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St. Xavier's College (Autonomous), Mumbai

**SPORTS GYMKHANA POLICIES**

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## **INTRODUCTION**

The Sports Department of St. Xavier's College (Autonomous) Mumbai is headed by the Director of Sports, whose office is located in the Fell Gymkhana (named after its founder, Rev. Fr. Fell S.J. in 1954). Under the guidance of the College Principal, the Director of Sports conducts and oversees all sport-related activities for the college i.e Intra and Inter-College Competitions. St. Xavier's is equipped with both indoor and outdoor sports training facilities. While the Fell Gymkhana has indoor facilities for Strength Training, Badminton, Table-Tennis, Carrom and Chess, the college campus is also equipped with a full-sized Basketball and Volleyball / Throwball court. For Cricket, the use of a pitch on Azad Maidan has been leased from the BMC and Football is played at the St. Xavier's School grounds with permission from the requisite school authorities. The Annual College Sports Day is conducted at University Grounds, Marine Lines. Adequate measures are thus taken to ensure players are given access to facilities to help them hone their skills and prepare for various tournaments.

The college has been a regular and successful participant in both Women and Men's Individual and Team sports at the tournaments organized by the District Sports Office (DSO) and the University of Mumbai. Several players from St. Xavier's have been selected to be a part of the City, University and State teams as well. Students representing the college are eligible not only for scholarships and extra-curricular credits but are also a part of the College Student's Union Council.

Internally, the Xavier's Sports Department conducts Inter-Class tournaments for Junior and Senior College students throughout the year. Some of these tournaments also serve as Selection Trials for the college team.

Given the number of sports activities that take place at St. Xavier's over the course of an academic year, certain operational procedures have been implemented to ensure the smooth and fair functioning of the Department.

Below are the Rules & Regulations of the Sports Department of St. Xavier's College (Autonomous), Mumbai.



## 1. THE FELL GYMKHANA

1.1. The Fell Gymkhana offers the following facilities for:

1.1.1. **Indoor Sports:** Playing and Training facilities in:

1.1.1.1. Badminton

1.1.1.2. Carrom

1.1.1.3. Table Tennis

1.1.1.4. Chess

1.1.1.5. Gymnasium (strength-enhancing facility)

1.1.2. **Non-Sport Events:** When the Gymkhana is not being used for sports activities, it is used as a space for conducting Classes, Seminars, Workshops, Meetings, or for Dance/Drama Practice during cultural and other events of the College or even as a Multi-Media Hall. For this, the permission of the Principal, as well as the Director of Sports, must be obtained by the concerned organisers, prior to holding the non-sport event.

1.2. **Fell Gymkhana Timings** (for Table Tennis, Badminton, Chess and Carrom):

	User's Description	Timings
1.2.1.	Senior College (BA, B.Sc., B.Sc.-IT, BMM, BMS and (Arts and Science) Masters students	9:40 A.M. to 12:10 P.M. & 1:00 P.M. to 3:00 P.M.
1.2.2.	Senior College (Commerce Faculty)	5:00 P.M. to 6:00 P.M.
1.2.3.	Junior College (FYJC & SYJC students from Arts and Science Faculty)	9:40 A.M. to 12:10 P.M. & 1:00 P.M. to 1:50 P.M.
1.2.4.	Teaching and Non-Teaching Staff	3:30 P.M. to 5:00 P.M.
1.2.5.	XIC and XIMR (With prior permission from their respective Directors)	6:00 P.M. to 7:00 P.M.
1.2.6.	College Hostelites	6:00 P.M. to 8:00 P.M.

