



# St. Xavier's College (Autonomous)

Recognized as "College with Potential for Excellence" by UGC  
Accredited by NAAC at A<sup>+</sup> Grade with a CGPA of 3.66 out of 4 in IV Cycle  
Palayamkottai - 627 002

SXC-2020-21-PNNO-2

02.08.2020

As per the instructions given by the Regional Joint Director of Collegiate Education, Tirunelveli (dt. 30.07.2020) and the guidelines given by the University (dt. 31.07.2020), the following schedule, suggested by the Expert Committee for Online Classes, will be followed:

1. Online classes for the Academic Year 2020-2021 will commence on 03.08.2020 (Monday) at 9.00 am with the Mass of the Holy Spirit.
2. All the Staff and Students are asked to join the Holy Mass online by using the link: [https://youtu.be/aWgomCi8c\\_8](https://youtu.be/aWgomCi8c_8)
3. After the Mass, Fr. Rector, Fr. Secretary and Fr. Principal will address all the staff and students.
4. Participation in the inauguration function of the academic year is mandatory for all.
5. The Principal will address all the Staff and Students at 11.00 am on 3.8.2020. All are expected to join virtually.
6. A special online session for the teachers on "How to use Google Meet for online class" will be held on 03.08.2020 at 12.00 noon. All the teachers are expected to attend without fail.
7. As per the directions from the University, we are expected to conduct 7 hours of classes per day and six days a week for 2018 & 2019 Batches of UG students & 2019 Batch of PG students. It is also applicable to 2018 & 2019 Batches of MCA students. Therefore, all the HoDs are asked to prepare timetable with the addition of two hours at the end allotted for core papers.

The following will be the Timetable until further notice from the University / Government:

09.00 am	– 10.00 am	: I Hour
10.00 am	– 11.00 am	: II Hour
11.00 am	– 12.00 Noon	: III Hour
12.00 noon	– 01.00 pm	: IV Hour
01.00 pm	– 02.00 pm	: Lunch Break
02.00 pm	– 03.00 pm	: V Hour
03.00 pm	– 04.00 pm	: VI Hour (Core)
04.00 pm	– 05.00 pm	: VII Hour (Core)

8. All the staff and students are expected to take utmost care in following the time table.
9. Since it is an extraordinary situation all of us are facing at present, I request all the staff to support and extend full cooperation to the HoDs to conduct the online classes.

Rev. Dr. S. Mariadoss, S.J.,  
Principal