



SHRIMATI INDIRA GANDHI COLLEGE

Nationally Accredited at 'A' Grade (3rd Cycle) by NAAC | An ISO 9001 : 2015 Certified Institution

✉ contact@sigc.edu | 🌐 www.sigc.edu

Calendar 2023 - 2024



An Arts, Science,
Commerce & Management College

Dedicated to
Women Empowerment

Since 1984

Motto
Education Liberates

SHRIMATI INDIRA GANDHI COLLEGE

Affiliated to Bharathidasan University, Tiruchirappalli.

(Nationally Accredited at 'A' Grade (3rd Cycle) by NAAC)

An ISO 9001:2015 Certified Institution

☎ 2701453, 2702797

Email : sigctr@gmail.com Website : www.sigc.edu
contact@sigc.edu



CALENDAR

2023 - 2024

NameAd. No :

Univ. Reg. No.Class & Group

Date of Birth

Address.....

.....

.....

Pincode

Students are instructed to bring this calendar to the college daily

THE TIME TABLE

The Time Table is framed on a Cyclic Day Order System with Five Days per Week. When holidays intervene, the Cycle in progress will have to be completed before the next Cycle begins.

College follows Choice Based Credit System - Learning Outcome based Curriculum Framework (CBCS - LOCF) from 2022 - 2023 onwards.

THE VISION, MISSION AND VALUES OF THE INSTITUTION

Motto : Education Liberates

Vision

- ❖ To be the #1 Arts, Science, Commerce, and Management Institute for women, in India

Mission

- ❖ To enable the students to acquire an integrated personality.
- ❖ To provide opportunities for Higher Education to Girls.
- ❖ To promote the empowerment of Women through Education, Employment, and Economic Independence

Values

- ❖ Mutual Respect & Team Work
- ❖ Integrity
- ❖ Passion
- ❖ Continuous Learning & Quality
- ❖ Students Focus

ஓறை வணக்கம்

**யோ தேவ: ச்ருதிசேகரேஷு விதித: யம் பாஸகம் ஜானதே
யேன ப்ராம்யதி லோகஜாலமகிலம் யஸ்மை நமஸ்குர்வதே
யஸ்மான் நாபரமஸ்தி கிஞ்சிதமி வை யஸ்யாங்க்யுதம் ஜகத்
யஸ்மின் த்ருஷ்டதி ஸர்வமேவ புவனம் குர்யத் ஸ நோ மங்களம்**

எந்த இறைவன் சிறந்த அறிவு நூலின் வாயிலாக அறியப்படுகிறாரோ
எவரை ஒளி பொருந்தியவராக அறிகிறோமோ
எவரால் இவ்வுலகின் பல்வகைப் படைப்புகளும் அசைகின்றனவோ
எவருக்குத் தம் வணக்கங்களைத் தெரிவிக்கின்றனவோ
எவரைக் காட்டிலும் வேறான ஒருவர் சிறிதளவும் இல்லையோ
எவருடைய உறுப்புகளாக இப் பிரபஞ்சம் விளங்குகிறதோ
எவரிடம் இப் பிரபஞ்சம் அனைத்தும் அடங்கி நிற்கிறதோ
அவர் நமக்கு நன்மை செய்வாராக.

தமிழ்த்தாய் வாழ்த்து

நீராருங் கடலுடுத்த நிலமடந்தைக் கெழிலொழுகும்
சீராரும் வதனமெனத் திகழ்பரதக் கண்டமிதில்
தெக்கணமு மதீற்சிறந்த திராவிடநல் திருநாடும்
தக்கசிறு பிறைநுதலுந் தரித்தநறுந் திலகமுமே
அத்திலக வாசனை போல் அனைத்துலகும் இன்பமுற
எத்திசையும் புகழ்மணக்க இருந்தபெருந் தமிழணங்கே ! தமிழணங்கே!
உன் சீரிளமைத் திறம்வியந்து செயல்மறந்து வாழ்த்துதுமே !
வாழ்த்துதுமே ! வாழ்த்துதுமே !

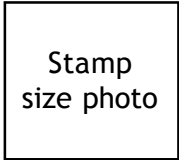
மனோன்மனீயம் பெ. சுந்தரம் பிள்ளை

தேசிய கீதம்

ஜன கண மன அதி நாயக ஜயஹே
பாரத பாக்ய விதாதா
பஞ்சாப ஸிந்து குஜராத்த மராட்டா
தீராவிட உத்கல வங்கா
விந்திய ஹிமாசல யமுனா கங்கா
உச்சல ஜலதி தரங்கா
தவ சுப நாமே ஜாஹே
தவ சுப ஆசிஷு மாஹே
காஹே தவ ஜய காதா
ஜன கண மங்கள தாயக ஜயஹே
பாரத பாக்ய விதாதா
ஜய ஹே ! ஜய ஹே ! ஜய ஹே !
ஜய ஜய ஜய ஜயஹே !

ஔரவீந்திரநாத் தாகூர்

PERSONAL RECORD
2023 - 2024



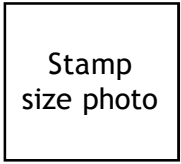
1. Name
2. ClassMajor.....
3. Admission NoUni. Reg. No :
4. Date of Birth
5. Blood Group
6. Caste (OC / BC / MBC / SC / ST)
7. a) Father's Name
b) Mother's Name
8. Occupation of Father
- Occupation of Mother
- House Address Office Address
-
-
-
- Tel. No. (STD Code) Tel. No. (STD Code)
- Mobile No.

9. Specimen Signature of Parent or Guardian who signs the Calendar
Parent / Guardian :

I have read all the rules of the college as contained in the Calendar and I agree to abide by them and all the decisions of the college authorities

Signature of the Student Signature of the Parent /Guardian

PERSONAL RECORD
2023 - 2024



- 1. Name
- 2. ClassMajor.....
- 3. Admission NoUni. Reg. No :
- 4. Date of Birth
- 5. Blood Group
- 6. Caste (OC / BC / MBC / SC / ST)
- 7. a) Father's Name
b) Mother's Name
- 8. Occupation of Father
- Occupation of Mother
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- Tel. No. (STD Code) Tel. No. (STD Code)
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9. Specimen Signature of Parent or Guardian who signs the Calendar
Parent / Guardian :

I have read all the rules of the college as contained in the Calendar and I agree to abide by them and all the decisions of the college authorities

Signature of the Student Signature of the Parent /Guardian

OUR COLLEGE

योगः कर्मसु कौशलम्

"EXCELLENCE IN ACTION IS YOGA"

Shrimati Indira Gandhi College, a Unit of the 138 years old National College Council, was inaugurated in 1984 by the then Vice – President of India, His Excellency Shri.R.Venkataraman and has grown by the untiring efforts of Late Shri. K. Santhanam, Secretary, under the Presidentship of Late Shri.Y.Venkateswara Dikshithar. The College is Nationally Accredited at 'A' Grade (3rd Cycle) by NAAC. The object of the Founders is not merely to foster the Higher Education of Women, but to make them economically Self-reliant, by the introduction of Job – Oriented courses. And we are happy to state that many of our alumni are well-placed and well-settled in life.

