

# KONGUNADU ARTS AND SCIENCE COLLEGE

(AUTONOMOUS)

Re-accredited by NAAC with 'A' Grade 3.8 CGPA out of 4 (95%)

COIMBATORE - 641 029

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## PERSONAL MEMORANDUM

Name.....

Designation/Roll No. .... Dept./Class.....

Date of Birth.....Blood Group.....

Height.....cm. Weight.....Kg.

Address.....

.....

.....PIN.....

E-mail.....

Residence.....Mobile.....

Insurance Policy No. .... Premium Due Date.....

Bank A/C No. .... Bank Tel. No. ....

Vehicle No. .... R.C. No. ....

Driving Licence No. .... Expiry Date .....

Passport No..... Expiry Date.....

Other details.....

In case of emergency, please report to .....

## கடவுள் வாழ்த்து (கந்தபுராணம்)

வான் முகில் வழாது பெய்க ம-வளம் சுரக்க மன்னன்  
கோன்முறை அரசு செய்க குறைவிலாது உயிர்கள் வாழ்க  
நான்மறை அறங்கள் ஓங்க நற்றவம் வேள்வி மல்க  
மேன்மைகொள் சைவநீதி விளங்குக உலகம் எல்லாம்

- கச்சியப்ப சிவாச்சாரியார்

## வேண்டுகல்

அறிவிலே தெளிவு நெஞ்சிலே உறுதி  
அகத்திலே அன்பினோர் வெள்ளம்  
பொறிகளின் மீது தனியரசாணை  
பொழுதெலாம் நினது பேரருளின்  
நெறியிலே நாட்டம் கரும யோகத்தில்  
நிலைத்திடல் என் றிவை யருளாய்  
குறிகுண மேதும் இலதாய் அனைத்தாய்க்  
குலவிடு தனிப்பரம் பொருளே

- மகாகவி பாரதியார்

## கல்லூரியிப் பாடல்

கொங்கெனும் நிறுவனம்	இதுதானே
சுவலயம் சும்பிடும்	நிதிதானே
தங்கிடும் அறிவுடன்	பண்போடு
தந்தருள் உழைப்பினை	நிதந்தேடு
பொங்கிடும் கல்வியின்	பொன்நாடு
புலம்நிறை அறிவியல்	புகழ்பாடு
மங்களம் அதுவளர்	திருக்கோயில்
மனமலர் வணங்கிடும்	கருத்தாக.

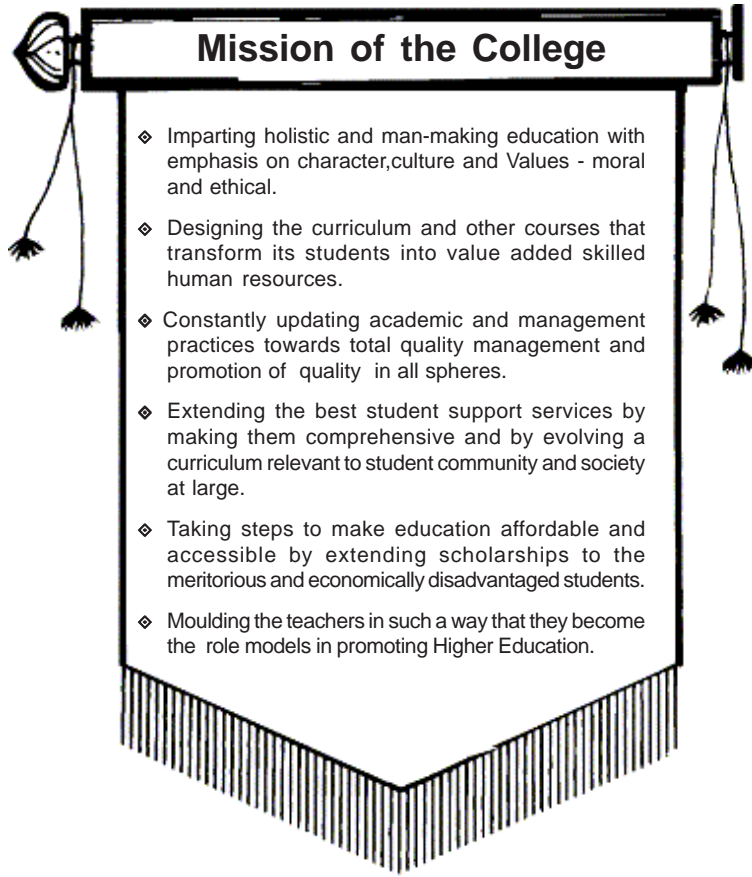
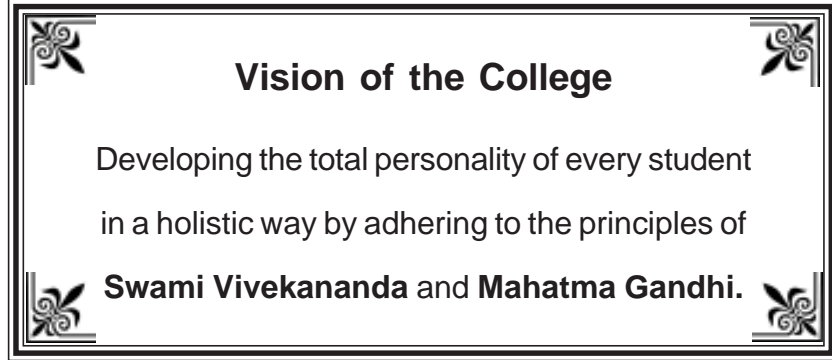
பேராசிரியர் வி.மு. உமாபதி  
தமிழ்த்துறைத் தலைவர் (பணி நிறைவு)

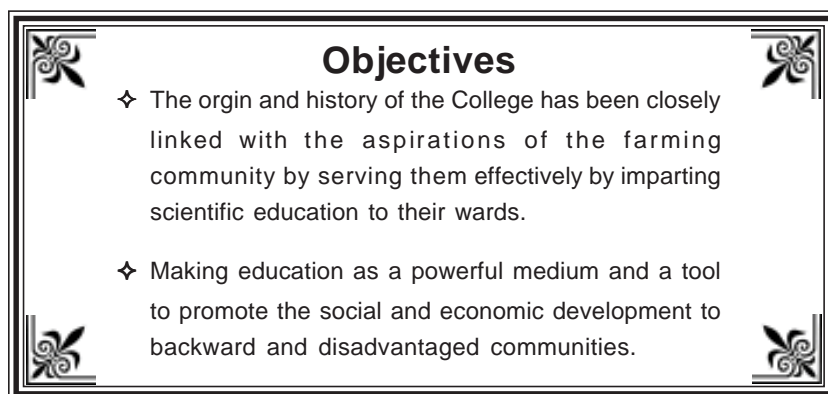
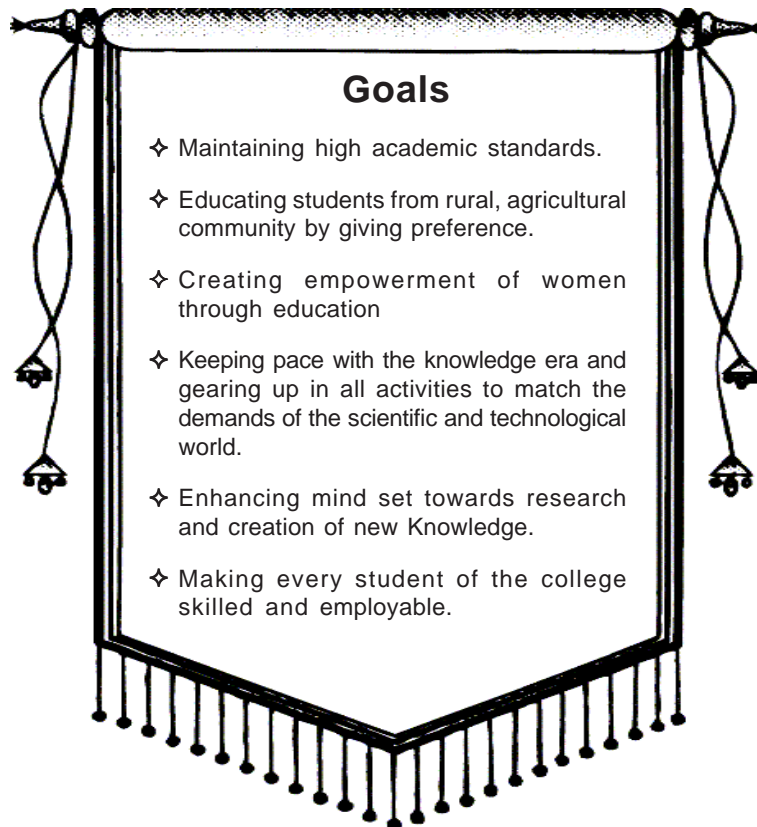
## THE COLLEGE EMBLEM



The College Emblem is simple in form but attractive and gives the stamp of dignity to the College with an ideal to aim at. The 'hut' represents that many millions of the nation have only humble dwellings. Agriculture is the backbone of our country and the country's phenomenal growth and prosperity depend not only on agriculture but on industry as well. The 'plough' stands for agricultural development and the 'wheel' for industrial progress. The 'mountain' represents lofty ideals and noble thoughts; the 'kuthuvilakku' symbolizes knowledge; the 'book' stands for education and the 'veena' for art. The Nation's advancement is indicated by the symbols in the upper half while symbols in the lower half signify the growth of the individuals as individuals make the Nation.

Wisdom without work is lame. Work without wisdom is blind. Either without culture is dead. The emblem bears the motto "அறிவு, பண்பு, உழைப்பு" These three factors contribute to the harmonious and complete growth of an individual.





## BRIEF HISTORY OF THE COLLEGE

COIMBATORE, "the gold of KONGUNADU" is an evergrowing industrial city. The longfelt need for one more College to meet the educational need of this city was fulfilled on 12<sup>th</sup> August 1973, the day of inauguration of this College.

