ABOUT THE COLLEGE

Welcome to K.M.G. College of Arts and Science (Autonomous)

KOUSALYA AMMAL GOVINDARAJAN EDUCATIONAL AND CHARITABLE TRUST,Gudiyattam was promoted by **Sri.K.M.Govindarajan** as Founder / Chairman / Managing Trustee in the year 1999 for the uplift of Collegiate Education in the fields of Arts, Science, Technology, Culture and Sports both at U.G and P.G.

The Management with its Vision and Mission will be a role model to other autonomous institutions.

The day is not far off before this college attains the status of 'Potential for Excellence'. - The Principal.

VISION AND MISSION

Vision of the College

Empower young men and women by educating them in the pursuit of excellence, character building and responsible citizen.

Mission of the College

Offer higher education in the fields of Arts, Science & Management to the needy and make them fully self-dependent.

QUALITY POLICY

KMG Students Achieve the Best Learning Results

And

Personal Growth with Modern Educations that equipped them

For

Working life and a Changing Societyto Become Deserving Citizen

OBJECTIVE

K-Knowledge to Obtain

M-Motive to Serve

G-Goal to Reach

Governing Body

GOVERNING BODY

S.No	Category	Name of the Member
1	Member - Management	Thiru. K.M.G. Balasubramanian
2	Member - Management	Thiru. K.M.G. Sundaravadanam
3	Member - Management	Thiru. K.M.G. Rajendran
4	Member - Management	Thiru. K.M.G. Muthukumar
5	Member - Teacher	Dr. P. Daniel Sundarraj
6	Member - Teacher	Dr. K. Gomathy
7	Administrative Staff	Mrs.V.Madhumitha
8	Member - Educationist	Dr. M. Jayasri Rani
9	State Government Nominee	Dr. A.Malar
10	University Nominee	Dr. A. Velayutham
11	Member - Secretary	Dr.C.Dhandapani

CURRICULUM DEVELOPMENT CELL

ABOUT CDC:

The KMG College of Arts and Science being an autonomy of Higher Education from the academic year of 2024 – 2025, we initiated Curriculum Development Cell (CDC) for the regular monitoring of the curriculum and syllabus. CDC is essential for an autonomous college to design and implementation of curriculum. It is the key factor for the formal education process and take initiatives in restructuring the curriculum based on the UGC norms and TANSCHE guidelines. It also accomplishing the vision of the institution into the learning community with multidisciplinary and multitasking skills. CDC functioning as a backbone in the continuous process of designing the curriculum and developing the course to provide an updated education to the students.

The Curriculum Development Cell is functioning effectively in K.M.G College of Arts and Science (Autonomous) under the guidance of the Principal as the Chairperson. In the Curriculum Development cell, in addition to chairperson four coordinators and 15 members representing the disciplines of arts and science, commerce and management.

Any reputation educational Institutions measure based on the quality of the graduating students and their output to the society. Therefore, the quality of students is predominately depended the curriculum and learning methodology of an institution. Hence curriculum has vital role in college reputation, which should monitor by a separate cell, so that there is a need for Curriculum Development Cell (CDC). The primary function of CDC is to prepare curriculum framework and design. The structure

curriculum should reach the recent advance development in industry and educational scenario.

The manual of Curriculum Development Cell is a structured document that delineates the vision and mission of the institution besides with the teaching learning experiences and assessments of educational programme. In fact, it is a guide to curriculum development and assist in planning and implementing high quality instructional programme. Curriculum Development Cell is playing a vital role in the curriculum designing that involves the formulation of general course scheme and scheme of examinations for all UG, PG and Diploma courses along with the operational guidelines and also in the formulation of teaching and evaluation strategies.

MISSION OF THE CLUB:

- To design the academic Programmes and Courses to provide quality education.
- To ensure the entrepreneurial and research skills in the Curriculum.
- To restructured and develop the Curriculum for sustain novelty and innovation.
- To streamline appropriate teaching, learning and evaluation process.
- To introduce new Programmes based on new emerging areas.

VISION OF THE CLUB:

To design and develop academic programmes to provide quality education through appropriate teaching-learning method and educate the rural students to stand their own independent and responsible citizens.

OBJECTIVES OF THE CLUB:

- To review and design curriculum syllabi for various programmes as per the quality policies and guidelines of the Thiruvalluvar University, TANSCHE, UGC, NAAC and other governing accreditation agencies.
- To develop advancement and sustain an ambience of novelty and innovation in curriculum.
- To promote improving quality, creativity and innovation in teaching learning methodology.
- To implement Learning Outcome Based Curriculum Framework (LOCF) effectively.
- To create a base for establishing a synergy between teaching, learning and evaluation process.
- To initiate new innovative programmes and design the curriculum based on job opportunities in the National and International arena.
- To inculcate value based education and women empowerment studies.
- To organize programmes for develop faculty skills and upgrade their knowledge in innovative teaching strategies to meet students in the emerging social challenges in backward areas.

QUALITY POLICY:

- Implement Choice Based Credit System (CBCS) with Outcome Based Education (OBE) mode effectively to cater the needs of students.
- Organize training programmes that emphasizes Competency and Outcome Based Education principles.
- Strengthen the digitalizing teaching and learning practices for global competencies.

- Design the curriculum with value based education and promote women empowerment.
- Ensuring the industry-academia interface and service are designed and implemented in the various programmes curriculum to meet requirements of stakeholders.
- Continuously evaluating the quality of teaching- learning, co-curricular and extracurricular activities to improve the learning experience by ensuring the utilization of learning resources.

ROLES AND RESPONSIBILITIES:

- To collect feedback from different stakeholders to discover the opportunities and upgrade the new programmes curriculum and syllabi, which enhance the skills of students to compete international corporate environment.
- To designing the curriculum, regulations and guidelines for all programmes with the basis of Thiruvalluvar University and TANSCHE.
- To drafting the regulations for conduction of internal assessments and end semester examinations with the collaboration of the Controller of Examinations.
- To furnishing UGC guidelines to the BOS Chairmen regarding academic regulations.
- To organize academic - industry meet for identification of knowledge and skill required for employability in private and public sectors.

CDC FUNCTIONS:

Curriculum Development Cell have few primary functions, such as develop institution goals which reflect the vision and mission, based on the goals form programme outcomes and programme

specific outcomes, with the reflection of programme outcome design the course and course outcomes. These courses should get approval in concern board of studies followed by academic council. Finally, the course implemented in the curriculum and collect the feedback from different stakeholders. Based on stakeholders feedbacks, recent advanced development and market demand reconstruct the curriculum with necessary modifications.

Department of Tamil

ABOUT DEPARTMENT

The Department of Tamil was established in the year: 2000

K.M.G. College of Arts and Science was established on 10th September 2000. The Department of Tamil was also established to offer foundation Tamil for the students of the college. Initially the syllabus was according to the TANSCHE norms. Tamil is the foundation course for most of the students under Part – I The Government regulation Part I Tamil is being offered to the second year students of B.Com., B.B.A., B.C.A., from the academic year 2023 onwards.

