# V.L.B. Janakiammal College of Arts and Science (Autonomous)

Re-Accredited by NAAC with 'A' Grade, ISO 9001: 2008
Certified
Affiliated to Bharathiar University and Approved by UGC
and AICTE
Accredited by TCS
Kovaipudur, Coimbatore - 641 042
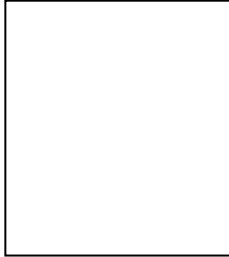Landline: 0422 2605162, 2605163

**Working Hours**
**College**
**9:30 a.m. to 4:15 p.m.**
**Office**
**9:00 a.m. to 5.30 p.m.**

# HANDBOOK (2018 – 2019)

# **PERSONAL MEMORANDUM**

Name: …………………………………………………..
Date of Birth: ……………………………………………
Name of the Parent/Guardian: ……………………………….
Present Address: ……………………………...…………
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…………………………………………………………..
Landline: ……………...... Mobile: …………….……………
Present Address: ……………………………...…………
…………………………………………………...……
…………………………………………………………..
Landline: ……………...... Mobile: …………….……………
Branch: ……………… Register No.: ………………………..
Height: …… Weight: …… Blood Group: ……………………

**......................................................................................................**

## **IN CASE OF EMERGENCY, PLEASE CONTACT**

Name: ……………………………………………………
Present Address: ……………………………...…………
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……………………………………………………………
Landline: ……………...... Mobile: …………….……………

# CONTENT

# V.L.B.JANAKIAMMAL COLLEGE OF ARTS AND SCIENCE
### (AUTONOMOUS)

This college is one of Coimbatore city's fast developing colleges and was started in 1991.The college is committed to the pursuit of Academic Excellence continuously for the last 27 years. It strives to produce young graduates and post-graduates of merit in the field of Arts ,Science and Management .The students of the college have secured prestigious ranks in the Bharathiar University Examinations till the year 2013 and are securing the same in the Autonomous system also.

Apart from achieving academic excellence, the College believes in other activities too, to mould the personality of the students. These include Career Guidance and Placement Training, and Training in Personality Development, Communicative English and Numerical Ability, etc.

It offers facilities for a variety of Co-Curricular and Extra-Curricular activities like Sports, NSS, NCC, YRC, Cultural Festivals and Carnivals, Departmental Associations, Clubs, Literary Meets, Seminars, Workshop and Conferences. These activities not only bring out the creative talents and imagination of the students in concrete form, but also develop their physical abilities, leadership qualities and organizing skills and inculcate in them the human values.

No scale has been drawn to measure and limit the height of the ladder of education. So, to scale new heights in the ladder of higher education, apart from 19 UG and 8 PG Courses, Diploma, Certificate Programmes and M.Phil. and Ph.D. (Full Time, Part Time) Research Programmes are also offered in Tamil, English, Mathematics, Commerce, Electronics, Computer Science and Management disciplines

# MOTTO OF THE COLLEGE:
# KNOWLEDGE IS POWER

## Courses Offered
### Under - Graduate Courses

| | |
|---|---|
| B.A. (English) | - Bachelor of Arts (English Literature) |
| B.Sc. (Maths) | - Bachelor of Science (Mathematics) |
| B.Sc. (ECS) | - Bachelor of Science (Electronics and Communication Systems) |
| B.Sc. (CS &HM) | - Bachelor of Science (Catering Science and Hotel Management) |
| B.Sc. (CS) | - Bachelor of Science (Computer Science) |
| B.Sc. (CT) | - Bachelor of Science (Computer Technology) |
| B.Sc.(IT) | - Bachelor of Science (Information Technology) |
| B.Sc. (Vis.Com) | - Bachelor of Science (Visual Communication |
| B.Sc. (CDF) | - Bachelor of Science (Costume Design and Fashion) |
| B.C.A. | - Bachelor of Computer Applications |
| B.Com. | - Bachelor of Commerce |
| B.Com.(CA) | - Bachelor of Commerce (Computer Applications) |
| B.Com. (Corp. Sec) | - Bachelor of Commerce (Corporate Secretaryship) |
| B.Com. (PA) | - Bachelor of Commerce (Professional Accounting) |
| B.Com. (IT) | - Bachelor of Commerce (Information Technology) |
| B.Com.(BPS) | - Bachelor of Commerce (Business Process Service) |
| B.B.A. | - Bachelor of Business Administration |
| B.B.A. (CA) | - Bachelor of Business Administration |

(Computer Applications)
B.B.A.(Banking)  -  Bachelor of Business Administration
(Banking Management)

## Post – Graduate Courses

M.B.A.          -  Master of Business Administration
M.C.A.          -  Master of Computer Applications
M.Com.          -  Master of Commerce
M.I.B.          -  Master of International Business
M.Sc. (CS)      -  Master of Science (Computer Science)
M.Sc. (SS)      -  Master of Science (Software Systems)
M.Sc. (ECS)     -  Master of Science (Electronics and
Communication Systems)
M.Sc. (Maths)   -  Master of Science (Mathematics)

## Research Programmes – Full Time and Part Time

M.Phil.             - Tamil, English, Hindi, Commerce, Computer
Science and Management
Ph.D.               - Tamil, Hindi, Commerce and  Management

## MEMBERS OF FACULTY

| S.No. | Name | Designation | Qualification |
|---|---|---|---|
| **PRINCIPAL** | | | |
| 1 | Dr.K..Shunmugasundaram | Principal | M.Com.,M.Phil.,Ph.D., |
| **VICE PRINCIPAL** | | | |
| 2 | Dr.K.Vasudevan | Vice Principal | M.Sc.,M.Phil.,Ph.D., |
| **DIRECTOR - UG  STUDIES** | | | |
| 3 | Dr. K.Chitra | UG Studies Director/ Associate Professor | M.Sc., M.Phil., MBA., Ph.D. |
| **CONTROLLER OF  EXAMINATIONS** | | | |
| 4 | Mr. T. Karuppusamy | COE | M.Sc., M.Phil.,MBA |

| | | DEPARTMENT OF TAMIL | |
|---|---|---|---|
| 5 | Dr. G.Suresh | HOD – Asso.Prof. | M.A., M.Phil., M.Ed., DGT., Ph.D. |
| 6 | Mr. S.Saravana Kumar | Associate Professor | M.A., M.Phil., CLIS, NET |
| 7 | Dr. C.Dheeba | Associate Professor | M.A., M.Phil., Ph.D. |
| 8 | Dr. J.Dhorai Murugan | Assistant Professor | M.A., M.A., M.Phil., Ph.D., NET |
| 9 | Dr. G.Suniljoghee | Assistant Professor | M.A., B.Ed., M.Phil., SET., NET., Ph.D. |
| 10 | Ms. R.Rathinam | Assistant Professor | M.A., M.Ed. |
| | | DEPARTMENT OF ENGLISH | |
| 11 | Dr. D.Chitra | HOD | M.A., M.Phil., Ph.D. |
| 12 | Mrs.R.P.Revathi | Assistant Professor | M.A., M.Phil. |
| 13 | Mr. T.Johnson | Assistant Professor | M.A., B.Ed., PGDELT., PGDCA.,M.Phil. |
| 14 | Ms. K.Hemalatha | Assistant Professor | M.A., M.Phil. |
| 15 | Ms. M.Chitra Devi | Assistant Professor | M.A., M.Phil. |
| 16 | Mrs. T.Shreemathi | Assistant Professor | M.A., M.Phil., B.Ed., PGDIT. |
| 17 | Mrs.Betsy Bower | Assistant Professor | M.A., M.Phil. |
| 18 | Mrs.R.Ramaprabha | Assistant Professor | M.A. |
| 19 | Ms.R.Annalakshmi | Assistant Professor | M.A.,B.Ed.,M.Phil. |
| 20 | Dr.R.Shanthakumari | Guest Faculty | M.A., M.Phil., Ph.D. |
| 21 | Ms. V.Poorani | Guest Faculty | M.A., M.Phil., M.Sc. |
| 22 | P.Mohanraj | Assistant Professor | M.A., B.Ed.,M.phil. |
| | | DEPARTMENT OF HINDI | |
| 23 | Dr. K.S.Jalajamany | HOD - Asso-Prof | M.A., M.Phil., Ph.D. |

| | | DEPARTMENT OF COMMERCE | |
|---|---|---|---|
| 24 | Dr. A.Sulekha | HOD - B.Com. | M.Com., M.Phil., PGDCA.,Ph.D. |
| 25 | Mrs. T.Merlin Usha | HOD - M.Com. | M.Com (CA)., M.Phil., PGDCA.,NET |
| 26 | Dr. N.Ramesh Kumar | Assistant Professor | M.Com., MBA.,M.Sc., PGDCA., PGDIB.,Ph.D.,SET |
| 27 | Mrs. A.Anandalakshmy | Assistant Professor | M.Com., M.Phil., NET., DCA |
| 28 | Mrs.S.Deepalakshmi | Assistant Professor | M.Sc.,M.Phil.,SET |
| 29 | Ms. M.Sangeetha | Assistant Professor | M.Com., M.Phil. |
| 30 | Ms. N.Porkodi | Assistant Professor | MBA. |
| 31 | Mrs.S.V.Anitha | Assistant Professor | M.Com., M.Phil., MBA |
| 32 | Dr.K.Amutha | Associate Professor | M.Com., M.Phil., PGDCA.,Ph.D. |
| 33 | Ms.S.Sobana | Assistant  Professor | B.Com.,MBA.,NET |
| 34 | Mrs.Anju  Paulose | Guest Faculty | M.Com. |
| | | DEPARTMENT OF  COMMERCE WITH CORPORATE SECRETARYSHIP& INFORMATION TECHNOLOGY | |
| 35 | Dr. N.Latha | HOD- Associate Professor | M.Com., B.Ed., M.Phil., MBA.,Ph.D. |
| 36 | Mr. S.Manivarma | Assistant Professor | M.Com., MBA |
| 37 | Dr. R.FrancinaPracilaMary | Assistant Professor | M.Com(CA), M.Phil, Ph.D. |
| 38 | Mrs. S.Rukshana Begum | Assistant Professor | M.Com., M.Phil., SET |
| 39 | Ms. S.Archana | Assistant Professor | M.Com., M.Phil. |
| 40 | Ms. T.S.Veena | Assistant Professor | M.Com., B.Ed., M.Phil. |
| 41 | Ms. A.S. Nithya | Assistant Professor | MCA., M.Phil., SET |
| 42 | Mrs.G.Viji. | Assistant Professor | M.Com., B.Ed., M.Phil., SET |

