

PERSONAL MEMORANDA

Name of the Student :

Class and Section :

Age and Date of Birth :

Hobbies & Interest :

Blood Group :

Any Award, Prize won
in the Collegiate level :

.....

Father's Name :

and Occupation :

.....

Mother's Name
and Occupation :

.....

.....

Address, Phone No. :

(During the term)

.....

E-mail ID :

Address :

Parent's Phone No.
(During the Vacation)

.....

Any other information :

.....

.....

UNDERTAKING BY STUDENT AND PARENT

I, Mr. /Miss.(I / II Year)
student of SDM COLLEGE OF BUSINESS MANAGEMENT POST GRADUATE
CENTRE FOR MANAGEMENT STUDIES AND RESEARCH, Mangaluru bearing
the Register No. for the academic year
....., hereby promise that I will abide by the following rules.

1. I will be regular and punctual to all the classes.
2. I will wear uniform and formal dress as per the dress code prescribed by the college.
3. I will not bring four wheelers inside the college campus.
4. I will pay tuition fees, examination fees and any other fees specified by the management and university on time.
5. I will not indulge in any activities inside and outside the college premises which would cause harm to the college, individuals and other parties.
6. I will be disciplined and will show respectful behaviour in the classroom, college campus and outside.
7. I hereby undertake that I will strictly follow above terms and conditions. I fail to comply with these terms; I will be liable to suitable action.

Signature of the Student

I am aware of the rules and regulations of the institute which my ward should follows. The SMS regarding my wards, attendance and any other important information can be sent to my mobile number mentioned belows.

Signature of Parent/Guardian
Name & Address with Phone Number

Teaching Faculty 2022-23

Sl.No.	Name	Designation
1.	Dr. Seema S. Shenoy	Director
2.	Sumathi	Assistant Professor
3.	Dr. Prameela S. Shetty	Assistant Professor
4.	Dr. Savitha Pereira	Assistant Professor
5.	Dr. Jomon Lonappan	Assistant Professor
6.	Dr. Harshitha K.	Assistant Professor
7.	Deepa Nayak P.	Assistant Professor
8.	Dawn Prakash	Assistant Professor
9.	Ramya Shetty	Assistant Professor
10.	Prashanth Kumar A.	Assistant Professor
11.	Shaini Naveen	Assistant Professor

MBA Administrative Staff 2022-23

Sl.No.	Name	Designation
1.	Jayalaxmi	Sr. Office Assistant
2.	Pushpavathi	Office Assistant
3.	Ashalatha M.	Library Assistant
4.	Sujyothi Kumari	Office Assistant
5.	Padmini Hebbar	Clerk/Lib. Assistant
6.	Roopesh Kumar	Accounts Assistant
7.	Jayalakshmi	Lab Technician/Office Assistant
8.	Haneesh Moily	Attender
9.	Rohith	Attender
10.	Shravan Kumar	Attender
11.	Ananda	Attender
12.	Prashanth	Watchman
13.	Radha N.	Sweeper
14.	Mahesh Shetty	Lift.Operator

SDM COLLEGE OF BUSINESS MANAGEMENT POST GRADUATE CENTRE FOR MANAGEMENT STUDIES AND RESEARCH, MANGALURU.

SDME Society (R.), Ujire

SDM Educational Society (R.), Ujire is providing education in health and social service for the past few decades in the state of Karnataka, located in Ujire, Dakshina Kannada district of the Karnataka State. SDM Educational Society is a centre known for its educational excellence that has an outstanding track record of providing dedicated service in the sector of education, health and social service.

Shri Dr. D. Veerendra Heggade, as the President of the Society, has been the guiding spirit and driving force behind the institutions. The personal interest that he displays, despite his varied duties, sees him not only provide the broad guidelines but also look into the smallest matter that could affect the quality of education. Dr. D. Veerendra Heggadeji is nominated as the Rajya Sabha member in the year 2022. The institutions of Shri Dharmasthala Manjunatheshwara Educational Society have been built with a faith that is passionate and has a mission that transcends all barriers of race and religion, caste and creed. SDM believes in the dissemination of knowledge with a macroscopic dimension to harness the best of talents and translate it to the academic scenario. The society is instrumental in elevating the standards of subjects. The perfect blend of education and spirituality will attune a student with the qualities of ethics, discipline, integrity and humanitarian spirit. The educational system followed by SDM is glaring example for the amalgamation of modernism and ancient tradition. The principles of life are imbibed by the student and they become responsible human beings armed with knowledge and attributes of human element.