The learning outcomes and objectives are formulated according to the needs of the society and students. We have a Tamil Literary Association in our college. Prominent Tamil Scholars are invited every year to enlighten the students. The Department is conducting various competitions like Essay writing, Poetry Writing and Elocution competition. Winners OF THE COMPETITIONS ARE AWARDED PRIZES IN OUR COLLEGE ANNUAL DAY CELEBRATION.

The theme of every competition is related to various Social, Economical, Gender equality, Educational and Cultural fields.

Above all, the Department is teaching Basic Tamil as non major subject for the students who are not Studying Tamil as part-I. The department has a collection of 1683 books in the general library & 70 books in the department library for ready reference.

Vision of the Department

The Aim of This Department is to Convey to the Students Community the History and the disappearing Culture of the Tamil Language which has attained excellence for 2000 years.

Mission of the Department

To Prepare the Students for Various types of Competitive examinations by imparting Knowledge of Tamil Language Arts, Literature, History, Culture etc.

PG Department of English

ABOUT DEPARTMENT

The Department of English was established in the year: 2009-2010

The Department of English was established in the year 2009-2010 with UG Course and it was elevated as PG Department in the year 2013-14. Our major concern is to foster the growth of a student community well versed in English language and literature.

Vision of the Department

- To attain academic excellence through teaching and research activities.
- To encourage literary sensibilities, language competence and critical thinking among students.

Mission of the Department

- To be a renowned department in inculcating Language and literature.
- To enrich students competency level to present successful in global arena.

UG Courses

B.A., English

PG Courses

M.A., English

B.A. English

B.A. English Course was established in the year 2009. The students intake to this course is seventy.

Eligibility

Candidates seeking admission to the first year of B.A. English Degree Course should have passed the Higher Secondary Examination (Academic or Vocational), conducted by the Government of Tamil Nadu with English as a subject or an Examination accepted as equivalent thereto by the Governing Body of KMG College of Arts and Science (Autonomous), Gudiyatham subject to such other conditions as may be prescribed.

Allied Subjects

Year	Semester	subjects
I	I	Literary Forms and Terms
I	II	The Social History of England

II	III	History of English Literature – I
II	IV	History of English Literature – II

Non Major Elective

Year	Semester	Elective
II	III	Language skills and Communication I
II	IV	Language skills and Communication II

P.G. COURSE

M.A. English

M.A., English Course was established in the year 2013. The students intake to this course is forty.

Eligibility

A candidate who has passed B.A. Degree Examination of any UGC recognized University with English as the Main Subject of study or any three years Under Graduate Degree with English in their four semester where the candidate has scored a minimum of 55% or an Examination of other Universities accepted by the Governing Body of KMG College of Arts and Science (Autonomous), Gudiyatham as equivalent thereto shall be permitted to appear and qualify for M.A. Degree Examination of this Colleges.

Department of Business Administration

ABOUT DEPARTMENT

The Department of Business Administration was established in the year: 2000

Department of business administration was incepted in the Academic Year 2000-01 with an objective of motivating the students to pursue Business Administration as their career.

The job potential to the management is very high now and opportunities to provoke research in business are ample.

Needless to say that for a developing country likes ours, "MANAGEMENT IS ART OF LIFE AND FUTURE".

Vision of the Department

To raise up future Business leaders with the spirit of Professionalism and intergrity who will lead the social and economic development of the society through necessary management skills and decision making ability.

Mission of the Department

Impart value-based and industry driven professional academic programme of Management. We endeavor to imbibe in the students.

Programmes Offered

B.B.A.

U.G. COURSE

B.B.A

B.B.A Course was established in the year 2000.

Eligibility

Candidates for admission to the first year of the Bachelor of Business Administration Degree Course shall be required to have

passed the Higher Secondary Examination (Academic or Vocational) conducted by the Government of Tamil Nadu or an Examination accepted as equivalent thereto by the Governing Body of KMG College of Arts and Science (Autonomous), Gudiyatham subject to such other conditions as may be prescribed.

Allied Subjects

Year	Semester	subjects
I	I	Business Organization, Principles of Insurance, Business Ethics
I	II	Business Communication, Principles of Banking System, Fundamentals of Computer
II	III	Office Management, Service Marketing, Tourism Management – I
II	IV	Organizational Behavior, Project Management, Hotel Management

Non Major Elective

Year	Semester	Elective
II	III	Management Concepts
II	IV	Training and Development

PG and Research Department of Commerce

ABOUT DEPARTMENT

The Department of was established in the year: 2000

The department is an ever-green favourite of students in the blazing effulgence of job prospects. Of the seven staff members

three are Ph.D.s and four are M.Phils. Three of them have been qualified in NET and SET. The department has programmes at UG, PG and Research (M.Phil. & Ph.D.) Levels which are the foremost choice of vast majority of students.

The department has lighted its beacon lamp of scholarly guidance to illuminate the research world of 54 M.Phil. Scholars (since the inception of the course in 2010-2011) who have successfully accomplished the task by helping the Commerce banner fly far high on the mast of glory.

The Scholar-Inmates are regularly presenting Papers at several National Seminars and Conferences, Symposia and Workshops. Five staff members are recognized as Guide-Supervisors for M.Phil., course and one of them is a recognized Guide for the scholars pursuing the Ph.D., Programme.

The department maintains its own library to focus students studious attention on learning more through book reading.

Vision of the Department

To train the students to handle accounts in business firms through quality commerce education that enhance their self-confidence meet the challenges of the contemporary business environment.

Mission of the Department

To nurture commerce professionals who possess a high level of knowledge and competence to effectively contribute to society with commitment and integrity

UG Courses

B.Com (General)

PG Courses

M.Com (General)

Research

Doctor of Philosophy

B.Com (General)

B.Com course was established in the year 2000

Eligibility

Candidates for admission to the first year of the Bachelor of Commerce Degree Course shall be required to have passed the Higher Secondary Examination (Academic or Vocational Stream) conducted by the Government of Tamil Nadu or an Examination accepted as equivalent thereto by the Governing Body of KMG College of Arts and Science (Autonomous), Gudiyatham subject to such other conditions as may be prescribed.

M.Com

M.Com Course was established in the year 2003.

Eligibility

A candidate who has passed the B.Com. B.Com.(Corporate Secretary ship), B.C.S., B.B.A., B.Com. (Bank Management), B.A (Co-op.), B.A. (Economics), B.A. (Corporate Economics) and B.Sc. Mathematics or B.Sc. (Computer Science) or B.C.A. or B. Sc. (ISM) with any two Core Papers offered at the B.Com. level of any UGC recognized University or an Examination of any other

University accepted by the Governing Body of KMG College of Arts and Science (Autonomous), Gudiyatham as equivalent.