| 43 | Dr.A.Geethalakshmi | Assistant Professor | M.Phil.,Ph.D. |
|---|---|---|---|
| **DEPARTMENT OF  COMMERCE WITH COMPUTER APPLICATIONS** | | | |
| 44 | Dr.B.Siva Kumar | HOD- Associate Professor | M.Com, M.Phil.,PGDCA, MBA, MBA, Ph.D. |
| 45 | Mrs. S. Poornima | Assistant Professor | M.Com, M.Phil.,PGDCA, PGDIB |
| 46 | Mr. M. Mahendiran | Assistant Professor | MCA, M.Phil. |
| 47 | Mrs.N.S.Lissy | Assistant Professor | M.Com, M.Phil., MBA |
| 48 | Mr.K.Myilswamy | Assistant Professor | M.Com(CA), M.Phil., MBA, PGDCA |
| 49 | Ms.S.Renuka | Assistant Professor | MBA,PGDCA |
| 50 | Mrs.S.Poornima | Assistant Professor | M.Sc.(CS), MPhil. |
| 51 | Dr..R.Sindhuja | Assistant Professor | M.Com.(CA), MPhil., Ph.D. |
| 52 | Mr.I.Sudhakar | Assistant Professor | MCA, M.Phil., MBA |
| **DEPARTMENT OF  COMMERCE  WITH PROFESSIONAL ACCOUNTING** | | | |
| 53 | Dr.A.S.Naveenkumar | HOD- Associate Professor | MCA, M.Phil.(CS), M.Com, M.Phil,(Com), M.Com.(CA), Ph.D. |
| 54 | Mrs. S. Radhika | Assistant Professor | M.Com., M.Phil., NET |
| 55 | Ms.R.Krithika | Assistant Professor | MBA |
| 56 | Mr.P.Ramachandran | Assistant Professor | M.Com., MBA, M.Phil. |
| **DEPARTMENT OF  COMMERCE WITH BUSINESS PROCESS SERVICES** | | | |
| 57 | Dr.B.Joy Suganya | HOD- Associate Professor | M.Com., M.Phil., PGDCA.,Ph.D. |
| 58 | Mrs.A.Banupriya | Assistant Professor | M.Com., M.Phil. |
| 59 | Mrs.S.Kiruba Sankari | Assistant Professor | M.Com, M.Phil., PGDCA |

| DEPARTMENT OF BUSINESS ADMINISTRATION (UG) | | |
|---|---|---|
| 60 | Mrs.P.Preetha | HOD | MBA, M.Phil., PGDCA, PGDIB |
| 61 | Dr.Sasirekha.S | Assistant Professor | MBA,M.Com, M.Phil, CPISM.,Ph.D. |
| 62 | Mrs.X.Queen Shanthana Mary | Assistant Professor | MBA, M.Phil. |
| 63 | Mrs.A.Kanimozhi | Assistant Professor | M.Sc.(CS), M.Phil. |
| 64 | Mrs.C.Malathi | Assistant Professor | MCA.,M.Phil. |
| 65 | Mr.Janarthanan | Assistant Professor | MBA, M.Phil. |
| 66 | Mr.Ashok Kumar.R | Assistant Professor | MBA, M.Phil., PGDCA |
| 67 | Mrs.P. Mary Anitha Catharine | Assistant Professor | M.Sc, MBA. |
| 68 | Mr.R.Kesavamoorthy | Assistant Professor | MBA.,PGDCA.,Ph.D. |
| DEPARTMENT OF  BUSINESS ADMINISTRATION AND INTERNATIONAL BUSINESS (PG) | | |
| 69 | Ms. T. Subha | HOD(I/C) | MBA, ASPM,M.Phil.,PGDIB. MBA |
| 70 | Mrs.M.Sathya | Assistant Professor | MBA,M.Phil |
| 71 | Mr.A.Prakash | Assistant Professor | M.Sc., M.Phil |
| 72 | Mrs. P.Menaka Devi | Assistant Professor | MBA, M.Phil.,NET |
| 73 | Mr. P.Vijeyakumar | Assistant Professor | MBA, M.Phil., PGDFT |
| 74 | Mrs.Srianuj.K.R | Assistant Professor | MBA |
| 75 | Ms.M.Kiruthika | Assistant Professor | MBA,M.Sc(Applied Psychology),M.Phil |

| DEPARTMENT OF MATHEMATICS | | |
|---|---|---|
| 76 | Ms. M. Shyamala | HOD-Maths( UG) | M.Sc., M.Phil. |

| | | | |
|---|---|---|---|
| 77 | Dr.J.Shiama | HOD-Maths( PG)-Asso.Prof | M.Sc., M.Phil.,Ph.D. |
| 78 | Mr. T. Karuppusamy | Assistant Professor | M.Sc., M.Phil.,MBA |
| 79 | Mrs.P.Jagadeeshwari | Assistant Professor | M.Sc., M.Phil. |
| 80 | Mr. C. Ranjith Kumar | Assistant Professor | M.Sc., M.Phil. |
| 81 | Ms. R. Karthika | Assistant Professor | M.Sc., M.Phil. |
| 82 | Ms.S.Sandhiya | Assistant Professor | M.Sc., M.Phil. |
| 83 | Ms.M.Saranya | Assistant Professor | M.Sc., M.Phil. |
| 84 | Mr.R.SureshKumar | Assistant Professor | M.Sc., M.Phil. |
| 85 | Mr.N.Gokulakannan | Assistant Professor | M.Sc. |
| 86 | Ms.Prarthana | Assistant Professor | M.Sc. |
| 87 | Mr.P.Rajasekar | Assistant Professor | M.Sc., M.Phil. |
| **DEPARTMENT OF ELECTRONICS** | | | |
| 88 | Dr.K.Vasudevan | HOD-Asso.Prof | M.Sc., M.Phil.,Ph.D. |
| 89 | Mr.S.Prince Immanuel Alexander | Associate  Professor | M.Sc., M.Phil.,PGDCA. |
| 90 | Ms.G.Lavanya | Assistant Professor | M.Sc., M.Phil. |
| 91 | Mrs.T.Sasikala` | Assistant Professor | M.Sc., M.Phil.,M.Sc.(PHY). |
| 92 | Mr.J.Dinesh Kumar | Assistant Professor | M.Sc., M.Phil. |
| 93 | Mr.B.Suresh | Assistant Professor | M.Sc., M.Phil. |
| 94 | Dr.R.Raj Kumar | Assistant Professor | M.Sc., M.Phil.,Ph.D. |
| 95 | Mr.S.Venkatesan | Assistant Professor | M.Sc., M.Phil. |
| **DEPARTMENT OF CATERING SCIENCE AND HOTEL MANAGEMENT** | | | |
| 96 | Mr.S.Fabian Charles Nathan | HOD | B.Sc.,MHRM |

| | | | |
|---|---|---|---|
| 97 | Mr.Bharathi Raja.M | Assistant Professor | B.Sc |
| 98 | Mrs.Reena Amali | Assistant Professor | Dip.in Hotel Management & Catering Technology |
| 99 | Ms.S.Jayapriya | Assistant Professor | BSc.., MBA |
| 100 | Mr.M.Kumaraswamy Pillai | Guest Faculty | Diploma, M.Sc., MBA |
| **DEPARTMENT OF COMPUTER SCIENCE** | | | |
| 101 | Mr.V.Murugesan | HOD- Associate Professor | MCA. M.Phil. |
| 102 | Mrs.T.Premalatha | Assistant Professor | MCA. M.Phil. |
| 103 | Ms.J.Ramkumar | Assistant Professor | MCA. M.Phil. |
| 104 | Mrs.A.Deepa | Assistant Professor | MCA. M.Phil. |
| 105 | Mrs.M.Kayalvizhi | Assistant Professor | MCA. M.Phil. |
| 106 | Mr.S.Samson Dinakaran | Assistant Professor | M.Sc. M.Phil. |
| **DEPARTMENT OF INFORMATION TECHNOLOGY & COMPUTER TECHNOLOGY** | | | |
| 107 | Mr.R.Kanagaraj | HOD- Associate Professor | M.Sc., M.Phil. |
| 108 | Lt.D.Antony Arul Raj | Assistant Professor | M.Sc.,MCA.,PGDCE.,M.Phil. |
| 109 | Ms.G.Deepalakshmi | Assistant Professor | M.Sc., M.Phil.,PGDAIT. |
| 110 | Mr.R.Maheshkumar | Assistant Professor | MCA., M.Phil. |
| 111 | MS.S. Geetha Priya | Assistant Professor | MCA., MBA., M.Phil., |
| 112 | Mr.p.Deepan Babu | Assistant Professor | M.Sc.,M.Phil |
| 113 | Mrs.P.Preetha | Assistant Professor | MCA., M.Phil |
| 114 | Mrs.C.Veni | Assistant Professor | M.Sc.,M.Phil. |

| | DEPARTMENT OF COMPUTER APPLICATION (UG) | | |
|---|---|---|---|
| 115 | Mr.S. Shanth Gohul | HOD | MCA., M.Phil. |
| 116 | Dr. A. Kamatchi | Assistant Professor | M.Sc., M.Phil.,Ph.D. |
| 117 | Mr.S.K Ravichandran | Assistant Professor | M.Sc., M.Phil. |
| 118 | Mr. K.Sasi Kumar | Assistant Professor | MCA., M.Phil. |
| 119 | Mr. M.Nandha Kumar | Assistant Professor | MCA., M.Phil. |

| | DEPARTMENT OF MCA & M.Sc.(SS) | | |
|---|---|---|---|
| 120 | Mrs. M.Pushpa | HOD(I/C) | M.Sc.,MCA.,M.Phil. |
| 121 | Mr.B.Ramesh | Assistant Professor | M.Sc.,M.Phil. |
| 122 | Mr.C.N.Manokaran | Associate Professor | M.Sc.,M.Phil. |
| 123 | Mr.N.Karthick | Assistant Professor | MSc, MCA |
| 124 | Mr.G.Rajesh | Assistant Professor | MCA. M.Phil. |
| 125 | Mrs.M.Revathi | Assistant Professor | MCA. M.Phil. |
| | DEPARTMENT OF VISUAL COMMUNICATION | | |
| 126 | Dr.Jayaseelan Rathinaswamy | HOD | M.A.,Ph.D. |
| 127 | Dr.C..J.Ravikrishnan | Assistant Professor | M.Phil.NET |
| 128 | Mr.D.Soundra Rajan | Assistant Professor | M.Sc.,M.Phil. |
| 129 | Ms.S.Aiswarya | Assistant Professor | M.Sc.,MPhil.SET |
| | DEPARTMENT OF COSTUME DESIGN AND FASHION | | |
| 130 | Dr.R.Radhika | HOD- Associate Professor | M.Sc,B.Ed.,M.Phil., Ph.D. |
| 131 | Ms.S.Sharmila | Assistant Professor | M.Sc.,PGDM(Textile) |
| 132 | Ms.C.Anisha | Assistant Professor | M.Sc. |
| 133 | Ms.V.K.Sangeetha Priya | Assistant Professor | MBA.,M.Sc. |

| 134 | Ms.V.Emima Priscilla | Assistant Professor | MBA.,M.Sc. |
|---|---|---|---|
| **DEPARTMENT OF PHYSICAL EDUCATION** | | | |
| 135 | Dr.J.Golda | Dir.Phy.Education | M.Com., M.P.Ed., M.Phil.,Ph.D. |
| 136 | Mr.J.Godwin Ezekiel | Assistant Phy.Director | B.B.M., M.P.Ed. |
| **FRENCH** | | | |
| 137 | Ms.Mageshwari | French | |
| **DEPARTMENT OF LIBRARY SCIENCE** | | | |
| 138 | Dr.Mahesh Kumar | Librarian | M.L.I.Sc.,M.Phil.,Ph.D. |
| **NON-TEACHING STAFF** | | | |
| **OFFICE** | | | |
| **S.NO.** | **Name** | **Qualification** | **Designation** |
| 1 | Mr.Venkittupathy | B.A. | General Manager(Transport) |
| 2 | Mrs.Aswini Siddalingam | B.E.,MBA. | Head-Admin Office |
| 3 | Mr.G.Raja Senthil | Diploma,B.E. | Head-Maintenance Office |
| 4 | Mr.K.Sivakumar | B.Sc.,MBA | Head-Maintenance Office |
| 5 | Mrs.S.Priyanka | B.Com.(CA) | HR |
| 6 | A.Sabana Ashmi | BBA(CA) | Office Staff |
| 7 | Mrs.C.Bhama | B.Com. | Account Section |
| 8 | Mrs.S.Anitha | B.Com. | Office Staff |
| 9 | Mrs.V.Saratha | B.Com. | Admission Counselor |
| 10 | Mrs.R.Kalpana | B.C.A. | Office Staff |
| **CONTROLLER OF EXAMINATIONS SECTION** | | | |
| 11 | Ms.V.Sangeetha | B.Com.,MBA | COE Staff |
| 12 | Mrs.P.Ramya | B.A. | COE Staff |