16<sup>th</sup> October 1972 is a memorable day in the history of our College. On that day, the Thudiyalur Cooperative Agricultural Services organised a function to celebrate Saraswathi Pooja. Thiru V. K. Lakshmanan, MSc, (Ex- MLA), a progressive agriculturist and public worker noted for his selfless service and devotion to work and Dr M. Aruchami, MSc, BT, PhD, FAZ, FRES (Lond.), the present Secretary & Director, participated in the function. Both gave expression to their long cherished desire to start a College and the impetus for the fulfillment of the desire was readily given by (Late) Thiru T.N. Palanisamy, MA, IC (Dip) (USA), the then President of the Thudiyalur Cooperative Agricultural Services.

Those who made the beginning possible were fortunate enough to receive active support from the eminent Doctor (Late) N.S. Palaniappan, MBBS, DLO, who had a similar idea to start a college on behalf of Anna Memorial Committee in Coimbatore.

A sincere band of educated and eminent personalities like Thiru N. Kumaraswamy, Thiru K.P. Muthuswamy, MA, Thiru V.S. Chinnaswami Gounder, Er. R. Somasundaram BE, FIE, (Late) Thiru S.R. Rathnaswami Gounder, (Late) Thiru M. Subbiah Gounder and Thiru. C.S. Ramachandran BA, channelised their energies towards the noble task of education.

The Thudiyalur Cooperative Agricultural Services was liberal enough to donate about Rs.75,000/- and the proprietor of Texmo Industries, (Late)Thiru. R. Ramasamy, offered Rs.25,000/-. Other generous donors from the agricultural community and philanthropists of Kongunadu followed their steps.

Thiru V.K. Lakshmanan, MSc, (Ex-MLA), a man of strong and clear convictions endowed with keen sense of imagination and dedication, is the President. He shoulders the heavy responsibilities with dignity, grace and ease and guides the institution on the right path.

The College is ideally located in serene and rural surroundings not far from the city. It is conveniently connected with all parts of the city through frequent town buses plying from various destinations. The whole campus was a valuable and memorable asset of the noble and philanthropic family of (Late) Thiru V. C. Subbiah Gounder.

The College has been marching forward triumphantly in the field of Higher Education by introducing chronologically the following courses:

<b>Year</b>	<b>Courses Introduced</b>
1973 - 74	Pre-University Course
1974 - 75	BSc Zoology (Ad. Zool. & Biotech. from 2002 - 03 to 2009-10)
1975 - 76	BSc Chemistry
1978 - 79	BSc Mathematics, Physics
1979 - 80	BSc Botany (Pl. Biol. & Pl. Biotech. from 2001- 02 to 2009-10)
1981 - 82	MSc Zoology
1982 - 83	MSc Mathematics, MPhil & PhD in Zoology
1983 - 84	BA English Literature
1984 - 85	MSc Botany
1985 - 86	MSc Physics
1986 - 87	BSc Biochemistry, MPhil & PhD in Tamil (Part-time), English (Part-time) & Botany
1988 - 89	BSc Computer Science
1994 - 95	MCA & MSc Chemistry
1995 - 96	MSc Biochemistry
1996 - 97	BSc Biotechnology
1997 - 98	BBM (BBA from 2011-2012)
1999 - 00	BCom & BSc Computer Science (Addl. Section)
2000 - 01	BCA, MPhil & PhD in Mathematics, Physics, Chemistry, Biochemistry & MPhil in Computer Science
2001 - 02	BCom CA
2002 - 03	BBM CA, MSc Biotechnology
2003 - 04	MA English Literature with CA(MA English from 2011-2012), M.Phil & PhD in Biotechnology
2004 - 05	BSc Mathematics with CA, MSc Bioinformatics, MCom
2005 - 06	Certificate Courses sponsored by UGC
2006 - 07	BSc Costume Design & Fashion Diploma Courses sponsored by UGC
2007 - 08	BSc & MSc Computer Technology, BCom CA (Addl. Sec.), BCA (Addl. Sec.), MPhil & PhD Commerce (Part-time)
2008 - 09	BSc Information Technology, MCom IT & PGDCA (Post Graduate Diploma in Computer Applications)
2009 - 10	BCom e-commerce
2010 - 11	MIB

These courses are conducted in accordance with the rules and regulations laid down by the University Grants Commission.

The University Grants Commission, New Delhi, conferred the Autonomous Status to our College in the academic year 2004 - 05.

This temple of learning has been striving untiringly for the growth of Head, Hand and Heart of its devotees. It is fervently hoped that the ripe seed sown at the right moment will grow into a mighty tree with flowers and fruits in the years to come, that will flood the hearts of its founders with joy and ecstasy mingled with a sense of having reaped the fruits of their labour.

### MEMBERS OF THE COLLEGE COUNCIL

<b>President</b>	: Thiru. V.K. Lakshmanan MSc (Ex - MLA)
<b>Secretary</b>	: Dr. M. Aruchami MSc, BT, PhD, FAZ, FRES (Lond.)
<b>Treasurer</b>	: Dr. P. Sivakumar MBBS, DLO
<b>Vice-President</b>	: Er. R. Somasundaram BE, FIE
<b>Joint Secretary (Academic &amp; Finance)</b>	: Tmy. C.A. Vasuki MSc
<b>Joint Secretary (Construction &amp; Maintenance)</b>	: Er. K.M. Elangovan BE
<b>Members</b>	: Thiru. C.S. Ramachandran BA Dr. L. Arvind FRCS

### MEMBERS OF THE COLLEGE COMMITTEE

1. Thiru. V.K. Lakshmanan	President
2. Er. R. Somasundaram	Vice - President
3. Dr. M. Aruchami	Secretary
4. Dr. P. Sivakumar	Treasurer
5. Tmy. C.A. Vasuki	Member
6. Er. K.M. Elangovan	Member
7. Thiru. D. Ganesan	Member
8. Dr. T. Kulandaivelu	Member
9. Dr. P. Kolandaivel	Member (Univ. Rep.)
10. Dr. N. Yasodhadevi	Member
11. Dr. R. Devi	Principal (Ex-Officio)
12. Dr. M. Ganesan	Member
13. Dr. S. Ravisankar	Member
14. Thiru. K. Kanagaraju	Office Supdt.(Ex-Officio)

### STATUTORY BODIES UNDER AUTONOMOUS SCHEME GOVERNING BODY

<b>Chairperson</b>	: Dr. M. Aruchami
<b>Members</b> (from College Council)	: Er. R. Somasundaram Dr. P. Sivakumar Tmy. C.A. Vasuki Er. K.M. Elangovan
<b>Member Secretary</b> Ex-Officio	: Dr. R. Devi
<b>Members</b> (nominated by the Management)	: Thiru. P. Haridas Dr. Nalla G. Palaniswami
<b>Members</b> (nominated by the Principal)	: Dr. M. Ganesan Dr. S. Ravisankar
<b>Member</b> (nominated by the UGC)	:
<b>Member</b> (nominated by the State Government)	:
<b>Member</b> (nominated by the University)	: Dr. P. Kolandaivel

## ACADEMIC COUNCIL

<b>Chairman</b>	:	Dr. R. Devi, Principal
<b>Members</b> (Chairpersons Boards of Studies)	:	Dr. S. Palanisamy Dr. R. Santhakumari Dr. R. Devi Dr. R. Sathyamoorthy Dr. M. Ganesan Dr. K. Manonmani Dr. K. Shanthi Dr. R. Kokilavani Tmy. A. Manickathai Dr. Diwakar Thomas Tmy. D. Vijayalakshmi Dr. R. Manimegalai Dr. G. Sudha Dr. G. Vivekanandhan Thiru. B. Manogaran Tmy. K. Hemashree Tmy. P. Vidhya Tmy. R. Maharajoythi Priya Thiru. M. Prakash Tmy. R. Umagandhi Tmy. S. Mythili Tmy. S. Jayapriya
<b>Members</b> (Teaching Staff nominated by the Principal)	:	Dr. R. Senthilkumar Tmy. V. R. Karuppayal Tmy. R. Beena
<b>Education</b>	:	Dr. B. Sampathkumar
<b>Law</b>	:	Thiru. A. K. Rajendran
<b>Industry</b>	:	Dr. Gunamani Thangaraj
<b>Medicine</b>	:	Dr. K.S. Rajkumar
<b>Commerce</b>	:	Thiru. M.P. Panneerselvam
<b>University Nominees</b>	:	Dr. T. Velusamy Dr. K. J. Rajendra Prasad Dr. C. Loganathan
<b>Member Secretary</b> (nominated by the Principal)	:	Dr. S. Ravisankar

## FINANCE COMMITTEE

<b>Chairperson</b>	:	Dr. R. Devi
<b>Members</b> (from College Council)	:	Dr. P. Sivakumar Er. K.M. Elangovan
<b>Member</b> (nominated by the Governing Body)	:	Dr. M. Lekeshmanaswamy

**PROGRAMMES OFFERED**

**UG PROGRAMMES**

S.No.	Degree Courses	Year of Affiliation	Strength
1	BA English Literature	1983 - 84	60
2	BSc Mathematics	1978 - 79	60
3	BSc Mathematics with CA*	2004 - 05	60
4	BSc Physics	1978 - 79	40
5	BSc Chemistry	1975 - 76	48
6	BSc Botany	1979 - 80	40
7	BSc Zoology	1974 - 75	40
8	BSc Biochemistry	1986 - 87	50
9	BSc Biotechnology*	1996 - 97	40
10	BSc Computer Science	1988 - 89	60
11	BSc Computer Science*	1999 - 00	60
12	BSc Computer Technology *	2007 - 08	60
13	BSc Information Technology *	2008 - 09	50
14	BSc Costume Design and Fashion*	2006 - 07	50
15	BCA (Sec. A)*	2000 - 01	60
16	BCA (Sec. B) *	2007 - 08	60
17	BBM *	1997 - 98	60
18	BBM CA*	2002 - 03	60
19	BCom *	1999 - 00	60
20	BCom CA (Sec. A)*	2001 - 02	60
21	BCom CA (Sec. B)*	2007 - 08	60
22	BCom e-Commerce*	2009 - 10	50

**PG PROGRAMMES**

S.No.	Degree Courses / Diploma	Year of Affiliation	Strength
1	MA English*	2003 - 04	30
2	MSc Mathematics	1982 - 83	40
3	MSc Physics	1985 - 86	40
4	MSc Chemistry*	1994 - 95	30
5	MSc Botany	1984 - 85	20
6	MSc Zoology	1981 - 82	20
7	MSc Biochemistry*	1995 - 96	35
8	MSc Biotechnology*	2002 - 03	35
9	MSc Bioinformatics*	2004 - 05	30
10	MSc Computer Technology *	2007 - 08	40
11	MCA*	1994 - 95	60
12	MCom*	2004 - 05	36
13	MIB*	2010 - 11	36
14	MBA**	2008 - 09	No Limit
15	PGDCA***	2008 - 09	40

\*Unaided Programmes \*\* Participatory Programme with Bharathiar University \*\*\* PG Diploma Course.