1.3. **Instructions to avail of Gymkhana facilities**

1.3.1. The entire Gymkhana is under CCTV surveillance.

1.3.2. Students will be allowed into the Gymkhana only during their respective breaks or if they have a free lecture.



- 1.3.3. Students must register in the log-book before using any of the Gymkhana facilities.
- 1.3.4. Playing or listening to **loud music** in the gym is strictly forbidden.
- 1.3.5. Eatables or beverages are not allowed inside the Gymkhana.
- 1.3.6. The Management will not be responsible for mishaps or injuries, loss or theft of personal belongings. Students are responsible for their own safety.
- 1.3.7. Only hostelites will be allowed to access the Gymkhana at the hours allotted to them. Students who are non-hostelites will not be allowed during this time.
- 1.3.8. Regarding Gymkhana equipment(s):
  - 1.3.8.1. The equipment used must be handled with care
  - 1.3.8.2. The equipment should be kept in the allotted space after use.
  - 1.3.8.3. Any damage caused to the equipment or facilities will be borne by the person responsible.
- 1.3.9. **Regarding Accessibility of Gymkhana:**
  - 1.3.9.1. The Gymkhana will be opened only by the person appointed by the College Director of Sports.
  - 1.3.9.2. The Gymkhana can be opened by any other person, provided that the concerned person has been **given permission** by the College Director of Sports.
  - 1.3.9.3. The Gymkhana cannot be opened by any security personnel / hostelite / non-hostelite / teaching / non-teaching staff except under exceptional circumstances with the permission of the Principal and / or Director of Sports.
- 1.3.10. **The Gymkhana will remain closed on the following occasions:**
  - 1.3.10.1. Absence of the concerned Gymkhana staff.
  - 1.3.10.2. CIAs (Continuous Internal Assessment) and End Semester Exams.
  - 1.3.10.3. Public Holidays.
  - 1.3.10.4. If the Gymkhana is booked for any Event.
- 1.3.11. **Accessing Indoor Games Facilities**
  - 1.3.11.1. Students should carry their ~~own~~ Carrom striker, TT racquet and Badminton racquet.
  - 1.3.11.2. Shuttlecocks and TT balls will be available at Rs. 10 each.
  - 1.3.11.3. An appropriate **dress code** (tee-shirt, tracks/shorts, etc.) should be maintained while using the Gymkhana. The attire donned has to be in consonance with the College Dress Code.



**1.3.12. Accessing Gymnasium Facilities Accessing Gymnasium (this refers to the special area designated within the Gymkhana and designed for weight lifting/bodybuilding and other specific body care activities) Facilities**

**1.3.12.1.** Timings to avail the Gymnasium Facilities for Students (Junior and Senior, XIC and XIMR) 7:00 A.M. to 3:30 P.M.

**1.3.12.2.** Students who need to use the Gymnasium facilities outside the above-mentioned timings, must get special written permission from the Director of Sports.

**1.3.12.3.** Gymnasium facilities can be availed by paying an annual fee of Rs. 200. On the payment of this fee, the student will be issued a *College Gymnasium Membership Card*.

**1.3.12.4.** Students will be allowed to enter or use the Gymnasium facilities only against their personal *College Gymnasium Membership Card*.

**1.3.12.5.** Students must carry their **own** towels and wipe the sweat off the equipment used.

**2. REPRESENTING COLLEGE IN TEAM SPORTS ORGANISED BY THE UNIVERSITY OF MUMBAI**

**2.1. Selection Trials**

**2.1.1. Notice:** The notice regarding selection trials for each sport is on the Electronic Boards and a Notice Board displayed at the entrance of the college. The notice states the dates, time and venue for Boys / Girls' selection trials respectively.

**2.1.2. Duration:** The College conducts selection trials for a minimum of 3 days.

**2.1.2.1.** Extension of the Selection Trials is subject to the selecting authority's (Director of Sports/Scout/Selector/Coach/Trainer) discretion and availability of the venue.

**2.1.3. Process:** The selection trials will be conducted by the concerned authorities assigned and the decision will be final. The following points will be taken into consideration:

**2.1.3.1.** Student's attendance at the Trials

**2.1.3.2.** Skills displayed by the student

**2.2. Final List of Selected Players**

**2.2.1. Display of List of Probable Players:** In order to have a fair and clear selection process, the probable players are called for further selections/practice/training sessions after which the team is finalised. The list of probable players will be announced either at the end of the selection trials at the venue or will be displayed on the Fell Gymkhana notice board.



**2.2.2. Display of List of Confirmed Players:** After further selection, the final list of players will be put up along with standbys (if any), on the Fell Gymkhana notice board.

### 2.3. Extenuating Circumstances

**2.3.1. Absence from Selection Trials:** In case the student is not able to attend the Selection Trials due to a valid reason, he/she may be given a chance to prove their playing ability at the discretion of the authorities.

**2.3.2. Disqualification from the Team:** After their selection; students, who without informing the authorities or due to disciplinary reasons, miss training sessions conducted by the college, can be expelled from the team. In such cases, standbys (if any) will be taken into consideration.

