

# **ST. FRANCIS DE SALES COLLEGE NAGPUR**



## **BEST PRACTICES**

- **Orientation of New Students**
- **Student Aid Fund**

## Best Practice I

**Title of the practice:**

### **ORIENTATION OF NEW STUDENTS**

**Objectives of the Practice:**

- To familiarize students with the working of the College.
- To make them aware of facilities provided by the College.
- To let them know the DOs and DONTs while being students of the College.
- To acquaint the new students with the Semester pattern introduced recently by the University.
- To make them aware of the ATKT regulations as applicable before the introduction of the semester pattern, and modifications of the same in the current semester pattern.
- To introduce them to the system of Internal Assessment as envisaged by the University in the Semester system.

**The Context**

- New students admitted to Undergraduate courses of the University are acquainted only with the Board pattern of study and examination.
- New students are admitted from diverse social and educational backgrounds.
- They are ignorant of the different facilities and the location where they can be availed in the College.
- At times, they experience difficulty or hesitate to fall in with the routine and system established by the College.
- Recently, the practice of orienting the students through conduct of a special orientation programme has therefore been initiated.

**The Practice:**

- At the beginning of every academic session, newly admitted students are oriented through a presentation on the College.
- Orientation program includes
  - Interaction with the Principal
  - A presentation about the College campus and its facilities.
  - A presentation in relation with the general examination pattern of the University.
  - A presentation about the library, its facilities, its rules and regulations.

**Evidence of Success**

- Students become aware of the facilities provided by the College.
- They feel confident to use the facilities.

**Problems Encountered and Resources Required:**

- Admissions of new students continue for about two months.
- Those who take late admission generally tend to miss the orientation.
- If the number of late admissions is considerable, orientation programme is repeated at the closure of admissions.
- No specific resources are required.

## Best Practice II

Title of the Practice:

### STUDENT AID FUND

**Objectives of the Practice:** To make students self-sufficient with respect to expenses incurred for education.

- To discourage drop outs as a result of financial constraints.
- To remove financial obstacles of students education.

**The Context:**

- Many students come from financially marginalised families and backgrounds.
- Some students do not fall into any category that receives scholarship.
- Financial circumstances of such students are likely to divert their attention away from academics.
- Frequently, there is family or peer pressure on the students to drop out of education for earning livelihood.

**The Practice:**

- The practice began by contribution of Rs. 30 per head per month from salary.
- The fund so generated was named the Students' Aid Fund.
- A committee was formed to disburse the fund to needy students.
- The parameters for eligibility were decided by the committee.
- It was decided that students already receiving scholarships would not be eligible for applying.
- Other parameters involved a consistent academic record, and proof of income of parents/ guardians.
- Format for application was prepared by the committee and notices inviting applications were displayed and circulated.
- As proof, applicants would submit their marklists and income certificates of parent/ guardian.
- After scrutiny of the applications by the committee, eligible candidates were selected, considering lowest income and highest marks.
- Students, initially one each from Science and Arts streams, were given aid in the form of cheques.
- There was hesitation amongst students to receive aid in front of peers.
- The problem was resolved by personally informing the applicants instead of publicly declaring aid.
- It was felt that more beneficiaries could be covered under the initiative.
- Faculty resolved to increase their monthly contribution from Rs 30 to Rs 100/-

**Evidence of Success**

- Students receiving aid were regular in attending classes.
- Results remained consistently good, and even improved in some cases.
- Faculty resolved to increase contribution to Rs. 100 per head per month, considering the success of the practice and for increasing the number of beneficiaries covered every year.

**Problems Encountered and Resources Required:**

Problems were not encountered, since the faculty have been contributing voluntarily towards the cause.