## RESEARCH PROGRAMMES

S.No.	Degree Courses	Year of Affiliation	Strength
1	MPhil Tamil (Part Time only)	1986 - 87	*
2	MPhil English (Part Time only)	1986 - 87	*
3	MPhil Mathematics	2000 - 01	16
4	MPhil Physics	2000 - 01	18
5	MPhil Chemistry	2000 - 01	06
6	MPhil Botany	1986 - 87	13
7	MPhil Zoology	1982 - 83	10
8	MPhil Biochemistry	2000 - 01	06
9	MPhil Biotechnology	2003 - 04	12
10	MPhil Computer Science	2000 - 01	09
11	MPhil Commerce (Part Time only)	2004 - 05	*
12	PhD Tamil (Part Time only)	1986 - 87	*
13	PhD English (Part Time only)	1986 - 87	*
14	PhD Mathematics	2000 - 01	12
15	PhD Physics	2000 - 01	20
16	PhD Chemistry	2000 - 01	12
17	PhD Botany	1986 - 87	26
18	PhD Zoology	1982 - 83	20
19	PhD Biochemistry	2000 - 01	12
20	PhD Biotechnology	2003 - 04	12
21	PhD Commerce (Part Time only)	2007 - 08	12

\* Depends on the availability of research guides

## JOB-ORIENTED CERTIFICATE / DIPLOMA COURSES

S No.	Courses	Year of Affiliation
<b>CERTIFICATE COURSES</b>		
1	Fashion Designing	2005 - 06
2	Garment Manufacturing Technology	2005 - 06
3	Professional Photography	2005 - 06
<b>DIPLOMA COURSES</b>		
1	Garment Manufacturing Technology	2006 - 07
2	Garment Merchandising	2006 - 07
3	Fashion Designing	2006 - 07
4	Bioinformatics	2007 - 08

**Professional Courses** - ICWAI, ACS, ACA

**Classes for Civil Service Examinations** - IAS, IPS etc.,

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The great difficulty in education is to get experience out of ideas.-George Santayana 11

### JOB-ORIENTED COURSES (JOC)

#### UG Courses

S.No.	Department	Course
1	English	Communicative English
2	Chemistry	Textile Fibre and Dyeing
3	Botany	Mushroom Cultivation and Marketing
4	Zoology	Vermiculture and Vermitechnology, Sericulture
5	Biochemistry	Advanced Clinical Biochemistry Pharmaco Marketing
6	Mathematics with CA	Computer Hardware Maintenance
7	Biotechnology	Plant Tissue Culture, Biogas Technology, Biofertilizers and Biocontrol Agents
8	Computer Science, BCA, CT, IT	MS Office & Internet Adobe PageMaker & Photoshop, Internet and Multimedia
9	BBM, BBM CA, BCom	Insurance Principles and Practices
10	BCom CA	Desktop Publishing

#### PG Courses

S No.	Department	Course
1	English	Copy Writing
2	Mathematics	Visual Basic & Oracle
3	Physics	Maintenance and Troubleshooting of Electronic Equipments & Home Appliances-I
4	Chemistry	Textile Technology
5	Botany	Food Processing & Preservation
6	Zoology	Clinical Nutrition & Dietetics, Sericulture
7	Biochemistry	Medicinal Plants and Phytotherapy
8	Biotechnology	Plant Tissue Culture, Biogas Technology, Biofertilizers & Biocontrol Agents
9	Bioinformatics	Computer Programming in Python & CGI Nano Fabrication & its Application Programming in R, Web Designing & 2D Animation
10	MCA, MSc CT	Web Designing, Hardware and Networking
11	MCom	Share Trading Operations, Tax Planning and Practice

❖ **ADMISSIONS AND WITHDRAWALS**

1. All admissions into the College are made as per the guidelines of Bharathiar University and Government of Tamil Nadu.
2. Application for admission into the College should be submitted only in the prescribed form available in the College office.
3. Normally, admissions are done only once in a year in the beginning of the academic year.
4. Details regarding eligibility for admission, documents to be submitted, fees to be paid, etc., are given in the prospectus issued along with the Application Form.
5. Any candidate who is found to have obtained admission by false representation will be summarily dismissed with forfeiture of all fees paid.
6. If the student is absent for more than five days continuously from the date of admission or reopening of the College whichever is later, the student's name will be removed from the Register.
7. If a student leaves the College in the middle of any semester, he/she cannot claim remission of any portion of the fees.
8. Students who have completed their course of studies, can get their Transfer and Conduct Certificates after clearing the dues to the Laboratories & Library and submitting written application to the Principal.
9. If a student leaves the College at the end of an academic year, he / she can receive the Attendance Certificate required by the University if he/ she applies for it.

❖ **FEES (AIDED COURSES)**

1. Special fees for one academic year shall be paid in one time payment not later than the tenth working day of the odd semester.
2. For payment of fees after the tenth working day of the semester, a fine @ Re.1/- for each working day shall be levied subject to a maximum of 10 working days and the name will be removed from the rolls on the 11<sup>th</sup> working day for non-payment of fees.
3. Absence from the College with or without leave is no ground for the exemption from the operation of the above rules. If re- admitted, he / she has, in addition to the fees and fines due, to pay a re-admission fee of Rs.10/-.

**I.TUITION FEE (For Aided Courses - per annum)**

As per the Proceedings (Na.Ka. No.4860/L3/2007, dated 24.05.2007 & Na.Ka. No.11758/L2/2010, dated 16.07.2010) from the Office of the Directorate of Collegiate Education, Chennai, all the UG & PG students are exempted from paying the Tuition Fee.

**II.SPECIAL FEES (per annum)**

1. Library	:	Rs.30/-
2. Reading Room	:	Rs.7/-
3. Audio Visual	:	Rs.5/-
4. Examination & Stationery	:	Rs.50/-
5. Games	:	Rs.100/-
6. College Association	:	Rs.16/-
7. College Magazine	:	Rs.25/-
8. Calendar	:	Rs.10/-
9. College Day	:	Rs.20/-
10. Curricular Projects	:	Rs.15/-
11. Medical Service	:	Rs.5/-
12. Identity Card	:	Rs.4/-

**III. LABORATORY FEES (per annum)**

1. BSc Mathematics, Physics, Chemistry, Plant Biology & Plant Biotechnology, Advanced Zoology & Biotechnology, Biochemistry	:	Rs.300/-
2. BSc Computer Science	:	Rs.750/-
3. MSc Mathematics, Physics, Botany, Zoology	:	Rs.750/-

**IV. CAUTION DEPOSIT (for the entire course)**

1. BSc Computer Science	:	Rs.1000/-
2. Laboratory (BSc & MSc)	:	Rs.50/-
3. Library (BA, BSc & MSc)	:	Rs.30/-

**V. ADMISSION FEE** : Rs.5/-

**VI. FLAG DAY FUND (UG/PG)** : Rs. 5/-

**VII. RED CROSS SOCIETY (UG/PG)** : Rs.10/-

**VIII. FEE PAYABLE TO THE GOVERNMENT (at the time of admission)**

1. HSC Mark Sheet Verification Fee (per mark sheet) (UG only)	:	Rs.50/-
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#### IX. FEES PAYABLE TO THE UNIVERSITY (One Time)

- |   |              |
|---|--------------|
| 1. Recognition Fee (UG)   | : Rs. 180/-  |
| 2. Recognition Fee (For students from other Boards (UG) & other Universities in India (PG)) | : Rs. 600/-  |
| 3. Recognition for students from outside India  | : Rs. 900/-  |
| 4. Matriculation Fee (For UG / PG students from other Universities / Boards)                | : Rs. 120/-  |
| 5. Registration Fee   |              |
| UG  | : Rs. 100/-  |
| PG  | : Rs. 150/-  |
| MPhil/PhD   | : Rs. 500/-  |
| 6. Administrative Fee @ Rs.60/- per year  |              |
| UG  | : Rs. 80/-   |
| PG  | : Rs. 80/-   |
| MPhil (FT)  | : Rs. 250 /- |
| MPhil (PT)  | : Rs.500/-   |
| 7. Library Fee (UG/PG)  | : Rs. 30/-   |
| 8. Sports Fee - for all courses   | : Rs. 60/-   |
| 9. NSS Fee - (UG / PG)  | : Rs. 10/-   |

#### ❖ ATTENDANCE & LEAVE

1. Every student should attend the classes regularly.
2. Attendance is noted for each period at the commencement of the class.
3. University and College rules require REGULAR ATTENDANCE in all classes both theory and practical.
4. Absence during one period in any session is treated as absent for half- a-day.
5. In case of absence on medical reasons, the student should produce a Medical certificate from a Registered Medical Practitioner.
6. The leave application should be submitted only in the prescribed form available in the office / departments.
7. The leave application with the counter signatures of the Parent/ Guardian, the Tutor (and the Deputy Warden, in case of hostel students) should be submitted in advance or on the first day of return to the College.
8. To appear for the University / Autonomous Examinations, a student has to:
  - a) earn 75% of attendance for each semester and that attendance reckoned in terms of day only and not subject-wise.
  - b) satisfy the College by his / her conduct and progress.