| 13 | Mrs.S.Abirami | B.Com. | COE Staff |
|---|---|---|---|
| **WEB   DESIGNER** | | | |
| 14 | Mr. K. Arun Pradesh | M.Sc.(SS) | DESIGN(Web /Graphic Designer) |

| **SYSTEM ADMINISTRATOR** | | | |
|---|---|---|---|
| 15 | Mr.M.S.Gomuraj | B.E.,MBA. | System Administrator |
| **PROGRAMMER** | | | |
| 16 | Mrs.A.Kalaiselvi | PCP,DCA | Programmer |
| 17 | Ms.K.Jeevitha | B.Sc.(IT) | Programmer |
| 18 | Ms.K.Subha Ranjana | DCE | Programmer |
| 19 | Mrs.Sabeena Ijas | B.Sc.(CS) | Programmer |
| 20 | Mrs.D.Gomathi | B.Sc.(CS) | Programmer |
| 21 | Ms.Manjula Devi | M.Sc. | Programmer |
| 22 | Ms.Aneer Farzana | B.Sc.(CS) | Programmer |
| 23 | Mrs.D.Subashri | B.E. | Programmer |
| 24 | Mr.S.Balachandran | DME | ECS - Programmer |
| **CDF PROGRAMMER** | | | |
| 25 | Ms.J.Grace Esther | B.Sc.(Biotec). | CDF Lab Assistant |
| **ASST. LIBRARIAN** | | | |
| 26 | Ms.P.Shanmuga  Priya | B.COM.(CA).,BLIS. | ASST. LIBRARIAN |
| 27 | Mrs.Sindhuja | B.COM. | ASST.LIBRARIAN |

| 28 | Mrs.C.S.Sumitha | B.COM.,MLIS | ASST.LIBRARIAN |
|----|----------------|-------------|----------------|
| **ATTENDER** | | | |
| 29 | Mrs.A.Ananthi | | ATTENDER |
| 30 | Mr.K.Rangaraj | | ATTENDER |
| **ELECTRICIAN** | | | |
| 31 | Mr.Immanuel | | ELECTRICIAN |
| **PLUMBER** | | | |
| 32 | Mr.A.Ramraj | | PLUMBER |
| **GARDENER** | | | |
| 33 | Mr.Ammasai | | GARDENER |

| **HOUSE KEEPING STAFF** | | | |
|----|----------------|---|-----------|
| 34 | Mrs.P.Saraswathi | | Sub-Staff |
| 35 | Mrs..S.Padma | | Sub-Staff |
| 36 | Mrs. M. Shanthi | | Sub-Staff |
| 37 | Mrs.S.Saraswathi | | Sub-Staff |
| 38 | Mrs.P.Vennila | | Sub-Staff |
| 39 | Mrs.G.Padma | | Sub-Staff |
| 40 | Mrs.V.Omana | | Sub-Staff |
| 41 | Mrs.Kavitha | | Sub-Staff |
| 42 | Mrs.Jamunarani | | Sub-Staff |
| 43 | Mrs.S.Kowsalya | | Sub-Staff |

| | | | |
|---|---|---|---|
| 44 | Ms.Mary Dhanabakyam | | Sub-Staff |
| 45 | Mrs.D.Jothi | | Sub-Staff |
| 46 | Ms.A.Selvi | | Sub-Staff |
| 47 | Mrs.Pateeswari | | Sub-Staff |
| 48 | Mrs.Uma Rani | | Sub-Staff |
| 49 | Mrs.Kaveri | | Sub-Staff |
| 50 | Mrs.J.Nalina Devi | | Sub-Staff |
| 51 | Mrs.Thayammal | | Sub-Staff |
| 52 | Mr.Marathal | | Sub-Staff |
| 53 | Mrs.Gowri | | Sub-Staff |
| 54 | Mrs.Murugammal | | Sub-Staff |
| 55 | Mrs.Ranganayagi | | Sub-Staff |
| 56 | Mr.Nachi | | Sub-Staff |
| 57 | Mr.N.Murugan | | Sub-Staff |
| **DRIVERS** | | | |
| 58 | Mr.Subramani | | Driver |
| 59 | Mr.Sounder Raj | | Driver |
| 60 | Mr.Prakasan | | Driver |
| 61 | Mr.Krishnan | | Driver |
| 62 | Mr.Jeyam | | Driver |
| 63 | Mr.Kumar | | Driver |
| 64 | Mr.S.Iyyappan | | Driver |

| | | | |
|---|---|---|---|
| 65 | Mr.S.Rajendran | | Driver |
| 66 | Mr.M.Suresh Kumar | | Driver |
| 67 | Mr.K.Naveen Kumar | | Driver |
| **SECURITY** | | | |
| 68 | Mr.K.Ramasamy | | Security |
| 69 | Mr.Subramani | | Security |
| 70 | Mr.A.Duraisamy | | Security |
| 71 | Mr.N.R.Palanisamy | | Security |
| 72 | Mr.Ramachandran | | Security |
| 73 | Mr.Singravelu | | Security |
| 74 | Mr.Krishnasamy | | Security |
| 75 | Mr.Sivaraj | | Security |
| 76 | Mr.Sreepathy | | Security |
| 77 | Mr.N.Chinnusamy | | Security |
| 78 | Mr.Velmurugan | | Security |
| 79 | Mr.Ponnusami | | Security |
| 80 | Mr.Vaithiyanathan | | Security |
| 81 | Mr.Dhavamani | | Security |
| 82 | Mr.Ayyasamy | | Security |
| 83 | Mr.N.Dharmaraj | | Security |

# COMMITTEES

The following Committees have been constituted in the college for the Academic Year 2018-2019 to carry out various activities with effect from 18/06/2018. The Principal will be the Chairman of all the Committees.

| **Anti-Ragging** | **Analysis of Results** |
|---|---|
| Dr.B.Sivakumar (B.Com.(CA))<br>Mr. S.Prince Immanuvel (ECS)<br>Dr.S.Sasi Rekha  (B.B.A.)<br>Mr.S.Samson Dinakaran(Computer Science)<br>Mr.K.Ramachandran (B.Com.(PA))<br>Ms.R.Rathinam (Tamil) | Ms. M. Shyamala (Mathematics)<br>Mr. R. Suresh Kumar (Mathematics) |
| **Original  Certificates Verification** | **NCC** |
| Dr.Naveen Kumar (B.Com .(PA))<br>Mr.S.Saravanakumar  (Tamil)<br>Mr.B.Suresh  (ECS) | Lt. D.Antony Arul Raj (IT and CT) |
| **Examinations (All Exams)** | **Curriculum Development** |
| Mr. T.Karuppusamy (COE)<br>Mr.S.Manivarma (B.Com.(CS& IT)<br>Mr.I.Sudhakar (B.Com.(CA))<br>Mr.K.Sasi Kumar (BCA)<br>Ms.S.Poornima (B.Com.(CA))<br>Mr.A.Prakash (MBA)<br>R.Ashokkumar<br>Dr. J.Dhorai Murugan | Dr.K.Chitra-Director –UG Studies<br>Dr. K.Vasudevan (ECS)<br>And All Board Chairpersons |
| **NAAC & IQAC** | **ISO** |
| Dr. K.Vasudevan  (ECS) Co-ordinator<br>Mr. R.Kanagaraj  (IT and CT)<br>Mr.B.Suresh  (ECS) | Mr.V.Murugesan (Computer Science)<br>Dr.D.Chitra  (English) |
| **Placement** | **Identity Card** |
| Dr. B.Sivakumar (B.Com.(CA))<br>Ms.T.Subha (MBA)<br>Ms.N.Porkhodi(B.Com.) | Mr.M.S.Gomuraj |

| | | |
|---|---|---|
| **NSS**<br><br>Dr. G.Suresh (Tamil)<br>Mr. C.Ranjith Kumar (Mathematics)<br>Mrs.S.Poornima | | **Women's Cell**<br><br>Dr. K.S.Jalajamany (Hindi)<br>Dr. C.Dheeba  (Tamil)<br>Ms.R.Preetha  (BBA) |
| **External/Internal Competitions**<br><br>Dr. K.S.Jalajamany (Hindi)<br>Dr. C.Dheeba (Tamil)<br>Mr.T.Johnson (English) | | **AICTE**<br><br>Mrs.T.Subha  (MBA)<br>Mrs.M.Pushpa (MCA &SS) |
| **Youth Red Cross**<br><br>Mr.S.Saravanakumar (Tamil) | | **HandBook**<br><br>Ms. M. Shyamala (Mathematics) |

## Non-Statutory Committees

The following Non-Statutory Committees have been constituted in the college for the Academic Year 2018-2019 to carry out various activities with effect from 18/06/2018

| S.NO. | Name of Committee | Chairman and List of Members List |
|---|---|---|
| | **Chairman** | **Principal** |
| 1 | Planning and Evaluation Committee | **Members:** |
| | | 1.Dr.K.Chitra |
| | | 2.Dr.K.Vasudevan |
| | | 3.Dr.R.Radhika |
| | | 4.Dr.B.Sivakumar |
| | | 5.Mr.R.Kanagaraj |
| 2 | Grievance and Appeal Committee | **Members:** |
| | | 1.Dr.N.Latha |
| | | 2.Ms.G.Deepalakshmi |
| | | 3.Mr.S.Samson Dinakaran |
| | | 4.Dr.Jayaseelan Rathinaswamy |
| | | 5.Ms.M.Pushpa |

| | | |
|---|---|---|
| 3 | Examination Committee | **Members:** |
| | | 1.Mr.T.Karuppusamy |
| | | 2.Mr.S.Manivarma |
| | | 3.Mr.I.Sudhakar |
| | | 4.Mr.R.Maheshkumar |
| | | 5.Ms.S.Poornima |
| 4 | Admission Committee | **Members:** |
| | | 1.Mr.S.Shanth Gohul |
| | | 2.Mr.R.Kanagaraj |
| | | 3.Mr.V.Murugesan |
| | | 4.Dr.B.Sivakumar |
| | | 5.Dr.N.Rameshkumar |
| 5 | Library Committee | **Members:** |
| | | 1.Dr.R.Maheshkumar |
| | | 2.Dr.A.Suleka |
| | | 3.Ms.P.Radhika |
| | | 4.Mr.P.Deepan Babu |
| | | 5.Ms.C.Subha |
| 6 | Student Welfare Committee | **Members**: |
| | | 1.Dr.K.Chitra |
| | | 2.Dr.K.S.Jalajamany |
| | | 3.Dr.G.Suresh |
| | | 4.Mr.S.Charles Fabian Nathan |
| | | 5.Ms.T.Premalatha |

| | | |
|---|---|---|
| 7 | Sexual Harassment Committee | **Members:** |
| | | 1.Dr.K.Chitra |
| | | 2.Dr.R.Radhika |
| | | 3.Dr.D.Chitra |
| | | 4.Ms.R.Preetha |
| | | 5.Ms.T.Merlin Usha |

| | | | |
|---|---|---|---|
| 8 | Extra Curricular Activities Committee | **Members:** | |
| | | 1.Dr.G.Suresh | |
| | | 2.Dr.B.Joysuganya | |
| | | 3.Dr.C.Dheeba | |
| | | 4.Mr.T.Johnson | |
| | | 5.Ms.M.Chitra Devi | |
| 9 | Academic Audit Committee | **Members:** | |
| | | 1.Dr.K.Vasudevan | |
| | | 2.Dr.D.Chitra | |
| | | 3.Mr.V.Murugesan | |
| | | 4.Ms.M.Shyamala | |
| | | 5.Ms.T.Premalatha | |
| 10 | Centre of Research | Dr.K. Chitra | |
| | | Mr. V. Murugasen | |
| | | Dr. D. Chitra | |
| | | Mr. P. Deepan Babu | |
| | | Dr. N. Ramesh Kumar | |
| | | Dr. R. Sindhuja | |
| | | Dr. R. Raj Kumar | |
| | | Mr. R. Suresh Kumar | |