The College has made rapid strides within Thirty-Nine Years and has become a recognized Premier Institution for the Higher Education of Women, with 16 Major Programmes of Study at the Degree level and 11 at the Post Graduate level, **including the AICTE Approved M.B.A** Full Time Programme, besides M.Phil. in Commerce, Computer Science, Mathematics, Management, Tamil, Social Work and Microbiology and Ph.D. in Computer Science, Mathematics, Commerce, Tamil, Management, and Microbiology.

We also offer a number of PG Diploma / Diploma / Certificate Courses in the afternoon session for those who need them.

There are two multistoried Hostels with modern amenities **within the Campus**, for the benefit of outstation Students.

The Computer Centre is equipped with SYSTEMS having i5 & i7 Processor, with a total of 500 Terminals. It is also equipped with a 200 MBPS leased line Internet facility. The laboratories are fully equipped and computerized together with 28 classrooms fully equipped with ICT facilities. All the classrooms are provided with desktops connected to Internet facilities. The library contains the latest Books, Journals, and e-resources like INFLIBNET, DELNET, IEEE, EBSCO, Jgate, etc., on different subjects.

Our students have made their mark not only in University Examinations by securing top Ranks (**2366** Ranks in various Programmes from **1987** to **2023**) but also in Co-Curricular activities.

"EDUCATION LIBERATES"

Dr. K. MEENA
Secretary

PROGRAMMES OFFERED

(SEMESTER SYSTEM)

UNDER GRADUATE

- | | |
|--------------------------------|--|
| 1. B.A. Economics | 10. B.Sc. Chemistry |
| 2. B.A. English | 11. B.Sc. Computer Sciene |
| 3. B.A. Literature (Tamil) | 12. B.Sc. Data Science |
| 4. B.B.A. | 13. B.Sc. Fashion Technology &
Costume Design |
| 5. B.Com. Bank Management | 14. B.Sc. Information Technology |
| 6. B.Com. | 15. B.Sc. Mathematics |
| 7. B.Com.Computer Applications | 16. B.Sc. Microbiology |
| 8. B.C.A. | 17. B.Sc. Physics |
| 9. B.Sc. Bio-Chemistry | |

POST GRADUATE

- | | |
|----------------------------------|-------------------------------|
| 1. M.A. Tamil | 7. M.Sc. Mathematics |
| 2. M.Com. | 8. M.Sc. Microbiology |
| 3. M.Sc. Bio-Chemistry | 9. M.Sc. Physics |
| 4. M.Sc. Computer Science | 10. M.S.W. |
| 5. M.Sc. Hospital Administration | 11. M.B.A. (AICTE Approved) |
| 6. M.Sc. Information Technology | |

RESEARCH

- | | |
|-----------------------------|---------------------------|
| 1. M.Phil. Commerce | 1. Ph.D. Commerce |
| 2. M.Phil. Computer Science | 2. Ph.D. Computer Science |
| 3. M.Phil. Microbiology | 3. Ph.D. Microbiology |
| 4. M.Phil. Mathematics | 4. Ph.D. Mathematics |
| 5. M.Phil. Management | 5. Ph.D. Management |
| 6. M.Phil. Social Work | 6. Ph.D. Tamil |
| 7. M.Phil. Tamil | |

DIPLOMA

1. Diploma in Yoga
2. Diploma in Fashion Technology
3. Diploma in Business Process Outsourcing (BPO)

P.G. DIPLOMA

1. P.G. Diploma in Computer Applications
2. P.G. Diploma in E - Commerce

CERTIFICATE

1. Certificate course in Data Entry Operations
 2. Certificate course in Beauty Culture & Health Care
 3. Certificate course in Tailoring & Embroidery
-

TEACHING STAFF (2023 - 2024)

PRINCIPAL

Dr. P. GAJALAKSHMI, M.Sc.,M.Phil.,Ph.D.

VICE PRINCIPALS

Dr. M. Rema, M.A.,M.Phil.,Ph.D.

Dr. P. Sridevi, M.A.,M.Phil.,Ph.D.

RESEARCH

Dr. M. Manimekalai, M.Sc.(Maths),P.G.D.C.A.,M.Sc.(IT),M.Phil(CS),Ph.D(CS)

Research Head

DEPARTMENT OF BANK MANAGEMENT

Dr. K. Sujatha, M.B.M.,M.Com.,M.Phil.,M.B.A.,PGDECom.,PGDCA.,Ph.D.,SET,

Assistant Professor & Head

Ms. V. Maheswari, M.Com.,M.Phil.,SET.,(Ph.D.) Assistant Professor

Ms. M. Meenakumari, M.Com.,M.Phil.,(Ph.D.) ”

Ms. R. Nivetha, M.Com.,M.Phil., ”

DEPARTMENT OF BIO CHEMISTRY

Dr. T. Karpagam, M.Sc.,M.Phil.,DMLT.,Ph.D., Assistant Professor & Head

Ms. P. Anitha, M.Sc.,M.Phil.,PGDCA.,(Ph.D.) Assistant Professor

Dr. A. Shanmugapriya, M.Sc.,M.Phil.,PGDBI.,Ph.D., ”

Dr. B. Varalakshmi, M.Sc.,M.Phil.,B.Ed.,SLST.,Ph.D., ”

Ms. S. Gomathi, M.Sc.,M.Phil.,(Ph.D.) ”

Dr. V. Suganya, M.Sc.,M.Phil.,PGDBI.,Ph.D., ”

Dr. T. Abarna, M.Sc.,M.Phil.,Ph.D., ”

Dr. R. Manikandan, M.Sc.,DMLT.,Ph.D., ”

DEPARTMENT OF BUSINESS ADMINISTRATION

Dr. R. Anitha Santhana Mary, M.Com.,M.Phil., M.B.A.,SET (MGT), Ph.D.,

Assistant Professor

Dr. P. Shobana, MCS., M.B.A., M.Phil., Ph.D., ”

Ms. M. Thaju Nisha, M.B.A., ”

DEPARTMENT OF CHEMISTRY

Dr. P. Lakshmi Prabha, M.Sc.,B.Ed.,M.Phil.,Ph.D.,	Assistant Professor & Head
Ms. S. MercyKiruba, M.Sc.,B.Ed.,M.Phil.,(Ph.D.)	Assistant Professor
Ms. B. Sasi, M.Sc.,M.Phil.,PGDCA.,(Ph.D.)	”
Dr. K. Rajalakshmi, M.Sc.,M.Phil.,Ph.D.,	”
Dr. L. Bhuvana, M.Sc.,B.Ed.,M.Phil.,Ph.D.,	”

