

Prayer

Thou art formless unborn and unique

Thou art beyond bliss and infinite

From attributes and desires thou art free

GANESH, O Supreme Spirit I worship thee

‘Ganeshastava’

Make me loyal and sincere for I shall refine

And link my knowledge with strength and

discipline

The respect to my teacher I must nourish

For my country is INDIA that I always

cherish

KTV



Calendar 2018 – 2019

Founder

Rao Bahadur

Sri A. Veeriyar Vandayar

epWtdh; tho;j;J

eQ;irg; gaph;tsh;j;j ey;y epye; jpUj;jp

neQ;rg; gaph;tsh;j;j Nehpaidj;

JQ;rhj fy;tpj; jpUtpsf;if fhl;ba

tPiuad;jhs; cs;spj;J jpg;Nghk; cte;J

kUl;Lk; mwpahik khepyj;jpy; Nghf;f

njUl;Lk; cah;fy;tpj; Njh;e;Njha;

fpUl;bzrhkp ckJGfo; rhw;wy; vspjhNkh

G+kpNa tho;j;Jk; Gfo;e;J!

Name :

Class :

Department :

Roll No. :

Permanent
Address :

Mobile No :

E-mail id. :

NATIONAL ANTHEM

Jana-gana-mana-adhinayaka, Jaya he

Bharatha bhagya vidhata

Punjaba-Sindhu-Gujarata-Maratha

Dravida-Utskala-Banga

Vindhya-Himachala-Yamuna-Ganga

Uchchala-Jaladhi-taranga

Tava Subha name jage,

Tava Subha asisa mage,

Gahe tava jaya gatha

Jana gana mangala dayaka jaya he

Bharatha bhagya vidhata

Jaya he, Jaya he, Jaya he

Jaya Jaya Jaya Jaya he.

INTEGRATION PLEDGE (I)

India is my country. All Indians are my brothers and sisters. I love my country and I am proud of its rich and varied Heritage. I shall always try to be worthy of it. I shall give my parents, teachers and elders respect and treat everyone with courtesy. To my country and my people, I pledge my devotion. In their well-being and prosperity alone lies my happiness.

NATIONAL SOLIDARITY DAY PLEDGE (II)

I reaffirm the solemn resolve of our people to preserve the freedom and integrity of my motherland however hard and long the struggle and however great the sacrifices. I pledge to work with determination for the strength and solidarity of the Nation.

NATIONAL INTEGRATION & SOLIDARITY PLEDGE (III)

I solemnly pledge to work with dedication to preserve and strengthen the freedom and integrity of the nation. I further affirm that I shall never resort to violence and that all differences and disputes relating to religion or other political or economical grievances should be settled by peaceful and constitutional means.

VISION AND MISSION OF THE COLLEGE

Vision:

❖ Started by Rao Bahadur **Shri.A.Veeriya Vandayar** and his illustrious brother **Shri. A. Krishnaswamy Vandayar** of Poondi with a far-sighted vision of educating the rural masses, the motto of the College is “**to learn and to serve**”. The Secretary and Correspondent of the college, **Shri. K.Thulasiah Vandayar** has a vision to offer quality academic programmes and value oriented higher education to the rural community in Tamilnadu to equip them to meet the challenges of time in terms of regional, national and global demands with moral standards and quality.

Mission:

- ❖ The Mission of A.V.V.M. Sri Pushpam College (Autonomous) is to build leadership qualities, competent minds and form compassionate hearts. The college imparts a practical, demanding and overall development of the personality generated by love, consideration and care for society.
- ❖ The college offers a wide range of needs, interests and programmes within a challenging, supportive and conducive environment for the clear vision of the future and to apply it for the betterment of the nation.
- ❖ The **Vision** and **Mission** is reflected in the trust document of the college that declared to serve and empower the downtrodden people of this rural agrarian backward area in the fields of Education and Technology.

SRI PUSHPAM HISTORY

It was not a dream but a relative thought of **Sri A.Veeriya Vandayar** and his truthful brother **Sri. A. Krishnasamy Vandayar** in the year, **1956**.

Started in his residence with **11** students and **03** duty-bound teachers, Sri Pushpam College has now spread its banyan shade for a prosperous learning.

Vandayars are gentlemen farmers with a comprehensive skill for administrative management.

Sri Pushpam with its sylvan delta surroundings which has a balanced eco system is a haven for education.

Be with Sri Pushpam, Wisdom will guide you!

The College

- is situated in a sprawling sylvan surrounding of **85 acres**.
- is in Thanjavur - Nagapattinam main road **12 kms** east of Thanjavur.
- was renamed in **1972** as **A. Veeriya Vandayar Memorial Sri Pushpam College** in fond and fitting memory of its Founder - President.
- has been re-accredited with **Grade 'A'** with **3.38 points** by the **N.A.A.C.**
- has **30 years** of rich experience in the **Autonomous** set up.
- has 18 full-fledged departments in traditional subjects as well as in modern subjects like Computer Science, Microbiology, Biotechnology and Business Administration.
- has been imparting our National language Hindi as an alternative language under Part-I from 1977-78.

The College has the following facilities with state of art condition:

- ❖ A separate hostel for boys and girls with spacious and hygienic rooms, kitchen - provided with steam cooking ranges and comfortable dining halls, recreation room and net connectivity.
- ❖ A good and well - equipped library with a fine collection of more than **93324 books** in all branches with INFLIBNET and DELNET facilities. There are separate departmental libraries having book banks, collection of text books and back volumes as well as current volumes of journals.
- ❖ Magnificent playground with both athletic tracks and fields for all sports and games.
- ❖ A canteen for the benefit of students and staff.

- ❖ A consumer stores with stationery items, cosmetics and consumer products.
- ❖ A computer laboratory with round the clock internet surfing centre.
- ❖ A branch of Indian Overseas Bank.
- ❖ A Post Office.
- ❖ A Telephone Booth.
- ❖ A Photostat centre.
- ❖ An Information centre to disseminate information about the college.
- ❖ Net connectivity with wi-fi facility to all the departments.
- ❖ A health centre with a doctor and a health supervisor.
- ❖ A serene Dhyana Mandapam for meditation by the students and the staff members.
- ❖ An indoor College Auditorium and an Open air Amphi Theatre.
- ❖ A Gymnasium with modern equipments.
- ❖ A Youth counselling centre, a career guidance cell and a placement cell.
- ❖ Opportunity to pursue higher studies in Under Graduate, Post Graduate and Research level of studies.
- ❖ Separate classrooms for girl students.
- ❖ College Bus facility from surrounding places in all directions.
- ❖ An Institute established at Thanjavur under the name '**Sri Pushpam Institute of Vocational Education and Training**' (SPIVET) in memory of the **Golden Jubilee celebration of the college.**
- ❖ **Digitalized Language Laboratory**
- ❖ A separate technologically improvised air conditioned **Seminar hall** equipped with state of art teaching gadgets.
- ❖ Technologically advanced **Virtual Smart Classroom.**

- ❖ **Purified water supply** in the whole campus.

MANAGING COMMITTEE

SECRETARY AND CORRESPONDENT

Shri. K. Thulasiah Vandayar

MEMBERS

Shri. K. Ayyaru Vandayar, B.A.

Shri. A. Veeriya Vandayar

Shri. A. Balasubramania Vandayar, M.A.

EX-OFFICIO MEMBER-SECRETARY

Dr.Major R.Venkatachalam

Principal

UNIVERSITY REPRESENTATIVE

Dr. U.Alibava,

Prof. & Head,

Dept. of Tamil Studies,

Bharathidasan University,

Trichirappalli - 24.

GOVERNING BODY

CHAIRMAN

Shri. **K. Thulasiah Vandayar**

MEMBERS

Shri. **K. Ayyaru Vandayar**, B.A.

Shri. **A. Veeriya Vandayar**

Shri. **A. Balasubramania Vandayar**, M.A.

NOMINEES OF THE MANAGEMENT

Capt. **M.S. Govindasamy**, M.A.

No. 1, Anna Street, E.B. Colony, N.K. Road, Thanjavur.

Dr. **D.L. Abraham**, M.D., Thanjavur.

NOMINEE OF THE UNIVERSITY

Dr.R.Thirumurugan,

Professor of Animal Science,

Bharathidasan University,

Trichirapalli-23.

