each year the

### Fee Structure 2023-2024

AT THE TIME OF ADMISSION ONLY	
Admission Fees	Rs. 3000.00
University Regn. (Migration)	Rs. 200.00
University Regn. (Non-Migration)	Rs. 100.00
University Sports Fees	Rs. 40.00
ANNUAL FEE	
PRACTICAL FEE (Annually)	
Geography	Rs. 800.00
Psychology	Rs. 800.00
Film Studies / Human Rights	Rs. 800.00
Journalism	Rs. 800.00

## SEMESTER FEES

Tuition Fees Per Semester	Rs. 900.00
Semester Fees	Rs. 14000.00
Film Studies/ Human Rights / Sociology / Statistics (Self- Financing)	Rs. 4800.00

*For further assistance contact the College Office*

Time : Between 9.30 a.m. to 11 30 a.m. on Monday, Tuesday, Wednesday

Address : 7, Sir William Jones Sarani, (formerly Middleton Row), Kolkata-700 071

Phone No. : 033 4005 5712

Email id : [loretocollege1912@gmail.com](mailto:loretocollege1912@gmail.com)/[principal@loretocollege.in](mailto:principal@loretocollege.in)

Website : [www.loretocollege.in](http://www.loretocollege.in)