DEPARTMENT OF COMMERCE

Dr. A. Hemalatha, M.Com., M.Phil.,Ph.D.,	Assistant Professor & Head
Ms. N. Shanthi, M.Com.,M.Phil.,M.A.,D.A.A.,	Assistant Professor
Ms. N. Saraswathi, M.Com.,M.Phil.,B.Ed.,NET,	”
Dr. N. Saratha, M.Com.,M.Phil.,MBA.,Ph.D.,PGDE-Com.,	”
Ms. S. Vanathi, M.Com.,M.Phil.,PGDCA.,	”
Dr. J. Francis Mary, M.Com.,MBA.,M.Phil.,SET.,Ph.D.,	”
Ms. V. Dhanabakiyalakshmi, M.Com.,M.Phil.,	”
Ms. A. Geetha, M.Com.,M.Phil.,B.Ed.,	”
Ms. K. Gita, M.Com.,M.Phil.,(Ph.D.)	”
Ms. N. Bhuvaneswari, M.Com.,M.Phil.,(Ph.D.)	”
Ms. K. Kavitha, M.Com.,M.Phil.,UGC – NET,	”
Ms. N. Gomathi, M.Com.,M.Phil.,PGDE-Com	”
Dr. O.T.V. Latasri, M.Com.,M.Phil.,Ph.D.,	”
Ms. K. Shobha, BBA.,M.Com.,M.Phil.,	”
Ms. S. Bharathi, M.Com.,M.Phil.,UGC-NET,	”
Dr. K. Vadivukarasi, M.Com.,M.Phil.,Ph.D.,	”
Ms. M. Sivapriya, M.Com.,M.Phil.,PGDCA.,(Ph.D.)	”
Dr. S. Gajalakshmi, M.Com.,M.Phil.,Ph.D., M.B.A.,	”
Ms. B. Paripooranam, M.Com.,M.Phil.,DCA.,	”
Dr. N. Vinodha, M.Com.,M.Phil.,Ph.D.,	”
Dr. D. Vijayalakshmi,M.Com.,M.Phil.,B.Ed.,Ph.D.,M.B.A.,	”
Dr. R. Mathangi, M.Com.,M.Phil.,Ph.D.,	”

**DEPARTMENT OF COMPUTER SCIENCE, INFORMATION
TECHNOLOGY & APPLICATIONS**

Ms. N. Vijayalakshmi, M.Sc.,M.Phil.,SET,NET,P.G.D.C.A.,	
	Assistant Professor & Head
Dr. V. Mathimalar, M.Sc.,M.Phil.,P.G.D.B.A.,M.B.A.,Ph.D.,	Assistant Professor
Ms. V. Vetriselvi, M.Sc.,M.Phil.,SET,	”
Dr. S. Hemalatha, M.Sc.,M.Phil.,Ph.D.,	”
Ms. R. Indra, M.Sc.,M.Phil.,M.C.A.,	”
Ms. P. Ananthi, M.Sc.,M.Phil.,	”
Dr. S. Rethinavalli, M.C.A.,M.Phil.,Ph.D.,	”
Ms. V. Manibabu, M.Sc.,M.Phil.,P.G.D.C.A.,M.C.A.,M.Phil.,(Ph.D.)	”
Ms. S.S. Nachiya, M.C.A.,M.Phil.,NET,	”
Ms. Viji Parthasarathy, M.S(IT),M.C.A.,M.Phil.,	”
Ms. T. Malathi, M.Sc.(SS),M.Phil.,M.E(CSE),UGC-NET,(Ph.D.)	”
Ms. J. Rathna, B.E.,M.Tech.,	”
Ms. T.R.B. Vidhya, M.S(IT),M.Phil.,M.C.A.,	”
Ms. V. Kiruthika, M.Sc.,M.Phil.,M.C.A.,UGC-NET,	”
Ms. T. Kavitha, M.C.A.,M.Phil.,B.Ed.,	”
Dr. S. Regha, M.S(IT),M.Phil.,B.Ed.,Ph.D(CS),	”
Ms. V. Mahalakshmi, M.C.A.,M.Phil.,M.Sc.(MATHS), (Ph.D.)	”
Ms. C. Shyamaladevi, M.C.A.,M.Phil.,B.Ed.,	”
Ms. R. Vasanthi, M.C.A.,M.Phil.,	”
Ms. V. Karthika Devi, M.C.A.,M.Phil.,	”
Dr. M. Gomathy, M.Sc.(IT),M.Phil.,M.C.A.,Ph.D.,	”
Ms. M. Kohila, M.Sc.,M.Phil.,UGC-NET,	”
Ms. B. Akilandeswari, M.C.A.,M.Phil.,B.Ed.,PDIT.,	”
Ms. S. Kanmani, B.E.,M.CA.,M.Phil.,UGC – NET,	”
Ms. P. Mangaiyarkkarasi, M.Sc.,M.Phil.,	”
Ms. J. Jayasudha, M.C.A.,M.Phil.,	”

DEPARTMENT OF ECONOMICS

Dr. S. Rengalakshmi, M.A.,M.Phil.,Ph.D.,	Assistant Professor & Head
Ms. S. Lavanya, M.A.,M.Phil.,SET,(Ph.D.)	Assistant Professor
Dr. R. Latha, M.A., M.Phil., Ph.D.,	”
Dr. J. Shyamala Devi M.A.,M.Phil.,Ph.D.,	”
Dr. M. Sangeetha, M.A.,M.Phil.,Ph.D.,	”

DEPARTMENT OF ENGLISH

Dr. M. Rema, M.A.,M.Phil.,Ph.D.,	Head & Vice Principal
Ms. S. Vembu, M.A.,M.Phil.,B.Ed.,(Ph.D.)	Asst. Professor & Co-ordinator
Ms. S. Zaibunisa Begum, M.A.,M.Phil.,	Assistant Professor
Dr. M. Usha Bharathi, M.A.,M.Phil.,B.Ed. Ph.D.,	”
Ms. P.D. Mary Portia, M.A.,M.Phil.,PGDCA.,	”
Ms. N. Saraswathi, M.A.,M.Phil.,B.Ed.,UGC-NET,	”
Dr. V. Anitha, M.A.,M.Phil.,B.Ed.,Ph.D.,	”
Ms. D. Lakshmi, M.A.,M.Phil.,	”
Ms. A. Subha, M.A.,M.Phil.,B.Ed.,	”
Ms. N. Kalaivani, M.A.,M.Phil.,B.Ed.,TEFL.,	”
Ms. R. Vinitha Fernando, M.A.,M.Phil.,	”
Ms. J. Mahalakshmi, M.A., M.Phil.,	”
Dr. V. Usha, M.A.,M.Phil.,PGELT.,Ph.D.,	”
Ms. J. Delicia Jasmine, M.A.,M.Phil.,	”
Ms. R. Bhuvaneswari, M.A.,M.Phil.,B.Ed.,	”
Ms. S. Durgadevi, MA,M.Phil.,	”
Ms. S. Sathya, M.A.,M.Phil.,	”
Ms. S. Sasikala, M.A.,M.Phil.,SET,TEFL	”
Ms. R. Alli, M.A.,M.Phil.,B.Ed.,PGDCA.,M.Com., M.Phil., M.A.,	”
Ms. S. Abirami, M.A.,M.Phil.,UGC-NET,	”
Ms. R. Dhivya Bharathi, M.A., (Ph.D.)	”
Ms. M. Pavithra, M.A.,M.Phil.,	”