Mangalore University Affiliation

The course is affiliated to Mangalore University. Mangalore University which is one of the upcoming universities in South India, is well known for innovative programmes all over the country.

SDM College of Business Management Post Graduate Centre for Management Studies and Research

SDM College of Business Management Post Graduate for Management Studies and Research is established in the year 2007. It is housed in a magnificent building situated in Kodialbail, Mangaluru, with state of the art infrastructure. The institute is well known for management education with innovative teaching

pedagogy; group discussion, student's seminar, presentation, role plays, case analysis and assignment as a part to the curriculum in the institute.

The institute is not just imparting academic inputs but is also providing important life skill/ soft skill training. "Shreshta" National level management fest at post graduate level International e-conference and National level conference is conducted by the institute every year in order to train students in presentation and organizing skills. SDM Post Graduate Centre for Management Studies and Research is committed to give quality and standard management education. It is accredited with B+ grade by NAAC recognized by AICTE (New Delhi), approved by Govt. of Karnataka and affiliated to Mangalore University

Vision

Develop competencies of people to meet the challenges of business, industry and service sector. Empower them with requisite skills to be globally acceptable business leaders. Provide world class professional management education to the people at a reasonable cost, spread Indian ethos spiritually to sustain, survive and succeed in business and industry.

Mission

Bring professionalism in all spheres of life. Enrich the quality of life by creating and sustaining the urge to continuous learning for life. Encourage competitive spirit for organizational excellence by leveraging intellectual human capital. Instill entrepreneurial qualities with right moral, social values and prosper. Enhance the quality of life of individual by encouraging to believe in personal integrity, hard work and honesty in public life. Develop leadership, entrepreneurship quality among the people with patriotism, modern outlook and positive attitude towards life. Develop self confidence to lead, motivate people through case study, practical training and exposure to global business and industry.

Core Values

1. Crafting socially and morally responsible business leaders.
2. Nurturing patriotic and spiritual belief.
3. Instilling positive thinking and ethical behaviour.
4. Fostering an eco system to stimulate innovation, creativity and entrepreneurial instincts.
5. Chistling students to be globally empowered and technically competent.

**SDM College of Business Management Post Graduate Centre for
Management Studies and Research, Mangaluru**

Code of Conduct

- Compulsory Attendance** ● 75% of attendance in each subject is compulsory to have eligibility to appear for semester examination
- Attendance is taken within the first 5 minutes of the commencement of every class.
 - Immediate Intimation is sent to the parent on any student being absent.
- Dress Code**
- Uniform (provided by the college only) to be worn on every Monday. No alteration in uniform is permitted
 - If Monday happens to be a holiday, uniform to be worn on the subsequent working day.
 - Those who fail to wear the uniform will be penalized.
- Boys**
- Tuesday to Friday; Formals (Trousers and Shirts)
 - Saturday; Smart casuals
 - Well groomed hair style
 - Neatly trimmed beard
 - Formal shoes (Black or Brown) from Monday to Friday.
- Girls**
- Tuesday to Friday; Formals (Salwars/Kurtis with sleeves)
 - Saturday; Smart casuals
- Lift usage**
- Lift operator instructions should be followed.
 - Loading more than the allowed capacity is permitted.
 - Students should give way in the lift to the Members of the Management, Guests Visitors, Staff and members of all three institutions in the campus.
- Classroom conduct**
- Cleanliness in the classrooms should be strictly maintained.
 - Celebration of birthdays inside the classrooms is prohibited.
 - No usage of LCD or sound systems during non class hours.
 - Classroom infrastructure should be used judiciously.
- Parking facility**
- No four-wheeler parking facility is available
 - Parking rules laid down by the college authorities to be strictly followed.
 - No argument with security personnel

Harassment/Ragging

- Harassment to fellow students in any form will not be tolerated
- Students indulging in any form of ragging shall face disciplinary action.

Library conduct

- The Library is open on all working days from 8.30 a.m. to 6.00 p.m.
- Students are allowed to borrow 5 Books at a time.
- Discipline and decorum of the library should be followed.
- Entry with ID card only

Discipline

- Entry to the classroom 5 minutes prior to the commencement of the class
- No nuisance within or outside the college premises is permitted.
- No forming a group on the pretext of any caste, religion, background or language
- Mind your behaviour as you are under surveillance.