NOMINEE OF THE STATE GOVERNMENT

The Joint Director of Collegiate Education,

Thanjavur.

NOMINEES FROM THE TEACHING FACULTY

Dr.M.S.Muthuramalingam Physical Education

Dr.S.Alagirisamy Tamil

EX-OFFICIO MEMBER - SECRETARY

Dr. Major R.Venkatachalam Principal

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CHAIRMAN

Dr. Major R.Venkatachalam Principal

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Dean-Arts & Commerce

Dr.V. S. Nagarethinam

Dean-Faculty of Science

Dr. P.Nadimuthu

Director – SPCTE

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Dr. M. S. Muthuramalingam : Physical Education

Dr. T. Kumar : Botany and Microbiology

Dr.P.Natarajan : Zoology and Biotechnology

Dr.M.Pramesh : Chemistry

Dr.G.Komahan : Mathematics

Dr.K.Ravichandran : Physics

Dr.R.Ravichandran : Tamil

Dr. R. Shanthi : English & IQAC Co-ordinator

Dr. V.Ramakrishnan : Commerce

Prof.S.Rajarajeswari : Economics

Dr.S. Prabhakaran : History

Dr.D.Bhuvaneswari : Hindi

Dr.J.Selvam : Library and Info. Science

CONTROLLER OF EXAMINATIONS

Dr. G. Karikalan

FOUR TEACHERS FROM THE COLLEGE AT DIFFERENT LEVELS FOR 2 YEARS

Dr. R. Prakash Babu, Commerce
Prof. C. Radhakrishnan, English
Dr. B. Kaleeswaran, Zoology and Biotechnology
Dr.A. Venkatesh , Mathematics

FOUR EXPERTS FROM OUTSIDE

Dr. V. Varadharajan

III Cross, Arulananda Nagar, Thanjavur

Er. S. Rajendran

11, Ketharapuram, Eswari Nagar,
Thanjavur.

Dr. Gene George,

Principal, Physics,
TBML College, Poraiyar - 609307.

Dr. S. Shanthi Getzie Rajinidevi,

Associate Professor of Economics,
Bishop Heber College,
Trichirappalli -17.

NOMINEES OF THE UNIVERSITY

Dr. N. Manimegalai

Professor, Department of Women Studies,
Bharathidasan University,
Trichirapalli – 24.

Dr. R. Mohanraj,

Assistant Professor and Head i/c,
Dept. of Environmental Management,
Bharathidasan University, Trichirapalli – 24.

Member - Co-ordinator

Dr. D. Prabakaran

Professor, Dept. of Marine Bio technology,
Bharathidasan University, Trichirappalli

ONE REPRESENTATIVE OF THE STATE GOVERNMENT

The Joint Director of Collegiate Education,
Thanjavur Region, Thanjavur

STUDENT REPRESENTATIVES

Ms. T.Vinitha, III MCA
Mr. J. Govind Semmal II B.A. English

REPRESENTATIVE FROM THE COLLEGE OFFICE

Mr. S. Durairajan, D.C.P. Superintendent

NON – MEMBER SECRETARY

Prof. S. Pari English

11, Ketharapuram, Eswari Nagar, Thanjavur.

INTERNAL QUALITY ASSURANCE CELL

Patron

Shri.K.Thulasiah Vandayar Secretary and Correspondent

Chairperson

Dr. Major R.Venkatachalam Principal

Co-ordinator

Dr. R. Shanthi Arts & Commerce

Dr. V. Nandhakumar Sciences

Members

Thiruvallargal/Tmt.

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Dr.V. S. Nagarethinam Dean-Faculty of Science

Dr.P.Nadimuthu Director – SPCTE

Dr.G.Karikalan Controller of Examinations

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Dr.N.Sivajikabilan Tamil

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Dr.A.Venkatesh Mathematics

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Dr.P.Kavitha Zoology

Mr.S.Duraiarajan, D.C.P. Office Superintendent

Two Nominees from the Local Society

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III Cross, Arulananda Nagar, Thanjavur.

Er.S.Rajendran,

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Dr.V. S. Nagarethinam

Dr.P.Nadimuthu,

Dr.G. Karikalan

Dr.M.Pramesh

Dr.R.Sivakumar

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Dr. R. Shanthi

Dr. V.Ramakrishnan

Prof.S.Rajarajeswari

Dr.S. Prabhakaran

Dr.D.Bhuvaneswari

Dr.J.Selvam

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Dean-Faculty of Science

Director – SPCTE

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Chemistry

Computer Science

Physical Education

Botany and Microbiology

Zoology and Biotechnology

Mathematics

Physics

Tamil

English & IQAC Co-ordinator

Commerce

Economics

History

Hindi

Library and Info. Science

Office superintendent

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Prof. S. Sangeetha	Economics
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Dr.P.Jegan	Commerce
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Dr.M.Pugazhenth	Chemistry
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Dr. A. Anand	Commerce
Prof. S.Thenmozhi	History
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Dr.B.Kaleeswaran

Zoology

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Dr.S.Thennarasu	Economics
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Prof. S. Pari	English

Prof. V. Sharmila English

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Prof.C.Radhakrishnan	English
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Prof.P.Aravazhi	Tamil
Prof.P.Vanathi	Botany
Dr. R. Saravanel	Commerce
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Dr.J.Umasamundeeswari	English
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Dr. V.Geetha	Tamil
Dr.R.Subashini	Commerce
Dr. S. Indra	Tamil

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Dr. M. Vasanthi	Physics
Dr. R. Deepa	Tamil

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Dr. Major R.Venkatachalam

Dean - Arts and Commerce

Prof. N.Rajendran, M.Phil.

Dean - Faculty of Sciences

Dr.V. S. Nagarethinam Ph.D.

Director - SPCTE

Dr.P.Nadimuthu

TAMIL

Thiruvallargal / Tmt.

N. Sivajikabilan, Ph.D.

R. Ravichandran, Ph.D.

M. Kannan Ph.D.

A.Jayaroja, M.Phil.

G.Rajeswari, Ph.D.

V.Aravazhi, Ph.D.

V.Sivasamy, Ph.D.

P.Kannan, Ph.D.

N.Ramesh, M.Phil.

R.Deepa, Ph.D.

S. Alagirisamy, Ph.D.

T.Jayalalitha, Ph.D.

A. Gopu, Ph.D.

S. Indra, M.Phil..

P. Balamurugan, Ph.D.

V. Geetha, Ph.D.

HISTORY

Thiruvallargal / Tmt.
V. Ravichandran, Ph.D.
S. Prabhakaran, Ph.D.
P. Ganesan, Ph.D.
N. Pandiyan, M.Phil.
V. Malarvizhi, Ph.D.
S. Thenmozhi, M.Phil.

ECONOMICS

Thiruvallargal / Tmt.
R. Palanivelu, Ph.D.
P.Nadimuthu, Ph.D.
S.Rajarajeswari, M.Phil.
V.Valarmathy, M.Phil.
S. Sangeetha, M.Phil.
S. Thennarasu, Ph.D.
S. Rajeswari, Ph.D.
T. Saravanan, Ph.D.
N. Loganathan, M.A.

ENGLISH

Thiruvallargal / Tmt.
K. Sundararajan, Ph.D.
C. Radhakrishnan, M.Phil.
B.R. Veeramani, Ph.D.
K. Sivakumar, Ph.D.
R. Mayilraj, Ph. D
S. Kanagaraj, M.Phil.
R. Shanthi, Ph.D.
V.Radhakrishnan, M.Phil.

T.Mahendran, Ph.D.
V.Sharmila, M.Phil.
S.Pari, M.Phil.
J. Umasamundeeswari, Ph.D.
N. Latha, Ph.D.
G. Vasuki, Ph.D.
S. Syed Shaw, Ph.D.
A. Karthik, M.Phil.
G. Rengaraj, M.Phil.

COMMERCE

Thiruvallargal/ Tmt.
R. Prakash Babu, Ph.D.
K. Thirumavalavan, M.Phil.
V. Ramakrishnan, Ph.D.
A. Ananth, Ph.D.
S. Raju, Ph.D.
P. Jegan, Ph.D.
R. Subashini, Ph.D.
S. Suresh, Ph.D.
P. Sankar, Ph.D.
R. Saravanel, Ph.D.
R. Sivanantham, Ph.D.