PG Department of Commerce Computer Applications

ABOUT DEPARTMENT

B.Com (CA) course was established in the year 2009.

The department is an ever-green favorites of students in the blazing effulgence of job prospects. Of the five staff members. Three staff members have been qualified by SET/NET with M.Phil., and others are completed in M.Phil. The department has programmes at UG and PG Levels which are the foremost choice of vast majority of students.

The Scholar-Inmates are regularly presenting Papers at several National Seminars and Conferences, Symposia and Workshops. The department maintains its own library to focus student's studious attention on learning more through book reading.

Vision of the Department

Mission of the Department

UG Courses

B.Com(CA)

PG Courses

M.Com(CA)

B.Com(CA)

B.Com (CA) course was established in the year 2009.

Eligibility

Candidate seeking admission to the first year B.Com. Computer Applications Degree Course shall be required to have passed the Higher Secondary Course Examination (Academic or Vocational) conducted by the Government of Tamil Nadu with Mathematics or Business Mathematics or Computer Science or Statistics or Business Statistics as one of the subjects or an Examination accepted as equivalent thereto by the Governing Body of KMG College of Arts and Science (Autonomous), Gudiyatham subject to such other conditions as may be prescribed.

M.Com(CA)

M.Com Course was established in the year 2003.

Eligibility

A candidate who has passed the B.Com Computer Application, B.Com., B.Com.(Corporate Secretaryship), B.C.S., B.B.A., B.Com. (Bank Management)., B.A (Co-op.), B.A. (Economics), B.A. (Corporate Economics) and B.Sc. Mathematics or B.Sc. Computer Science or B.C.A. or B. Sc. (ISM) with any two Core Papers offered at the B.Com. level of any UGC recognized University or an Examination of any University accepted by the Governing Body of KMG College of Arts and Science (Autonomous), Gudiyatham as equivalent.

PG Department of Computer Science

The Department of Computer Science was established in the year: 2000

The Department of Computer Science was established in the year 2000 with a view to fulfil the dynamic needs of IT sector all over the world. The department is well equipped with all basic and latest resources. The department comprises of well qualified and dedicated faculty members.The Department aims to make the students use their intellectual calibre for effective and quick acquisition. The Department runs the following courses.

Vision of the Department

1. To attain academic excellence through teaching and research activities.
2. To encourage literary sensibilities language competence and critical thinking among students.

Mission of the Department

1. To be a world class department in inculcating Language and Literature.
2. To enrich students Competency level to present successful in global arena.

UG Courses

B.Sc., Computer Science

PG Courses

M.Sc., Information Technology

B.Sc Computer Science

B.Sc Computer Science Course was established in the year 2000.

Eligibility

Candidate seeking admission to the first year of Bachelor of Science in Computer should have passed the Higher Secondary Examination (Academic or Vocational) conducted by the Government of Tamil Nadu with Mathematics / Chemistry/ Physics / Computer Science as a subject or an Examination accepted as equivalent thereto by the Governing Body of KMG College of Arts and Science (Autonomous), Gudiyatham subject to such other conditions as may be prescribed.

Allied Subjects

Year	Semester	subjects
I	I	Mathematical Foundations I
I	II	Mathematical Foundations II
II	III	Statistical Methods and their Applications I
II	IV	Statistical Methods and their Applications II

Non Major Elective

Year	Semester	Elective
II	III	Introduction to Information Technology
II	IV	Internet and its Applications

M.Sc. Information Technology

M.Sc. Information Technology Course was established in the year 2008.

Eligibility

A candidate who has passed the BCA / B.Sc. Degree Examination with Mathematics / Statistics of any UGC recognized University or an Examination of any University accepted by the Governing Body of KMG College of Arts and Science (Autonomous), Gudiyatham as equivalent thereto shall be permitted to appear and qualify for the Master of Science (M.Sc.) in Information Technology Degree Examination.

Department of Computer Applications

ABOUT DEPARTMENT

The Department of Computer Application was established in the year: 2000

The Department of Computer Applications was established in the year 2000 with a view to fulfil the dynamic needs of IT sector all over the world.

The department is well equipped with all basic and latest resources. The department comprises of well qualified and dedicated faculty members.

The Department aims to make the students use their intellectual calibre for effective and quick acquisition.

Vision of the Department

To create a teaching, learning environment that will provide best opportunity for the students specifically from the rural area of Gudiyattam to meet the current challenges of the modern computing industry, to develop as competent professionals, to serve the computing industry and contribute to our nation's socio-economic progress.

Mission of the Department

- To educate students at under graduate level (BCA) in the fundamental and advanced concepts of computing discipline.
- To promote practical skills in our students with an emphasis on ethics, interpersonal development and professional competency.
- To prepare them to pursue exemplary careers in industries, academia and research.
- To impart the ability to use the expertise in computing to meet the ever growing demands of the society.

Programmes Offered

B.C.A

U.G. COURSE

B.C.A

B.C.A course was established in the year 2000. This course has two sections (A & B). The students intake to this course is hundred.

Eligibility

Candidate seeking admission to the first year of Bachelor of Science in Computer Application should have passed the Higher Secondary Examination (Academic or Vocational) Conducted by

the Government of Tamil Nadu with Mathematics / Business Mathematics / Statistics / Computer Science / Commerce / Accountancy as a subject or an Examination accepted as equivalent thereto by the Governing Body of KMG College of Arts and Science (Autonomous), Gudiyatham subject to such other conditions as may be prescribed.

Allied Subjects

Year	Semester	subjects
I	I	Mathematical Foundations – I
I	II	Mathematical Foundations – II
II	III	Financial Accounting – I
II	IV	Financial Accounting – II

Non Major Elective

Year	Semester	Elective
II	III	Introduction to Information Technology
II	IV	Internet and its applications

PG and Research Department of Microbiology

ABOUT DEPARTMENT

The Department of Microbiology was established in the year: 2005

The department of MicroBiology was established in the year of 2005. The department offers the course at the UG level and the department upgraded to UG Micrbiology into PG Applied Microbiology 2017 -2018 Batch onwards. Right from its inception,

the department is very zealous in providing quality education to the students.

The well equipped UG and PG laboratory and library have made the teaching- learning process more effective.

Vision of the Department

The Vision of the Department of Microbiology is that the knowledge in theory and practical aspects of Microbiology is imperative for the development of students. Upgrading of existing teaching and research activities in order to keep peace with the global scientific progress and to meet the requirements of society

Mission of the Department

The PG and Research Department of Microbiology considers its mission as to produce personnel with expertise of the highest standard in the field of Microbiology to cater the increasing demand in the country for Microbiologists. Also development of academic processes to enhance scientific research through strategic planning and a clear view for science and technology.