DEPARTMENT OF FASHION TECHNOLOGY

Ms. P. Andal, M.Tech.,	Assistant Professor & Head
Ms. D. Jeyapradha, M.Tech.,	Assistant Professor
Ms. S. Annapoorani, M.Tech.,	”
Ms. R. Nishanthi, B.Tech.,	”

DEPARTMENT OF HOSPITAL ADMINISTRATION

Ms. T. Vasuki, M.Sc.,M.Phil.,	Assistant Professor & Head
Ms. K. Jayalakshmi, M.Sc.,M.Phil.,	Assistant Professor
Ms. M. Sabina Yasmin, M.Sc.,M.Phil.,M.B.A.,	”
Ms. K. Gayathri, M.Sc.,MBA.,M.Phil.,	”

DEPARTMENT OF MANAGEMENT STUDIES

Dr. R. Saraswathy, M.B.A.,Ph.D.,BAI.,	Academic Director - MBA
Dr. A. Vidhya, M.B.A.,M.Phil.,M.Com.,Ph.D.,	Assistant Professor
Mr. R. Malayappan, M.B.A.,SET,	”
Dr. R. ThangaPrashath, M.B.A.,M.Phil.,Ph.D.,	”
Dr. G.A. Vaakshi, M.B.A.,M.Phil.,Ph.D.,	”

DEPARTMENT OF MATHEMATICS

Dr. J. Shanthi, M.Sc.,M.Phil.,PGDCA.,B.Ed.,Ph.D.,	Assistant Professor & Head
Ms. V. Anbuvali, M.Sc.,M.Phil.,	Assistant Professor
Ms. M. Revathi, M.Sc.,M.Phil.,	”
Ms. R. Maheswari, M.Sc.,M.Phil.,(Ph.D.)	”
Dr. T. Mahalakshmi, M.Sc.,M.Phil.,B.Ed.,Ph.D.,	”
Ms. D. Maheswari, M.Sc.,M.Phil.,SET,(Ph.D.)	”
Ms. V. Bahavathi, M.Sc.,M.Phil.,	”
Dr. N. Umamaheswari, M.Sc.,M.Phil.,B.Ed.,Ph.D.,	”
Ms. J. Kiruthika, M.Sc.,M.Phil.,MBA.,(Ph.D.)	”
Dr. S. AarthiThangam, M.Sc.,M.Phil.,Ph.D.,	”
Ms. R. Vanaja, M.Sc.,M.Phil.,SET,(Ph.D.)	”

DEPARTMENT OF MICROBIOLOGY

Dr. P. Gajalakshmi, M.Sc.,M.Phil.,Ph.D	Principal
Ms. G. Subashini, M.Sc.,M.Phil.,SET.,ICAR-NET,(Ph.D.)	
	Assistant Professor & Head i/c
Ms. K. Chitradevi, M.Sc.,M.Phil.,DMLT.,PGDBI.,(Ph.D.)	Assistant Professor
Dr. A. Winny Fred Crossia, M.Sc.,M.Phil.,Ph.D.,DMLT.,ICAR -NET,	”
Dr. N. Shanmugapriya, M.Sc.,M.Phil.,Ph.D.,	”
Dr. P. PriyaDharsini, M.Sc.,M.Phil.,Ph.D.,PGDHT.,ICAR - NET.,PDF.,	”
Dr. R. Thenmozhi, M.Sc.,Ph.D.,PDF.,	”
Dr. R. Nithyatharani M.Sc.,DMLT.,M.Phil.,Ph.D.,NET(ICAR)	”
Dr. S. Elamathy M.Sc.,M.Phil.,Ph.D.,B.Ed.,PGDCA.,PGMLT,PGDHT	”

DEPARTMENT OF PHYSICS

Dr. S. Santhakumari, M.Sc.,M.Phil.,B.Ed.,Ph.D.,	
	Assistant Professor & Head
Ms. G. Bhuvaneswari, M.Sc.,M.Phil.,P.G.D.C.A.,	Assistant Professor
Dr. S. Vidhya, M.Sc.,M.Phil.,P.G.D.C.A.,Ph.D.,	”
Dr. K. Sujatha, M.Sc.,M.Phil.,P.G.D.C.A.,Ph.D.,	”
Dr. N. Sharmila, M.Sc.,M.Phil.,Ph.D.,	”
Ms. N. Umamaheswari, M.Sc.,M.C.A.,M.Phil.,P.G.D.Q.M.,	”
Ms. P. Sudha, M.Sc.,M.Phil.,	”
Ms. V. Vijaya, M.Sc.,M.Phil.,P.G.D.C.A.,	”
Dr. A. Anitha Ezhil MangaiyarKarasi, M.Sc.,M.Phil.,Ph.D.,	”
Ms. V. Sasikala, M.Sc.,M.Phil.,(Ph.D.)	”
Ms. M. Premalatha, M.Sc.,M.Phil.,(Ph.D.)	”
Ms. R. Nagalakshmi, M.Sc.,M.Phil.,(Ph.D.)	”
Ms. J. Krishnaveni, M.Sc.,M.Phil.,B.Ed.,	”
Ms. C. Mahalakshmi, M.Sc.,M.Phil.,	”
Dr. A. Angelin Prema, M.Sc.,M.Phil.,B.Ed.,Ph.D.,	”
Ms. D. Meenakshi, M.Sc.,M.Phil.,M.Tech.,UGC-NET,	”

DEPARTMENT OF SOCIAL WORK

- Dr. K. Shenbaham, M.S.W.,MBA.,M.Phil.,Ph.D.,SLET,
Assistant Professor & Head
- Dr. E. Deepa, M.S.W.,M.B.A.,M.Phil.,Ph.D.,PGDGC.,PGDHRM.,UGC-NET,
Assistant Professor
- Dr. N. Hemalatha, M.A.,M.S.W.,M.B.A.,MSc(Psy),PGDPM&IR.,M.Phil., Ph.D., ”
- Ms. P. Selvi, M.S.W.,M.B.A.,M.Phil., ”
- Dr. K. KavithaMaheswari, M.S.W.,M.Phil.,Ph.D.,UGC-NET,SET, ”