## **FACILITIES OFFERED**

The multifarious facilities that are provided by the college include

**COMPUTER CENTRE**

1. 8 Computer Labs
2. Campus -wide Network, with IBM servers and 43 workstations with latest configuration under multi-operating system.
3. Access to the latest RDBMS, GUI's DTP and MULTIMEDIA software.
4. All Centers have HP A4 Scanner, Multi-COLOUR LCD Panel, Laser and Inkjet Printers, USB, Overhead Projectors and Slide Projectors**.**

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**Physical Education**

- 12 Station Multi-Gym Equipment
- Athletics
- Tread Mill
- Bench Press Equipment
- Rowing Machine
- Stationary Bicycle
- Tummy Vibrator
- Weight Training Equipment
- Volley Ball
- Basket Ball
- Ball Badminton
- Shuttle Badminton
- Cricket
- Football

Training Students for Inter-Collegiate, University Sports Meet and District, State Level and National Level Events, State Level Football for School Students-VLBJ Trophy.

**Identify Cards**

All students are issued Identification Card which is compulsory within the campus. Rs. 100/- will be charged for duplicate card.

**Internet**

- Free Internet [Wi-Fi Campus] to all students and staff.

**Canteen**

- Vegetarian canteen is run by the college for students and staff at nominal rate.

**Scholarships and Loans**

- Scholarship from Government of Tamil Nadu is given to all the qualifying and eligible bonafide students of the college both in UG and PG courses.

**Placement and Training**

- Well equipped and strong placement training centre.
- Compulsory Placement Training for all final year students during V and VI semesters.
- Career guidance and counseling to all the students

- ✓ Compulsory training for all the students in
  - Personality development
  - Communication English
  - Numerical ability
  - Career guidance
- ✓ Bridge course

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## Co-CURRICULAR ACTIVITES

### NSS

Three NSS units are functioning for the past twenty years with an average intake of 300 students per year. These units have adopted 3 remote villages to promote welfare schemes such as

- ✓ Road Safety
- ✓ Tree Planting
- ✓ General Medical Camp
- ✓ Blood Donation Camp
- ✓ Social Awareness Programme
- ✓ AIDS Awareness Programme
- ✓ Seven Day Special Camp

### NCC

The College offers NCC (Army Wing) training for both boys and girls of Under-Graduate courses.

### EXTRA - CURRICULAR ACTIVITIES

Various programmes encouraging diverse interests and creative talents of the students are as follows:
- ✓ Manavar Mandram
- ✓ Inter-Collegiate Cultural Meet - VIBRATO
- ✓ Youth Red Cross
- ✓ Red Ribbon Club
- ✓ Eve's Club Tamil Mandram

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- ✓ Yuva Utsav
- ✓ Intersch ol Event-Viva Yuva
- ✓ The Creative Club (Literary and Drama Entrepreneurship Development
- ✓ Vocal and Instrumental Photography and Cinematography community service
- ✓ Nammalvar organic farming club

## SEMINARS, WORKSHOPS & OTHER ACTIVITIES

Seminars, Workshops, Conferences, Educational Tours and Industrial Training are arranged with great care.

## VALUE EDUCATION

With a view to inculcate values, Value Education Programmes (VEP) are conducted for students at regular intervals.

## GENERAL RULES AND REGULATIONS

### Punctuality

The lecture classes for the students commence at the stroke of 9.45am.After the first bell at 9.45 am, all the students should be in their respective classes. The students arriving late will be permitted into the class up to 9.50 am only. After that, they will not be granted permission.

### Attendance

If a student is absent for one hour in the morning, his/her attendance will be marked absent for entire morning session. Similarly, in the afternoon, if the student is absent for one hour, the student will be marked absent for the entire afternoon session, which amounts to half a day of the session

concerned. The students who are availing On Duty attendance can do so only for a maximum of five days per semester.

### Leave

If a student wants to go on leave, he/ she shall do so only with the prior permission of the Principal. In addition, the student has to inform and submit a leave letter to the concerned HOD and the concerned staff-in-charge, before going on leave.

### Tuition Fees – Mode of Payment

Tuition Fees should be paid within ten days from the date of commencement of classes for the respective semester, by remitting the amount at the college office.

### Dress Code

Whenever a student enters the college premises, he/ she should strictly follow the following dress code.

### For Boys

Full pant with very neat shirt. Casual wear of any type is not permitted.

### For Girls

Salwar Kameez with Dupata pinned at the shoulders or Full Saree. Half Sarees and miniskirts are not permitted.

### Classroom Behavior

1. Students should take their seats in their respective classroom at the stroke of the first bell.
2. When the teacher enters the classroom, as a mark of respect, they should stand and greet the teacher.
3. Classroom should be kept neat and tidy.
4. Chewing or munching anything inside the classroom

during the class hours is not entertained.

5. Students shall leave the classroom only with the permission of the concerned staff.
6. Students should observe utmost decency and decorum in the class.

## General Campus Behaviour

1. Discipline of the highest order should be maintained inside the College campus.
2. Ragging is an offence, and the offender is liable to be arrested and imprisoned in addition to being dismissed from the college.
3. Cell/ Mobile Phone
   a. Cell/Mobile Phones are banned inside the college campus.
   b. If any student is found to use Cell / Mobile Phone in the campus, the same would be confiscated.
4. Smoking, use of Pan Parag or Gutkha items and other intoxicants are strictly prohibited within the College Campus.
5. Courteous behaviour is expected from the students when they address both the staff and friends. They should not use foul language. They should avoid standing in the corridors.
6. Students should be punctual, regular and serious in attending classes.

7. They should not throw papers or ink on the floor / corridors / staircases. All waste materials should be deposited in the dustbins provided.
8. Nothing should be written on the walls or desks or on any college property.
9. Walls and campus should not be used as a spittoon.
10. Student's will be penalized, if found to cause damage to the college property.
11. They should see the Notice Boards every day for

communications, notice and circulars.
12. Association of any kind should not be formed without the prior permission of the Principal
13. The Identity Card with cord should be worn while in the College campus.
14. In academic and disciplinary matters, the decision of the Principal will be final.

## <u>AUTONOMOUS COLLEGE RULES AND REGULATIONS</u>

### 1. **Examination Systems**

Examinations shall be conducted on Semester Pattern under the Choice Based Credit System. There will be One Pre – Model Examination and one Model Examination before the student appears for the Semester Examination. The Pre-Model Examination and Model Examination shall be conducted by the Internal Examination Committee under the Supervision of COE. The Semester Examinations shall be conducted by the Controller of the Examinations, twice in an Academic Year, during November/ December and in April/ May.

### 2. Conduct of Examinations

- Pre-Model,
- Model Examinations, and
- Semester Examinations.

A. Ratio of Semester Examination and Pre- Model Examinations Marks for UG and PG Courses.

| Particulars | IA | CE | Total |
|---|---|---|---|
| Theory | 30 | 70 | 100 |
| Practical | 40 | 60 | 100 |
| Practical | 25 | 50 | 75 |

| Practical | 10 | 20 | 30 |
|---|---|---|---|
| Project Work (UG) | 50 | 50 | 100 |
| Project Work (PG) | 100 | 100 | 200 |
| Project Work(M.Sc.(CS)/M.Sc.(ECS)/M.Sc.(Maths) | 100 | 150 | 250 |
| Project Work (M.Com/MIB) | 50 | 100 | 150 |

In case of certain UG & PG Courses the distribution of marks for a few theory papers of Part IV shall have only SE for 50/75 and the total is 50/75 respectively.

Note: IA – Internal Assessment
SE – Semester Examination

B. Distribution of IA Marks for UG and PG Courses.

- Break-up for Internal Marks:

| | | |
|---|---|---|
| Pre-Model Examination | - | 70 Marks |
| Model Examination | - | 70 Marks |
| Seminar | - | 30 Marks |
| Attendance | - | 10 Marks |

------------------------

180 Marks

------------------------

180/6 (months) = 30 Marks

- Seminar Split Up
- Attendance Break UP

| Content | 10 Marks | 65%-74% | 4 Marks |
|---|---|---|---|
| Flow of the Presentation | 10 Marks | 75%-80% | 6 Marks |

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| | | | |
|---|---|---|---|
| Stage Management | 10 Marks | 81%-90% | 8 Marks |
| | ------------- | | |
| Total | 30 Marks | 91%-100% | 10 arks |
| | ------------- | | |

**A.   Distribution of Internal Assessment Marks for all UG Courses**

**Internal   Marks for Practical (Maximum 40)**

| | |
|---|---|
| For Completion of the Practical List | 20 |
| Practical Test – I | 10 |
| Practical Test – II | 10 |
| | ---------- |
| ***Total*** | ***40*** |
| | ---------- |

**Internal Marks for Practical (for the course B.Sc.(ECS) where internal mark is 30)**

| | |
|---|---|
| For Completion of the Practical List | 10 |
| Practical Test – I | 10 |
| Practical Test – II | 10 |
| | ---------- |
| ***Total*** | ***30*** |
| | --------- |

**Internal Marks for Practical (For the course Maths where internal remarks is 10)**

|  |  |
|---|---|
| Practical Test – I | 5 |
| Practical Test – II | 5 |
|  | ---------- |
| *Total* | *10* |
|  | ---------- |

**Internal Marks for Practical (for the course CDF where the Internal Marks is 25 and with the following components)**

|  |  |
|---|---|
| For Completion of the Practical List | 15 |
| Practical Test – I | 5 |
| Practical Test – II | 5 |
|  | ----------- |
| *Total* | *25* |
|  | **----------** |

**B. Distribution of External Assessment Marks For UG Courses External Marks for Practical (for all UG courses except ECS, CDF, Viscom and Catering) where the External Marks is 60 and with the following components.**

|  |  |
|---|---|
| Record | 10 |
| Programme-1 | 25 |
| Programme-2 | 25 |
|  | --------- |
| *Total 60* | |
|  | ---------- |