UG Courses

B.Sc. Microbiology

PG Courses

M.Sc Microbiology

U.G. COURSE

B.Sc. Microbiology

B.Sc. Microbiology course was established in the year 2005.

Eligibility

Candidates for the Degree of Bachelor of Science in Microbiology shall be required to have passed the Higher Secondary Examination (Academic or Vocational) conducted by the Government of Tamil Nadu in the relevant subject or an Examination accepted as equivalent thereto by the Governing Body of KMG College of Arts and Science (Autonomous), Gudiyatham subject to such other conditions as may be prescribed.

Allied Subjects

Year	Semester	subjects
I	I	Bio Chemistry I
I	II	Bio Chemistry II
II	III	Anatomy and Physiology
II	IV	Bio Statistics

Non Major Elective

Year	Semester	Elective
II	III	Computer Application in Biology
II	IV	Human Microbial diseases, causes and control

P.G. COURSE

M.Sc Microbiology

M.Sc., Microbiology course was established in the year 2017

Syllabus

#	Title	Year	Preview

| 2 | Syllabus | 2024-2025 | |

Eligibility

A candidate who has passed the B.Sc. Degree Examination in Microbiology / Applied Microbiology / Industrial Microbiology / Botany / Plant Science / Plant Biology and Plant Biotechnology / Zoology / Animal Science / Applied Animal Science and Animal Biotechnology / Biochemistry / Biotechnology/ Bioinformatics / Biology / Life Sciences / Home Science / Nutrition and Dietetics / Chemistry with Botany / Zoology as Allied Subjects of any UGC recognized University or an Examination of any University accepted by the Governing Body of KMG College of Arts and Science (Autonomous), Gudiyatham as equivalent.

PG and Research Department of Biochemistry

ABOUT DEPARTMENT

The Department of Biochemistry was established in the year: 2000

The Department of Biochemistry was started in 2000. In a short span of time it made rapid strides in both teaching and research. The department runs a B.Sc., Biochemistry course and M.Sc., Biochemistry. In addition to this it has M.Phil programme. The M.Sc., Biochemistry and M.Phil course has been updated with the inclusion of all the latest topics available and in line with UGC guidelines.

Our teachers have achieved excellence both in teaching and research. Till date 56 students have been awarded M.Phil degrees. The major areas of research in the department include free radicals and antioxidant defence systems, analysis of

medicinal utilities of natural products and marine resources and development of molecular markers and preventive strategies for diabetes, heart disease and cancer.

The department has collaborative programmes with a number of national Institutes. The department has also organized six state level conferences and six national conferences with participants from different Institutes and Universities in India. Numbers of our staff have published papers in leading National and International Journals. The benevolent Management envisions introducing Ph.D., research programme in Biochemistry in the near future.

Vision of the Department

Produce World class academicians, Scientist, Industrialist and entrepreneurs in the field of Biochemistry.

Mission of the Department

To educate and inspire the young minds from the basics to the latest innovations in science.

Inculcate strong theoretical, practical, research and analytical skills in the subject domains and thereby prepare the students for both employability and entrepreneurship.

UG Courses

B.Sc. Biochemistry

PG Courses

M.Sc. Biochemistry

Research Courses

Doctor of Philosophy

U.G. COURSE

B.Sc. Biochemistry

B.Sc. Biochemistry Course was established in the year 2000.

Eligibility

Candidates for the Degree of Bachelor of Science in Biochemistry shall be required to have passed the Higher Secondary Examination conducted by the Government of Tamil Nadu, or an Examination accepted as equivalent thereto by the Governing Body of KMG College of Arts and Science (Autonomous), Gudiyatham subject to such other conditions as may be prescribed. Candidates should have studied one of the following Subjects at the Higher Secondary level (Biochemistry, Biology, Zoology, Botany, Chemistry, Biotechnology, Nutrition and Dietetics, Nutritional Biochemistry or Any other subject related to Biosciences.

M.Sc. Biochemistry

M.Sc. Biochemistry English Course was established in the year 2005.

Eligibility

A candidate who has passed the B.Sc. Degree Examination in Biochemistry / Chemistry / Biology / Botany / Zoology / Biotechnology / Nutrition and Dietetics / Plant Biochemistry / Any Biology related Subjects of any UGC recognized University or an Examination of any University accepted by the Governing Body of KMG College of Arts and Science (Autonomous), Gudiyatham as equivalent.

PG and Research Department of Chemistry

The Department of Chemistry was established in the year: 2007

"Life is simply a matter of Chemistry - James Watson"

The knowledge of basic science is essential for the sustainable development of the society. To get the basic knowledge in chemical science to young students the Department of Chemistry initiated in the academic year 2007-2008. The objective of our department is to motivate students to excel in chemistry at the global level, which is necessary for chemists getting placement as well as becoming an entrepreneur in future. The department was uplifted as the post graduate department in the year 2010-2011.

The department has been recognized as a research department since 2014-15 to offer M.Phil., Followed that the Thiruvallur University accorded recognition to the Department as a centre for Doctoral research in Chemistry from 2019-2020. The focus of the department is the holistic development of the students and involve them in curricular and co-curricular activities. The Chemistry Department pledges itself to serve in the broadest, innovative and most liberal manner towards the advancement of chemistry in all of its branches through academics, research and service missions upholding the values and entrepreneurial skills.

The job potential to the chemist is very high now and opportunities to provoke research in chemistry are ample. Needless to say that for a developing country likes ours, **"CHEMISTRY IS OUR LIFE AND FUTURE".**

Vision of the Department

The Department is determined to educate and graduate rural students. The department is committed to produce the quality chemist with highest caliber who would engage in research, technological design and development to lend-a-hand in the national economic development.

Mission of the Department

- To develop a basic knowledge in Chemistry with practical experience.
- To kindle the interest of students towards the development of technical skills to start their own business through mini projects and in-plant training.
- To enhance the students with the capacity of application oriented skills, which is a gateway to professional chemists.

PROGRAMMES OFFERED

B.Sc., Chemistry – 3 Years

PG Courses

M.Sc., Chemistry – 2 Years

Research

Ph.D, Chemistry

U.G. COURSE

B.Sc., Chemistry

B.Sc., Chemistry Course was established in the year 2007-2008

Eligibility

Candidates for admission to the first year of the Bachelor of Science in Chemistry shall be required to have passed in the

Higher Secondary Examinations (Academic or Vocational stream) conducted by the Government of Tamil Nadu with Chemistry as a subject or an Examination accepted as equivalent thereto by the Governing Body of KMG College of Arts and Science (Autonomous), Gudiyatham subject to such other conditions as may be prescribed.

P.G. COURSE

M.Sc., Chemistry

M.Sc., Chemistry Course was established in the year 2010-2011

Eligibility

A candidate who has passed the B.Sc. Degree Examination with Chemistry as the main subject of study of any UGC recognized University or an Examination of any University accepted by the as equivalent thereto by the Governing Body of KMG College of Arts and Science (Autonomous), Gudiyatham as equivalent thereto shall be eligible for admission to the M.Sc. Degree in Chemistry.