MATHEMATICS

Thiruvallargal/Tmt.
G. Komahan, Ph.D.
G. Marimuthu, Ph.D.
S. Sankaranarayanan, M.Phil.
G. Sivakumar, M.Phil.
A. Venkatesh, Ph.D.
R. Sangeetha, Ph.D.
S. Prakasam, M.Phil.

P. Syamala, M.Phil.

PHYSICS

Thiruvallargal / Tmt.

P. Philominathan, Ph.D.

K. Ravichandran, Ph.D.

B. Sakthivel, Ph.D.

G. Pasupathi, Ph.D.

V.S.Nagarethinam, Ph.D.

A.R.Balu, Ph.D.

N.Manjula, Ph.D.

R.Manimegalai, Ph.D.

S.Ravishankar, M.Phil.

M.Vasanthi, Ph.D.

C.Rajashree, Ph.D.

M.Suganya, M.Phil.

B.Deepa, M.Phil.

K. Murugananthan, Ph.D.

M. Suresh, M.Phil.

K. Thirumurugan, Ph.D.

CHEMISTRY

Thiruvallargal / Tmt.

R. Venkatachalam, Ph.D.

K. Balakrishnan, Ph.D.

V. Nandhakumar, Ph.D.

M. Pramesh, Ph.D.

G.Muruganandam, Ph.D.

M.Pugazhenthir, Ph.D.

C. Thillaiyadi Valliammai, Ph.D.

S. Sankar, Ph.D.

N. Mani, Ph.D.

V. Thirumurugan, Ph.D.

R. Manikandan, Ph.D.

T. Periathambi, M.Phil.

S. Sivajiganesan, Ph.D.

BOTANY

Thiruvallargal / Tmt.

T. Kumar, Ph.D.

C. Chandran, Ph.D.

V.Ambikapathy, Ph.D.

P.Pandiyan, Ph.D.

P.Vanathi, M.Phil.

S.Vijayakumar, Ph.D.

S. Vasantha, Ph.D.

M. Ayyanar, Ph.D.

V. Sathiyageetha, Ph.D.

S. Gomathi, Ph.D.

V. Manimekalai, Ph.D.

ZOOLOGY

Thiruvallargal / Tmt.

P. Natarajan, Ph.D.

R. Rajakumar, Ph.D.

C.Moorthy, M.Phil.

K.Asokan, Ph.D.

R.Prakashraj, Ph.D.

P. Kavitha, Ph.D.

S. Vijayakumar, Ph.D.

K. Jayaseelan, Ph.D.

B. Kaleeswarn, Ph.D.

S. Ganesan, Ph.D.

COMPUTER SCIENCE

Thiruvallargal / Tmt.

V. Ramesh, M.Sc.

V. Maniraj, Ph.D.

R. Sivakumar, Ph.D.

S. Kumaravel, Ph.D.

T. Chakravarthi, Ph.D.

R. Subash Chandra Bose, Ph.D.

R. Sivakumar, M.Phil.

T.S. Baskaran, Ph.D.

PHYSICAL EDUCATION

Thiruvallargal

M.S. Muthuramalingam, Ph.D.

M. Madan Mohan, Ph.D.

HINDI

Tmt. D. Bhuvaneswari, Ph.D.

LIBRARIAN

Thiru . J. Selvam, Ph.D.

DIRECTOR OF PHYSICAL EDUCATION

Vacant

CONTROLLER OF EXAMINATIONS

Dr. G.Karikalan, Ph.D.

2/34, N.C.C. COY.

Prof. M.Suresh

Care taker

4TN Girls Bn N.C.C., Trichy

Lt. A.Jayaroja

Coy. Commander

N.S.S. PROGRAMME OFFICERS (5 Units)

Thiruvallargal/Selvi

T.Periatham, M.Phil.

Chemistry

R. Sivanantham, Ph.D.

Commerce

S. Pari, M.Phil.

English

P. Kannan, Ph.D.

Tamil

J. Vanitha, M.Sc.,

Computer Science

UNIVERSITY STUDENTS' SERVICE CORPS

Thiru. V. Radhakrishnan, M.Phil.

English

COLLEGE OFFICE

Thiruvallargal

S. Durairajan, D.C.P.

Superintendent

M. Ananthanarayanan, M.Com.

Assistant

R.Shanthi

Assistant

L. Damodaran

Junior Assistant

S. Gowthaman

Junior Assistant

R. Senthil Kumar

Typist

S. Sakthivel

Junior Assistant

STORE KEEPER

Thiru. A.R. Kannan

TRAINING INSTRUCTOR

Thiru R. Mathivanan, D.E., & E.E.

LAB. ASSISTANTS

Thiruvallargal

N.Sivaraj

K.Kasthuri

A.Selvaraj

S.Mohandoss

V.Rajakumar

P.Ravichandran

P.Kalyanasundaram

P.Saravanan

U.Ramanathan

K.Tamilarasan

S.Kumar

A.Duraiswamy

V.Vivekanandan

C.Kumar

C. Sathiyamurthy

D. Sudhakar

T. Siva

RECORD CLERK

Thiruvallargal

P. Kulothungan

N. Marikannan

V. Muthamizh Muthalvan

LIBRARY ASSISTANT

Thiruvallargal

M.P. Pandian

OFFICE ASSISTANT

Thiruvallargal

R.Ganesan

B.Kannan

M. Saravanan

G. Ravi

WATCHMAN

VACANT

WATERMAN

VACANT

SWEEPER

VACANT

SANITARY WORKER

VACANT

GARDENER

VACANT

MARKERS

Thiruvallargal

V. Karthikeyan

P. Subramanian

M. Panneerselvam

PROGRAMMES OFFERED	
U.G. Level	20
P.G. Level	17
Research Programmes	
M.Phil. Level	13
Ph.D. Level	14
Diploma Courses	
U.G. Level	02
P.G. Level	05
Certificate Courses	
Certificate Courses	20
Total	91

DETAILS OF PROGRAMMES OFFERED			
Level	Degree	Subject	Year of affiliation
UG	B.A.	1. History	1970-71
		2. Economics	1957-58
		3. Tamil	1965-66
		4. English	1966-67
		5. Indian Culture	1983-84
	B.Com.	6. Commerce	1968-69
		Commerce with Tax	1995-96
		Procedure & Practices	
	B.Sc.	7. Computer Applications	2017-18
		8. Bank Management	2017-18
		9. Mathematics	1957-58
		10. Physics	1961-62
		11. Chemistry	1959-60
		12. Botany	1969-70
		Botany with Industrial	
		Microbiology	1995-96
		13. Zoology	1961-62
		Zoology with	
		Biotechnology	2002-03
		14. Computer Science	1984-85
		15. Physical Education	1988-89
	B.B.A.	16. Business Administration	2004-05
	B.Litt.	17. Tamil	2008-09
	B.C.A.	18. Computer Applications	2008-09
	B.Sc.	19. Statistics	2013-14

B.Sc.	20. Geography	2013-14
P.G.	M.A.	1. History 1982-83
		2. Economics 1967-68
		3. Tamil 1975-76
		4. English 1973-74
M.Com.	5. Commerce	1976-77
M.Sc.	6. Mathematics	1967-68
	7. Physics	1972-73
	8. Industrial Chemistry	1983-84
	changed into	
	General Chemistry	2009-10
	General Chemistry	2002-03
	9. Botany	1980-81
	10. Microbiology	1998-99
	11. Zoology	1979-80
	12. Computer Science	1987-88
	13. Information	
	Technology	2001-02
	14. Biotechnology	2005-06
M.C.A.	15. Computer Applications	1993-94
M.B.A.	16. Business Administration	2000-01
M.L.I.S.	17. Library and	
	Information Science	2004-05
UG	Diploma	1. Office Management & Secretarial Practice (Commerce)
		2. Operations Research (Mathematics)
PG Diploma	1. Computer Applications (PGDCA)	(Computer Science)
	2. Aquaculture (Zoology)	
	3. Bio fertilizers (Botany)	
	4. Textile Processing (Chemistry)	
	5. Micro Processor & Computer	

Hardware (Physics)
**UG/PG Diplomas can be taken concurrently
with the main Degree Programme**

M.Phil.	1. History
	2. Economics
	3. Tamil
	4. English
	5. Commerce
	6. Mathematics
	7. Physics
	8. Chemistry
	9. Botany
	10. Microbiology
	11. Zoology
	12. Computer Science
	13. Management Studies
Ph.D.	1. History
	2. Economics
	3. Tamil
	4. English
	5. Commerce
	6. Mathematics
	7. Physics
	8. Chemistry
	9. Botany
	10. Microbiology
	11. Zoology
	12. Computer Science (Part time)
	13. Physical Education (Part time)
	14. Library & Information Science

CERTIFICATE COURSES

a) The following fifteen certificate courses are offered as optional for UG students as per UGC provisions. These applied courses of job-oriented nature are useful to impart General Knowledge, to instil confidence, to face interviews and competitive examinations and to provide self-employment opportunities for students.