- c) perform all the experiments laid down in science practicals, making a proper record of each before starting the next.
9. The Principal is authorized to condone deficiency in attendance upto a maximum of 10% of the number of days for each semester.
10. The Principal may take appropriate disciplinary action in case of continued violation of leave rules.

❖ **CONDUCT, BEHAVIOUR AND DISCIPLINE**

1. Every student shall wear clean and decent dress.
2. The girl students should strictly wear Chudidhar/Saree and the male students should strictly wear Full Pant and Shirt (Half-Sleeve/Full-Sleeve). They should not wear shirts bearing pictures and printed matters. T-Shirts and Casual / Sportive Jeans (Multi-Pockets with stripes in fading colour) are totally banned inside the campus.
3. Every student shall greet the members of the staff on his / her first meeting on the day.
4. When a member of the staff enters the classroom, the students have to stand up as a token of respect.
5. No student shall leave the class or laboratory without the permission of the Staff in-charge.
6. Students shall not loiter on the corridors during the College hours.
7. Students are strictly forbidden to enter other classrooms.
8. Students shall attend the College function and meetings in College uniform.
9. Smoking is prohibited inside the College premises.
10. Usage of Mobile is strictly prohibited inside the premises.
11. Students are advised to read notices displayed in the notice board now and then. Ignorance of any notice thus put up will not be accepted as an excuse for failing to comply with it.
12. Strict silence should be maintained while moving from classroom to laboratory and vice-versa.
13. Students are expected to go to the reading room / library during leisure hours and spend the time usefully.
14. In case, any criminal case is registered against a student by the law enforcing authorities, he / she should intimate the same within 24 hours to the Principal, failing which, he / she is liable for disciplinary action leading to expulsion.
15. a) Under Tamil Nadu Educational rules, the Principal is empowered to inflict the following punishments in the interest of students or the institution concerned:

- |                    |                        |                               |
|--------------------|------------------------|-------------------------------|
| I. Fines           | II. Loss of attendance | III. Loss of term certificate |
| IV. Suspension and |                        | V. Expulsion.                 |
- b) The power to take disciplinary action against an erring student is inherent with the Head of the institution.
16. Ragging is a serious offence according to Tamil Nadu Prohibition Act 7 of 1997. Criminal action will be initiated against student(s) found guilty of indulging in ragging inside and outside the College.
  17. With regard to the matters not specified above, students shall aim at conducting themselves in a manner thoroughly suited to the functioning of the College.

### **Dress Code for Teaching & Non-teaching Staff Members**

Male Staff Members should not wear Jeans Pants/ Shirts and T-Shirts. They should wear college uniform (white & white) during important occasions like Republic-day, Independence-day, College-day, etc. They should wear only formal dress on other days. Female Staff Members should come in formal sarees on other days and College uniform sarees during important occasions that are specified above. They should not come in chudidhar.

#### **❖ COLLEGE UNIFORM**

1. The college uniform for men students is white full pant and white shirt with full sleeves. They should also wear black shoes and necktie dark blue in colour.
2. For women students, the uniform is pink saree with pink blouse.
3. A student who gets admitted in the College should possess at least one set of college uniform to be worn as and when required.

#### **❖ FEE CONCESSIONS AND SCHOLARSHIPS**

Several fee concessions and scholarships are awarded annually to the deserving students. They are tenable for the entire course on condition that the holders continue to study in the College till the end of the course and their character, conduct and academic performance should be satisfactory throughout the course.

#### **Fee Concessions**

1. Full fee and half fee concession under the rule 92 of the Tamil Nadu Educational Rules.
2. Full fee concession to sons / daughters of freedom fighters.
3. Full fee concession to sons / daughters / dependents of Defence Service personnel.

4. Full fee concession to sons / daughters / dependents or repatriates from Burma and Ceylon.
5. Tuition Fee concession to all UG Students as per the Proceedings (Na.Ka. No.4860/L3/2007, dated 24.05.2007) from the Office of the Directorate of Collegiate Education, Chennai.

### SCHOLARSHIPS

S No.	Nature of Scholarship	Eligible students & Community	Income limit Rs.
1.	BC Scholarship to UG & PG Students	BA, BSc, MSc BC	1,00,000
2.	First Graduate Free Education	First Graduate in family BA/BSc BC	1,00,000
3.	MBC Scholarship UG and PG	BA, BSc, MSc MBC	1,00,000
4.	Full Fee Concession	All UG and PG Students (Irrespective of Community)	No limit
5.	GOI Scholarship to SC/ST Students	BA/BSc/MSc SC ST	1,00,000 1,08,000
6.	State Scholarship for SC converts	BA/BSc/MSc SC/ST converts	50,000
7.	District Adi Dravidar Bright Merit Scholarship	UG/PG (70% marks) SC	No limit
8.	Tamil Nadu Agriculture Labour Scholarship	All categories	No limit
9.	SC/ST and SC converts Free Education Scholarship to UG students only	BA & BSc SC/ST/SC converts (Those who were not converted under GOI or State Scholarship SC/ST/SC converts)	No limit
10.	National Loan Scholarship	BA/BSc/MSc BC/FC SC/ ST	25,000 No Limit

11. Bharathiar University - Kamaraj Endowment - Awards of Scholarship - UG II & III Year - PG II Year- Best Student - Rs. 3,000/-.
12. Government of India National Loan Scholarship to the Children of Primary and Secondary School teachers(income limit Rs.12,000/-PA)
15. State Collegiate Scholarships to the physically handicapped students.
16. Scholarships to the sons/daughters of Defence Service Personnel income limit Rs.50,000/- PA.
17. Scholarships to the sons / daughters of Freedom Fighters.
18. Hindi Scholarship to those who belong to non-Hindi speaking states but studying HINDI.
19. Tamil Nadu State Government Stipend to PhD Fulltime Scholars (Rs.4,000/- per month)
20. UGC Sponsored IndiraGandhi Post Graduate Scholarship for single girl child Rs.2000/- per month.
21. Besides the above, the College Management and Philanthropists have instituted a number of scholarships to the deserving meritorious students.

**IMPORTANT NOTE**

For all scholarships and fee concessions, 75% of attendance and progress in studies with good conduct are necessary.

**❖ COLLEGE LIBRARY AND INFORMATION CENTRE**

**Library Rules**

1. All the students and staff of the College are members of the College Library.
2. The Library is kept open from 8 a.m. to 8 p.m. with 'no break' on all days except Sundays and Government Holidays.
3. Library Cards are issued to all students on admission to the College.
4. All UG and PG students are provided with TWO library cards for borrowing books. Research Scholars are provided with THREE cards, teaching staff with FIVE cards and non-teaching staff with THREE cards.
5. Only one book can be borrowed against each card.
6. The staff members have to borrow the books personally from the library and information centre and not through the students.
7. Library cards are NOT transferable.
8. BAR-CODED Identity Card will be provided to all the members. The

members should bring the Identity Card and scan the same in the Scanner kept at thereception. Scanning the barcoded identity card is must to enter into the library.

9. Books can be borrowed only when the bar-coded identity card and the library card are produced together.
10. Students are allowed to keep books for two weeks from the date of issue.
11. Borrowed books should be returned to the Library on or before the due date specified on the due date slip. However, renewal can be done to the same person if the book is not required by other students.
12. A fine of Re. 1/- per day shall be levied on the borrowers who failed to return the book on the due date.
13. Students are expected to use the books with care. If a book is lost / damaged, borrower should replace the book or pay penalty FIVE to TEN times the cost of the book.
14. Tearing off the pages or marking on the pages in the borrowed books will attract the condition cited in 12 above.
15. Borrowers are instructed to satisfy themselves with the condition of books at the issue counter itself. Damage found at the time of issue shall be reported to the Librarian immediately.
16. Students shall leave the books referred by them on the table itself.
17. Students are not allowed to bring any printed matter, note books or files inside the Library.
18. ABSOLUTE SILENCE must be maintained inside the Library.

### **Reading Room**

1. Daily Newspapers and other periodicals including a number of foreign and Indian journals and magazines in various subjects are available in the Reading Room.
2. All the members of staff and the students can make use of these periodicals in the Reading Room only.
3. Periodicals will not be issued under any circumstances.

### **Book Bank**

1. A Book Bank is operated in the Library.
2. The Book Bank is to provide text books to deserving economically backward students every semester.

3. These books are available for circulation only in the beginning of each semester. The exact period will be announced through proper circular.
4. For the purpose of proper maintenance of these books, the students should renew the books every 30 days by submitting the books to the Book Bank.
5. These books should be returned to the Book Bank on the last working day of each semester, failing which a fine of Re. 1/- per day per book will be collected.

❖ **PHYSICAL EDUCATION**

1. Physical Education Department gives elaborate training and practice to all those who are interested in games and sports and makes them to participate both at college and university level.
2. Games materials must be used with care. The responsibility for any loss or breakage caused by careless handling will be fixed on the individual or the group as the case may be and the cost will be recovered from him / her or group.
3. Proper sports gears must be worn while playing games.
4. Every student of the first and second year degree classes who have registered their names for sports under co-curricular activities will have to attend two periods of one hour duration per week compulsorily.

❖ **UG & PG-PROGRAMMES-REGULATIONS**  
**DURATION OF THE PROGRAMMES**

The UG Programme shall extend over a period of three years comprising of six semesters with two semesters per year. The PG Programme shall extend over a period of two / three years comprising of four / six semesters with two semesters per year. There shall not be less than 90 instructional days for each semester.