## 3. REPRESENTING COLLEGE IN INDIVIDUAL SPORTS ORGANISED BY THE UNIVERSITY OF MUMBAI

At the start of the Academic Year, interested students should meet the Director of Sports with:

- 3.1. The latest copies of their ***Certificates of Merit*** or ***Certificates of Participation*** from 'recognized' competitions.
- 3.2. As the college does not conduct any training sessions for individual sports, information details with regards to where they have enrolled for training, under whom, whether they are currently undergoing training, and the duration of the training, etc. must be disclosed.

Only after fulfilling the above requirements (3.1. and 3.2.):

**3.3.** The Certificates submitted will be verified and the latest and highest level of participation/achievement will be considered by taking into consideration:

- 3.3.1. Latest best individual ***Timings/ distance*** (Track and Field, Swimming, Cycling ....) from the latest and reputed participated competitions recognize by the concern Associations.
- 3.3.2. Latest ***Ranking/ Seedings*** (Tennis, Squash, Table Tennis ....) approved and recognized by the concerned Associations.
- 3.3.3. Latest Best Performance in a particular ***Weight Category/ Class*** (Power Lifting, Boxing, Judo ....) in competition recognized and approved by concerned Associations.

**3.4.** In the event that there are more than the required number of individuals for a particular category/event, the college authorities will decide the best way of proceeding as follows:

- 3.4.1. First from the college point of view



3.4.1.1. By analysing the expected result at the inter-college competition that will benefit the college with regard to scoring overall championship points or position

3.4.2. Second from the individual point of view

3.4.2.1. By considering the present form of the individual

3.4.2.2. The number of years represented the college

3.4.2.3. The number of years still left in the college

3.4.2.4. The past performance and experience

#### **4. ATTENDANCE FOR PARTICIPATION AT VARIOUS LEVELS**

- 4.1. With prior permission from the Principal, who would be advised by the College Director of Sports, attendance is given to the students for practice/participation at various sports events.
- 4.2. Attendance Forms are available in the Gymkhana and it is the sole responsibility of the concerned students to fill up the form/s with correct details and submit these in time to the College Director of Sports or his appointee in the Gymkhana.
- 4.3. Attendance can be given for lectures missed, due to:
  - 4.3.1. Team Selection Trials /Practice conducted by the College.
  - 4.3.2. Participation in tournaments at the Inter-College, District, State, National and International Level.
  - 4.3.3. Selection trials/Coaching Camps for representing the University, District, State and Nationals Teams.
  - 4.3.4. Participation at Inter-class Tournaments if needed.
- 4.4. Attendance will be added only at the end of the Semester.
- 4.5. The Sports Department is not liable for a student appearing on the College Attendance Defaulters' List if the concerned student has failed to fill in and submit his/her Attendance Form/s within the prescribed time **period**, to the College Director of Sports or his appointee in the Gymkhana.



## 5. EXTRA-CURRICULAR CREDIT (ECC) POINTS FOR SPORTS

5.1. ECC points to students will be awarded only at the end of the concerned Academic Year or Even Semester since all the Inter-college sports events organised by the University of Mumbai are concluded by then.

### 5.2. Points Awarding Rules:

Code	Students who had:	Points Awarded
5.2.1.	Represented the University of Mumbai for West Zone or All India Inter-University Competitions	<b>15 Points</b>
5.2.2.	Participated at the State or National Level Tournaments	
5.2.3.	Been winners at Inter-College Competitions organised by the University of Mumbai	
5.2.4.	Participated at the Inter-College Competitions organised by the University of Mumbai and have reached the Quarter-Final Stage	<b>10 Points</b>
5.2.5.	Been selected by the college to participate in Inter-College Competitions after fulfilling all the criteria mentioned in sub-point 2 and 3 of this document	<b>5 Points</b>

## 6. GRACE MARKS

6.1. As per the guidelines of the University of Mumbai, 10 Grace Marks based on the student's performance in various Sports activities held in that current Academic Year at the Inter-Collegiate levels, will be awarded to students under section 0.229 at the ensuing respective Even Semester Examination that will be held in the first half of the year. To extend the benefit of the Grace Marks to students the Sports Department will:

- 6.1.1. Check the University Website and the student's results in each game participated and look for discrepancies /errors /omissions of the student's details as per college records and inform the concerned authorities within 10 days from the receipt of the letter with the necessary corrections.
- 6.1.2. Forward the above information to the University in duplicate (2 + 1) of which a copy duly signed and certified by the concerned authority will be sent back to the College Principal or Controller of Examinations for necessary action.