DEPARTMENT OF TAMIL

- Dr. P. Sridevi, M.A., M.Phil.,UGC-NET,Ph.D.,
Assistant Professor & Vice Principal
- Dr. S. Nagarathinam, M.A.,M.Phil.,UGC-NET, Ph.D.,
Assistant Professor & Head
- Dr. M. Thiripurasundari, M.A.,M.Phil.,Ph.D., Assistant Professor
- Ms. A. Chandra, M.A.,M.Phil.,B.Ed., ”
- Dr. B. Padmapriya, M.A.,M.Phil.,Ph.D., ”
- Ms. G. Kavithavalli,M.A.,M.Phil.,B.Ed.,UGC-NET.,(Ph.D.) ”
- Dr. K. Annapoorani, M.A.,M.Phil.,Ph.D., ”
- Dr. M. Devaki, M.A.,M.Phil.,B.Ed.,Ph.D., ”
- Dr. A. Deivavalli, M.A.,M.Phil.,Ph.D., ”
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- Ms. S. Kannammal, M.A.,M.Phil.,UGC-NET,(Ph.D.) ”
- Ms. P. Lakshmi, M.A.,M.Phil.,(Ph.D.) ”
- Ms. A. Sangeetha, M.A.,M.Phil.,(Ph.D.) ”
- Dr. A. Sharmila, M.A.,M.Phil.,UGC-NET,Ph.D., ”
- Ms. K. Padmavathy, M.A.,M.Phil.,B.Ed.,UGC-NET, ”
- Ms. B. Ramya, M.A.,M.Phil.,UGC-NET, ”
- Dr. M. Tamilselvi, M.A.,M.Phil.,UGC-NET,Ph.D., ”
- Dr. T. Prema, M.A.,M.Phil.,B.Ed.,Ph.D., ”
- Ms. A. Radha, M.A.,M.Phil.,UGC-NET,SLET., ”
- Ms. K. Suriya, M.A.,M.Phil.,UGC-NET, ”
- Dr. P. Revathi, M.A.,M.Phil.,Ph.D.,UGC-NET.,SET, ”

SANSKRIT

Ms. V. Ruckmani, M.A.,M.Phil.,

Assistant Professor

HINDI

Dr. Nishi Gaur, M.A.,B.Ed.,M.Phil.,Ph.D.,

Assistant Professor

UNIT OF PHYSICAL EDUCATION

Ms. R. Nithya, M.P.Ed.,M.Phil.,PGDIY.,PGDCA.,SET,

PED

Ms. S. Maheswari, M.P.Ed.,M.Phil.,PGDIY.,PGDCA.,

”

Ms. P. Subha, M.P.Ed.,PGDIY.,

PET

LIBRARY

Ms. R.V. Jaishri, M.Com.,M.L.I.S.,M.Phil.,

Librarian

Ms. B. Marcelene, M.A.,M.L.I.S.,

”

Ms. G. Mahalakshmi, B.A.,M.L.I.S.,

”

TRAINING & PLACEMENT DIVISION

S. Padma Priya, M.Sc(CS),P.G.D.C.A.,

Placement Officer

SrinidhiBhaskaran, B.Sc(Maths),M.B.A

Placement Co-ordinator

IT TECHNICAL SUPPORT

Mr. T. Arivukkarasan, B.Tech.,MBA.,IT Co-ordinator & Network Engineer

Mr. R. Sivakumar, B.Com.,PGDCA.,

System Administrator

Ms. D. Amutha, M.C.A.,M.Phil.,

Programmer

Ms. M. Umashankari, M.C.A.,M.Phil.,(Ph.D.)

”

Ms. S. Ahilambal, M.C.A.,M.Phil.,

”

Ms. J. Ramya, M.Sc.,M.Phil.,

”

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”

Ms. V. Yamuna, M.Sc(CS),M.Phil.,

”

Ms. F. Praveena Jeniffer, M.Sc.,

”

Ms. N. Agnas Clementsicya, M.Sc.,B.Ed(CS),

”

BRANDING TEAM

Mr. P. Kandavel, B.F.A.,DIP. in MAYA(3D),	Graphic Designer
Mr. M. Raghul M.A(Eng)., M.A(Convergent Journalism).	”

DEMONSTRATOR

Ms. S. Bhuvaneswari, M.Sc.,M.Phil.,	Demonstrator (Physics)
Ms. M. Saranyasri, B.Sc.,	Demonstrator (FT &CD)
Ms. P. Bhavani, M.Sc(FT&CD).,	”

OFFICE

Ms. V. Uma,B.A.,	Manager
Ms. B. Akilandeswari, M.B.A.,A.C.S(Inter)	HR Officer
Ms. S. Sangeetha, M.A.,B.Ed.,	Administrative Officer
Ms. R. Revathi, M.Com.,M.Phil.,PGDCA.,	PRO
Mr. G. Santhosh Kumar, B.Tech(EEE).,	Site Engineer
Ms. J. Lalitha Sundari, B.Com.,	Accounts- Head
Mr. R. Raghunathan B.Com.,	Accounts Executive
Ms. Helan Immaculate Shalini, M.A.,	Accounts Assistant
Ms. R. Anupriya, M.Com.,M.Phil.,	Accounts clerk
Ms. R. Padma Priya, M.Com.,D.C.A.,	Office Clerk
Ms. M. Kalavathi, M.A.,	”
Ms. N. Anitha M.Com.,M.Phil.,	”
Ms. S. Shanthy, B.Com.,DCT.,	”
Ms. C. Vani Priya, M.Com.,	”
Ms. S. Sasikala, B.A.,	”
MS. A. Basilica Celus Sujitha, M.B.A.,	Typist
Ms. S. Ramya, M.Sc.,	Project Co-ordinator - Admission
Mr. C. Kousalya, B.C.A.,	Project Co-ordinator - IQAC

ELECTRICIAN

Mr. S. Srinath, ITI
Mr. P. Sivanesan, ITI
Mr. P. Suresh

ATTENDER

Mr. M. Mathavan
Mr. K. Subramaniyan
Mr. R. Jayaseelan
Ms. P. Amuthavalli
Mr. G. Navaneetha Kumar
Mr. M. Thirukkumaran