Certificate Courses offered

1. Tourism: Planning, Promotion and Development
2. Rural Development
3. ,jopay;
4. Developing Speaking Skills
5. Computational Accounting
6. Personality Development
7. Mathematical Techniques
8. Solar Energy
9. Food Science and Quality Control
10. Herbal Technology
11. Ornamental Fish Culture
12. Accounting Software
13. Health and Fitness
14. Library and Information Science
15. Communicative Hindi

b) In addition to the above **fifteen courses**, the following five UGC funded add-on Certificate Courses are offered:

1. Air Conditioning and Refrigeration (2005-06)
2. Herbal Medicine (2005-06)
3. Data Care Management (Office Automation) (2005-06)
4. Tourism Planning, Promotion and Development (2013-14)
5. Multimedia Content Publishing (2013-14)

COLLEGE FEES

(Subject to Revision)

(Two Semesters)

1. Tuition fees for each semester	Rs. ps.
UG Programmes	-
M.A.	250.00
M.Sc./ M.Com.	375.00
M.Sc. Computer Science	500.00
2. Special fees for the whole year	UG 195.00
	PG 230.00

Details for Special Fees	UG	PG
Stationery	30	60
P.T. and Games	50	50
Library	40	40
College Magazine	15	15
College Calendar	10	10
All Associations	7	7
College Day	5	5
Audio Visual Education	5	5
Tutorial System	5	5
Fine Arts Association	3	3
Medical Inspection (1 Year only)	5	5
University Games Fund	20	20
Total	195	230

3. Laboratory Fee		
B.Sc.		500.00
M.Sc.		1,000.00
4. Caution Deposit		100.00
5. University Fees :	UG	435.00
	PG	205.00

Details for special Fees	UG	PG
Registration	65	95
Recognition	200	0
Matriculation	40	0
Infrastructure	40	40
Youth Development	15	15
Cultural	15	15
Sports	60	40
Total	435	205

6. Director of Collegiate Education,
Verification Fees for each Mark Statement 10.00

N.B. The Special Fees for the whole year shall be paid along with the fees for the odd semester.

ACADEMIC REGULATIONS

REGULATIONS REGARDING THE PAYMENT OF COLLEGE FEES

1. All kinds of fees should be remitted through Indian Overseas Bank (IOB) using core banking facility.
2. The fees should be paid in full. Part payment will not be accepted.
3. Fees once remitted will not be refunded under any circumstance.
4. Special fees must be paid along with the semester fees at the beginning of each academic year.
5. A student who fails to pay the fees before the last day notified will have to pay a fine of Rs. 5.00 for each day of default.
6. If a student fails to pay the fees within the grace time allowed to pay the fees with fine, then his/her name will be removed from the roll. Such students may be re-admitted only on payment of Rs. 200 as re-admission fees along with the fine amount.
7. The caution deposit collected from the student will be refunded to him/her only at the time of his/her leaving the college after deducting the arrears, if any.
8. If there is any omission in striking off the name of any student for non-payment of fees, it will not confer any right for him/her to claim that he/she has no arrears of fees to pay.
9. Students shall pay the examination fees and submit the examination application in time. Extension of time will not be granted at any cost.
10. Students who want to leave the course in the middle must inform the Principal in writing. Otherwise they are liable to pay the semester tuition fees and other special fees till the date of their request for T.C.

GENERAL CODE OF CONDUCT

1. Every male student shall wear pants and shirt with a kerchief for a neat look. **(T-shirts, dhotis, Jeans and caps are to be avoided).**
2. Every female student shall wear Salwar Kameez with a kerchief for a neat look **(Sarees/Half-Sarees/Other types of modern dresses are to be avoided).**
3. Students shall wear leather slippers or shoes only.
4. Every student shall wear the identity card around his/her neck while in the campus. Non-compliance of this code of conduct will entail punishment.
5. Every student shall wish the members of the staff on meeting them first in a day.
6. When a teacher enters the classroom, the students shall stand and remain standing till they are asked to sit down or till the teacher has taken his/her seat.
7. No student is allowed to enter or leave the class room without the permission of the teacher, during the class hours.
8. Students shall be regular in attending their classes.
9. Students shall maintain silence and order while moving from one classroom to another.
10. No student shall be permitted to enter the college office or the office of the Controller of Examinations without prior permission.
11. Students are expected to regularly read the circulars put up on the college Notice Board issuing specific directions to students on important academic and administrative matters from time to time. Ignorance of these directions on account of failure to read

these circulars, is not acceptable as an excuse for not complying with them.

12. No meeting of any kind shall be held in the college campus without the prior written permission from the Principal.
13. No student shall take part in any political activity or agitation of any kind.
14. No notice of any kind shall be circulated among the students or pasted on the notice board or displayed anywhere within the college campus without the prior written permission of the Principal. No donation or subscription of any kind for any purpose shall be collected without the written permission of the Principal.
15. Students shall attend the college strictly adhering to the time schedule.
16. The college operates buses for the benefit of students from all the directions at concessional rates to keep up punctuality, regularity, discipline and orderliness among students. Hence the students shall make use of this facility for their welfare.
17. Students who misbehave either inside the college campus or during travel to and from the college shall categorically be dismissed from the college.
18. Footboard Travelling in Train/Bus is strictly prohibited; otherwise disciplinary action will be initiated against erring students.
19. Scribbling on the walls and scarring on the desks shall be avoided. Erring students in this regard will be dealt with seriously.

20. Possession and usage of mobile phones by students are totally banned in the campus. Erring students shall face disciplinary proceedings including dismissal from the college. Further, mobile phones confiscated from the students shall be handed over to the competent authorities concerned for further course of action.
21. With regard to all other matters of importance not specifically mentioned in the rules listed above, students should always conduct themselves in a perfectly disciplined and perfectly refined manner strictly in accordance with very high code of conduct prescribed for students.
22. The Principal's decision will be final in respect of disciplinary action for violation of any rule of the college.

Note : Under the Tamil Nadu Educational Rules, the Principal has full powers to inflict the following punishments namely imposing fines, withholding attendance or term certificates, suspension for a specified period and expulsion from the college.

TUTORIAL SYSTEM

1. A batch of students with a strength of 25-30 will be assigned to each member of the staff who will function as their Tutor.
2. The tutor will meet his wards once in a week in the College premises. He may instruct the parents of some of the wards to meet him as and when situation warrants.
3. The tutor will keep a careful and regular watch on the attendance, progress in the class work and other activities of his wards and act as a friend and as a guide to them. He will try to rectify the short-comings of the wards, if any, at the very outset. Cases of serious irregularity shall be brought to the notice of the Principal immediately.

4. All leave applications from the students will be forwarded by the Tutors concerned to the Principal through the Co-ordinators with suitable recommendations.
5. Tutors will keep a record of the residential addresses of their wards and also other relevant details about them which includes their contact Telephone numbers.
6. Tutors will periodically enter in the Tutorial Cards the results of their respective wards and make suitable feedbacks. After obtaining the signature of the Principal, the cards will be posted to the parents or guardians to keep them informed of the progress of the wards.
7. All kinds of appeals from students for the redressal of their grievances shall be routed only through the tutor and the Co-ordinator concerned. Direct appeal to the competent authority will not be entertained unless and otherwise warranted for some valid reasons.

ATTENDANCE AND LEAVE

1. No student shall absent himself/herself from classes without submitting proper leave applications to the Principal for leave through the Tutor and the Co-ordinator concerned.
2. All applications for leave must be made before the period of absence. However, under inevitable circumstances it may be submitted on the day of attending the college after availing leave.
3. Students who absent themselves for more than three consecutive working days without applying for leave shall meet the tutor concerned along with their parents for ratification of leave availed by them.