6.1.3. Hand over to the College Examination Committee the document, duly signed and certified by the concerned authority

**6.2.** The benefit of Grace Marks under 0.229 cannot be extended to those students:

6.2.1. who have participated in Individual/Team Sports but the information about their sports event is not uploaded on the website.

6.2.2. whose names have not been duly certified by the University Sports Department.

**6.2.3.** whose names and examination seat numbers were not submitted/forwarded to the University Sports Department before the commencement of the first paper in that examination round.

## **7. SPORTS REPRESENTATIVE FOR THE STUDENTS' COUNCIL**

**7.1.** The Student Sports Representative to the Student's Council is recommended by the Director of Sports. The recommendation of a student is guided by the following points:

**7.1.1.** He / She must be in the Final Year of Graduation.

**7.1.2.** He / She should have represented the College at the University level or above in individual/team sports or both.

**7.1.3.** He / She had organized, volunteered, or participated in Intra-College sports activities such as the Annual Sports Day, Inter-Class tournaments, Seminars, Workshops, etc. conducted by the Sports Department.

**7.1.4.** He / She should have secured an academic record of CGPA  $\geq$  3.00 till his / her IV semester.

**7.1.5.** He / She should not have been debarred more than once from any College examination (from I to IV semesters) due to non-fulfillment of the College Attendance Rules.

## **8. CONDUCTING OF VARIOUS INTER-CLASS TOURNAMENTS**

**8.1.** The Sports Department conducts the following activities for the students (Men and Women).

**8.2.** The college cannot be held responsible for mishaps or injuries, loss, or theft of personal belongings during these events.



### 8.3. Tournaments conducted:

Code	Venue	Games	Relevant Features
8.3.1.	<b>Gymkhana</b>	Table Tennis	Individual, Doubles and Mixed Doubles
8.3.2.		Carrom	Individual, Doubles and Mixed Doubles
8.3.3.		Badminton	Individual, Doubles and Mixed Doubles
8.3.4.		Chess	Individuals
8.3.5.	<b>Volleyball</b>	Volleyball	Players (6 + 2)
8.3.6.	<b>Court</b>	Throwball	Players (7 + 2)
8.3.7.	<b>Basketball</b> <b>Court</b>	Rink Football	Players (4 + 2)
8.3.8.		Rink Hockey	Players (4 + 2)
8.3.9.		Basketball	Players (5 + 2)
8.3.10.	<b>University</b> <b>Grounds</b> <b>(400 m Track)</b>	Heats/Annual Athletic Meet	Track and Field events

### 8.4. Rules for Inter-Class Tournaments:

#### 8.4.1. Attendance:

- 8.4.1.1. Inter-class tournaments are scheduled for each stream (Arts / Science / Commerce) in a manner that they do not overlap with Lectures or Practicals.
- 8.4.1.2. In case student(s) miss lecture(s) due to an unforeseen delay, attendance remission may be provided at the discretion of the Director of Sports.
- 8.4.1.3. Students will NOT be given attendance remission if they miss Practicals, Internal Assessments, or Submissions conducted by academic departments.
- 8.4.1.4. The Sports Department is not responsible for students rescheduling / retaking Practicals, Internal Assessments, or Submissions.
- 8.4.1.5. If Practicals, Internal Assessments, or Submissions overlap with the 'Annual Athletic Meet', students are advised to seek prior permission from the Director of Sports and the respective Academic Department HOD to participate.



8.4.1.6. The Sports Department is not responsible for making arrangements to reschedule/retake Practicals, Internal Assessments, or Submissions.

**8.5. Team Formation:** A team will consist of the specified number of players who will all belong to the same faculty and will be part of the same academic year. This will be followed for the team composition of both Men and Women.

**8.6. Dress code:** Participants are expected to dress appropriately in necessary sports-wear and gear for their game in keeping with the College dress code.