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**External Marks for Practical (for the courseB.Sc.(ECS) where the External Marks is 60 and with the following components)**

| | |
|---|---|
| Record | 10 |
| Circuit Diagram | 25 |
| Construction & Observation | 15 |
| Result | 10 |
| | ----------- |
| *Total* | *60* |
| | ------------ |

**External Marks for Practical (for the course CDF where the External Marks is 50 and with the following components)**

| | |
|---|---|
| Record | 20 |
| Designing | 20 |
| Construction | 10 |
| | ----------- |
| *Total* | *50* |
| | ----------- |

**External Marks for Practical (for the course VISCOM where the External Marks is 60 and with the following components)**

| | |
|---|---|
| Record | 10 |
| Designing | 25 |
| Construction | 25 |
| | ---------- |
| *Total* | *60* |
| | ---------- |

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**External Marks for Practical (for the course CATERING where the External Marks is 60 and with the following components)**

| | |
|---|---|
| Record | 10 |
| Experiment (Minimum one menu) | 50 |

-----------

*Total* *60*

-----------

**External Marks for Practical (for course Maths where the External**

**Marks is 20 and with the following components)**

| | |
|---|---|
| Record | 10 |
| Programme – 1 | 5 |
| Programme - 2 | 5 |

-----------

*Total* *20*

----------

**C. Distribution of Internal Marks for Project Work(UG) Internal Marks for Project Work (For all UG Course expect B.A.(English Literature), CDF ANS M.Sc.(SS) where the Internal Marks is 50)**

| | |
|---|---|
| Review-I | 10 |
| Review-II | 10 |
| Documentation and Final Review | 30 |

-----------

*Total* *50*

-----------

Internal – B.A.(English Literature)

| | |
|---|---|
| Two Project Reviews | 25 |
| Report | 25 |
| | ---------- |
| *Total* | *50* |
| | ---------- |

Internal – B.Sc.(CDF)

| | |
|---|---|
| Review-I | 20 |
| Review-II | 20 |
| Documentation and Final Report | 35 |
| | ----------- |
| *Total* | *75* |
| | ------------ |

**D. External Marks for Project Work (for Courses expect B.A.(English Literature),CDF and M.Sc.(SS)where the External Marks is 50)**

| | |
|---|---|
| Presentation | 30 |
| Viva –Voce | 20 |
| | **------------** |
| *Total* | *50* |
| | ------------ |

External – B.A.(English Literature)

| | |
|---|---|
| Presentation | 25 |
| Viva –Voce | 25 |
| | ---------- |
| *Total 50* | |

----------

**External Marks for Project Work (for Course B.Sc.(CDF) where the External Marks is 50)**

| | |
|---|---|
| Presentation | 45 |
| Viva –Voce | 30 |

----------
*Total 75*
----------

**For M.Sc.(SS)[Minor Project]**

| | |
|---|---|
| Review I | 25 |
| Review II | 25 |
| Project Plan Diary and Implementation | 50 |

----------
*Total 100*
-----------

**For M.Sc.(SS)[Major Project]**

| | |
|---|---|
| Review I | 20 |
| Review II | 20 |
| Project Plan Diary (15) Dissertation (15) and Evaluation (30) | 60 |

------------
*Total 100*
-----------

**E. Distribution of IA Marks for PG Courses Internal Marks for Practical (Maximum 40)**

| | |
|---|---|
| For Completion of the Practical List | 20 |
| Practical Test – I | 10 |
| Practical Test – II | 10 |

```
                                              -----------
                                           *Total  40*
                                              -----------
```

**Internal Marks for Practical (For the course Maths where internal marks is 10)**

```
            Practical Test – I                    5
            Practical Test – II                   5
                                              -----------
                                           *Total  10*
                                              -----------
```

**External Marks for Practical (for the Courses where the External Marks is 60 and with the following components)**

```
          Record                          10

          Programme-1                     25

          Programme-2                     25
                                        ---------
                                      *Total  60*
                                        ---------
```

**External Marks for Practical (for course Maths where the External Marks is 20, with the following components)**

```
          Record                          10

          Programme-1                      5

          Programme-2                      5
                                        -----------
                                      *Total  20*
                                        ----------
```

### F. Distribution of Project Marks for PG Courses
### Internal Marks for Project Work (MCOM)

| | |
|---|---|
| Review-1 | 10 |
| Review-2 | 10 |
| Documentation and Final Review Report | 30 |

----------
*Total 50*
**--------**

**External Marks for Project Work (MCOM)**

| | |
|---|---|
| Presentation | 40 |
| Viva -Voce | 60 |

----------
*Total 100*
----------

**Internal Marks for Project Work(M.Sc.(Maths))**

| | |
|---|---|
| Review-1 | 40 |
| Review-2 | 40 |
| Documentation and Final Review Report | 70 |

-----------
*Total 150*
**-----------**

**External Marks for Project Work (M.Sc.(Maths))**

| | |
|---|---|
| Presentation | 60 |
| Viva -Voce | 40 |

----------
*Total 100*
----------

**Internal Marks for Project Work [MBA & MIB]**

|                    |     |
|--------------------|-----|
| Project   Review-I  | 10  |
| Project   Review-II | 10  |
| Project   Review- III | 10 |
| Progress and Report | 20  |

‑‑‑‑‑‑‑‑‑‑‑

*Total  50*

‑‑‑‑‑‑‑‑‑‑

**External Marks for Project Work (MBA & MIB)**

|                    |     |
|--------------------|-----|
| **Report**         | **25** |
| **Viva –Voce**     | **25** |

‑‑‑‑‑‑‑‑‑‑

*Total  100*

‑‑‑‑‑‑‑‑‑‑

The distribution of marks among the various components for IA and SE for Theory, Practical and Project Work is given in detail in the respective Schemes of Examination and Regulations of the different UG and PG Courses, duly passed in their respective Boards of Study.

### 4. Minimum Marks for a Pass
### (I) Theory

The Minimum Marks Passing in the Semester Examinations in theory shall be 40%    for each subject in UG Courses and 50% for PG Courses. A minimum of 28 out of 70 in the Semester Examinations should be secured for a pass in UG Courses and 35 out of 70 in the case of PG Courses.

UG: A minimum of 40% as the aggregate of Internal Assessment and SE will required for a PASS. Candidates

obtaining less than 28 out of 70 in the Semester Examination, but securing 40 and above as aggregated of Internal Assessment and SE will be declared to have FAILED.

PG: A minimum of 35 out of 70 in the Semester Examinations and 50 as the aggregate of Internal Assessment and CE will be required for a PASS. The candidate obtaining less than 35 out of 70 in the Semester Examinations but securing 50 and above as aggregated of Internal Assessment and SE will be declared to have FAILED. However, the minimum mark criterion shall not apply to the performance in Pre-Model, Model for both theory and practical.

**(II) Practical**

The Minimum Marks for passing in the Semester Examinations in Practical shall be 40% for each practical in UG Courses and 50% for PG Courses. A minimum of 24 out of 60(where the Maximum SE is 60) in the Semester Examinations should be secured for a pass in UG Courses and 30 out of 60 in the case of PG Courses.

UG: A minimum of 40% as the aggregate of Internal Assessment and SE will be required for a PASS. Candidates obtaining less than 24 out of 60(where the maximum SE mark is 60), in the Comprehensive Examinations, but securing 40 and above as aggregate of CIA and SE in case where maximum of Internal Assessment and SE is 100 will be declared to have FAILED.

PG: A minimum of 30 out of 60 (where the maximum is 60, in the Comprehensive Examinations and 50 as the aggregate of Internal Assessment and SE will be required for a PASS. The candidate obtaining less than 30 out of 60, 28 out of 55 in the

Semester Examinations, but securing 50 and above as aggregate of Internal Assessment and SE where the maximum of Internal Assessment and SE is 100 and will be declared to have FAILED.

### (III) Project:

The aggregate passing minimum for project in the case of UG Courses is 40% and 50% in the case of PG Courses. The student to qualify for the viva-voce should have completed all the components of the internal as prescribed by the respective Boards of Study. However, the minimum marks criterion shall not apply to the performance in Internal Assessment Tests for both theory and practical.

### 5. Classification of Successful Candidates

### (I) Under Graduate Examinations

Candidates who have passed Part - I Tamil / Hindi / French / Malayalam Part - II English and other subjects prescribed and secured 60 percent and above marks or 50 percent and above but below 60 percent in the examinations prescribed for the programme in the various semesters and within three years from the date of admission, shall be declared to have passed their examinations in First Class and Second class respectively. All other successful candidates shall be declared to have passed the examinations in Third Class. Likewise, candidates who have passed the examinations prescribed for English shall be declared to have passed English in First or Second or Third Class. Candidates who have passed the subjects in Part III Examinations securing 60 percent and above marks or 50 percent and above marks but below 60 percent in the examinations prescribed for the programme in

the various semesters and within three years from the date of admission shall be declared to have passed the examinations in First Class and Second Class respectively.

All other Successful Candidates shall be declared to have passed the examinations in Third Class. Candidate who have passed all the Part III Examinations in first attempt within his/her study period of three year securing 75% and above in aggregate, shall be declared to have passed the Part III Examinations in First Class with Distinction.

| S.No. | Percentage | Class |
|-------|-----------|-------|
| 1. | 75% and above in first attempt | First Class with Distinction |
| 2. | 60% and above, but less than 75% | First Class |
| 3. | 50% to 59% | Second Class |
| 4. | 40% to 49% | Third Class |

The passing minimum in Part IV Foundation Courses shall be 40 +%. The marks secured in Part IV Foundation Courses shall not be taken for classification of the candidate. However, for Part IV Foundation Courses, the standard of grading system will be followed. The marks secured in Part V shall not be taken for classification of the candidate. However, for Part V the standard grading will be followed.**(i)Post-Graduate Examinations**

Candidates who have passed the subjects of Examinations in various PG courses securing 60 percent and above Marks or 50 percent and above but below 60 percent in the examinations prescribed for the programme in the various Semesters shall be declared to have passed the examinations in First Class and Second Class respectively. Candidates who have passed all the Examinations in the first attempt within

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his\her study period of 2/3/5 years securing 75% and above in the aggregate shall be declared to have passed the PG Examinations in First Class with Distinction

| S.No. | Percentage | Class |
|-------|------------|-------|
| 1. | 75% and above in first attempt | First Class with Distinction |
| 2. | 60% and above, but less than 75% | First Class |
| 3. | 50% to 59% | Second Class |

**6. Grading - CBCS**

| | |
|---|---|
| Total Credited for UG | 140 |
| Total Credits for PG (Other than 5 Years integrated PG Courses | 90 |
| Total Credits for Five Year Integrated PG | 225 |
| Total Credits for MBA | 110 |
| Total Credits for MCA | 140 |

Once the marks of the candidates in Internal Assessment and Semester Examinations for each course are available. They will be added. The marks thus obtained will then be graded as per details given below.

**NINE POINT SCALE**

| Marks | Grade Point | Letter Grade | Class |
|-------|-------------|--------------|-------|
| 90-100 | 9.0-10.0 | O | Outstanding |
| 80-89 | 8.0-8.9 | D+ | Excellent |
| 75-79 | 7.5-7.9 | D | Distinction |
| 70-74 | 7.0-7.4 | A+ | Very Good |
| 60-69 | 6.0-6.9 | A | Good |
| 50-59 | 5.0-5.9 | B | Average |
| 40.-49 | 4..0-4.9 | C | Satisfactory |
| 0-39 | 0 | U | Re-Appear |
| Absent | 0 | AA | Absent |

From the second semester onwards, the total performance within a semester and continuous performance starting from the First Semester are indicated respectively by Grade Point Average (GPA) and Cumulative Grade Point Average (CGPA). These two are calculated by the following formula:

$$GPA = \frac{\sum\limits_{i=1}^{n} C_i\, G_i}{\sum\limits_{i=1}^{n} C_i}$$

where $C_i$ is the Credit earned for the Course in any Semester; Gi is the Grade Point obtained by the student for the course i and n is the number of courses passed in that semester. CGPA=GPA of all the courses starting from the First Semester to the Last Semester.