PG Department of Mathematics

ABOUT DEPARTMENT

The Department of Mathematics was established in the year: 2007

The Department of Mathematics was Established in the Year 2007 and made a Steady Growth to the Height of Establishing Post Graduate Level in the Year 2010. The Department offers Research Programme (M.Phil) from 2013. Our Aim is to Promote Students in the field of Mathematics and working Knowledge of Mathematics. Every Year Department Organizes National Conference/Seminar, Association Activities and Special Lectures.

Vision of the Department

To Emerge as a Global Center of Learning, Academic Excellence, and Innovative Research.

Mission of the Department

Imparting of Quality Mathematics Education and the inculcating of the spirit of Research through Innovative Teaching and Research Methodologies.

To Provide an Environment where Students can Learn, become Competent users of Mathematics, and Understand the use of Mathematics in Other Disciplines.

UG Courses

B.Sc., Mathematics

PG Courses

M.Sc., Mathematics

U.G. COURSE

B.Sc. Mathematics

B.Sc. Mathematics course was established in the year 2007.

Eligibility

Candidates for admission to the first year of the Bachelor of Science in Mathematics shall be required to have passed in the Higher Secondary Examinations (Academic or Vocational stream) conducted by the Government of Tamil Nadu with Mathematics as a subject or an Examination accepted as equivalent thereto by the Governing Body of KMG College of Arts and Science

(Autonomous), Gudiyatham subject to such other conditions as may be prescribed.

Allied Subjects

Year	Semester	subjects
I	I	Numerical Methods I
I	II	Numerical Methods II
II	III	Mathematical Statistics I
II	IV	Mathematical Statistics II

Non Major Elective

Year	Semester	Elective
II	III	Basic Mathematics
II	IV	Foundation Mathematics for Competitive Examination

P.G. COURSE

M.Sc., Mathematics

M.Sc., Mathematics Course was established in the year 2010.

Eligibility

A candidate who has passed the B.Sc. Degree Examination in Mathematics of any UGC recognized University or an Examination of any University with more than one major with Mathematics accepted by the or an Examination accepted as equivalent thereto by the Governing Body of KMG College of Arts and Science (Autonomous), Gudiyatham as equivalent thereto shall be permitted to appear and qualify for the Master of Science (M.Sc.) Degree Examination of this Colleges.

Department of Artificial Intelligence

The Department of Artificial Intelligence was established in the year: 20023

The Department of Artificial Intelligence was established in the year 2023 with a view to fulfill the dynamic needs of corporate world in the field of Artificial Intelligence and Machine Leaning.

The department is well equipped with all basic and latest resources. The department comprises of well qualified and dedicated faculty members.

Vision of the Department

To develop young professionals from rural area in the field of Artificial Intelligence and Machine Leaning contributing globally to the benefit of industry and society.

Mission of the Department

Impart value-based and industry driven professional academic programme of Management. We endeavor to imbibe in the students.

Developing professionals with high ethical values and ability to solve real-life problems.

Programmes Offered

B.Sc., Artificial Intelligence

B.Sc., Artificial Intelligence

B.Sc., Artificial Intelligence Course was established in the year 2023.

Eligibility

Candidate seeking admission to the first year of Bachelor of Science in Artificial Intelligence should have passed the Higher Secondary Course Examination (Academic or Vocational) conducted by the Government of Tamil Nadu with Mathematics / Physics / Chemistry / Computer Science as a subject or an Examination accepted as equivalent thereto by the Governing Body of KMG College of Arts and Science (Autonomous), Gudiyatham subject to such other conditions as may be prescribed.

Elective Papers

Choose one from the following list

Year	Semester	subjects
I	I	1. Statistical Methods and Their Applications 2. Resource Management Techniques
I	II	1. Numerical Methods 2. Discrete Mathematics
II	III	1. IOT and its Applications 2. Introduction to Data Science
II	IV	1. Data Mining 2. Cloud Computing

Department of Data Science

ABOUT DEPARTMENT

The Department of Data Science was established in the year: 20023

Department of Data Science (DS) has been established in the year 2023 with a goal of training students for data–centric world and human values.

The students will have an opportunity to learn principles, tools and techniques to model various real-world problems, analyze them, and discover useful information.

The primary focus of this programme is to equip students with statistical skills, Learning algorithms, knowledge discovery and visualization skills.

Vision of the Department

The vision of the Department of Data Science is to create the next generation of students as data scientists who will solve these grand challenges and innovate through world-class research to take advantage of these opportunities.

Mission of the Department

To Develop the skills and knowledge to analyze data in many forms and communicate insights.

To impart quality and value based education and contribute towards the innovation of computing, expert system, Data Science to raise satisfaction level of all stakeholders.

Our effort is to apply new advancements in high performance computing hardware and software.

Programmes Offered

B.Sc., Data Science

U.G. COURSE

B.Sc., Data Science

B.Sc., Data Science Course was established in the year 2023.

Eligibility

Candidate seeking admission to the first year of Bachelor of Science in Data Science should have passed the Higher Secondary Examination (Academic or Vocational) conducted by the Government of Tamil Nadu with Mathematics / Business Mathematics / Statistics / Computer Science as a subject or an Examination accepted as equivalent thereto by the Governing Body of KMG College of Arts and Science (Autonomous), Gudiyatham subject to such other conditions as may be prescribed. Such candidates shall be permitted to take the B.Sc. Degree Examination of this College after the completion of the Course of three Academic Years in this Colleges and shall qualify for the B.Sc. Degree in Data Science.

Department of Physics

ABOUT DEPARTMENT

The Department of Physics was established in the year: 2007

Kmg college of arts and science in the year 2007 physics was introduced as an allied physics for the department of Chemistry Major .This allied subject is preferred only for second year chemistry students in the department of physics.

Vision of the Department

To impart state-of-the-art knowledge of Physics to create competency and skills.

Mission of the Department

The physics department is committed to impart quality education both in theoretical as well as experimental physics with special emphasis on 'learning by doing' for socio-economic growth.

Department of Economics

ABOUT DEPARTMENT

The department of Economics was established in the year 2000 with a view to fulfill the dynamic needs of our society. The department of Economics is well equipped with all the basic and advanced resources. The department comprises of well qualified, approved and dedicated faculty members.

Vision of the Department

To train the students to handle the pricing strategies in both personal and business practices that enhance their self-confidence meet the challenges of the contemporary business environment.

Mission of the Department

To nurture economic professionals who possess a high level of knowledge and competence to efficiently to the business society with commitment and integrity.