Time Management

- Students are expected to be present in the venue 5 minutes in advance on commencement of any activity of the college.
- Students are expected to be present in the examination hall 10 minutes prior to the commencement of the examination.

Cleanliness

- Surroundings should be maintained clean
- Washroom hygiene should be maintained
- Water should be used judiciously
- Waste bins should be used to dispose all kinds of waste
- Ensure adherence to environmental policy

* College will have all rights to change or modify or alter the above said points



OCTOBER-2022			
1	Sat		
2	Sun	*	Gandhi Jayanathi celebration, Alumni meet, Dandiya night, Sharadha Pooja.
3	Mon		
4	Tue		Ayudha Pooja
5	Wed		Vijaya Dashami
6	Thu		II Sem Viva voce
7	Fri		
8	Sat		
9	Sun	*	Id Milad
10	Mon		
11	Tue		
12	Wed		
13	Thu		
14	Fri		
15	Sat		
16	Sun	*	
17	Mon		
18	Tue		
19	Wed		
20	Thu		Valmiki Jayanathi
21	Fri		
22	Sat		
23	Sun	*	
24	Mon		Naraka Chaturdhashi
25	Tue		Deepavali
26	Wed		Balipadyami
27	Thu		
28	Fri		
29	Sat		
30	Sun	*	
31	Mon		National Unity Day

NOVEMBER-2022			
1	Tue		Kannada Rajyotsava
2	Wed		
3	Thu		
4	Fri		
5	Sat		
6	Sun	*	
7	Mon		
8	Tue		
9	Wed		
10	Thu		Public Transport Day
11	Fri		Kanakadasa Jayanathi
12	Sat		
13	Sun	*	
14	Mon		
15	Tue		
16	Wed		
17	Thu		
18	Fri		
19	Sat		
20	Sun	*	
21	Mon		II Sem classes commence
22	Tue		
23	Wed		
24	Thu		
25	Fri		
26	Sat		
27	Sun	*	
28	Mon		
29	Tue		
30	Wed		



DECEMBER - 2022			
1	Thu		
2	Fri		Factory/Field Visit
3	Sat		
4	Sun	*	
5	Mon		
6	Tue		
7	Wed		
8	Thu		
9	Fri		
10	Sat		
11	Sun	*	
12	Mon		
13	Tue		
14	Wed		
15	Thu		
16	Fri		
17	Sat		
18	Sun	*	
19	Mon		
20	Tue		
21	Wed		
22	Thu		
23	Fri		
24	Sat		
25	Sun	*	Christmas
26	Mon		
27	Tue		
28	Wed		
29	Thu		
30	Fri		
31	Sat		

JANUARY - 2023			
1	Sun	*	
2	Mon		
3	Tue		
4	Wed		
5	Thu		
6	Fri		
7	Sat		
8	Sun	*	
9	Mon		
10	Tue		
11	Wed		
12	Thu		National Youth Day
13	Fri		
14	Sat		Makara Sankramana
15	Sun	*	
16	Mon		I Sem MBA reopen and Orientation
17	Tue		Bridge Course
18	Wed		
19	Thu		
20	Fri		
21	Sat		
22	Sun	*	
23	Mon		
24	Tue		National Girl Child Day -Women Empowerment Cell Inauguration
25	Wed		
26	Thu		Republic Day
27	Fri		
28	Sat		
29	Sun	*	
30	Mon		Martyr's Day
31	Tue		



FEBRUARY -2023			
1	Wed		
2	Thu		
3	Fri		
4	Sat		
5	Sun	*	
6	Mon		
7	Tue		
8	Wed		
9	Thu		
10	Fri		
11	Sat		
12	Sun	*	
13	Mon		
14	Tue		
15	Wed		
16	Thu		
17	Fri		
18	Sat		Maha Shivarathri
19	Sun	*	
20	Mon		
21	Tue		
22	Wed		
23	Thu		
24	Fri		Inauguration of Student Consortium
25	Sat		
26	Sun	*	
27	Mon		
28	Tue		

MARCH - 2023			
1	Wed		
2	Thu		
3	Fri		Inauguration of Research Cell
4	Sat		
5	Sun	*	
6	Mon		
7	Tue		
8	Wed		Women's Day
9	Thu		
10	Fri		Sports Day
11	Sat		
12	Sun	*	
13	Mon		
14	Tue		
15	Wed		
16	Thu		
17	Fri		
18	Sat		Alumni Programme
19	Sun	*	
20	Mon		I Internals - I Sem II Internals-III Sem Ugadi
21	Tue		
22	Wed		
23	Thu		
24	Fri		
25	Sat		
26	Sun	*	
27	Mon		
28	Tue		
29	Wed		
30	Thu		
31	Fri		Mentoring-I MBA