4. However students who are absent without applying for leave for a period of more than ten consecutive working days are liable to have their names struck off from the rolls and they may be enrolled again only on payment of re-admission fees and such other penalty as may be imposed on them.
5. Students who have availed leave without submitting leave letters even after repeated warnings given by the tutor will be suspended from the college.

READING ROOM

1. The Library is open from 8.00 a.m. to 6.00 p.m. on all working days.
2. A student is entitled to borrow only two books at a time.
3. A student is not entitled to keep a book for more than 7 days from the date of issue. A fine of Rs. 2/- per day per book will be levied for retention beyond the time allowed. Books due on a holiday may be returned without fine on the next working day.
4. While receiving books, students must examine them and report to the librarian any damage found therein, otherwise they will be held responsible for any damage that may be detected subsequently.
5. In the event of loss or damage to a book (which should be reported to the librarian) the person responsible must replace it at any cost. The payment of the cost of the same book shall not be accepted. In case when the person is not able to replace the same book due to its non-availability in the market, the person is liable to pay the cost of the same book plus the penalty as decided by the Library Committee.
6. a) Books, periodicals, etc. must not be underlined, written upon or tampered with, in any manner.

b) Book labels should not be tampered with or torn off. For any label spoilt or torn or defaced in any manner, a fine of Rs.10/- will be levied.

7. Strict silence should be observed in the library.

PRIZES FOR PROFICIENCY & ATTENDANCE

1. Proficiency prizes will be awarded to rank holders of all major subjects for each year. For each Part, the eligibility criteria for getting this award is a minimum of 75% marks in that Part.
2. Prizes are awarded annually from Srimathi Sethukkannammal Trust Fund.
3. The award will be decided by the College Council subject to the approval of the Principal.
4. Special prizes will be awarded to students of all classes for each year who have cent per cent attendance during the year.
5. For outstanding performance during the programme a "Par Excellence Award" is awarded. The eligibility criteria for this award is a minimum of 95% marks in aggregate.

COLLEGE ASSOCIATIONS

The following associations function in the college to provide opportunities to the students for developing their talents in various fields.

1. Tamil Peravai
2. The Literary and Debating Society
3. Hindi Association
4. Planning Forum
5. Social Service League
6. National Integration Samithi
7. Fine Arts Association
8. The Athletic Association

9. Mathematics Association
10. Physics Association
11. Chemistry Association
12. Botany Association
13. Zoology Association
14. Commerce Association
15. Economics Association
16. History Association
17. Pushpam Association for Computer Education
18. Career Guidance Cell
19. Sri Pushpam Nature Club
20. Youth Counselling Cell
21. Red Ribbon Club
22. Entrepreneurship Cell

- The object of these Associations is to foster and encourage among the members the habit of intelligent thinking and clear expression through constant practice in debate and discussion and to train up the students in the art of organisation and leadership.
- Invited Talks of general nature, celebrations of important functions, intercollegiate competitions and such other activities will be arranged by various Associations appropriate to their aims and objectives.
- All students of the College are members of the Planning Forum, Social Service League, National Integration Samithi and Fine Arts Association, while students of the respective faculties are members of the Language and Subject Associations. Activities encouraging and developing intrinsic talent in students will alone be permitted.
- The Principal is the ex-officio President of all the Associations and he will nominate the Vice - President for

each association from among the members of the staff by rotation.

- For the Athletic Association there will be a Vice- President and two staff representatives nominated by the Principal from among the members of the staff and one student representative from among the captains. The Physical Director will be the Secretary of the Association.
- Student representatives for the various Language and Subject Associations shall only be nominated from the respective classes by the Vice - President of the Association on the basis of their merit in consultation with the Principal.
- All the Associations will jointly participate in the Founder's Day celebration, Founder's Commemoration Day Function, Gandhi Jayanthi Celebration and the College Day Function.

NATIONAL INTEGRATION SAMITHI

The Constitution of the National Integration Samithi of college is as follows:

1. The Principal will be the President of the Samithi.
2. A Senior Professor will be the Co-ordinator.
3. Another Senior Professor will be the Vice President.
4. All the students of the college will be members of the Samithi and are expected to participate in its activities and promote its ideals.
5. The Principal will nominate the Co-ordinator and Vice-President from among the members of the staff from time to time. The student office - bearers of the Samithi will be nominated by the Vice - President at the beginning of each academic year with one representative each from I, II & III year degree classes and from I & II year Post Graduate classes.

6. The rules governing the activities of the other associations will also be generally applicable to the Samithi.
7. Reservation for representatives will be made from the Muslims for I year degree, from Hindus for II year degree and from Christians for III year degree.
8. The Principal and President of the Samithi will administer the National Integration Pledge to the office bearers of the Samithi as soon as the Executive Committee is constituted.
9. All the students and the staff of the college will take the National Solidarity Pledge on any convenient day between the 2nd and 8th of October of each year.
10. No student who has been found guilty of grave misconduct or with lack of faith in the ideals of the Samithi will be allowed to continue as office bearer of the Samithi.
11. The Samithi will sponsor
 - i) Interstate trips by groups of Samithi members.
 - ii) National Integration seminars and camps.
 - iii) Extraordinary meetings to be addressed by guest speakers from other parts of the country.
 - iv) National Integration Festival (Mela) with essay competitions, dramas, dances, music performances and elocution contests.
 - v) Any other activity suggested by the Ministry of Education and Youth service, Govt. of India from time to time.

N.C.C.

College NCC has a strength of 50 cadets (Boys) attached to the 34 Tamil Nadu Indep Coy, NCC Thanjavur and also has a strength of 50 cadets (Girls) attached to the 4 TN Girls Bn.NCC, Trichy. NCC is optional and open only to the students of the Degree classes.

N.S.S.

National Service Scheme is functioning in the college with five units of 100 volunteers each.

ROVERS

There is one unit of 50 Rovers functioning in the college.

SCHOLARSHIPS AVAILABLE

1. Management Scholarships :
 - i) Rao Bahadur A. Veeriyar Vandayar Educational Trust Scholarship
 - ii) Srimathi V. Sethukkannammal Trust Scholarship.
2. District Backward Class Scholarship.
3. District Harijan Welfare Scholarship.
4. National Loan Scholarship.
5. National Scholarship Scheme (Merit)
6. Directorate of Collegiate Education Scholarship.
7. Scholarship for differently-abled students.
8. Scholarship for the children of freedom fighters.
9. Military concession.
10. 92 M.E.R. Fee concession
11. Old Boys' Association Scholarship.
12. Scholarship from Devi Charities, Chennai.
13. Scholarship from Sultan Chand & Sons Charities, New Delhi.
14. Rajiv Gandhi National Fellowship Scheme for SC students offered by the UGC.
15. UGC - Indira Gandhi PG Scholarship.

CERTIFICATES

- No fee is charged for conduct, transfer and course certificates issued to students on the rolls if applied before 31st December of the year in which they have left the college. After that a fee of Rupees six for Transfer Certificate will be charged for every year of delay.
- No duplicate certificate is issued unless certified by a Sub-Inspector of Police to the effect that the original certificate is irrecoverably lost. A fee of Rs. 100/- (One hundred) will be charged in such cases.
- The application for T.C. and C.C. has to be made in the prescribed form.

SELF FINANCE SECTION

Students of self finance section shall note that under existing University and Government regulations governing their programmes, they are also eligible for Government scholarship.

SRIMATHI SETHUKKANNAMMAL HOSTEL

RULES AND REGULATIONS

1. No student of the college other than the hostelers will be permitted either to stay in the hostel or to dine in the hostel mess.
2. Mess bill of a hosteler should be paid within the 15th of the succeeding month or else his name will be struck off from the roll of the hostel.
3. Mess bill will be calculated on dividing system. Reduction of mess bill for leave period will be available only for those who

take leave on proper permission from the college for academic purposes such as NSS camp, NCC camp, Departmental tour, etc.

4. The mess will be kept open as per the following schedule.

Morning : From 7-20 a.m. to 8-20 a.m.

Noon : From 1-00 p.m. to 2-30 p.m.

Evening : From 5-30 p.m. to 6-00 p.m.