K.M.G. Library

LIBRARY

The library is well equipped with reading rooms, books, E-Resources, Periodicals and newspapers. The Library is totally Air-Conditioned with seating capacity of 100 students, the library

houses 14,958 books, Back Volumes, Theses, Magazines and Journals. There are ten computers installed in the reading room ability, using which the students can access digital library with wi-fi facility.

HIGHLIGHTS OF THE LIBRARY

- E-GATE (LOG IN/ LOG OUT) FOR STUDENTS/FACULTY
- AIR CONDITIONER READING ROOM
- DRINKING WATER
- XEROX MACHINE
- KEEP YOUR BELONGINGS HERE
- RARE COLLECTIONS
- CAREER GUIDANCE BOOKS
- CAREER GUIDANCE & GENERAL MAGAZINES
- CURRENT PERIODICALS SECTION (JOURNALS/ MAGAZINES/)
- DISPLAY OF NEW ARRIVAL BOOKS
- E-LEARNING ZONE (DIGITAL LIBRARY)
- INTERNET FACILITY WITH WI-FI & LAN CONNECTIVITY
- QUESTION BANK (PREVIOUS YEAR QUESTION PAPERS)
- BACK VOLUMES OF JOURNALS/MAGAZINES
- RESEARCH SCHOLARS SECTION (DISSERTATION/ THESES)
- COMPUTERISED CIRCULATION (ISSUE/RETURN/ RENEWAL) COUNTER
- OPAC (ONLINE PUBLIC ACCESS CATALOGUE)
- BOOK BANK
- COLLEGE AND FACULTY PUBLICATIONS
- REFERENCE SECTION
- TEXT BOOKS
- REFERENCE BOOKS

- CD/DVD'S

LIBRARY COMMITTEE

Library Advisory committee is formed at the beginning of every academic year by the Director and principal in consultation with the staff members. All the decisions pertaining to the library are taken by the library committee. The committee meets twice in an academic year, with the following agenda:

- Plan to purchase of books to the library
- To analyze the student's requirements
- To take remedies for the feedback of the users
- Plan to conduct User Awareness Program

MEMBERS OF LIBRARY COMMITTEE

- Dr.M.Senthilraj, M.Com., M.Phil.,Ph.D., Principal
- Prof.J. Jayakumar, Head,Department of Tamil - Member
- Prof. P.Daniel Sundarraj Head, Department of Computer Science - Member
- Mr. K.Paranthaman Librarian - Ex Officio Member

BOOKS EXHIBITION

The department of Library organized a Book Exhibition on 29 & 30.08.2022. Many leading book Publishers have displayed their books. Faculty and Research scholars, and students of our college visited the book fair and bought numerous collection of books, General Knowledge books, books for Competitive Exam,literature ,and other subject oriented books. A special discount was provided to the students.

COLLECTIONS IN THE LIBRARY

#	PARTICULARS	TOTAL
1	Book Format	14,958

2	No of Titles	5,889
3	No of Journals	30
4	No of Magazines	28
5	Electronic Format(CD/DVD)	671
6	Back Volumes of Journals	1,555
7	Dissertation/Theses	268
8	News Papers	10
9	E-Books Download	1,245
10	Previous Five years question papers	Available
11	E-Resources Subscribed : N-List, E-Books	16,43,000
12	E-Resources Subscribed : E-Journals	6,000
13	NDLI (E-Books)	6,00,000

BEST PRACTICES OF THE LIBRARY

Library Advisory committee is formed at the beginning of every academic year by the Director and principal in consultation with the staff members. All the decisions pertaining to the library are taken by the library committee. The committee meets twice in an academic year, with the following agenda:

- Our college library is organizing National/state level conference/seminars periodically.
- User orientation program and Information Literacy to Students.
- Our college library organizes books exhibition.
- Inclusion of Library Handbook and Information in college Prospectus.
- The best Library user award is conferred to the regular users of the library in every academic year. College day function in

order to promate reading habit and to develop the general knowledge skills among every students.

- Career Guidance /Employment Information.
- Suggestion box and timely response.
- Displaying newly arrived books list.

LIBRARY RULES AND REGULATIONS

1. All the students and faculty members are asked to show your ID card in E-gate scanner while entering the Library.
2. Students must observe complete silence in the library. Discussion/conversation and whatsoever is not permitted.
3. Student should keep their belongings on the Baggage Rack. Library staff is not responsible for any loss.
4. Students are requested to sign in Log book after using the Digital Library systems.
5. No Students and Staff members shall bring any printed book, notebook and file into the library without the permission of the librarian.
6. Books will be issued or renewed only if the student produces his/ her Identity card.
7. Consumption of food items (except water) are not permitted in the library.
8. On receiving a book, student must examine it for any kind of damage, if any damage found, such damage should be immediately brought to the notice of Library staff. Failure to do so may entail him/her being held responsible for any damage detected later.
9. In case of any loss, the book borrower should replace it with a new copy. The user shall be held responsible for replacement costs based on current market price.
10. Reference books and periodicals will not be loaned but they will be available for reference with in the library.
11. Library materials should be handled with utmost care. Nobody should write, damage or make any mark on any of the library materials.

12. The Librarian reserves the right to recall any book before the due date if necessary.
13. The student are charged with penalty in case of overdue.
14. Use of mobile phone is strictly prohibited.
15. The arrangement of Library furniture should not be disturbed.
16. UG students are allowed to borrow two books and PG students are allowed to Borrow three books at a time. M.Phil and Ph.D students are allowed to borrow Five books at a time.
17. The principal's decision will be final in all other Library affairs.

LIBRARY WORKING HOURS

- **Monday to Friday : 9.00 a.m. to 6.00 p.m**
- **Saturday : 9.00 a.m. to 6.00 p.m.**
- **Study Holidays : 9.00 a.m. to 5.00 p.m.**
- **During Examination : 9.00 a.m. to 5.00 p.m.**
- **Lunch Time : 1.45 p.m. to 2.30 p.m.**

DEPARTMENT OF PHYSICAL EDUCATION

ABOUT DEPARTMENT

The Department of Physical Education was established in the year: 2002

- Department of Physical Education was produced 80 All-India Inter university players till-date.
- We have an full fledged Basket Ball, Kho-Kho, Tennis,Volleyball courts. Also an Indoor Badminton court and Table Tennis Board.

- We have a Football play field and cement wicket with nets for cricket.
- We have a Boxing club in our campus for the upliftment of sports among the students.

VISION:

To impart Physical fitness and to produce elite sports persons of University and National standards.

MISSION:

To create an ideal academic environment for professional development of students, as to equip them to impart knowledge in sports, games and sports sciences in order to face challenges in life and to excel in sports & games in the ever changing scenario at University and National level.

Other Languages Offered

OTHER LANGUAGES OFFERED

Thiruvalluvar University Prescribing the following list of part 1 language subjects. The students may choose the language subjects as their own.