APRIL - 2023		
1	Sat	
2	Sun	*
3	Mon	
4	Tue	Mahaveera Jayanthi
5	Wed	
6	Thu	
7	Fri	Good Friday
8	Sat	
9	Sun	*
10	Mon	Viva Voce - III Sem
11	Tue	
12	Wed	
13	Thu	
14	Fri	Ambedkar Jayanthi
15	Sat	
16	Sun	*
17	Mon	
18	Tue	
19	Wed	
20	Thu	
21	Fri	International Yoga Day
22	Sat	
23	Sun	* Basava Jayanthi
24	Mon	
25	Tue	
26	Wed	
27	Thu	
28	Fri	
29	Sat	
30	Sun	*

MAY -2023		
1	Mon	May Day
2	Tue	
3	Wed	
4	Thu	
5	Fri	
6	Sat	
7	Sun	*
8	Mon	
9	Tue	
10	Wed	
11	Thu	
12	Fri	
13	Sat	
14	Sun	*
15	Mon	
16	Tue	Viva voce- I MBA
17	Wed	
18	Thu	
19	Fri	
20	Sat	
21	Sun	*
22	Mon	
23	Tue	
24	Wed	
25	Thu	
26	Fri	
27	Sat	
28	Sun	*
29	Mon	
30	Tue	
31	Wed	



JUNE -2023			
1	Thu		
2	Fri		
3	Sat		
4	Sun	*	
5	Mon		World Environment Day
6	Tue		
7	Wed		
8	Thu		
9	Fri		
10	Sat		
11	Sun	*	
12	Mon		
13	Tue		
14	Wed		
15	Thu		
16	Fri		
17	Sat		
18	Sun	*	
19	Mon		
20	Tue		
21	Wed		International Yoga Day
22	Thu		
23	Fri		
24	Sat		
25	Sun	*	
26	Mon		
27	Tue		
28	Wed		Bakrid
29	Thu		
30	Fri		

JULY -2023			
1	Sat		
2	Sun	*	
3	Mon		
4	Tue		
5	Wed		
6	Thu		
7	Fri		
8	Sat		
9	Sun	*	
10	Mon		
11	Tue		
12	Wed		
13	Thu		
14	Fri		National Conference - 2022
15	Sat		
16	Sun	*	
17	Mon		
18	Tue		
19	Wed		
20	Thu		
21	Fri		Alumni Felicitation Programme
22	Sat		
23	Sun	*	
24	Mon		
25	Tue		
26	Wed		
27	Thu		
28	Fri		Shreshta-2022 National Level Management Fest
29	Sat		Moharam
30	Sun	*	
31	Mon		



AUGUST - 2023			
1	Tue		
2	Wed		
3	Thu		
4	Fri		
5	Sat		Mentoring
6	Sun	*	
7	Mon		
8	Tue		
9	Wed		
10	Thu		
11	Fri		
12	Sat		Factory Visit
13	Sun	*	
14	Mon		Faculty Development Programme
15	Tue		Independence Day
16	Wed		Traditional Day
17	Thu		
18	Fri		
19	Sat		Patriotism Singing Competition
20	Sun	*	
21	Mon		
22	Tue		
23	Wed		
24	Thu		
25	Fri		
26	Sat		Onam celebration
27	Sun	*	
28	Mon		
29	Tue		
30	Wed		
31	Thu		

SEPTEMBER - 2023			
1	Fri		
2	Sat		
3	Sun	*	
4	Mon		
5	Tue		Teachers Day Celebration
6	Wed		
7	Thu		
8	Fri		College Day Celebration
9	Sat		
10	Sun	*	
11	Mon		
12	Tue		Mentoring for I MBA students
13	Wed		
14	Thu		
15	Fri		Cricket League Match
16	Sat		
17	Sun	*	
18	Mon		Directors Viva for II MBA
19	Tue		Ganesha Chaturdhashi
20	Wed		
21	Thu		
22	Fri		
23	Sat		
24	Sun	*	
25	Mon		
26	Tue		
27	Wed		
28	Thu		
29	Fri		
30	Sat		