❖ **RULES AND REGULATIONS PERTAINING TO CHOICE BASED CREDIT SYSTEM AND EXAMINATIONS**

Examination Section started functioning in August 2004, when this College was conferred autonomous status. Since then, Rules and Regulations have been framed based on the recommendations of Board of Studies, Standing Committee on Academic Affairs, Internal Quality Assurance Cell and Academic Council. Keeping in view that they must be student friendly while safeguarding credibility of the Institution.

**Definitions:**

Programme	-	Degree (Eg. BA/BSc/BCom/BBM)
Branch	-	The Discipline / Course of Study (Eg. Physics, Commerce, Information Technology, Mathematics with CA)
Curriculum	-	The various subjects that a student should study in a particular Branch
Subject	-	The theory paper or practical that is studied under the curriculum
Credit	-	A unit of measurement based on the contact hours, quantum of the subject matter and complexity of the content.

**Choice Based Credit System coupled with Grading, an innovative method of curriculum and evaluation:**

This is a modern system introduced in Higher Educational Institutions to keep the curriculum relevant to the demands in Job Market. Students are offered with a choice of a variety of Job-Oriented Courses, Elective Courses and Courses improving soft-skills. They can choose any course of their interest and need during the period of study and earn extra credits and certificates in addition to the regular hard core (compulsory) subjects. Choice Based Credit System is followed in semester pattern.

Under this system, every subject is fixed with certain credit points, based on whether its content is of knowledge, understanding and application oriented as well as number of contact hours allotted. This is done after a thorough analysis of the content of each subject by the Members of Board of Studies.





**Notes:** i. Distribution of marks between External and Internal Assessment

Theory :- External : Internal = 75:25

Practical :- External : Internal = 60:40

ii. There is a passing minimum for external and overall.

iii. Project: Report (present)& Viva-voce 80

Internal 20

**Total 100**

# Change in credit points per subject is permitted, if warranted by the Board of Studies concerned.

#### **CBCS for 4 semesters Post Graduate Programmes**

<b>Study Components</b>	<b>No.of Subjects</b>	<b>Credit per Subject#</b>	<b>Total Credits</b>
Subject (including practicals)	14 - 17	4 - 5	70
Electives (Major / Non-Major)	4 - 5	4 - 5	20
		<b>Total</b>	<b>90</b>

#### **CBCS for 6 semesters Post Graduate Programmes**

<b>Study Components</b>	<b>No.of Subjects</b>	<b>Credit per Subject#</b>	<b>Total Credits</b>
Subject (including practicals)	20-25	4 - 5	115
Electives (Major / Non-Major)	4 - 5	4 - 5	20
		<b>Total</b>	<b>135</b>

**Notes:**

1. Each paper carries an internal component.
2. There is a passing minimum for external component and overall.
3. Theory :- External : Internal = 75:25
4. Practical :- External : Internal = 60:40
5. Project Report and Viva-Voce=160; Internal= 40; Total =200

## **EXTRA CREDIT COURSES**

Job-Oriented Courses (JOC), Career-Oriented Programmes (COP), Advanced Learners Courses (ALC), optional / extra Diploma and PG Diploma Courses are offered to the students admitted during the academic year 2008-2009 & onwards and considered to be extra credit courses. Credit points for JOC and ALC are 2 per course and for COP, Diploma and PG Diploma Courses as prescribed by the Board of Studies concerned.

### **i) Job-Oriented Courses (JOC)**

These include the need-based courses offered by the College in a centralized pattern, invariably to all the students, irrespective of their major programmes and will be conducted outside the regular working hours. Highly competent faculty of the College or experts from other institutions and industries will handle the classes. Separate Certificates will be issued after the successful completion of these courses. These courses will be a great boon to the students as they are sure to enhance the employment opportunities after their graduation. Students can take up one course in a Semester to earn extra credits. Each Course carries two credits.

### **ii) Career-Oriented Programmes (COP)**

Different Departments offer COPs related to their discipline in three stages viz, Certificate Course, Diploma Course and Post Diploma Course in annual pattern. UG and PG students of any discipline can first join the Certificate Course of a Programme of their choice. Separate Mark Sheet and University Certificate are issued on the successful completion of the programme. They can further do Diploma and Post Diploma Courses of the programme in the subsequent years.

### **iii) Advanced Learners Courses (ALC)**

Advanced Learners Courses are designed to give an opportunity for the PG students to earn extra credits and are optional. These courses are brought under self-study category for students who have exceptional aptitude. Students can choose one course per semester from the second semester onwards. Each course carries two credits.

### **iv) Diploma Courses and PG Diploma Courses (optional)**

Diploma and PG Diploma Courses are conducted by some of the Departments in which UG and PG students of any discipline as well as outsiders can join and be benefited. Separate Mark Sheet and University Certificate are issued on the successful completion of the courses.

**Distribution of marks of Continuous Internal Assessment (CIA) and End-of-Semester examinations applicable to both UG & PG(MCA) students of the 2009 batch only.**

Subject Group	Total Marks	Int. Mark Total	Split up of Marks	Formula to obtain CIA Exam Mark	QP pattern for ESE
<b>THEORY (applicable to 2009 batch only)</b>	100	25	20- CIA Exam 5 - Assignment / Seminar	Sum of Marks obtained out of two CIA Exams [75+75] will be divided by 7.5	<b>ESE Total - 75</b> 10 x 1 = 10 5 x 5 = 25 5 x 8 = 40
	75	20	15- CIA Exam 5 - Assignment/ Seminar	Sum of Marks obtained out of two CIA Exams [55+55] will be appropriately converted into marks out of 15	<b>ESE Total - 55</b> 10 x 1 = 10 5 x 3 = 15 5 x 6 = 30
	60	15	12 - CIA Exam 3 - Assignment/ Seminar	Sum of Marks obtained out of two CIA Exams [45+45] will be Divided by 7.5	<b>ESE Total - 45</b> 5 x 1 = 05 5 x 3 = 15 5 x 5 = 25
	50	10	8 - CIA Exam 2 - Assignment/ Seminar	Sum of Marks obtained out of two CIA Exams [40+40] will be Divided by 10	<b>ESE Total - 40</b> 5 x 1 = 5 5 x 3 = 15 5 x 4 = 20

Subject Group	Total Marks for the Subject	Int. Mark Total	Split up of Marks	Formula to obtain CIA Exam Mark	QP pattern for ESE
PRACTICAL (applicable to 2009 batch only)	100	40	30-CIA Practical Exam 10-Observation Note book/ Regularity	Marks obtained out of One CIA Practical Exam [60] will be Divided by 2	<b>ESE Total - 60</b> 10 - Record 50 - Experiment
	75	30	25-CIA Practical Exam 5-Observation Note book/Regularity	Marks obtained out of One CIA Practical Exam [45] will be Divided by 1.8	<b>ESE Total - 45</b> 5 - Record 40 - Experiment
	60	25	20-CIA Practical Exam 5-Observation Note book/Regularity	Marks obtained out of One CIA Practical Exam [35] will be Divided by 1.75	<b>ESE Total - 35</b> 05 - Record 30 - Experiment
	50	20	15-CIA Practical Exam 5-Observation Note book/Regularity	Marks obtained out of One CIA Practical Exam [30] will be Divided by 2	<b>ESE Total - 30</b> 05 - Record 25 - Experiment
	40	15	12-CIA Practical Exam 3-Observation Note book/Regularity	Marks obtained out of One CIA Practical Exam [25] will be appropriately converted into marks out of 12	<b>ESE Total - 25</b> 05 - Record 20 - Experiment
	25	10	8-CIA Practical Exam 2-Observation Note book/Regularity	Marks obtained out of One CIA Practical Exam [15] will be appropriately converted into marks out of 8	<b>ESE Total - 15</b> 3 - Record 12 - Experiment

**Distribution of marks of Continuous Internal Assessment (CIA) and End-of-Semester examinations applicable to both UG & PG students of the 2010 batch and onwards**

Subject Group	Total Marks	Int. Mark Total	Split up of Marks	Formula to obtain CIA Exam Mark	QP pattern for ESE
THEORY (applicable to 2010 batch & onwards)	100	25	15 - CIA Exam 5 - Attendance 5 - Assignment/ Seminar	Sum of Marks obtained out of two CIA Exams [75+75] will be divided by 10.0	<b>Total - 75</b> 10 x 1 = 10 5 x 5 = 25 5 x 8 = 40
	75	20	10 - CIA Exam 5 - Attendance 5 - Assignment/ Seminar	Sum of Marks obtained out of two CIA Exams [55+55] will be appropriately converted into marks out of 10	<b>Total - 55</b> 10 x 1 = 10 5 x 3 = 15 5 x 5 = 25
	60	15	7 - CIA Exam 5 - Attendance 3 - Assignment/ Seminar	Sum of Marks obtained out of two CIA Exams [45+45] will be appropriately converted into marks out of 7	<b>Total - 45</b> 5 x 1 = 05 5 x 3 = 15 5 x 5 = 25
	50	10	3 - CIA Exam 5 - Attendance 2 - Assignment/ Seminar	Sum of Marks obtained out of two CIA Exams [40+40] will be appropriately converted into marks out of 3	<b>Total - 40</b> 5 x 1 = 05 5 x 3 = 15 5 x 4 = 20

Subject Group	Total Marks for the Subject	Int. Mark Total	Split up of Marks	Formula to obtain CIA Exam Mark	QP pattern for ESE
PRACTICAL (applicable to 2010 batch & onwards)	100	40	25-CIA Practical Exam 5-Attendance 10-Observation Note book/ Regularity	Marks obtained out of One Practical Exam [60] will be appropriately converted into marks out of 25	<b>Total - 60</b> 10 - Record 50 - Experiment
	75	30	20-CIA Practical Exam 5-Attendance 5-Observation Note book/ Regularity	Marks obtained out of One Practical Exam [45] will be appropriately converted into marks out of 20	<b>Total - 45</b> 05 - Record 40 - Experiment
	60	25	15-CIA Practical Exam 5-Attendance 5-Observation Note book/ Regularity	Marks obtained out of One Practical Exam [35] will be appropriately converted into marks out of 15	<b>Total - 35</b> 05 - Record 30 - Experiment
	50	20	10-CIA Practical Exam 5-Attendance 5-Observation Note book/ Regularity	Marks obtained out of One Practical Exam [30] will be appropriately converted into marks out of 10	<b>Total - 30</b> 05 - Record 25 - Experiment
	40	15	7-CIA Practical Exam 5-Attendance 5-Observation Note book/ Regularity	Marks obtained out of One Practical Exam [25] will be appropriately converted into marks out of 7	<b>Total - 25</b> 05 - Record 20 - Experiment
	25	10	3-CIA Practical Exam 5-Attendance 2-Observation Note book/ Regularity	Marks obtained out of One Practical Exam [15] will be appropriately converted into marks out of 3	<b>Total - 15</b> 03 - Record 12 - Experiment

\* Pattern may vary according to recommendations of the Board of Studies concerned.