**Note:** The GPA and CGPA shall be calculated separately for three parts.

For purpose of declaring a candidate to have qualified for the Degree of Bachelor of Science/ Commerce/ Management in First Class with Distinction / First Class / Second Class / Third Class the marks and the corresponding CGPS earned by the candidate in Part III alone will be the criterion, provided he/she has secured the prescribed passing minimum in all other parts of study. Grade in Part IV and Part V will be shown separately and it shall not be taken into account for classification.

## 7. Restrictions to appear for the examinations

Any candidate having arrear paper(s) shall have the option to appear in any arrear paper(s) along with the regular semester papers.

Candidates who fail in any of the papers in Part I,II,III,IV and V of UG degree examinations shall complete the paper concerned within 5 years and 4 years for PG degree examination, and 7 years in case of FIVE years integrated courses, 5 years in case of MCA (Core, Allied and Practicals) from the date of admission to the said course and should they fail to do so, they shall take the examination in the texts/revised syllabus prescribed for the immediate next batch of candidates. If there is no change in the texts/syllabus they shall appear for the examination in that paper with the syllabus in vogue until there is a change of regulation and / or curriculum after the 5 year period, the candidates shall have to take up an equivalent paper in the revised syllabus as suggested by the Chairman and fulfill the requirements as per regulation / curriculum for the award of the Degree.

## 8. Facility to quality in Extra Subjects

Candidates desirous of qualifying themselves in subjects other than those prescribed for the programmes can appear for the Semester Examinations in those extra subjects with prior permission. Attendance is not compulsory for those subjects. The students shall opt for any subject of their choice from among the various courses of study offered by the College.

UG students shall opt from UG courses and PG students from PG Courses. The performance of the candidates in those extra subjects will not count for the classification. In the case of students opting for extra subjects, the component of Internal Mark will not be there, the Maximum Mark in the Comprehensive Examinations is 100.

## 9. Conferment of the Degree

No candidates shall be eligible for conferment of the Degree unless he/she

i. has undergone the prescribed course of study for a period of not less than six semesters in the case of UG Courses, or four/six semesters in PG/MCA courses or 10 semesters in the case of the 5 Year Integrated PG Courses in the institution approved or has been exempted from it in the manner prescribed and has passed the examinations as have been prescribed thereof.

ii. has completed all the components prescribed in Part I to Part V in CBCS pattern to earn 140 credits in the case of UG Courses or 90 credits in Pg Courses or 250 credits in the case of 5 year Integrated PG Courses or 90 credits in the case of MBA or 140 credits in the case of MCA.

iii. has successfully completed the prescribed field Work / Institutional Training as evidenced by the Certificate issued by the Principal of the College.

## 10. Ranking

A candidate who qualifies for the UG or PG Degree course passing all the examinations in the first attempt, with in the minimum period prescribed for the courses of study from the date of admission to the courses I or II class shall be

eligible for ranking and such ranking will be confined to 10% of the total number of candidates qualified in that particular branch of study, subject to a maximum of 10 ranks. The marks of the improvement examination shall not be taken into consideration for ranking, however the improved marks by way of revaluation and re-totaling shall be considered for ranking

## 11. Revision of Regulations and Curriculum

The Regulations and Schemes of Examination will be in vogue without any change for a minimum period of three year from the date of approval of the Regulations. The College may revise/amend/change the Regulations and Schemes of Examination, if found necessary and the necessary revision, changes or amendment in the Regulations and Schemes of Examination would be made by the respective Board of Study and would be ratified or passed in the Academic Council.

## 12. Guidelines of the Candidates appearing for the Semester Examinations.

The Students who appear for the Semester Examinations are required to bear in mind the following instructions:

1. Examination fee should be paid at the Accounts Section of the College as per the schedule notified to all the candidates for all their regular as well as arrear papers in time.
2. Eligible candidates may collect their Hall Ticket from their Class Tutors one week before the start of the Semester Examinations.
3. The candidates will be permitted to appear for the Semester Examination

4. /Special Supplementary Examinations only for the subjects mentioned in the Hall Ticket. All the candidates must bring their Hall Ticket and College Identity Card for every Examination (Regular/Arrear/Supplementary/Internal Assessment Exams) and produce them on demand in the Examination Hall by the Invigilator/Chief Superintendent, failing which they will not be permitted to write the Examination.
5. Candidates are advised to verify their Name, Subject Code and Other Details given in their Hall Ticket. If there is any discrepancy, they are advised to bring the same, without fail, to the notice of the Controller of Examinations office immediately in writing before the Commencement of Semester Examinations, through their respective Departments Head.
6. If the Hall Ticket/Identity Card is lost the candidate should approach the Principal through the Controller of Examinations Office immediately for obtaining necessary permission. He/ She shall obtain a Temporary Identification Certificate from the Principal/Chief Superintendent of the Semester Examinations/COE and produce the same during the Examination, failing which the Candidate will not be permitted to write the Examination.
7. Students are advised to see the College Notice Board and Website for the Time Table/Examination Schedule or contact the COE Office for connected information.
8. The seating arrangements will be displayed on the Examinations Notices Board. A seat marked with Register Number will be allotted to each candidate. The candidate will be required to occupy his/ her allotted seat at least 10 minutes before the commencement of the examination. In no case shall the candidate be allowed to occupy a seat other than the one allotted specifically to him / her.

9. No candidate who is late by more than 30 minutes in arriving for the examination shall be permitted to write the examination.

10. For candidates who are suffering from infectious diseases of any kind, alternate provisions shall be made by the college to the candidates willing to appear for examinations

11. Before proceeding to answer the question paper, the candidate should write his/her Register Number, Subject and Question Paper Code, Subject Title and Date of the Examination and obtain the Signature of the Hall Superintendent/Invigilator at the appropriate space provided in the front page of the main book.

12. Students are advised to verify/check the Question Paper Code, Subject Code, Subject Title and Number of Pages in the question paper and confirm whether they have been issued with the correct question paper. If there is any discrepancy, it should be brought to the notice of the Hall Superintendent/Invigilator immediately. Any lapse in this matter will lead to the cancellation of the concerned examination for him/her.

13. If a candidate writes his/her Name, Register Number on any part of the Main Answer Book, on any space other than the space provided for or puts any special mark or writes anything which may disclose in any way the identity of the candidate, he/she will render himself/herself liable for disciplinary action.

14. Students are not permitted to bring the Programmable Calculator and Cell Phone inside the examination hall. Possession of them inside the examination hall will be viewed seriously including seizer and they will be retained till the course completion.

15. Malpractices will be viewed very seriously. Candidates should not be in possession of any notes

or other kinds of Written/Printed Material while writing the examination, except as may be specifically permitted by the Chief Superintendent.

16. Candidates violating these instructions and who resort to Malpractices of any sort will immediately be sent out of the examination hall and suitable Disciplinary Action will also be taken against them. The decision of the Examination Committee in all such issues shall be final and binding.

17. Circulars regarding the last date for applying for Revaluation and for obtaining Xerox Copy of the answer scripts and for appearing for Special Supplementary Examinations and the connected details of fees, mode of payment will be sent to the concerned departments and also displayed on the College Notice Board/Controller of Examinations Office Notice Board soon after the declaration of the results.

18. Special Supplementary Examinations: To provide an opportunity to the final UG and PG candidates who have arrears in only one paper in the final semester examinations held in April / May, a Special Supplementary Examination will be conducted in the month of June immediately following to enable such candidates to get their Degree without waiting for the subsequent Semester Exam.

### 13. Details of Examination Fees

All the Under-Graduate and Post-Graduate students are to fill up and submit the prescribed application from the Semester Examinations to be held during the month of November / December and April / May and pay the examinations fees according to the fee structure that would be fixed by the respective Class Tutor and the filled in

application from should be returned immediately to the Class Tutor.

## 14. General Guidelines

### a) Provision for Retotalling the marks awards in the answer books:

UG and PG Candidates who are desirous of having their marks in the answer books retotalled shall apply to the Controller of Examinations, VLB Janakiammal College of Arts and Science, Coimbatore - 42, remitting the fee prescribed per answer book within 10 calendar days from the date of publication of results. Where the marks obtained in retotalling are higher than the marks awarded earlier, Controller of Examinations will issue the revised Marks Sheets after withdrawing the previous one.

### b) Facility to Reappear in an Examination / Examinations Already Passed (UG and PG)

Candidates who have passed Examination / Examinations of UG / PG Programmes may be permitted to appear again (only once) for the Semester Examination / Examinations of the Programme / Programmes under regulations and syllabus in force then, with a view to improve their attainments. If they do not show improvement, their previous results shall hold good. Such candidates shall not apply for their Degree certificates in the convocations held in between. Also such reappearances shall be made at the examinations(s) conducted in the College in the next two semesters.

### 15. Rules to be observed in the Examination Hall

Students shall not leave the Examination Hall after the commencement of the Semester Examinations and shall also not be permitted inside the hall. Anyone found copying will be punished in accordance with the rules displayed on the Notice Board of the College. Students are expected to maintain strict silence in the Examination Hall.

### 16. Attendance Requirements for Semester Examinations

Students shall be regular in attending their classes. They will be permitted to appear for the Semester Examinations (SE) only if they secure not less than 75% of attendance during the concerned semester. If the student has an attendance of 65 % to 74%, the Principal has the discretion to condone and permit the student to appear for the comprehensive Examinations of reasonable grounds.

A student's attendance which ranges between 50% and 64% will not be permitted to write the SE of the current semester. However he / she shall be permitted to go to the next semester and he/she has to compensate the lack of attendance in that semester. In case, he/she is unable to compensate the lack of attendance, he/she has to re-do the course by joining the previous semester and to get the Internal Assessment marks afresh. The opportunity of carrying forward the lack of attendance is possible only once during the entire period of course of study. This combination of lack of attendance can be done only between subsequent semester, i.e., 1 and 2, or 2 and 3, or 3 and 4, or 4 and 5, or 5 and 6. If a student has availed the opportunity to compensate once and lacks attendance in any of subsequent semesters, he/she has to re-do that semester in the

next year by joining as a fresh candidate. For example, if the student has to re-do the third semester (July – November), he / she has at home during December – May Semester and has to rejoin during July – November, session next year. In case of a student's attendance falling below 50% in any semester, he/she will not be permitted to appear that semester examination. Further he/she will not be permitted to go to the next semester, since he/she attends 100% of the classes. In such case, the student has to re-do the course, by joining the semester, during which the attendance was lost.

## Library

### Central Library

The library is a storehouse of knowledge. The library has a collection of 33,929 volumes of Indian and Foreign Books. It subscribes 200 Periodicals including 83 peer review journals.

### MBA Library

The MBA Library has a stock of 5,670 volumes, and it subscribes to 33 periodicals out of which are 25 National Journals and 8 International Periodicals.