Night : From 7-30 p.m. to 8-30 p.m.

Food will not be served for late comers.

5. Playing cards, smoking and consuming narcotic/ alcoholic substances are strictly forbidden in the Hostel campus and such offenders will be severely dealt with.
6. Nailing, pasting or hanging of pictures of all kinds and scribbling on the walls of the room are punishable offences as per the hostel rules.
7. All the in-mates in a room will be held responsible for any damage done to the fittings in the room.
8. Radio, Tape recorder, Iron box, Computers and such other things shall not be used by students in the room.
9. The students shall not leave or enter the hostel premises without the written permission of the authorities after 10.00 p.m.
10. The students shall not be permitted to stay in the hostel rooms during class hours. In case of medical illness, prior permission has to be obtained from the Warden.
11. U.G. students shall dine in the first mess and P.G. students in the second mess.
12. T.V. will be operated only from 6.00 p.m. to 8.00 p.m. except during the examination time. Recreation room will not be open during the examination season.

13. Control and discipline are the basis of a peaceful life and hostel in-mates will be assured of them.
14. The inmates shall have their Hostel Identity Card always with them to show it on demand.
15. Rooms and hostel premises shall be kept neat and clean.
16. Those who misbehave in the room, mess or hostel premises are liable to be dismissed from the hostel and disciplinary proceedings will be initiated against them.
17. The time between 8.45 p.m. and 10.00 p.m. after supper shall be strictly adhered to as study hour by all inmates.
18. No exemption will be granted from payment of Hostel fees and mess bill for those students awaiting sanction of scholarship, special scholarship, etc.,
19. Grievances, if any, shall be brought to the knowledge of the Deputy Warden in person in a polite manner and genuine grievances are certain to be redressed.
20. Staying in the Hostel beyond the permitted period will attract extra rent.

System of Registration for all UG/PG/M.Phil. Degree programmes and for all PG Diploma programmes.

All students who have been admitted in the first year programme of any of the UG/PG/M.Phil./PG Diploma programmes during 2009-2010 or thereafter shall register themselves for the respective UG/PG/M.Phil./PG Diploma programmes and the maximum period of registration shall be 6 years for all UG programmes, 5 years for all two – year PG programmes, 6 years for all three year PG programmes and 3 years for all one year PG Diploma programmes. Further there shall be one more extension of

registration for a period of 2 years, for which the candidate concerned has to make an appeal to the Principal in writing within 6 months from the date of expiry of the registration period. Belated appeals for extension of registration may not be entertained. Such appeals for extension of registration may be turned down by the Principal without mentioning any reason. During the extension period, the candidates are supposed to be examined in the various courses of the programmes undergone by them under the latest revised syllabus only.

M.Phil. Scholars will be permitted to appear for the theory examination or to submit dissertation and to appear for viva-voce examination only on two occasions. They may get two more chances on making an appeal to the Principal for re-registration. However the total period of registration and re-registration shall be four years only.

ATTENDANCE REGULATIONS FOR UG/PG PROGRAMMES

- ✎ Course wise attendance is maintained for students.
- ✎ 85% Attendance is the minimum eligibility requirement for writing end-semester tests / final semester examinations.
- ✎ Students who have put in an attendance in the range of 75% to 84% will have to apply for condonation to the Principal. In case the condonation is granted by the Principal, they have to pay Rs. 200/- towards the condonation fee.
- ✎ Students with an attendance in the range of 65% to 74% and with a passing minimum in the Test and in the Assignment components of CIA are designated as TRANSITIONALLY NOT PERMITTED (NP)/ candidates. They can acquire the eligibility

status by undergoing the Winter/Summer programme (for ten days duration with cent per cent attendance) at the end of that semester, after registering their names for the same by remitting the prescribed fees for each course. The winter/summer programme consists of lecture classes, assignment submission, a special CIA test and an objective type Testing Examination. Such of those students who have successfully completed the winter/summer programme in a course (by securing 100% attendance in the summer programme, by completing the assignments on time, by securing not less than 40% marks in the special CIA test for that Course and by appearing for objective type Testing Examination) will be declared as ELIGIBLE for that course. Otherwise they will be declared as NOT ELIGIBLE (NE)/ candidates and they have to rejoin the regular programme for that course in the corresponding semester, **only after the completion of the Degree programme.**

Students who have secured an attendance below 65% are designated as NOT ELIGIBLE (NE) candidates.

Those who are not eligible for a course(s) are called 'PAPER NOT ELIGIBLE' and those who are not eligible for all the courses in a semester are called 'SEMESTER NOT ELIGIBLE'.

Both the types of NE candidates who have attendance of 40% and above but below 65% may attend a crash programme and become eligible to appear for the Semester Examination.

The 'Paper NE' candidates who have an attendance below 40% may attend a crash programme and become eligible to appear for the Semester Examination.

The Semester NE candidates who have an attendance below 40% must rejoin and redo the programme after the completion of their programme and become eligible.

ATTENDANCE REGULATIONS FOR M.Phil. PROGRAMME

Attendance Percentage	Classification	Remedial Measure
85% and above	Eligible	---
75% - 84%	Eligible with Condonation	To Pay a Condonation Fee of Rs.250/-
65% - 74%	Not Permitted (NP)	To Pay a condonation fee of Rs.750/-subject to the Approval of the Condonation Awards Committee.
Below 65%	Not Eligible (NE) (i) Course NE	To Pay a Special Condonation fee subject to the Approval of the Condonation Awards Committee.
	(ii) Semester NE	To repeat the Programme.

AWARD OF BENEFIT OF ATTENDANCE TO THE STUDENTS ON MEDICAL GROUNDS

The benefit of attendance may be awarded to Condonation/NP/NE students on medical grounds on request as per the following guidelines:

Condonation/NP/NE candidates with proven evidence of medical illness will alone be eligible to the award of such benefit of attendance.

For foreseeable circumstances, the student who has absented himself from attending the college for undergoing medical treatment has to get the prior permission from the Principal through his tutor and Co-ordinator by submitting proper evidence and in that case he/she may make an appeal to the Principal for the award of benefit of attendance on medical grounds.

For unforeseen circumstances, the tutor of the student must justify and recommend with proper evidence to the Principal through the Co-ordinator for the award of benefit of attendance on medical grounds within a period of one week from the date of absence to the college.

Appeals from such students aspiring condonation/NP/NE will be recommended by the Principal to the Students' Evaluation Grievances Redressal Cell for scrutiny and such condonation / NP/NE candidates may be declared as Eligible/condonation / NP candidates in case if they are found eligible for the award of benefit of attendance on medical grounds.

REMEDY FOR NOT PERMITTED CANDIDATES OTHER THAN ATTENDANCE NP FOR UG/PG/M.Phil. PROGRAMMES

NP students other than Attendance NP may acquire eligibility in a course only by taking retest within the end of the respective semester.

EXAMINATION AND EVALUATION PATTERN

CONTINUOUS INTERNAL ASSESSMENT (CIA)

Continuous Internal Assessment (CIA) is the most crucial scheme of the educational process. Teaching, learning and evaluation processes are important functions in higher education. CIA has been recognized as the best yardstick to measure the performance of students in different aspects. The talents of the students cannot be measured through a three hour written examination alone. Only CIA can indicate to the teacher and the student how well the student is learning and his level / depth of understanding. CIA motivates the students to acquire important skills and abilities which are not included in the external examinations, which at the most can assess abilities of memory of facts. CIA helps the students not only to get the optimum results but also makes them regular, meticulous and purposeful in their approach towards academic performance.

TOOLS OF C.I.A.

Many tools are available for CIA (i) Written tests, (ii) assignments, (iii) objective type testing, (iv) seminar, (v) practical work in the laboratory, (vi) project work, (vii) Case study etc. Depending upon the programme, the CIA is designed. CIA was introduced in the year 1976 and since then it has come to stay in the autonomous set-up for over 26 years.

Due to the introduction of common pattern of CBCS in UG / PG / M.Phil. programmes, the CIA marks will be 25% and the External Examination marks for Theory papers will be 75% for each course. For practicals, the CIA marks will be 40% and the External marks will be 60%.