1. Tamil
2. Telugu
3. Malayalam
4. Kannada
5. Sanskrit
6. Hindi
7. Arabic
8. Urdu

Research and Development Cell

Vision

To put in place a robust mechanism for developing and strengthening the research ecosystem within university, and affiliated colleges, aligned with the provision of NEP-2020

Mission

- To create a conducive environment for enhancement research productivity.
- To encourage collaboration across industry, government, community-based Organizations and agencies at the local, national and international levels.
- To facilitate greater access to research through mobilization of resources and funding.

UG Courses

B.A.,English

ELIGIBILITY

Candidates seeking admission to the first year of B.A. English Degree Course should have passed the Higher Secondary Examination (Academic or Vocational), conducted by the Government of Tamil Nadu with English as a subject or an Examination accepted as equivalent thereto by the Governing Body of KMG College of Arts and Science (Autonomous), Gudiyatham subject to such other conditions as may be prescribed.

ADMISSION CONTACT : 9489080706 l 9489080713 l 9486052050

B.B.A

ELIGIBILITY

A candidate belonging to any group who has passed the Higher Secondary Examination by the Government of Tamil Nadu or an examination accepted as equivalent thereto by the Thiruvalluvar University is eligible for admission.

ADMISSION CONTACT : 9489080706 l 9489080713 l 9486052050

B.Com

ELIGIBILITY

Candidates for admission to the first year of the Bachelor of Commerce Degree Course shall be required to have passed the Higher Secondary Examination (Academic or Vocational Stream) conducted by the Government of Tamil Nadu or an Examination accepted as equivalent thereto by the Governing Body of KMG College of Arts and Science (Autonomous), Gudiyatham subject to such other conditions as may be prescribed.

ADMISSION CONTACT : 9489080706 l 9489080713 l 9486052050

B.Com.(CA)

ELIGIBILITY

Candidate seeking admission to the first year B.Com. Computer Applications Degree Course shall be required to have passed the

Higher Secondary Course Examination (Academic or Vocational) conducted by the Government of Tamil Nadu with Mathematics or Business Mathematics or Computer Science or Statistics or Business Statistics as one of the subjects or an Examination accepted as equivalent thereto by the Governing Body of KMG College of Arts and Science (Autonomous), Gudiyatham subject to such other conditions as may be prescribed.

ADMISSION CONTACT : **9489080706 l 9489080713 l 9486052050**

B.C.A

ELIGIBILITY

Candidate seeking admission to the first year of Bachelor of Science in Computer Application should have passed the Higher Secondary Examination (Academic or Vocational) Conducted by the Government of Tamil Nadu with Mathematics / Business Mathematics / Statistics / Computer Science / Commerce / Accountancy as a subject or an Examination accepted as equivalent thereto by the Governing Body of KMG College of Arts and Science (Autonomous), Gudiyatham subject to such other conditions as may be prescribed.

ADMISSION CONTACT : **9489080706 l 9489080713 l 9486052050**

B.SC.COMPUTER SCIENCE

ELIGIBILITY

Candidate seeking admission to the first year of Bachelor of Science in Computer should have passed the Higher Secondary Examination (Academic or Vocational) conducted by the

Government of Tamil Nadu with Mathematics / Chemistry/ Physics / Computer Science as a subject or an Examination accepted as equivalent thereto by the Governing Body of KMG College of Arts and Science (Autonomous), Gudiyatham subject to such other conditions as may be prescribed.

ADMISSION CONTACT : 9489080706 l 9489080713 l 9486052050

B.SC.BIOCHEMISTRY

ELIGIBILITY

Candidates for the Degree of Bachelor of Science in Biochemistry shall be required to have passed the Higher Secondary Examination conducted by the Government of Tamil Nadu, or an Examination accepted as equivalent thereto by the Governing Body of KMG College of Arts and Science (Autonomous), Gudiyatham subject to such other conditions as may be prescribed. Candidates should have studied one of the following Subjects at the Higher Secondary level (Biochemistry, Biology, Zoology, Botany, Chemistry, Biotechnology, Nutrition and Dietetics, Nutritional Biochemistry) or Any other subject related to Biosciences.

ADMISSION CONTACT : 9489080706 l 9489080713 l 9486052050

B.SC.MICROBIOLOGY

ELIGIBILITY

Candidates for the Degree of Bachelor of Science in Microbiology shall be required to have passed the Higher Secondary Examination (Academic or Vocational) conducted by the

Government of Tamil Nadu in the relevant subject or an Examination accepted as equivalent thereto by the Governing Body of KMG College of Arts and Science (Autonomous), Gudiyatham subject to such other conditions as may be prescribed.

ADMISSION CONTACT : 9489080706 l 9489080713 l 9486052050

B.SC.MATHEMATICS

ELIGIBILITY

Candidates for admission to the first year of the Bachelor of Science in Mathematics shall be required to have passed in the Higher Secondary Examinations (Academic or Vocational stream) conducted by the Government of Tamil Nadu with Mathematics as a subject or an Examination accepted as equivalent thereto by the Governing Body of KMG College of Arts and Science (Autonomous), Gudiyatham subject to such other conditions as may be prescribed.

ADMISSION CONTACT : 9489080706 l 9489080713 l 9486052050

B.SC.Chemistry

ELIGIBILITY

Candidates for admission to the first year of the Bachelor of Science in Chemistry shall be required to have passed in the Higher Secondary Examinations (Academic or Vocational stream) conducted by the Government of Tamil Nadu with Chemistry as a subject or an Examination accepted as equivalent thereto by the Governing Body of KMG College of Arts and Science

(Autonomous), Gudiyatham subject to such other conditions as may be prescribed.

ADMISSION CONTACT : **9489080706 l 9489080713 l 9486052050**

B.SC.Data Science

ELIGIBILITY

Candidate seeking admission to the first year of Bachelor of Science in Data Science should have passed the Higher Secondary Examination (Academic or Vocational) conducted by the Government of Tamil Nadu with Mathematics / Business Mathematics / Statistics / Computer Science as a subject or an Examination accepted as equivalent thereto by the Governing Body of KMG College of Arts and Science (Autonomous), Gudiyatham subject to such other conditions as may be prescribed. Such candidates shall be permitted to take the B.Sc. Degree Examination of this College after the completion of the Course of three Academic Years in this Colleges and shall qualify for the B.Sc. Degree in Data Science.

ADMISSION CONTACT : **9489080706 l 9489080713 l 9486052050**

B.SC.Artificial Intelligence

ELIGIBILITY

Candidate seeking admission to the first year of Bachelor of Science in Artificial Intelligence should have passed the Higher Secondary Course Examination (Academic or Vocational) conducted by the Government of Tamil Nadu with Mathematics / Physics / Chemistry / Computer Science as a subject or an

Examination accepted as equivalent thereto by the Governing Body of KMG College of Arts and Science (Autonomous), Gudiyatham subject to such other conditions as may be prescribed.