LAB ATTENDERS

Ms. D. Dhanapackiam, D.M.L.T.,
Ms. M. Gnanamalar, DTP.,B.Litt.,
Ms. S. Latha, B.Litt.,
Ms. D. Andal, B.Com., D.C.A.,
Ms. L. Chitra, B.Litt.,
Ms. K. Ananthi, M.A., D.C.A.,
Ms. B. Sivagami
Ms. B. Krishnaveni, M.Com.,
Ms. C. Jayalakshmi, M.B.A.,
Ms. J. Yogalakshmi, B.Litt.,
Ms. V. Revathi
Ms. S. Krishnaveni, B.Com.,
Ms. V. Suganya, B.Sc.,
Ms. S. Amutha
Ms. M. Savithri
Ms. P. Shanthi B.A.,D.T.Ed.,
Ms. B. Shanthi
Ms. P. Krishnaveni
Ms. S. Sangeetha
Ms. S. Flarance Lidiya
Ms. R. Girija
Ms. V. Valli

CLEANING CREW

Mr. P. Rajamani
Ms. S. Kamala
Ms. S. Lakshmi
Ms. L. Panchavarnam
Mr. S. Ramachandran
Ms. M. Anjalai
Ms. T. Neelavathi
Mr. Muthukumarmasi
Mr. V. Santha Ram
Ms. S. Shantha

SECURITY CREW

Mr. B. Saravanan, D.M.L.T	Security Supervisor
Mr. S. Chinnappan	Security
Mr. S. Dhamodharan	”
Mr. V. Parimanam	”
Mr. S. Lakshminarayanan	”
Mr. N. Karunakaran	”
Mr. S. Pitchaimuthu	”
Mr. P. Mani	”
Mr. N. Solaiappan	”
Mr. P. Thangaraj	”
Mr. A. Durairaj	”
Mr. C. Dharmaraj	”
Mr. M. Vembu	”
Mr. O. Manogaran	”
Mr. S. Thirugnanam	”
Mr. M. Soosai	”
Mr. C. Natarajan	”
Mr. G. Elangovan	”
Mr. V. Raja	”

Mr. P.M. Umapathi	Security
Mr. S. Rajendran	”
Mr. D. Thiyagarajan	”
Mr. S. Murugesan	”
Mr. A. Murugesan	”

DRIVERS

Mr. S. Ramakrishnan	Transport In-charge
Mr. G. Renganathan	Driver
Mr. P. Pandian	”
Mr. G. Saravanan	”
Mr. D. Varuvan Vadivelan	”
Mr. M. Chinnathambi	”
Mr. K. Kulandaivelu	”
Mr. M. Raja	”
Mr. D. Raman	”
Mr. K. Mohan	”
Mr. N. Manikandan	”
Mr. P. Kumaravel	”
Mr. A. Kumar	”
Mr. A. Prabu	”
Mr. R. Thulasi Raman	”
Mr. R. Pagalavan	”
Mr. J. Muthuveeran	”
Mr. C. Gunasekaran	”
Mr. P. Pitchai	”
Mr. R. Kamaraj	”
Mr. S. Vijayakumar	”
Mr. D. Gunasekaran	”
Mr. S. Kishorekumar	”
Mr. R. Venketesan	”

Mr. D. Sivasankar	Driver
Mr. N. Vigneswaran	”
Mr. G. Sivakumar	”
Mr. M. Panner Selvam	”
Mr. P. Chandrasekaran	”
Mr. K. Gowtham Raj	”
Mr. A. Pathianathan	Attender

PART-TIME FACULTY

Ms. K. Uma, M.Com., Grad.C.M.A., A.C.S., D.C.A.,	Commerce
Ms. G. Umarani, M.A., M.Phil.,	English
Ms. K. Vijayalakshmi, M.A., M.Phil., (Ph.D)	Tamil
Ms. P. Kamalavalli, M.Com., M.Phil., B.Ed., NET	Commerce
Dr. R. Bala Saraswathi, M.Com., M.Phil., Ph.D.	Commerce

VISITING FACULTY

Dr. K.R. Subramanian, M.Sc., M.Phil.(Maths), M.Sc.(IT), M.Ed., M.A.(Eng.), Ph.D.(Maths)	Computer Sciene & Maths
Ms. Sutha Prabhakaran, Dip. in Aroma Therapist, Beautician & Basic of Tricology	Fashion Technology

JUNE 2023

Date	Day	Particulars
1	Thu	
2	Fri	
3	Sat	Holiday
4	Sun	Holiday
5	Mon	
6	Tue	
7	Wed	
8	Thu	
9	Fri	
10	Sat	Holiday
11	Sun	Holiday
12	Mon	
13	Tue	
14	Wed	
15	Thu	
16	Fri	

JUNE 2023

Date	Day	Particulars
17	Sat	Holiday
18	Sun	Holiday
19	Mon	College reopens for all Senior Classes.
20	Tue	
21	Wed	
22	Thu	
23	Fri	
24	Sat	Holiday
25	Sun	Holiday
26	Mon	
27	Tue	
28	Wed	
29	Thu	Bakrid - Holiday
30	Fri	

Working Days - **9**

JULY 2023

Date	Day	Particulars
1	Sat	Holiday
2	Sun	Holiday
3	Mon	
4	Tue	
5	Wed	
6	Thu	
7	Fri	
8	Sat	Holiday
9	Sun	Holiday
10	Mon	
11	Tue	
12	Wed	
13	Thu	
14	Fri	
15	Sat	Holiday
16	Sun	Holiday

JULY 2023

Date	Day	Particulars
17	Mon	
18	Tue	
19	Wed	
20	Thu	
21	Fri	
22	Sat	Holiday
23	Sun	Holiday
24	Mon	
25	Tue	
26	Wed	
27	Thu	
28	Fri	
29	Sat	Moharam - Holiday
30	Sun	Holiday
31	Mon	
		Working Days - 21
		Cumulative Total - 30

AUGUST 2023

Date	Day	Particulars
1	Tue	
2	Wed	
3	Thu	Aadi Pathinettu - Holiday
4	Fri	Holiday
5	Sat	Holiday
6	Sun	Holiday
7	Mon	
8	Tue	
9	Wed	
10	Thu	
11	Fri	
12	Sat	Holiday
13	Sun	Holiday
14	Mon	
15	Tue	Independence Day - Holiday
16	Wed	MID - SEMESTER Exam Begins

AUGUST 2023

Date	Day	Particulars
17	Thu	
18	Fri	
19	Sat	
20	Sun	Holiday
21	Mon	
22	Tue	
23	Wed	
24	Thu	
25	Fri	
26	Sat	
27	Sun	Holiday
28	Mon	
29	Tue	Onam
30	Wed	
31	Thu	
Working Days		- 22
Cumulative Total		- 52