**CIA COMPONENTS AND THEIR WEIGHTAGE
For all UG and PG Theory Courses**

Each course carries 25 marks, as its CIA marks. The break up in the marks corresponds to its components as follows:

CIA Component	Marks	Description
a) Assignment*	5	@ 1 mark for each unit.
b) Tests	15	Mid-semester Test-7.5 marks** End-semester Test-7.5marks**
c) Objective Type testing	5	Under online mode for PG Programmes and through written mode for UG Programmes.
Total	25	

* One assignment is to be given for each unit for each course.

** For I Semester of any UG/PG program, 5 marks are allocated for Mid Semester Test and 10 marks allocated for End Semester Test.

a) ASSIGNMENT

- ❖ A student has to submit 5 Assignments for each course.
- ❖ He / She has to submit 2 Assignments (in each course) and get them evaluated prior to the commencement of the mid-semester test. He / She has to submit the Assignment Note - Book for verification on the day of the Mid-Semester Test for the corresponding course. Otherwise he / she will forfeit 2 marks in the Assignment component for that course.

- ❖ Students who have completed all the 5 Assignments (including lapsed assignments) in a course and got them evaluated completely will alone be permitted to appear for the end-semester test in that course.
- ❖ Students who have absented themselves for the mid-semester test or the end-semester test due to valid reasons, have to submit the assignment note book (through a messenger) to the examination committee for verification before respective test duration.
- ❖ A student must secure atleast 2 marks out of maximum 5 marks allotted for assignment component in CIA. Otherwise he/she will be declared as NOT PERMITTED for that course provided he / she has acquired the attendance eligibility for that course.

MID - SEMESTER TEST / END - SEMESTER TEST

- ❖ In each semester all students must appear for both the mid-semester test and the end-semester test without fail. If a student could not appear for either the Mid-semester or the End-semester test due to any reason, he has to forgo the marks in that test. ***Supplementary tests will be conducted for the Mid-semester test absentees only, provided reason for their absence is related to academic affairs.***
- ❖ In each course every student must secure atleast 5 marks out of total 15 marks allotted as the test component in CIA. Otherwise he / she will be declared as FAILED in CIA Tests and will become NOT PERMITTED for that course in the ensuing semester examination, provided he / she has acquired the attendance eligibility for that course.

Objective Type testing Examination Guidelines

- ❖ In each semester all students must appear for an Objective Type testing examination in each course which will be conducted at the end of the semester and evaluation will be done by the group of Professors conducting that course.
- ❖ The Objective Type testing examination scheduled for all courses will be published by the Examination Committee in consultation with the Controller of Examinations.
- ❖ The Objective Type testing examination will be conducted under the supervision of an observer appointed by the Examination Committee.
- ❖ A student must secure atleast 2 marks out of a maximum of 5 marks allotted for Objective Type testing examination component in CIA. Otherwise he / she will be declared as FAILED in CIA in objective type testing examination in that course and will become NOT PERMITTED for that course in the ensuing semester examination, provided he / she has acquired the attendance eligibility for that course.
- ❖ No supplementary **Objective Type testing examination** will be conducted for those students who absent themselves for the **Objective Type testing examination**, whatsoever the reason for the absence may be.

CIA PASSING MINIMUM FOR UG/PG
(For eligibility to write the Semester Examination)
Attendance Eligibility: 75% and above

FOR THEORY COURSES

Assignment	Test	Objective Type testing	Total
2 Marks out of 5 Marks	5 Marks out of 15 Marks	2 Marks out of 5 Marks	10 Marks out of 25 Marks

FOR PRACTICALS

Model Test	Observation	Total
12 Marks out of 30 Marks	4 Marks out of 15 Marks	16 Marks out of 40 Marks

For Project work

Review I	Review II	Total
10 Marks out of 20 Marks	10 Marks out of 20 Marks	20 Marks out of 40 Marks

CIA COMPONENTS AND PASSING MINIMUM FOR M.Phil. PROGRAMMES

CIA Component	Maximum Marks	Description	Passing Minimum
Course I, II & III Tests	10	Mid Semester Test - 5 Marks End Semester Test - 5 Marks	5 Marks
Case Study	10	Presentation of a Course in a Seminar with elaborate data Collection about a topic in each of courses I, II & III	5 Marks
Seminar	5	Participation and Presentation of a Paper	2 Marks
Course IV Test	10	End Semester Test	5 Marks
Assignment	10	To be submitted to the Guide	5 Marks
Seminar	5	Participation and Presentation of a Paper	2 Marks
Course V Assignment	10	To be submitted to the Coordinator	5 Marks
Teaching Practice	15	For Handling Model Classes	7 Marks
Total Marks for each Course	25	Total Passing Marks for each Course	12 Marks

IMPROVEMENT OF THE TEST COMPONENT IN CIA FOR UG/PG/M.PHIL. PROGRAMMES

Such of those UG/PG/M.Phil. students who have failed to appear for any one of two internal tests. (Mid-semester/End-semester) for valid reasons will be permitted to improve their CIA test components in the respective courses by way of appearing for supplementary CIA test, provided that they have acquired pass in CIA in those courses as per the following guidelines:

Regarding the validity of the reason

For foreseeable reasons, for the student who has absented himself from appearing for the test has to get the prior permission from the Principal through his tutor and Co-ordinator by submitting proper records for evidence.

For unforeseen circumstances, the tutor of the student must justify and recommend with proper evidence to the Principal through the Co-ordinator within a period of one week from the date of absence for the test.

Appeals from such candidates will be recommended by the Principal to the Examination Committee for scrutiny and such candidates will be permitted to appear for a supplementary test which will be conducted during the Winter/ Summer course programme.

SUPPLEMENTATION OF MARKS IN CIA TOTAL

For students who have secured a passing minimum in all individual CIA components in a course but still NOT PERMITTED for want of passing minimum in CIA total, their total CIA marks in that course will be supplemented as per the following schedule.

Marks to be supplemented in CIA total	
Percentage of attendance secured in the course	Maximum margin marks to be supplemented
95% and above	2
85% - 94%	1

Capping of Marks in CIA

In the case of UG students/PG students/M.Phil scholars opting for improvement of performance in any of the CIA components in order to secure passing minimum either in that CIA components or in the consolidated CIA Total marks, the marks secured by them after improvement will be capped to the passing minimum either in that CIA component or in the consolidated CIA total marks as the case may be.

REDRESSAL OF GRIEVANCES REGARDING DISCREPANCY IN CIA MARKS AWARDED

- ❖ The CIA Marks will be released prior to the commencement of Semester Examinations.
- ❖ If a student finds any discrepancy in the CIA marks awarded to him / her for any course, he / she may appeal against discrepancy to the Co-ordinator concerned on the day of release of the CIA marks itself. Belated appeals against the discrepancy in the CIA marks will not be entertained.
- ❖ PG students may improve their CIA marks in any course, which is not cleared by them, by registering themselves as private candidates only after the completion of the programme.

REMEDIAL MEASURES FOR YEAR - NOT ELIGIBLE CANDIDATES

- ❖ Students who are declared as NOT ELIGIBLE in all courses for both the semesters in the first year of their programme shall be dismissed from the college.
- ❖ Students who are declared as NOT ELIGIBLE in all courses for both the semesters in a year (other than the first year) of their programme shall not be promoted to the higher class. They have to necessarily repeat that particular year of programme.

II EXTERNAL EXAMINATION (EE)

- ❖ Theory Examination (SEMESTER EXAMINATION) for UG/PG
- ❖ Practical Examination for UG / PG

Component for Practicals	
Methodology	10 Marks
Record Note Book	10 Marks
Execution of Practicals	30 Marks
Result	10 Marks
Total	60 Marks

- ❖ Project work for UG / PG

Component for Project work	
1. External Evaluation of Project work	40 Marks
2. Viva-voce Examination (Joint Evaluation)	20 Marks

SEMESTER EXAMINATION GUIDELINES

1. **ELIGIBLE** students who have paid Examination fees on time will alone be permitted to appear for the semester Examinations.
2. Students will be permitted to write the semester examinations, the Mid-semester test and the End-semester test only in English. However, this is not applicable for Part I of UG Programmes, B.A.Tamil, B.A.Indian Culture, B.Litt. and M.A.Tamil and M.Phil. Programmes.
3. Supplementary Examination will be held during May / June. Outgoing students may apply for any number of final semester arrear courses for supplementary Examination. But regarding previous semester courses, only those students who have 4 arrears alone can apply for the Supplementary Examination.
4. Private candidates are advised to contact the Controller of Examinations to get the details regarding the syllabus and question paper pattern for the courses for which they are to register.
5. Appeal for revaluation/retotalling is not entertained in courses where double valuation is adopted for evaluation. In other courses, the interested candidates may file the necessary appeal for revaluation/retotalling in the prescribed format with processing fees within 7 calendar days. The appeal shall be scrutinized by the Students' Evaluation Grievances Redressal Cell and its verdict is final.