### MCA Library

The MCA Library has a collection 6242 volumes and it subscribes to 10 National Journals

## LIBRARY WORKING HOURS

| Name of the Library | College Working Days | Saturdays & Vacations | Sundays |
|---|---|---|---|

| Central Library | 9.00 am to 6.00 pm | 10.00 am to 4.00 pm | 10.00 am to 1.00 pm |
|---|---|---|---|
| MBA & MCA Library | 9.00 am to 6.00 pm | 10.00 am to 4.00 pm | - |

**Rules and Regulations**

1. Access to the library is through a non – transferable ID Card, issued by the college.
2. Books can be borrowed for a period of 15 days. if a book is not returned on the due date, a fine of Re. 1/- per day will be levied.
3. However, PG students are allowed to renew the books for a further period of 15 days, provided no other student has applied for the same book.

**Digital Library**

The Digital Library is furnished with 22 systems including of IBM Strong Server. There is a collection of 3639 selected CDs and DVDs. The digital section is powered with N-list online database which has 6,000 e-journals and 31,35,000 e-books. The College has online membership with the NDL(National Digital Library) and NPTEL(National Programme on Technology Enhanced Learning), etc.

**Internet Access**

Free Internet facility is offered to students. Services such as printouts, CD Access, CD and DVD Writing Services, Scanner Services, Reprographic Services and Green Digital Library Strong Services are also available.

**CD –Rom/Back Issue Periodicals**

The students can borrow one CD/Back issue of periodicals for a period of 2 days. Penalty of Rs. 1/- per day will be levied, if

they fail to return the CD/Back issue periodicals on or before the due date.

## HOSTEL

Hostel facilities are provided separately for ladies with facilities for entertaining and recreation at moderate fees.

### Rules for Hostellers

1. Discipline of the highest order is to be maintained in the hostel.
2. Skipping Classes and unauthorized staying in the hostel without proper permission from the Warden / Principal will be viewed seriously.
3. Guests or day scholars are not permitted in the hostel room.
4. Hostellers are expected to take their food in the mess on time, announced from time to time.
5. Compulsory study hours will be followed between 8.45 pm and 10.00 pm every day.
6. Hostellers are not permitted to go out in the morning or evening without the written permission from the Warden / Principal.
7. No student will be permitted to enter or leave the hostel after 7 pm.
8. Students going home must submit leave applications, duly signed by respective HOs and Principal.
9. Guests shall be met in the Guest Room.
10. Hostellers are not permitted to have vehicles, radios, two – in ones or television sets,

11. Cell Mobile phones, pagers and accessories of such kind are not entertained.
12. Consumption of alcohol, smoking or playing cards inside the hostel is an offence.
13. Valuables like jewels, cash, etc. should be taken care of by the individual. The authorities are in no way responsible for the loss or theft of the same in the regard.
14. No private tour organized by the students is encouraged.
15. Mess bills should be promptly paid before 20th of every month.
16. Hostellers can take their examinations only after producing 'No Dues' certificate from the hostel warden. Genuine grievances, if any should be represented to the Warden in writing.
17. Hostellers are accountable for the damage of furniture, fittings, etc.
18. No reduction in mess bill will be allowed for those going on leave for a period of less than three days.

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## PROVISIONS OF ACT ON RAGGING

The Tamil Nadu Government has issued strict orders against ragging under the Ragging Prohibition Act, 1996. Ragging is banned both within and outside the institution. Those who violate or ignore these rules will be liable for the following punishments:

1. Imprisonment up to a term of two year

2. A fine up to Rs.10,000

3. Dismissal from the institution and denial of admission elsewhere in any other institution.

4. The Principal has the right to initiate action of any kind, without any enquiry immediately.

## Ragging is

Indulging in any act that causes or is likely to cause any physical or psychological harm or raise apprehension of fear or shame or embarrassment to other students

Teasing, abusing, playing practical jokes, causing hurt or asking a new student to do any act or to perform something which such student will not in any ordinary course willingly do.

### AFFIDAVIT

I……………………………………………………………………
…………………………………………………………………………
son of / daughter of Sri/Srimathi……………………………………………………
………………………………………………………………………….
……studying in……………………………………………………………………
……………………………………………………………..…………
…………………..course at VLB Janakiammal College of Arts and Science, Kovaipudur, Coimbatore 641 042 hereby solemnly declare that I am fully award of the legal consequences of ragging of the students of this college and other college , namely : The Tamil Nadu Government has issued strict orders against ragging under the Ragging Prohibition Act, 1996; Ragging is banned both within and

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outside the institution. Those who violate or ignore these rules will be liable for the following punishments;

1. Imprisonment up to a term of two year.
2. A fine up to Rs.2,50,000/- as per UGC
3. Dismissal from the institution and denial of admission elsewhere in any other institution.
4. The Principal has the right to initiate action of any kind, without any enquiry immediately.

If affirm that, I shall not indulge in any form of ragging of any student in this college or other colleges individually or as a member of a group either within or outside the campus, as well as in the hostel, bus, train or elsewhere at any time.

If I am found guilty of ragging, I know that I may be sent immediately out of the college even without enquiry and in addition, even a complaint may be lodged with the police.

**Date:**
**Signature of the Student**

I solemnly affirm the above declaration of my son / daughter and take the responsibility for his/her expected good behavior.

**Signature of the Father/Guardian**

**Ban on Drugs**

The college strictly bans the use of Pan Parag, liquor and drugs of all sorts and smoking within the college premises. Any student found to indulge in any of these activities will be seriously dealt with. Therefore, all students, in the interest of their future, are advised to behave properly and conduct themselves in a disciplined way.

**Best Student Awards**

Based on their academic performance, participation in co-curricular and extra - curricular activities and exemplary behavior and character, the BEST STUDENT AWARD will be given every year separately to the Under - Graduate and Post - Graduate students. Award is also given for putting in 100 % attendance throughout the course of study. Students excelling in sports, NSS and NCC activities are also encouraged by awarding Best Sports Person, Best NSS Volunteer and Best NCC Cadet.

# ACADEMIC SCHEDULE 2018-2019

| JUNE – 2018 | | | | |
|---|---|---|---|---|
| Date | Day Order | Day | Working Days | Remarks |
| 1 | | FRI | | |
| 2 | | SAT | | |
| 3 | | SUN | | |
| 4 | I | MON | 1 | Re-Opening (II & III Year) |
| 5 | II | TUE | 2 | |
| 6 | III | WED | 3 | |
| 7 | IV | THU | 4 | |
| 8 | V | FRI | 5 | |
| 9 | - | SAT | - | Holiday |
| 10 | - | SUN | - | |
| 11 | VI | MON | 6 | |
| 12 | I | TUE | 7 | |
| 13 | II | WED | 8 | |
| 14 | III | THU | 9 | |
| 15 | - | FRI | - | Ramzan (Idul Fitr) |
| 16 | - | SAT | - | Holiday |
| 17 | - | SUN | - | |
| 18 | IV | MON | 10 | |
| 19 | V | TUE | 11 | |
| 20 | VI | WED | 12 | |
| 21 | I | THU | 13 | |
| 22 | II | FRI | 14 | |
| 23 | III | SAT | 15 | Working Day |
| 24 | - | SUN | - | |
| 25 | IV | MON | 16 | |
| 26 | V | TUE | 17 | |
| 27 | VI | WED | 18 | |
| 28 | I | THU | 19 | Re-Opening (I Year) |
| 29 | II | FRI | 20 | |
| 30 | III | SAT | 21 | Working Day |

# ACADEMIC SCHEDULE 2018-2019

| JULY – 2018 | | | | |
|---|---|---|---|---|
| Date | Day Order | Day | Working Days | Remarks |
| 1 | - | SUN | - | |
| 2 | IV | MON | 22 | |
| 3 | V | TUE | 23 | |
| 4 | VI | WED | 24 | |
| 5 | I | THU | 25 | |
| 6 | II | FRI | 26 | |
| 7 | - | SAT | - | Holiday |
| 8 | - | SUN | - | |
| 9 | III | MON | 27 | |
| 10 | IV | TUE | 28 | Re-Opening (I Year PG) |
| 11 | V | WED | 29 | |
| 12 | VI | THU | 30 | |
| 13 | I | FRI | 31 | |
| 14 | - | SAT | - | Holiday |
| 15 | - | SUN | - | |
| 16 | II | MON | 32 | Re-Opening PG I Year |
| 17 | III | TUE | 33 | |
| 18 | IV | WED | 34 | |
| 19 | V | THU | 35 | |
| 20 | VI | FRI | 36 | |
| 21 | I | SAT | 37 | Working Day |
| 22 | - | SUN | - | |
| 23 | II | MON | 38 | |
| 24 | III | TUE | 39 | |
| 25 | IV | WED | 40 | |
| 26 | V | THU | 41 | |
| 27 | VI | FRI | 42 | |
| 28 | I | SAT | 43 | Working Day |
| 29 | - | SUN | - | |
| 30 | II | MON | 44 | Pre-Model Exam(UG & PG Final Years) |
| 31 | III | TUE | 45 | |

# ACADEMIC SCHEDULE 2018-2019

| AUGUST – 2018 | | | | |
|---|---|---|---|---|
| Date | Day Order | Day | Working Days | Remarks |
| 1 | IV | WED | 46 | |
| 2 | V | THU | 47 | |
| 3 | VI | FRI | 48 | |
| 4 | 1 | SAT | 49 | Working Day |
| 5 | - | SUN | - | |
| 6 | II | MON | 50 | |
| 7 | III | TUE | 51 | |
| 8 | IV | WED | 52 | |
| 9 | V | THU | 53 | |
| 10 | VI | FRI | 54 | |
| 11 | - | SAT | - | Holiday |
| 12 | - | SUN | - | |
| 13 | I | MON | 55 | |
| 14 | II | TUE | 56 | |
| 15 | - | WED | - | Independence Day |
| 16 | III | THU | 57 | |
| 17 | IV | FRI | 58 | |
| 18 | V | SAT | 59 | Working Day |
| 19 | - | SUN | - | |
| 20 | VI | MON | 60 | |
| 21 | I | TUE | 61 | |
| 22 | - | WED | - | Bakrid |
| 23 | II | THU | 62 | |
| 24 | III | FRI | 63 | |
| 25 | - | SAT | - | ONAM  Holiday |
| 26 | - | SUN | - | |
| 27 | IV | MON | 64 | |
| 28 | V | TUE | 65 | |
| 29 | VI | WED | 66 | |
| 30 | I | THU | 67 | |
| 31 | II | FRI | 68 | |

# ACADEMIC SCHEDULE 2018-2019

| SEPTEMBER - 2018 | | | | |
|---|---|---|---|---|
| Date | Day Order | Day | Working Days | Remarks |
| 1 | III | SAT | 69 | Working Day |
| 2 | - | SUN | - | Krishna Jayanthi |
| 3 | IV | MON | 70 | Pre-Model Exam(PG) |
| 4 | V | TUE | 71 | |
| 5 | VI | WED | 72 | |
| 6 | I | THU | 73 | |
| 7 | II | FRI | 74 | |
| 8 | - | SAT | - | Holiday |
| 9 | - | SUN | - | |
| 10 | III | MON | 75 | |
| 11 | IV | TUE | 76 | |
| 12 | V | WED | 77 | |
| 13 | - | THU | - | Vinayakar Chathurthi |
| 14 | VI | FRI | 78 | |
| 15 | I | SAT | 79 | Working Day |
| 16 | - | SUN | - | |
| 17 | II | MON | 80 | |
| 18 | III | TUE | 81 | |
| 19 | IV | WED | 82 | |
| 20 | V | THU | 83 | |
| 21 | - | FRI | - | Muharram |
| 22 | - | SAT | - | Holiday |
| 23 | - | SUN | - | |
| 24 | VI | MON | 84 | Model Exam |
| 25 | I | TUE | 85 | |
| 26 | II | WED | 86 | |
| 27 | III | THU | 87 | |
| 28 | IV | FRI | 88 | |
| 29 | V | SAT | 89 | Working Day |
| 30 | - | SUN | - | |