SEPTEMBER 2023

Date	Day	Particulars
1	Fri	
2	Sat	Holiday
3	Sun	Holiday
4	Mon	
5	Tue	Teachers' Day
6	Wed	Gokulashtami - Holiday
7	Thu	
8	Fri	
9	Sat	Holiday
10	Sun	Holiday
11	Mon	
12	Tue	
13	Wed	
14	Thu	
15	Fri	
16	Sat	Holiday

SEPTEMBER 2023

Date	Day	Particulars
17	Sun	Holiday
18	Mon	Vinayagar Chaturthi - Holiday
19	Tue	
20	Wed	
21	Thu	
22	Fri	
23	Sat	
24	Sun	Holiday
25	Mon	
26	Tue	
27	Wed	
28	Thu	Mi-ladi-nabi - Holiday
29	Fri	
30	Sat	Holiday
Working Days		- 19
Cumulative Total		- 71

OCTOBER 2023

Date	Day	Particulars
1	Sun	Holiday
2	Mon	Gandhi Jayanthi - Holiday
3	Tue	
4	Wed	
5	Thu	
6	Fri	
7	Sat	Holiday
8	Sun	Holiday
9	Mon	
10	Tue	
11	Wed	
12	Thu	
13	Fri	
14	Sat	Holiday
15	Sun	Holiday
16	Mon	PRE-SEMESTER Exam Begins

OCTOBER 2023

Date	Day	Particulars
17	Tue	
18	Wed	
19	Thu	
20	Fri	
21	Sat	Holiday
22	Sun	Holiday
23	Mon	Saraswathi Pooja - Holiday
24	Tue	Vijayadasami - Holiday
25	Wed	
26	Thu	
27	Fri	
28	Sat	
29	Sun	Holiday
30	Mon	
31	Tue	Last Working Day
Working Days		- 20
Cumulative Total		- 91

NOVEMBER 2023

Date	Day	Particulars
1	Wed	
2	Thu	
3	Fri	
4	Sat	Holiday
5	Sun	Holiday
6	Mon	
7	Tue	
8	Wed	
9	Thu	
10	Fri	
11	Sat	Holiday
12	Sun	Deepavali - Holiday
13	Mon	
14	Tue	
15	Wed	
16	Thu	

NOVEMBER 2023

Date	Day	Particulars
17	Fri	
18	Sat	Holiday
19	Sun	Holiday
20	Mon	
21	Tue	
22	Wed	
23	Thu	
24	Fri	
25	Sat	Holiday
26	Sun	Holiday
27	Mon	
28	Tue	
29	Wed	
30	Thu	

DECEMBER 2023

Date	Day	Particulars
1	Fri	
2	Sat	Holiday
3	Sun	Holiday
4	Mon	College Reopens for All the Students
5	Tue	
6	Wed	
7	Thu	
8	Fri	
9	Sat	Holiday
10	Sun	Holiday
11	Mon	
12	Tue	
13	Wed	
14	Thu	
15	Fri	
16	Sat	Holiday

DECEMBER 2023

Date	Day	Particulars
17	Sun	Holiday
18	Mon	
19	Tue	
20	Wed	
21	Thu	
22	Fri	
23	Sat	Vaikunda Eakathesi - Holiday
24	Sun	Holiday
25	Mon	Christmas - Holiday
26	Tue	
27	Wed	
28	Thu	
29	Fri	
30	Sat	Holiday
31	Sun	Holiday

Working Days - **19**

JANUARY 2024

Date	Day	Particulars
1	Mon	New Year Day - Holiday
2	Tue	
3	Wed	
4	Thu	
5	Fri	
6	Sat	Holiday
7	Sun	Holiday
8	Mon	
9	Tue	
10	Wed	
11	Thu	
12	Fri	
13	Sat	Holiday
14	Sun	Bhogi - Holiday
15	Mon	Pongal - Holiday
16	Tue	Mattu Pongal - Holiday

JANUARY 2024

Date	Day	Particulars
17	Wed	Uzhavar Thirunal - Holiday
18	Thu	
19	Fri	
20	Sat	Holiday
21	Sun	Holiday
22	Mon	
23	Tue	
24	Wed	
25	Thu	
26	Fri	Republic Day - Holiday
27	Sat	Holiday
28	Sun	Holiday
29	Mon	
30	Tue	
31	Wed	
		Working Days - 18
		Cumulative Total - 37

FEBRUARY 2024

Date	Day	Particulars
1	Thu	
2	Fri	
3	Sat	Birth Anniversary of the Founder - Holiday
4	Sun	"Vidya Seva Ratnam" K. SANTHANAM
5	Mon	Holiday
6	Tue	MID - SEMESTER Exam Begins
7	Wed	
8	Thu	
9	Fri	
10	Sat	Holiday
11	Sun	Holiday
12	Mon	
13	Tue	
14	Wed	
15	Thu	
16	Fri	

FEBRUARY 2024

Date	Day	Particulars
17	Sat	Holiday
18	Sun	Holiday
19	Mon	
20	Tue	
21	Wed	
22	Thu	
23	Fri	
24	Sat	Holiday
25	Sun	Holiday
26	Mon	
27	Tue	
28	Wed	
29	Thu	
		Working Days - 21
		Cumulative Total - 58

MARCH 2024

Date	Day	Particulars
1	Fri	
2	Sat	Holiday
3	Sun	Holiday
4	Mon	
5	Tue	
6	Wed	
7	Thu	
8	Fri	
9	Sat	Holiday
10	Sun	Holiday
11	Mon	
12	Tue	
13	Wed	
14	Thu	
15	Fri	
16	Sat	Holiday

MARCH 2024

Date	Day	Particulars
17	Sun	Holiday
18	Mon	
19	Tue	
20	Wed	
21	Thu	
22	Fri	
23	Sat	Holiday
24	Sun	Holiday
25	Mon	
26	Tue	
27	Wed	
28	Thu	
29	Fri	Good Friday - Holiday
30	Sat	Holiday
31	Sun	Easter - Holiday
		Working Days - 20
		Cumulative Total - 78

APRIL 2024

Date	Day	Particulars
1	Mon	PRE - SEMESTER Exam Begins
2	Tue	
3	Wed	
4	Thu	
5	Fri	
6	Sat	Holiday
7	Sun	Holiday
8	Mon	
9	Tue	
10	Wed	Ugadi - Holiday
11	Thu	Ramzan - Holiday
12	Fri	
13	Sat	Holiday
14	Sun	Tamil New Year - Holiday
15	Mon	
16	Tue	

APRIL 2024

Date	Day	Particulars
17	Wed	
18	Thu	
19	Fri	Last Working Day
20	Sat	Holiday
21	Sun	Holiday
22	Mon	
23	Tue	
24	Wed	
25	Thu	
26	Fri	
27	Sat	Founder 'Vidya Seva Ratnam'
28	Sun	K. Santhanam Memorial Day
29	Mon	Holiday
30	Tue	
Working Days		- 13
Cumulative Total for Even Semester		- 91

RULES CONCERNING CERTIFICATES

- (i) Any certificates must be applied in the prescribed form which can be had from the Office.
- (ii) Ordinarily a notice of 48 hours is necessary for the issue of Certificates.
- (iii) Pass or Qualification Certificates can be issued only by the University.
- (iv) A Course of Study Certificate will be issued only by the University.