6. Revaluation / retotalling will be carried out only in the cases, where the appeals are favourably scrutinized by the designated committee. For other cases the processing fees will be refunded to the respective students.

❖ **Theory Examination for M.Phil. Programmes**

Every year Theory Courses, Examinations for M.Phil. Programmes are conducted in the month of January / February.

❖ **Guidelines for Submission of Dissertation for M.Phil. Programmes**

Eligibility for the submission of dissertation for evaluation	After appearing for all theory courses
Date of submission of Dissertation	After 5 months but before 6 months from the month in which the candidate has completed the appearance of I, II, III, IV & V courses in the Semester Examination.
Extensions for submission of Dissertation	Maximum two Extensions, each of 4 months duration with a fees of Rs.300/- for each extension.

Remedial measures for candidates who are not able to submit the dissertation within 2 extensions

A student must apply for Re-Registration by remitting one semester fees plus the re-registration fee of Rs.750/-. By Re-registration the student will get only two more chances to submit the dissertation. During re-registration the candidate will be given the provision of opting for change of guide, if necessary.

Provision for change of guide may be utilized only along with reappearance in course IV as suggested by the new guide.

III AGGREGATE PASSING MINIMUM FOR UG / PG PROGRAMMES FOR THEORY COURSES

Programme	CIA	Semester Examination	Aggregate
UG	10 Marks out of 25 Marks	30 Marks out of 75 Marks	40 Marks out of 100 Marks
PG	10 Marks out of 25 Marks	30 Marks out of 75 Marks	50 Marks out of 100 Marks

FOR PRACTICALS

Programme	CIA	Semester Examination	Aggregate
UG	16 Marks out of 40 Marks	24 Marks out of 60 Marks	40 Marks out of 100 Marks
PG	16 Marks out of 40 Marks	24 Marks out of 60 Marks	50 Marks out of 100 Marks

FOR PROJECT WORK

CIA Marks		External Evaluation Marks		Viva-voce Marks		Total Marks	
Max.	Passing Minimum	Max.	Passing Minimum	Max.	Passing Minimum	Max.	Passing Minimum
40	20	40	20	20	10	100	50

AGGREGATE PASSING MINIMUM FOR THEORY COURSES FOR M.PHIL. PROGRAMMES

	Internal Marks (CIA)		External Marks Semester Exam.		Total Marks (CIA)	
	Max.	Passing Minimum	Max.	Passing Minimum	Max.	Passing Minimum
Core Course-I	25	12	75	37	100	50
Core Course-II	25	12	75	37	100	50
Optional Course-III	25	12	75	37	100	50
Elective Course-IV	25	12	75	37	100	50
Teaching Methodology Course V	25	12	75	37	100	50

PASSING MINIMUM FOR DISSERTATION For M.Phil. Programmes

DISSERTATION		
	Max.	Passing Minimum
Internal Review	40	20
External Evaluation	40	20
Viva - Voce (Joint Evaluation)	20	10
Total	100	50

Candidates once failed in the dissertation have to necessarily resubmit the dissertation within 3 months.

Normalization of CIA Marks

In order to maintain the marginal difference in CIA and External Examination Scores upto 25% level, normalization of CIA scores has been adopted for courses (in UG/PG/M.Phil courses) for which CRI indices are less than 75%, with effect from the academic year 2007-2008.

Improvement of performance in theory Courses at UG / PG / M.Phil. Level

- Candidates during their study in the college may register for improvement of semester examination performance in theory course(s) passed in first attempt only in the Semester Examination immediately next to the Semester Examination in which the candidates have passed those papers in the first attempt.
- In addition to the facility offered in item (i), the outgoing candidates who have passed all the courses of their course of study and thereby have made themselves fit for the award of the degree may also register for improvement of

performance in any two theory papers of their programme in the subsequent Supplementary Examination that follows the final Semester Examination in order to improve their OGPA. Such candidates who have successfully completed the programme and have opted to improve their performance in some theory courses in the subsequent Supplementary Examination, the issue of Cumulative Mark Statement, Provisional Certificate and Degree Certificate will be withheld until the process of improvement of performance is completed.

**CURRICULUM STRUCTURE UNDER CHOICE BASED CREDIT SYSTEM
Undergraduate Programmes**

Part	Nature of Course	No. of Courses	Credits
i.	Language I (Tamil/Hindi)	4	12
ii.	Language II (English)	4	12
iii.	Major - Core	14	70
	Major - Elective	4	14
	Allied	6	20
iv.	Environmental Studies	1	1
	Value Education	1	1
	Skill Based Elective	2	4
	Soft Skill Development	1	1
	Non - Major Elective	1	2
	Gender Studies	1	1
	General Knowledge	1	1
v.	Extension Activities	-	1
	Total	40	140

**CURRICULUM STRUCTURE FOR POST-GRADUATE PROGRAMMES
(Except M.Sc. (Cs), M.sc, (IT), MCA & MBA)**

Nature of Course	No. of Courses	Credits
Major - Core	15	68
Major - Elective	03	12
Extra Disciplinary Course	01	03
Comprehensive Knowledge Testing	01	02
Hands on Training	01	04
Communicative Skill and Personality Development	-	01
Total	-	90

**CURRICULUM STRUCTURE FOR
M.Sc. (Comp. Sci) and M.sc, (IT) Programmes**

Nature of Course	No. of Courses	Credits
Major - Core	15	64
Major - Elective	03	12
Extra Disciplinary Course	01	03
Comprehensive Knowledge Testing	01	02
Project Work	01	08
Communicative Skill and Personality Development	-	01
Total	-	90

CURRICULUM STRUCTURE FOR MCA PROGRAMMES

Nature of Course	No. of Courses	Credits
Major - Core	30	104
Major - Elective	04	16
Skill Course	05	10
Project Work	01	10
Total	-	140

CURRICULUM STRUCTURE FOR MBA PROGRAMMES

Nature of Course	No. of Courses	Credits
Major - Core	18	84
Major - Elective	06	24
Basic Computer and Soft Skill	01	02
Project Work	01	10
Total	-	120

M.Phil. Programmes

Courses	Credits
Course I - Core I	6
Course II - Core II	6
Course III - Optional	6
Course IV - Elective (Guide Course)	6
Course V - Teaching Methodology	6
Dissertation	10
Total	40

Note:

All advanced learners of M.Phil. Courses are given an opportunity to earn extra credits either by choosing an additional optional / elective course offered by the parent department or by choosing any one of the designated inter-departmental optional/ elective Courses offered by the various departments offering M.Phil courses in our college.

GRADATION OF COURSE PERFORMANCE AND FINAL RESULT CLASSIFICATION IN UG/PG/M.PHIL. PROGRAMMES

GRADATION OF COURSE PERFORMANCE & FINAL RESULT - CLASSIFICATION UNDER GRADUATE

Grade	Marks	Points	Description
S	90-100	10	Outstanding
A	80-89	9	Excellent
B	70-79	8	Very Good
C	60-69	7	Good
D	50-59	6	Average
E	40-49	5	Satisfactory
U	0-39	0	Re-Appear
AAA	-	0	Absent

Classification:

OGPA	9 and above and should have passed all courses in the first appearance	I class with Distinction
OGPA	7 and above but less than 9	I class
OGPA	5 and above but less than 7	II class

PG & M.Phil.

Grade	Marks	Points	Description
S	90-100	10	Outstanding
A	80-89	9	Excellent
B	70-79	8	Good
C	60-69	7	Average
D	50-59	6	Satisfactory
U	0-49	0	Re-Appear
AAA	-	0	Absent

Classification:

OGPA	9 and above and should have passed all courses in the first appearance	I class with Distinction
OGPA	7 and above but less than 9	I class
OGPA	5 and above but less than 7	II class

ACADEMIC CALENDAR 2018 – 2019