# ACADEMIC SCHEDULE 2018-2019

| OCTOBER – 2018 | | | | |
|---|---|---|---|---|
| **Date** | **Day Order** | **Day** | **Working Days** | **Remarks** |
| 1 | VI | MON | 90 | |
| 2 | - | TUE | - | Gandhi Jayanthi |
| 3 | | WED | | |
| 4 | | THU | | |
| 5 | | FRI | | Semester Practical Examination Commences |
| 6 | | SAT | | Working day |
| 7 | | SUN | - | |
| 8 | | MON | | |
| 9 | | TUE | | |
| 10 | | WED | | |
| 11 | | THU | | |
| 12 | | FRI | | |
| 13 | | SAT | | Working day |
| 14 | | SUN | - | |
| 15 | | MON | | |
| 16 | | TUE | | |
| 17 | | WED | | |
| 18 | | THU | - | Ayutha Pooja |
| 19 | | FRI | - | Vijaya Dasami |
| 20 | | SAT | - | Holiday |
| 21 | | SUN | - | |
| 22 | | MON | | Semester  Exam Commences |
| 23 | | TUE | | |
| 24 | | WED | | |
| 25 | | THU | | |
| 26 | | FRI | | |
| 27 | | SAT | - | Holiday |
| 28 | | SUN | - | |
| 29 | | MON | | |
| 30 | | TUE | | |
| 31 | | WED | | |

# ACADEMIC SCHEDULE 2018-2019

| NOVEMBER – 2018 | | | | |
|---|---|---|---|---|
| **Date** | **Day Order** | **Day** | **Working Days** | **Remarks** |
| 1 | | THU | | |
| 2 | | FRI | | |
| 3 | | SAT | | Working Day |
| 4 | | SUN | - | |
| 5 | | MON | - | |
| 6 | | TUE | - | Deepavali |
| 7 | | WED | - | Holiday |
| 8 | | THU | | |
| 9 | | FRI | | |
| 10 | | SAT | | Working Day |
| 11 | | SUN | - | |
| 12 | | MON | | |
| 13 | | TUE | | |
| 14 | | WED | | |
| 15 | | THU | | |
| 16 | | FRIDAY | | |
| 17 | | SAT | - | Holiday |
| 18 | | SUN | - | |
| 19 | I | MON | 1 | Even Semester Commences |
| 20 | II | TUE | 2 | |
| 21 | - | WED | - | Milad-un-Nabi |
| 22 | III | THU | 3 | |
| 23 | IV | FRI | 4 | |
| 24 | V | SAT | 5 | Working Day |
| 25 | - | SUN | - | |
| 26 | VI | MON | 6 | |
| 27 | I | TUE | 7 | |
| 28 | II | WED | 8 | |
| 29 | III | THU | 9 | |
| 30 | IV | FRI | 10 | |

# ACADEMIC SCHEDULE 2018-2019

| DECEMBER – 2018 | | | | |
|:---:|:---:|:---:|:---:|:---:|
| **Date** | **Day Order** | **Day** | **Working Days** | **Remarks** |
| 1 | - | SAT | - | Holiday |
| 2 | - | SUN | - | |
| 3 | V | MON | 11 | |
| 4 | VI | TUE | 12 | |
| 5 | I | WED | 13 | |
| 6 | II | THU | 14 | |
| 7 | III | FRI | 15 | |
| 8 | IV | SAT | 16 | Working Day |
| 9 | - | SUN | - | |
| 10 | V | MON | 17 | |
| 11 | VI | TUE | 18 | |
| 12 | I | WED | 19 | |
| 13 | II | THU | 20 | |
| 14 | III | FRI | 21 | |
| 15 | - | SAT | - | Holiday |
| 16 | - | SUN | - | |
| 17 | IV | MON | 22 | |
| 18 | V | TUE | 23 | |
| 19 | VI | WED | 24 | |
| 20 | I | THU | 25 | |
| 21 | II | FRI | 26 | |
| 22 | III | SAT | 27 | Working Day |
| 23 | - | SUN | - | |
| 24 | - | MON | - | |
| 25 | - | TUE | - | Christmas  Holiday |
| 26 | IV | WED | 28 | |
| 27 | V | THU | 29 | |
| 28 | VI | FRI | 30 | |
| 29 | I | SAT | 31 | Working Day |
| 30 | - | SUN | - | |
| 31 | II | MON | 32 | |

# ACADEMIC SCHEDULE 2018-2019

| Date | Day Order | Day | Working Days | Remarks |
|------|-----------|-----|--------------|---------|
| | | JANUARY – 2019 | | |

| Date | Day Order | Day | Working Days | Remarks |
|------|-----------|-----|--------------|---------|
| 1 | | TUE | - | New Year's Day |
| 2 | III | WED | 33 | |
| 3 | IV | THU | 34 | |
| 4 | V | FRI | 35 | |
| 5 | - | SAT | - | Holiday |
| 6 | - | SUN | - | |
| 7 | VI | MON | 36 | |
| 8 | I | TUE | 37 | |
| 9 | II | WED | 38 | |
| 10 | III | THU | 39 | |
| 11 | IV | FRI | 40 | |
| 12 | V | SAT | 41 | Working Day |
| 13 | - | SUN | - | |
| 14 | - | MON | - | Bogi Holiday |
| 15 | - | TUE | - | Pongal Holiday |
| 16 | - | WED | - | Thiruvalluvar Day Holiday |
| 17 | - | THU | - | Uzhavar Thirunal Holiday |
| 18 | VI | FRI | 42 | |
| 19 | I | SAT | 43 | Working Day |
| 20 | - | SUN | - | |
| 21 | II | MON | 44 | Pre-Model |
| 22 | III | TUE | 45 | |
| 23 | IV | WED | 46 | |
| 24 | V | THU | 47 | |
| 25 | VI | FRI | 48 | |
| 26 | - | SAT | - | Republic Day Holiday |
| 27 | - | SUN | - | |
| 28 | I | MON | 49 | |
| 29 | II | TUE | 50 | |
| 30 | III | WED | 51 | |
| 31 | IV | THU | 52 | |

# ACADEMIC SCHEDULE 2018-2019

| FEBRUARY – 2019 | | | | |
|---|---|---|---|---|
| **Date** | **Day Order** | **Day** | **Working Days** | **Remarks** |
| 1 | V | FRI | 53 | |
| 2 | VI | SAT | 54 | Working Day |
| 3 | - | SUN | - | |
| 4 | I | MON | 55 | |
| 5 | II | TUE | 56 | |
| 6 | III | WED | 57 | |
| 7 | IV | THU | 58 | |
| 8 | V | FRI | 59 | |
| 9 | - | SAT | - | Holiday |
| 10 | - | SUN | - | |
| 11 | VI | MON | 60 | |
| 12 | I | TUE | 61 | |
| 13 | II | WED | 62 | |
| 14 | III | THU | 63 | |
| 15 | IV | FRI | 64 | |
| 16 | V | SAT | 65 | Working Day |
| 17 | - | SUN | - | |
| 18 | VI | MON | 66 | |
| 19 | I | TUE | 67 | |
| 20 | II | WED | 68 | |
| 21 | III | THU | 69 | |
| 22 | IV | FRI | 70 | |
| 23 | - | SAT | - | Holiday |
| 24 | - | SUN | - | |
| 25 | V | MON | 71 | |
| 26 | VI | TUE | 72 | |
| 27 | I | WED | 73 | |
| 28 | II | THU | 74 | |

# ACADEMIC SCHEDULE 2018-2019

| MARCH – 2019 | | | | |
|---|---|---|---|---|
| **Date** | **Day Order** | **Day** | **Working Days** | **Remarks** |
| 1 | III | FRI | 75 | |
| 2 | IV | SAT | 76 | Working Day |
| 3 | - | SUN | - | |
| 4 | V | MON | 77 | |
| 5 | VI | TUE | 78 | |
| 6 | I | WED | 79 | |
| 7 | II | THU | 80 | |
| 8 | III | FRI | 81 | |
| 9 | - | SAT | - | Holiday |
| 10 | - | SUN | - | |
| 11 | IV | MON | 82 | |
| 12 | V | TUE | 83 | |
| 13 | VI | WED | 84 | |
| 14 | I | THU | 85 | |
| 15 | II | FRI | 86 | |
| 16 | III | SAT | 87 | Working Day |
| 17 | - | SUN | - | |
| 18 | IV | MON | 88 | |
| 19 | V | TUE | 89 | |
| 20 | VI | WED | 90 | |
| 21 | I | THU | 91 | |
| 22 | II | FRI | 92 | |
| 23 | - | SAT | - | Holiday |
| 24 | - | SUN | - | |
| 25 | III | MON | 93 | Model Exam |
| 26 | IV | TUE | 94 | |
| 27 | V | WED | 95 | |
| 28 | VI | THU | 96 | |
| 29 | I | FRI | 97 | |
| 30 | II | SAT | 98 | |
| 31 | - | SUN | - | |

# ACADEMIC SCHEDULE 2018-2019

| APRIL – 2019 | | | | |
|---|---|---|---|---|
| **Date** | **Day Order** | **Day** | **Working Days** | **Remarks** |
| 1 | III | MON | 99 | |
| 2 | | TUE | | |
| 3 | | WED | | |
| 4 | | THU | | Semester Practical Examination Commences |
| 5 | | FRI | | |
| 6 | | SAT | - | |
| 7 | | SUN | - | |
| 8 | | MON | | |
| 9 | | TUE | | Semester Exam Commences |
| 10 | | WED | | |
| 11 | | THU | | |
| 12 | | FRI | | |
| 13 | | SAT | | |
| 14 | | SUN | - | Tamil New Year |
| 15 | | MON | | |
| 16 | | TUE | | |
| 17 | | WED | - | Mahavir Jayanthi |
| 18 | | THU | | |
| 19 | | FRI | - | Good Friday |
| 20 | | SAT | - | Holiday |
| 21 | | SUN | - | |
| 22 | | MON | | |
| 23 | | TUE | | |
| 24 | | WED | | |
| 25 | | THU | | |
| 26 | | FRI | | |
| 27 | | SAT | - | Holiday |
| 28 | | SUN | | |
| 29 | | MON | | |
| 30 | | TUE | | |

# ACADEMIC SCHEDULE 2018-2019

| MAY - 2019 | | | | |
|---|---|---|---|---|
| Date | Day Order | Day | Working Days | Remarks |
| 1 | | WED | - | May Day |
| 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 | | |
| 19 | | SUN | | |
| 20 | | MON | | |
| 21 | | TUE | | |
| 22 | | WED | | |
| 23 | | THU | | |
| 24 | | FRI | | |
| 25 | | SAT | | |
| 26 | | SUN | | |
| 27 | | MON | | |
| 28 | | TUE | | |
| 29 | | WED | | |
| 30 | | THU | | |
| 31 | | FRI | | |