8.6.1.1. Players in a team should wear matching coloured jerseys.

**8.7. Indoor Games:**

	Games	Important Instructions
8.7.1.	Table Tennis	Participants have to carry their own table tennis racquets and play the tournament as per rules specified
8.7.2.	Carrom	Participants have to carry their own Striker and play the tournament as per rules specified
8.7.3.	Badminton	Participants have to carry their own badminton racquets and play the tournament as per rules specified
8.7.4.	Chess	Participants have to carry their own chess board & pieces and play the tournament as per rules specified

**8.8.** Players are to report dressed up and ready at the venue, at least 10 minutes **prior to** their game.

**8.9.** The referee's decision will be considered final and binding.

**8.10. Outdoor games:**

	Games	Important Instructions
8.10.1.	Volleyball	Teams will play the tournament as per rules specified
8.10.2.	Throwball	Teams will play the tournament as per rules specified
8.10.3.	Rink Football	Teams will play the tournament as per rules specified
8.10.4.	Rink Hockey	Teams will play the tournament as per rules specified
8.10.5.	Basketball	Teams will play the tournament as per rules specified

**8.11.** Teams are to report dressed up and ready at the venue, at least 10 minutes prior to their game.



**8.12.** The referee's decision will be final and binding.

**8.13. Awards and Recognition for participating in Various Inter Class Tournaments**

8.13.1. Rolling Trophies, Medals and Certificates are awarded to winners for all the above competitions.

8.13.2. The names of Winners are mentioned in the College Magazine.

**9. SPORTS SCHOLARSHIPS FOR OUTSTANDING SPORTSPERSONS**

**9.1. Scholarship Criteria:** Based on the category of the scholarship, the following points will be considered in the following order of importance:

9.1.1. Students who have played at the highest level of competition and his/her contribution to reaching that level.

9.1.2. Several competitions participated in and the results of each competition.

9.1.3. Contribution of the concerned student towards the college team and the results of those games.

9.1.4. In case of 'no results' with respect to the above points, the contribution of the concerned student to the college team over the years he/she has been associated.

**9.2. No scholarship will be awarded in a particular year if:**

9.2.1. No tournament is conducted either by the College or the University of Mumbai.

9.2.2. The college was not able to register a team or an individual player for a tournament organised by the University of Mumbai.

9.2.3. No student has been found eligible for the scholarship based on Sub-Point **9.1.** of this Sports Policy of the College.

**9.3. List of Scholarships**

**9.3.1. Senior College Students Only:**

9.3.1.1. The Valerian F.X. Pais Scholarship for Excelling in Academics and Representing College in Various Sports Events

9.3.1.2. The Late John C. Pinto Scholarship for an Outstanding Sportsman (preferably in Hockey/Football)

9.3.1.3. The Mr. Hadi C. Tyabjee, Prof. Godfrey G. D'Souza Scholarship for a Student with the Best Record in Sport at Inter-Collegiate or Inter-University Events

9.3.1.4. The Ashok Kamte Memorial Scholarship for excellence in Academics and representing College at various sports events.



- 9.3.1.5. The Joseph Manuel, Prof. Godfrey D'Souza, Jehangir Rustomji Dhabher, Mrs. M.R. de Souza, Sir Ness N. Wadia Scholarship and Willie Fernandes scholarship for excellence in Football

**9.3.2. Senior & Junior College Students**

- 9.3.2.1. The Mrs. Meherbai Dorabji Hilloo, Desai, Joseph Manuel, and Prof. Godfrey D'Souza Scholarship for the Best Male Athlete
- 9.3.2.2. The Ashok Kamte Memorial Scholarship for Excellence in Basketball
- 9.3.2.3. The Ashok Kamte Memorial Scholarship for the Best Female Athlete
- 9.3.2.4. The Ashok Kamte Memorial Scholarship for a Student who has Distinguished himself/herself in an Individual Sport.

**9.3.3. Junior College Students Only**

- 9.3.3.1. The Ashok Kamte Memorial Scholarship for Outstanding Sportsman in Hockey
- 9.3.3.2. The Ashok Kamte Memorial Scholarship for outstanding Sportsman in Football

**10. ADDENDUM**

- 10.1.** Wherever an issue has not been covered by the Sports Policies mentioned from Point 1 to Point 9 (along with their Sub-Points), the Rules and Statutes of the University of Mumbai would apply, as long as the latter does not go against the spirit of the College Autonomy arrangements.