\*\* Question Pattern for practical subject as per the recommendations of the Board of Studies concerned.

Fraction Marks could be rounded off by <0.5/> 0.5 rule at Grand total and not at every column.

❖ **QUESTION PAPER PATTERN**

**Applicable to UG & PG of all batches from the academic year 2009-10 & onwards**

BA English Literature and Part II English (2011 batch), Mathematics, Mathematics with CA, Allied Maths papers, Physics, Chemistry, Botany/PB & PBT, Zoology / Adv. Zool. & BT, Biochemistry, Bioinformatics, Biotechnology, Computer Science, BCA, BBM, BBM CA, BSc CDF, BSc CT (UG), BSc IT, MIB, regular Diploma and PG Diploma, Computer papers of MA English Lit. with CA and skill based subjects.

**Maximum External Marks – 75**

Section A - Multiple Choice (10 x 1 = 10 marks)

Section B - either or type (5 x 5 = 25 marks)

Section C - either or type (5 x 8 = 40 marks)

**Maximum External Marks – 55**

Section A - Multiple Choice (10 x 1 = 10 marks)

Section B - either or type (5 x 3 = 15 marks)

Section C - either or type (5 x 6 = 30 marks)

**Maximum External Marks – 45**

Section A - Multiple Choice (5 x 1 = 5 marks)

Section B - either or type (5 x 3 = 15 marks)

Section C - either or type (5 x 5 = 25 marks)

**Maximum External Marks – 40**

Section A - Multiple Choice (5 x 1 = 5 marks)

Section B - either or type (5 x 3 = 15 marks)

Section C - either or type (5 x 4 = 20 marks)

**Maximum External Marks – 75**

**Commerce based Subjects – BCom, BCom CA, BCom e-com, MCom & Allied Commerce Papers**

Section A - Multiple Choice (10 x 1 = 10 marks)

Section B - either or type (5 x 4 = 20 marks)

Section C - Any 3 out of 5 (3 x 15 = 45 marks)

**MCA & MSc CT**

Section A - Multiple Choice / Fill in the Blanks / Definition (10 x 1 = 10 marks)

Section B - either or type (5 x 3 = 15 marks)

Section C - either or type (5 x 10 = 50 marks)

**BA English Literature & Part II English**

Section A - Multiple Choice (10 x 1 = 10 marks)

Section B - either or type (3 x 5 = 15 marks)

Section C - either or type (5 x 10 = 50 marks)

**MA English**

Question Paper pattern as resolved by the Board of Studies concerned

**Subjects without CIA**

**Maximum External Marks – 100**

**JOC, ALC, COP, optional / extra Diploma & PG Diploma**

Section A - Multiple Choice (10 x 1 = 10 marks)

Section B - either or type (5 x 6 = 30 marks)

Section C - either or type (5 x 12 = 60 marks)

**Part IV Papers** (except Skill Based Subjects)

Max. 50 Marks: 5 x 10 = 50 marks (either or type)

Max. 75 Marks(Non-Major Elective) :

Section A : 5 x 5 = 25 marks(either or type)

Section B : 5 x 10 = 50 marks(Essay type, either or/type)

Max. 75 Marks(Basic Tamil)-CIA Only

Components of CIA	Distribution of Marks
CLASS TEST - I	10
CLASS TEST - II	10
MODEL TEST	20
COMPOSITION	20
VIVA-VOCE	15
<b>TOTAL MARKS</b>	<b>75</b>

Max. 75 marks(Advanced Tamil)-Section A:5 x 2 = 10 marks(multiple choice / fill in the blanks/true or false/grammar/synonyms), Section B:5x5=25 marks(either or type) and Section C:5x8=40 marks(either or type).

UG-Total		UG - Theory		UG - Practical		UG - Practical	
Max. Marks	Pass. Minimum	Max. Ext. Marks	Ext. Pass Minimum	Max. Ext. Marks	Ext. Pass Minimum	Max. Marks	Ext. Pass Minimum
100	40	75	30	60	24	75	30
75	30	55	22	45	18	55	22
60	24	50	20	35	14	45	18
50	20	45	18	30	12	40	16
40	16	40	16	25	10	-	-
25	10	-	-	15	6	-	-
PG-Total		PG - Theory		PG - Practical		PG - Practical	
Max. Marks	Pass. Minimum	Max. Ext. Marks	Ext. Pass Minimum	Max. Ext. Marks	Ext. Pass Minimum	Max. Marks	Ext. Pass Minimum
100	50	75	38	60	30	60	30
75	38	55	28	45	23	45	23
60	30	45	23	35	18	35	18
50	25	40	20	30	15	30	15
40	20	-	-	25	13	25	13
25	13	-	-	15	8	15	8

\* No passing minimum for Internal

## ❖ **Continuous Internal Assessment (CIA)**

### **Evaluation Pattern UG and PG Theory and Practical Examinations**

#### **1. CIA Theory Examination**

Every semester, two centralized CIA Examinations for each paper are conducted. Each examination carries a maximum marks of 75 or the marks equivalent to that of the external maximum marks of a paper. The first examination is conducted in the middle of each semester at about 45<sup>th</sup> day from the commencement of semester, covering 50% of the syllabus and the second examination at the end of the semester covering the remaining portion. The sum of marks obtained in both the examinations are divided in accordance with the marks for examination component of CIA of a paper.

#### **2. Assignment / Seminar:**

One Assignment / Seminar for each paper must be submitted / presented by a student in each semester. The marks allotted to this component will be awarded based on the performance of the candidate.

### **UG and PG Practical Examinations**

#### **CIA Practical Examination**

CIA Marks for Practical are awarded based on the performance of students in CIA practical exam and observation notebook, regularity and attendance. For each practical, student should write one model practical exam for External maximum marks of the practical. The marks obtained in the exam will be appropriately converted into marks allotted for the exam component of CIA of the practical. The marks allotted for observation notebook and regularity are awarded based on the performance of the students in writing procedure and results of the practical done during every practical class, regularity in attending practical class, which will be accounted based on the attendance maintained separately for practical class and punctuality in the submission of observation notebook.

*CIA reexamination will be conducted for both theory and practical under extraordinary circumstances for those students who got prior permission to attend NCC/NSS Camps or those who submitted leave letter under medical ground (like prolonged illness, accident or major surgery) within a week from the last date of the respective CIA Examination.*

#### **3. Marks for Attendance (Common for both Theory and Practical):**

Every student should earn a minimum attendance of 75% to become eligible to appear for End-of-Semester Examinations. The 5 Marks allotted to this component under CIA of theory and practical\* will be awarded as given here under.

Percentage of General Attendance	Marks Awarded
91-100	5
81-90	4
75-80	3
< 75	0

\* If the practical is of annual type the marks will be given based on the average of attendance earned during both the semesters of that academic year.

#### ❖ END-OF-SEMESTER EXAMINATIONS (ESE)

A semester consists of a minimum of 90 teaching days excluding the CIA examination and End-of-Semester Examination days.

End-of-Semester Examinations for all Courses taught in a semester will be held at the end of the semester.

Passing minimum to each subject / course under UG programme is 40% in ESE and 40% in aggregate, i.e., CIA + ESE.

Passing minimum to each subject / course under PG programme is 50% in ESE and 50% in aggregate, i.e., CIA + ESE.

Passing minimum to each subject / course under Career Oriented Programmes, Certificate Courses and Diploma courses is 40%, since both UG and PG students are at liberty to study these courses jointly.

Passing minimum to each course under job oriented course is 40% for UG and 50% for PG.

#### Requirement to appear for the End-of-Semester Examinations

A candidate will be permitted to appear for the End-of-Semester Examinations for any semester, if:

- he/she secures not less than 75% of attendance in the working days during the semester.
- his/her conduct is satisfactory.

#### Examinations and Pattern of Evaluation

End-of-Semester Theory Examinations for hard Core Subjects, Job-Oriented Courses, Advanced Learners Courses, Career-Oriented Programmes, Diploma and PG Diploma Courses are held in November and April every academic year. Practical Examinations are conducted prior to the theory examinations. Time-table for examinations is displayed well in advance, i.e., 20 days prior to the commencement of examination and the Hall Tickets are issued to the students who are eligible by attendance, 5 days before the commencement of examinations.

Single valuation with the option for revaluation/re-totaling/photocopy is adopted for all UG & PG courses.

On-line Examination is conducted for Core subject competitive Science and General Awareness.

### Examination Schedule

The duration of End-of-Semester Theory Examinations is increased by 10 minutes per subject, in order to provide time for reading question paper. The time schedule for the end semester examinations from April 2008 is as follows:

Particulars	FN Session	AN Session
Students occupy the allotted seats	9.20 am	1.50 pm
Issue of question paper	9.30 am	2.00 pm
Reading question paper in silence	Upto 9.40am	Upto 2.10pm
Issue of answer paper	9.40 am	2.10 pm
Warning bell for arranging paper	12.30 pm	5.00 pm
Submission of paper to the invigilator	12.40 pm	5.10 pm

### MARKS AND GRADES (applicable to students admitted from 2009-2010 onwards)

The following table gives the Marks, Grade Points, Letter Grades and Classifications to indicate the performance of the candidate.