ADMISSION CONTACT : 9489080706 l 9489080713 l 9486052050

UG Courses

1. B.A.,English
2. B.B.A
3. B.Com
4. B.Com.(CA)
5. B.C.A
6. B.SC.COMPUTER SCIENCE
7. B.SC.BIOCHEMISTRY
8. B.SC.MICROBIOLOGY
9. B.SC.MATHEMATICS
10. B.SC.Chemistry
11. B.SC.Data Science
12. B.SC.Artificial Intelligence

PG Courses

1. M.A.,English
2. M.Com
3. M.Com.(CA)
4. M.Sc. Information Technology
5. M.Sc. Applied Microbiology
6. M.SC.BIOCHEMISTRY
7. M.SC.MATHEMATICS
8. M.SC.Chemistry

Placement Cell

ABOUT PLACEMENT CELL

The Placement Cell Established in our college on 2nd January 2008.The Placement Cell plays an important role in locating job opportunities for Under Graduates and Post Graduates passing out students from the college by keeping in touch with reputed

firms and industrial establishments. The Placement Cell operates round the year to facilitate contacts between companies and graduates.

The number of students placed through the on campus interviews is continuously. On invitation, many reputed industries visit the institute to conduct interviews. We have been successful in maintaining our high placement statistics over the years.

The Placement Cell organizes career guidance program for all the final UG & PG students. The cell arranges training program like Mock Interviews, Group Discussions, and Communication Skills Workshop etc.

Vision:

- To establish both National and international connections with business organizations in order to establish valuable relationships and chances for student placement in the global employment markets.
- To cultivate students who possess global employability and industry readiness.

Mission:

- To improve and fortify the industry-institute relationship through campus connects.
- Establishing a rapport with industry professionals will maximize the prospects for qualifying students to be placed in the employment market.
- To provide pupils with instruction in personality development so they can thrive in this Competitive world.

Aim:

The Placement Cells motto is to make each and every student employable

Objectives

To developing the students to meet the Industries recruitment process

- To motivate students to develop Technical knowledge and soft skills in terms of career planning, goal setting
- To motivate students aspire for higher studies and guiding them to take competitive exams such as CAT, GATE, TOEFL, GRE, IES,UPSC,TNPSC.
- Place the maximum number of students through campus & off-campus interviews conducted by the top companies
- To generate Entrepreneurship awareness amongst the students.

FUNCTIONS:

- Collection of Data of the students and companies, maintaining and updating the database
- Preparing eligible pool of students of different disciplines
- Gathering information about job-fairs and employment opportunities
- Notifying the students about Pre-Placement Activities, Job Opportunities and Campus Selections through Notice Boards, Placement Portal and College Website
- Organizing Campus Recruitment Training Program
- Networking with leading companies for Internships and Campus Selections
- Organizing on and Off Campus Interviews

RULES & REGULATION

A.ELIGIBILITY & REGISTRATION:

1. All students who expect to graduate or post-graduate from the college by the end of the academic year are seeking employment must register for campus placements at

placement cell. Placement Registration is ONLY for KMG Students.

2. Campus placement is a facility provided for the students. Registration is not compulsory. Students not interested in placement are advised not to register for placement.
3. Students may have to manage with their own transport arrangements to return the homeland inform their parents well in advance if the proceedings on the date of the interview continue till the late evening.
4. Based on the directions given by the companies, students may be sent to attend pooled campus placement drives in other colleges. Students should inform their parents about the placement process, venue, and timings in advance.
5. Students attending campus interviews should adhere to the following instructions,
    ◦ Report at the venue of pre-placement talk and interview as per the instructions.
    ◦ Students should carry minimum 5copies of their resume, photocopies of all Original certificates, 5 passport size photographs.
    ◦ A student in a casual dress will not be allowed for the PPT/Recruitment Process.
6. Placement Cell aims to provide placement assistance for all final year students. Placement is a privilege extended to the students but can't be claimed as a matter of right.
7. **B. RESUME**

8. The details of the resume have to be genuine and any student found violating this rule will be disallowed from the placement for the rest of the academic year.
9. Students have to fill and submit their resumes to placement officer to apply for companies to drive within deadlines. Resume once submitted cannot be modified. DEADLINES WILL NOT BE EXTENDED UNDER ANY CIRCUMSTANCE.

10. Students are advised to avoid last minute applying, as it may lead to delays and some may even be left out.
11. **C. PRE-PLACEMENT PREPARATION**
12. Notices of the placement drives will be published on the Notice Board and by Circular in advance. Students should keep themselves updated and occupy the venue 15-minutes before the scheduled start of the drive.
13. Students interested in a particular company must know about the company and its working environment.
14. Attendance will be taken and only those students who have applied for a particular company will be eligible to appear for the drive.
15. Students must go through the complete selection process of a particular company, once their application is submitted and prepare accordingly.
16. Any clarification regarding salary break-up, job profile, place of work, bond details, etc. must be sought from the companies during Pre placement Talks (PPT).
17. **DRESS CODE: Students must be formally dressed.**
18. This office reserves the right to refuse permission to a student to attend the selection process/PPT if they do not dress up formally. Students are expected to know the norms for formal wear; for the benefit of those who claim ignorance, please note that the following are strictly not allowed:

   - T-shirts with printed text; un-collared T-shirts;
   - Shorts
   - Jeans
   - Shirt not-tucked in
   - Chappals / flip-flops

16. ATTENDANCE & PUNCTUALITY:

- A student who applies and gets shortlisted is bound to go through the entire selection process unless rejected midway

by the company. Any student who withdraws deliberately in the middle of a selection process will be disallowed from placement for the rest of the academic year.

- **COMERS FOR APTITUDE TEST / GD / INTERVIEW** may not be allowed to appear for the selection process.

17. DISCIPLINE:

Students should maintain discipline and show ethical behavior in every action they take during the placement process. Any student found violating the discipline rules set by the company or defaming the university name will be disallowed from the placements for the rest of the academic year.

- Students found cheating or misbehaving in the selection process (PPT / Test / GD / Interview) will be disallowed from the placements for the rest of the academic year.

E. JOB OFFERS

1. The Offer Letter issued by the Company. The copy of the offer letter is required to submit in the placement Cell.
2. If a student is offered a second job, he/she must give a letter of regret to the company, which offered the first job and a letter of acceptance to the second.
3. After accepting a job offer, if any student decides to withdraw his/her acceptance any time during the year, he/she must inform the company concerned through the PC immediately.
4. Post Placement: If any reasons the Company will stop joining of candidates so College is not responsible for that. The company shall be intimated of the offer acceptance within three days of the release of the offer.

Contact Us

COLLEGE OFFICE

NO: 2/112, Railway Station Road,
Ammanankuppam, Gudiyattam – 635803
Vellore District, Tamil Nadu.

 +91 4171 227306

kmgcollege@kmgcollege.edu.in / office@kmgcollege.edu.in