



Fatima Mata National College

(AUTONOMOUS)

POST BOX No. 511, KOLLAM - 691001, KERALA

(Reaccredited with 'A' Grade by NAAC)

Affiliated to University of Kerala

STUDENT HANDBOOK & ACADEMIC CALENDAR

2018 – 2019

St Josephs
Counselling, Skill
enhancement and
Womens' Resource
Centre and Awards
Committee
2018-19

Phone: 0474 - 2743387, 2749585

Email: mailbox@fatimacollege.net Web: www.fmnc.ac.in

ST. JOSEPH'S GUIDANCE & COUNSELLING CENTRE

The St. Joseph's Guidance and Counselling Centre functioning within the campus provides facilities for crisis counselling and career counselling. The centre is in touch with the Kerala University Employment Information and Guidance Bureau. Employment oriented publications are available in the reading room of the centre. Classes are given periodically to help students face the tests and interviews held by the major recruiting agencies. Specially-trained teachers are appointed to give personal counselling and academic counselling to students. One of them will always be available at the Guidance and Counselling Centre.

Dr Anil Jose (Convener)
Dr Sajimon P. P.
Mr Johnson K.Y.

SKILL ENHANCEMENT WOMEN RESOURCE CENTRE

Dr Clara Bernadette Reshma (Convener)
Dr Mary Nancy T. E.
Ms Jaya Sunny

AWARDS COMMITTEE

Dr Mary Antony (Convener)
Mr Christy Clement
Ms Sangeetha Vincent
Ms Liya Joy
Mr Francis Fernandez

EVENT MANAGEMENT COMMITTEE

Dr S. Parvathy (Convener)
Mr Christy Clement
Ms Ann Varghese
Ms Jain Rani S.

TALENT HUNT

Dr S. Parvathy (Convener)
Ms Rosini B.
Mr Sunil A.



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STUDENT HANDBOOK & ACADEMIC CALENDAR

2019- 2020

St Josephs
Counselling, Skill
enhancement and
Womens' Resource
Centre and Awards
Committee
2019-20

387 / 2749585

E-mail: foamc@fmnc.ac.in

Web: www.fmnc.ac.in

1. Dr Mary Nancy T. E. (Convener)
2. Ms Mary C.
3. Mr Sony J.

CANTEEN COMMITTEE

1. Dr M.R. Shelly (Convener)
2. Ms Asa Stephen
3. Dr Soosy Joseph

PUBLIC RELATIONS COMMITTEE

This committee maintains liaison with the parents, the public and the press in order to give wide coverage to campus activities, and to publicize the social relevance of the projects and programmes undertaken by the staff and students of the college.

1. Dr Saju S. (Convener)
2. Mr Sunil A.
3. Mr Sijin K.S.
4. Mr Osbon Y.

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1. Dr Anil Jose P.S. (Convener)
2. Dr Sajimon P.P.
3. Dr Fresnal Das
4. Dr Reena George

SKILL ENHANCEMENT & WOMEN RESOURCE CENTRE

1. Ms Alice Dominic (Convener)
2. Ms Shalini Mathews
3. Ms Sindhu V.

AWARDS COMMITTEE

1. Dr Mary Antony (Convener)
2. Mr Christy Clement
3. Dr Sangeetha Vincent

EVENT MANAGEMENT COMMITTEE

1. Mr Christy Clement (Convener)
2. Ms Ann Varghese
3. Ms Jain Rani S.

DOCUMENTATION COMMITTEE

1. Dr Noeline B. Fernandez
2. Dr S. Parvathy
3. Dr Sangeetha Vincent
4. Dr Sheena Mary Y.
5. Mr Sijin K.S.

SERVICES

CLASS COORDINATORS AND COUNSELLORS

In order to facilitate better coordination of class activities, the class coordinator system functions very effectively in Fatima. It aims at building up a better student community by helping maintain discipline and order among students. The 'open house system' gives an opportunity for the parents and teachers to meet together and discuss the problems and progress of the students concerned. A class coordinator cum counsellor is in charge of each class. S/he monitors the attendance and progress of the students of the class. S/he directs group activities like excursions and socials. All applications for leave, financial help, conduct certificate etc. should be forwarded through him/her.