#### Conversion of Marks to Grade Points and Letter Grade (performance in a course/subject)

Range of Marks	Grade Points	Letter Grade	Description
90-100	9.0-10.0	O	Outstanding
80-89	8.0-8.9	D+	Excellent
75-79	7.5-7.9	D	Distinction
70-74	7.0-7.4	A+	Very Good
60-69	6.0-6.9	A	Good
50-59	5.0-5.9	B	Average
40-49#	4.0-4.9	C	Satisfactory
00-39#	0.0	U	Re-appear
00-49@	0.0	U	Re-appear
Absent	0.0	AAA	Absent

The Maximum mark per paper is to be fixed at 100 (if it is less than or more than 100, convert it to 100)

$C_i$  = Credits earned for course/subject,  $i$  in any semester.  
 $G_i$  = Grade Point obtained for course/subject,  $i$  in any semester.  
 $n$  refers to the semester in which such courses/subjects were credited.

**For a semester :**

$$\text{Grade Point Average [ GPA ]} = \frac{\sum_i C_i G_i}{\sum_i C_i}$$

Sum of the multiplication of grade points by the  
credits of the courses/subjects

$$\text{GPA} = \frac{\text{Sum of the multiplication of grade points by the credits of the courses/subjects}}{\text{Sum of the credits of the courses in a semester}}$$

**For the entire programme:**

$$\text{Cumulative Grade Point Average [CGPA]} = \frac{\sum_n \sum_i C_{ni} G_{ni}}{\sum_n \sum_i C_{ni}}$$

Sum of the multiplication of grade points  
by the credits of the entire programme

$$\text{CGPA} = \frac{\text{Sum of the multiplication of grade points by the credits of the entire programme}}{\text{Sum of the credits of the courses of the entire programme}}$$

**Classification:**

CGPA	Grade	Classification of Final Result
9.5-10.0	O <sup>+</sup>	First Class - Exemplary*
9.0 and above but below 9.5	O	
8.5 and above but below 9.0	D <sup>++</sup>	First Class with Distinction*
8.0 and above but below 8.5	D <sup>+</sup>	
7.5 and above but below 8.0	D	
7.0 and above but below 7.5	A <sup>++</sup>	First Class
6.5 and above but below 7.0	A <sup>+</sup>	
6.0 and above but below 6.5	A	
5.5 and above but below 6.0	B <sup>+</sup>	Second Class
5.0 and above but below 5.5	B	
4.5 and above but below 5.0#	C <sup>+</sup>	Third Class
4.0 and above but below 4.5#	C	
0.0 and above but below 4.0#	U	Re-appear
0.0 and above but below 5.0@	U	

\* The Candidates who have passed in the first appearance and within the prescribed semester of the UG programme (Core, Allied and Elective courses alone)/PG programme(Core, Major and Non-Major Electives alone) are eligible.

# Applicable to UG programme only.

@ Applicable to PG programme only.

**Note:** GPA and CGPA for Part I,II,III,IV & V are to be considered separately. There is no classification of marks for Part IV&V.

**Evaluation of Extra Credit Courses, viz. JOC, ALC, COP, Diploma and PG Diploma Courses:**

The marks obtained in Job-Oriented Courses and Advanced Learners Courses are converted into Grades as given in the table hereunder:

PG programme		UG programme	
Marks%	Grade	Marks %	Grade
85 -100	O	85 - 100	O
70 - 84	D	70 - 84	D
60 - 69	A	60 - 69	A
50 - 59	B	50 - 59	B
< 50	U (Reappear)	40 - 49	C
		< 40	U (Reappear)

Separate certificates will be issued with all particulars for the above said courses, only if the candidate has got pass in the said courses.

The final results of the Career-Oriented Programmes, optional / extra Diploma and PG Diploma Courses are displayed in the regular semester and consolidated statment of marks as PASS along with the total credit points approved for the course. Separate consolidated statement of marks bearing classification as detailed below with the marks and corresponding credit points obtained in each paper / practical of the course will also be issued.

- 40% to 49.999% : THIRD CLASS
- 50% to 59.999% : SECOND CLASS
- 60% to 74.999% : FIRST CLASS
- 75% and above : FIRST CLASS WITH DISTINCTION\*

\*Those students who attempt any paper more than once are not eligible for First Class with Distinction.

❖ **EVALUATION OF EXTENSION ACTIVITIES(2008 batch and onwards)**

The student's performance will be examined by the Staff in-charge of the extension activities, viz., National Cadet Corps (NCC), National Service Scheme (NSS), Youth Red Cross (YRC) and Physical Education (Sports and Games), along with the Head of the respective Department on the following parameters. The marks will be sent to the Controller of Examinations before the commencement of the fifth semester examinations.

Total Marks 50 (CIA only) which will be assessed as follows:

20% = 10 marks for regularity of attendance.

60% = 30 marks for active participation in class/camps/games/special camps/ representation in College/ District / State /University level extension activities.

10% = 5 marks for exemplary awards/certificates/prizes.

10% = 5 marks for other social components such as Blood Donation, Fine Arts,etc.

**Provision for improvement**

A student who passes current paper(s) can reappear for the same paper(s) in the succeeding End-of-Semester Examination only, for improving his/her marks. Re-appearance for improvement is allowed for theory and practical subjects of all semesters, except for the final semester subjects. Revised Mark Statement will be issued after withdrawing the previous one, if the marks obtained in the improvement are higher than the marks awarded earlier. When there is no improvement, there shall not be any change in the original marks already awarded. The improved marks shall be considered for classification but not for ranking.

**Re-apperance for arrear subjects**

Students who failed in the End-of-Semester Examinations can take up arrear examinations along with the subsequent regular End-of-Semester Examinations.

### **Restrictions to appear for the examinations**

Candidates, who fail in any of the papers under Part I, II, III and IV of the UG End-of-Semester Examinations and Core and Elective Papers of the PG End-of-Semester Examinations, shall complete the paper concerned within 5 years from the date of admission of the particular course. If they fail to do so, they shall take the examination in the texts/ revised regulations/syllabus of the paper prescribed for the subsequent batch of candidates, in force at the time of their re-appearance. In the event of removal of that paper consequent to change of regulation and /or curriculum, the candidate shall have to take up an equivalent paper in the revised syllabus as suggested by the Chairman, Board of Studies concerned.

### **Provision for Re-totalling, Re-valuation and obtaining photocopy of valued Answer Scripts.**

PG/UG candidates may apply for re-totalling/re-valuation/photocopy of valued answer scripts, to the Controller of Examinations through the Heads of the Departments and Principal, in the prescribed forms, remitting the prescribed fee within 10 days from the date of publication of results. Re-valuation/obtaining photocopy of answer scripts is permissible only for the current semester regular papers.

Those wish to apply for re-valuation of final semester papers can do so within five days from the date of publication of results.

Revised Mark Statement will be issued after withdrawing the previous one, if the marks obtained in re-valuation/re-totalling are higher than the marks obtained earlier. In other cases, the original marks obtained earlier will be retained and the matter will be intimated to the student concerned as 'No change'.

A candidate who applies for re-valuation need not apply for re-totalling. Candidates who desire to apply for re-valuation after obtaining photocopy of valued answer scripts can do so within 7 days from the date of receipt of the photocopy, remitting the prescribed fee for re-valuation.

### **Special Supplementary Examinations**

Special supplementary Examinations will be conducted for the final semester theory arrear papers alone in about 20 days from the date of publication of results every year. This is to help the final year students to complete their course in the same year itself and help them for vertical mobility. The final year UG and PG Students who have got through all the papers upto the previous semester alone are eligible to write the

examinations. The students who committed malpractice in the final semester are not allowed to appear in the above said examinations. Students who wish to apply for special supplementary End-of-Semester Examinations, can do so within 7 days from the date of publication of results.

### **Information regarding Examinations**

For the candidates who have completed the duration of the course and left the College (went out candidates/private candidates), all information regarding regular and Supplementary Examinations, results, issue of Certificates and Application for Graduation will be available in the College Websites [www.kongunaducollege.ac.in](http://www.kongunaducollege.ac.in), [www.kongunaducollege.ac.in](http://www.kongunaducollege.ac.in) and General Notice Board of the College. Regular students will, however, be informed of the examinations by circulation, in addition to the modes mentioned above. No candidate will be individually communicated.

### **❖ ATTENDANCE RULES**

1. Absent for one period in any session (forenoon/afternoon) shall be treated as absent for half-a-day.
2. The monthly statement of attendance will be displayed on the Department Notice Board by the respective Department within the first five working days of the following month.
3. Student should earn a minimum of 75% attendance in the current semester to become eligible to write the End-of-Semester Examinations.
4. Candidates who earn attendance less than 75%, but 65% and above, are not eligible to appear for the current semester examinations. However, the Principal may condone the lack of attendance of those students on the following grounds and permit them to write End-of-Semester Examinations, after the payment of Condonation Fee:
  - prolonged illness
  - major surgery
  - accident which demands a long rest

The cause of the long period of absence should be informed to the Principal within a week's time and get the leave sanctioned.

5. Candidates who earn attendance between 55% and 64% are not eligible to appear for the current semester examinations. However, they can write arrear subjects, if any. They are permitted to continue their studies in the next semester; while continuing in the next semester, they have to earn combined attendance of 75% or more

by taking the average of the attendance earned in the current and the previous semester. These candidates are eligible to write previous semester subjects along with the current semester subjects. Otherwise, they will not be permitted to appear for both the previous semester and current semester papers and they have to redo the course from the previous semester in the following academic year, if vacancy is available, after obtaining the approval from the Bharathiar University and the Principal through the Head of the Department concerned.

6. Candidates who earn attendance below 55% are not eligible to write the examination in the current semester subjects and also have to discontinue the course and rejoin in the same semester in the next academic year, if vacancy is available, with proper approval from the Bharathiar University and the Principal through the Head of the Department concerned. These candidates are eligible to write arrear subjects, if any.
7. A candidate who has secured less than 65% of attendance in the final semester has to compensate his / her attendance shortage in a manner to be decided by the Head of the Department concerned and the Principal, after rejoining the course.