UNIVERSITY CERTIFICATES

1. Application for Eligibility or Migration Certificates should be made direct to the Registrar, Bharathidasan University, Tiruchirappalli.
2. If an application is made for the issue of any Certificate after 2 years, a search fee of Rs. 100 per year will be levied.

RULES CONCERNING TUITION FEES

The college fees shall be paid online within 10 days from the date of reopening for each Semester. If a student fails to pay fees even after the expiry of the stipulated date HER NAME SHALL BE STRUCK OFF FROM THE ROLLS and she shall not attend classes and if readmitted, she shall, in addition to the fees and fine due from her, pay a Re-admission fee of Rs. 500/-.

Absence from College with or without leave, will not be accepted as an excuse for nonpayment of College Fees on due dates.

GENERAL CONDUCT OF STUDENTS

1. Every Student shall wear a clean and decent dress.
2. Every Student shall invariably greet the Members of the Staff on the occasion of her first meeting them for the day in the college premises and whenever she meets them in the public.
3. No Student is expected to leave the Classroom during a lecture without the permission of the Assistant Professor.
4. Students shall be regular and punctual in their attendance.
5. Students shall not make any noise while moving from Class to Class.
6. **Students are warned that Ragging in any form is a serious offence and will invite serious disciplinary action. If any such event happens, contact the Anti-Ragging Committee immediately.**
7. **No Student shall on any account be permitted to enter the College Office during class hours.**
8. Students are forbidden to write or mark on the walls or any part of the College premises or on any piece of furniture or to throw paper or ink on the floors of the classroom.
9. Students are not allowed to gather in groups and chat or loiter in the verandahs, passages, etc. particularly during class hours.
10. Students are expected to read notices posted on the College Notice Board. Ignorance of any notice thus posted will not be accepted as an excuse for failing to comply with it.

11. No student shall be absent from the College without leave letter.
12. No meeting of any kind shall be held in the College without the previous written permission of the Principal. Similarly, no money shall be collected by Students from their Classmates for any purpose without obtaining prior written permission from the Principal.
13. No notice of any kind is to be circulated among students or pasted on the notice board without the written sanction of the Principal.
14. No student shall take part in political agitation directed against the authority of the Government or engage prominently in any undesirable public movement.
15. Each student must notify her local address, permanent address and other particulars relating to lodging etc. in the prescribed form within a week from the commencement of Classes. Subsequent changes should also be intimated without fail.
16. All students shall write the Periodical Tests to the best of their ability and satisfy at least the minimum standard prescribed by the University. They are not allowed to use books, notes, etc.. of any kind except the 'Tables' in the Examination Halls. Students shall not lend or borrow pens, erasers, instruments, mathematical tables, etc., during the Examinations. Any candidates found guilty of copying or any kind of malpractice shall be sent out of the room forthwith. The candidate shall not be permitted to attend the subsequent examinations and shall be punished as decided by the Principal.

17. Students who skip the Mid Sem Tests or are absent for the tests without any Valid Reason will not be permitted to appear for the University Examinations.
18. In regard to all matters not specified in the foregoing rules, students shall aim at conducting themselves according to the highest standards of conduct expected of them.
19. Any property found on the premises, which is presumably lost by someone must be handed over with full relevant details to the office.

NOTE: - Under the Government's educational Rules the Principal has full power to inflict the following punishments:

Fine, Loss of Attendance, Loss of Term certificates, Suspension, Expulsion.

ATTENDANCE AND LEAVE OF ABSENCE

1. Ordinarily a week consists of five Working Days. The working day is divided into two sessions. Work will begin at 9.00 a.m. and at 2.00 p.m.
2. Attendance will be taken every hour.
3. A Student who is not in class when attendance is taken shall be marked absent and shall lose attendance for the session. It shall however be open to the Assistant Professor to mark a late-comer present, if she is satisfied with the student's explanation.
4. The list of absentees without leave and the fines imposed will be posted every week on the college Notice Board. A student may get her number removed

from the absentees list on production of an order from the principal without delay. The fine shall be paid before the last working day of the month.

5. **Attendance certificates shall be granted only to Students who have attended 75% of the number of working days for the semester, provided they have completed the course of Instruction to the satisfaction of the authorities and their progress and conduct have been satisfactory.**
6. As per the rules of the University, Students who fail to put in a minimum of 75% Attendance will not be permitted to take their Examinations for the relevant semester and they have to re-do the semester. However, students of the first semester failing to put in the required minimum attendance will have to discontinue the course. They can rejoin the course only in the next year, if they so desire.
7. Each student is expected to keep her own record of attendance.
8. The attendance of each student will be totaled and entered in the Term certificate Register in the course of the first week of the succeeding month after which no alteration can be made.
9. No student shall be permitted to attend the class without the permission of the Principal, if she is absent for more than 3 days.
10. Even in such cases the University will require work to be put in on other days including holidays, to make up for the shortage.

11. Application for **condonation** (in cases of shortage of attendance) will not be recommended unless the Principal is satisfied that the shortage was due to causes beyond the student's control.
12. Every student is responsible for filling the University Examination Application Form and the students who have not filled the application forms within the due date prescribed by the University are automatically detained from the rolls.
13. Every Student is expected to note down the University Examinations Time Table carefully.



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IT & Applications

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Dept. of Physics
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Dr. P. Sridevi,
Vice Principal &
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Heads of all departments

4 ADMISSION

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Dr. P. Sridevi,
Vice Principal &
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Ms. P. Sudha,
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Ms. M. SivaPriya,
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Programmer
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Programmer

6 GENERAL TIME TABLE & ROOM ALLOTMENT

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- Co-ordinator** : All Vice Principals
- Members** : Heads of all Departments

7 MAGAZINE

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Dr. J. Shyamala Devi,
Asst. Prof., Dept. of Economics
Ms. V. Manibabu,
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Dr. M. Thirupurasundari,
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2. T. Varsha, III B.COM (BM)

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Ms. M. Meenakumari,
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Ms. R. Dhivya Bharathi,
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2. R. Akshaya, II B.Sc. CS 'A'

30 INSTITUTION INNOVATION COUNCIL

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Start-Up Activity : Dr. R. Saraswathy,
Academic Director,
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Dr. P. Priyadharshini,
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Dr. B. Padmapriya,
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Ms. S. Durgadevi,
Asst. Prof. Dept. of English
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40 TRANSPORT

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