#### ❖ RULES REGARDING PRACTICAL EXAMINATIONS

Candidates appearing for practical examinations should submit bonafide Record Note Books prescribed for practical examinations. Otherwise, the candidates will not be permitted to appear for the practical examinations. However, in genuine cases where the students who could not submit the Record Note Books, they may be permitted to appear for the practical examinations, provided the concerned Staff in-charge / Head of the Department has certified that candidates have performed the experiments prescribed for the course. For such candidates, zero (0) marks will be awarded for Record Note Books.

- (i) Candidates who attempt any End of Semester practical examination to clear the arrear arising due to fail or for improvement need not submit the original bonafide Practical Record notebook as it was all ready valued in the previous regular practical examination. For such candidates, in the column of the record mark in the mark sheet, dash(-)mark will be put and the previous marks awarded to the Record in the regular practical examination will be taken into account.
- (ii) Candidates who attempt any End of Semester Practical Examination to clear the arrear arising due to absent must submit

the original bonafide Practical Record notebook duly signed by Staff in charge and the Head of the Department.

Students must pay examination fee for all the subjects (theory and practical) enlisted in the application form.

#### ❖ MALPRACTICE AND PUNISHMENT

##### **Punishment for malpractice committed during Continuous Internal Assessment Examinations**

Students who are found guilty of indulging in any kind of malpractice during CIA exams, will not be awarded marks for CIA of the particular paper and it will be indicated as zero (0) in the Statement of Marks. In such cases, the marks obtained in Assignment / Seminar will also be considered as zero (0).

##### **Punishment for malpractice committed during End-of-Semester Examinations**

The students who indulge in any malpractice, while writing examination, will be immediately referred to the Chief Superintendent for the initiation of appropriate disciplinary proceedings. If they proved as guilty of malpractice, the Examination Disciplinary Action Committee has been empowered to impose punishment including fine, cancellation of paper(s) and debarring from writing examinations for the next 2–5 years, according to the cognizance (seriousness) of the malpractice.

#### **NOTE:**

1. The matter regarding the malpractice will be placed before the Disciplinary Action Committee for enquiry and the decision of the Committee shall be the final.
2. Cancellation of one or more papers written by the candidate who was found guilty of committing malpractice, will be indicated as zero (0) against the title of the respective paper in the Statement of Marks.
3. If a candidate is reported to have committed any malpractice for a second time, the Disciplinary Action Committee will enhance the punishment suitably.
4. Penalty of Rs.150/- will be levied from each candidate who was found guilty of committing malpractice, and given severe punishment as per the autonomous norms.
5. The particulars of candidates awarded punishment for malpractice will be displayed in the Notice Board.

❖ **ISSUE OF CERTIFICATES AND MARK SHEETS**

The Certificates and Mark Sheets will be issued after the publication of the results with a note of the due date to receive the same.

The students on receiving Certificates and Mark Sheets must verify them for correctness of Name, Reg. No., Course, etc. and must contact the Controller of Examinations immediately, if any discrepancy is found.

For getting Duplicate Mark Sheets,'Investigation Certificate' from police/on affidavit through a Notary Public must be submitted along with a fee of Rs.500/

❖ **RULES TO BE ADOPTED BY STUDENTS DURING EXAMINATIONS**

1. A candidate entering examination hall must possess Hall Ticket and Identity Card issued by the Principal; else, he/she will be detained admission to write the examination. In case of impersonation, the accused will be handed over to police authorities for investigation and necessary action.
2. Candidates have to occupy their allotted seats 10 minutes before the commencement of examination and maintain discipline and silence inside the examination hall. They have to give due attention to the instructions given by the Hall Superintendent before the commencement and also during the examination.
3. No candidate will be permitted to enter examination hall after 30 minutes from the commencement of examination. Similarly, no candidate will be permitted to leave the hall before 45 minutes from the commencement of examination. A candidate who leaves the examination hall will not be permitted to re-enter the hall on any account.
4. Candidates are expected to bring their own pens, pencils, erasers, geometrical instruments, calculators, etc., and will not be allowed to borrow from others.
5. Candidates should use only blue or black ink or ball pen while answering their papers. Only for drawing diagrams or chart colour pens / sketch pens are allowed.
6. General Clark's mathematical and statistical tables will be supplied to candidates on request and the same should be returned immediately after use, without any scribbling. However, the candidates will be allowed to use their own mathematical and statistical tables / data sheets which are uncommon and

specifically required to answer a particular paper after obtaining permission from Chief / Hall Superintendent. Such sheets or tables with any scribbling will not be permitted.

7. Candidates are permitted to use only non-programmable calculators.
8. Candidates are strictly prohibited from possessing cell phone, pager and any such instruments of communication, inside the examination hall.
9. Candidates must verify and satisfy themselves that they have received correct question papers before they start answering for questions. Question papers which are not relevant should be returned to the hall superintendent at once.
10. Students should write a minimum of 20 lines per page in the answer script issued during End-of-Semester Examinations. If found careless usage of paper, considering space required for diagrams / charts / illustrations, etc., the amount equivalent to the examination fee of that paper will be collected as fine before the issue of mark sheets.
11. Candidates are not allowed to write beyond the time prescribed for the examinations.
12. Rough work, if any, must be done by the candidates on the bottom of page itself. Candidates can reserve, if necessary, one fourth of the page at the bottom exclusively for the purpose. No separate answer book for rough work will be supplied to candidates. Rough work carried out by a candidate will become part and parcel of the answer paper.
13. Candidates are forbidden from asking questions or clarifications of any kind from the Hall Superintendent during the examination.
14. Candidates should not detach any sheet from the main answer book or smuggle out additional sheet or main book. Violation of this rule will attract appropriate sections under Indian Penal Code.
15. Candidates should handover the answer books personally to the Hall Superintendent, before leaving the examination hall.
16. Writing the name or making any appeal to the examiner or writing the internal assessment marks or writing the register number in the additional sheets or any other identifiable marking will be treated as an attempt to influence the examiner. Hence, any such act will attract disciplinary proceedings.

17. The students who indulge in any types of malpractice while writing examination will be seriously viewed and punished accordingly.
18. In the event of public holiday being declared after the publication of timetable, the examinations will not be postponed or cancelled. The examinations will be conducted as scheduled unless otherwise notified by the College.
19. Any letter or telegram or phone call to a candidate shall not in any case be delivered / informed to the candidate until he / she completes examination.
20. Candidates who are not in a position to write the examination themselves due to temporary illness or blind candidates may be provided a scribe after getting the prior permission of the Principal or Controller of Examinations. A special fee prescribed for this purpose will be collected for each subject.

**LIST OF JOB-ORIENTED COURSES, ADVANCED LEARNERS COURSES, CAREER-ORIENTED PROGRAMMES, DIPLOMA & PG DIPLOMA COURSES OFFERED BY VARIOUS DEPARTMENTS OF THE COLLEGE**

**JOB-ORIENTED COURSES**

**Department: ENGLISH LITERATURE - UG**

Communicative English (Group A)

Communicative English (Group B)

**Department: ENGLISH - PG**

Copy Writing

**Department: MATHEMATICS - PG**

Visual Basic and Oracle

**Department: MATHEMATICS WITH CA - UG**

Computer Hardware Maintenance

**Department: PHYSICS - PG**

Maintenance and Trouble Shooting of Electronic Equipments and Home Appliances-I

**Department: CHEMISTRY - UG**

Textile Fibre and Dyeing

**CHEMISTRY - PG**

Textile Technology

**Department: BOTANY - UG**

Mushroom Cultivation and Marketing

**BOTANY - PG**

Food Processing and Preservation

**Department: ZOOLOGY - UG**

**Sericulture:** Vermiculture and Vermitechnology

**ZOOLOGY - PG**

**Sericulture:** Clinical Nutrition and Dietetics

**Department: BIOCHEMISTRY - UG**

Advanced Clinical Biochemistry  
Pharmaco Marketing

**Department: BIOCHEMISTRY - PG**

Medicinal Plants and Phytotherapy

**Department: BIOTECHNOLOGY – UG**

Biofertilizer and Biocontrol Agents  
Biogas Technology  
Plant Tissue Culture

**BIOTECHNOLOGY - PG**

Biofertilizer and Biocontrol Agents  
Plant Tissue Culture  
Biogas Technology

**Department: COMPUTER SCIENCE – UG**

MS Office and Internet  
Adobe PageMaker and Photoshop  
Internet and Multimedia

**Department: COMPUTER APPLICATIONS & COMPU. TECH. (PG)**

Web Designing  
Hardware and Networking

**Department: BBM & BBM CA**

Insurance Principles and Practices

**Department: COMMERCE – UG**

Insurance Principles and Practices (BCom)  
Desktop Publishing (BCom CA)

**Department: COMMERCE – PG**

Share Trading Operations  
Tax Planning and Practice

## ADVANCED LEARNERS COURSES

### Department: MATHEMATICS

Discrete Mathematical Structures  
Discrete Mathematics and Automata Theory  
Astronomy  
Internet and Java Programming

### Department: PHYSICS

Atmospheric Science  
Plasma Physics  
Thin Film Physics

### Department: CHEMISTRY

Medicinal Chemistry  
Nano Materials and Supramolecular Chemistry  
Organometallic Chemistry

### Department: BOTANY

Enzymes and Applications  
Biotechnology in Plant Science  
Plant Tissue and Organ Culture

### Department: ZOOLOGY

Economic Zoology  
Sericulture

### Department: BIOCHEMISTRY

Endocrinology and Neurobiochemistry  
Biochemical and Environmental Toxicology  
Bioprocess Technology

### Department: BIOTECHNOLOGY

Frontier Technologies in Biosciences  
Research Methodology  
Stem Cells Technology

### Department: BIOINFORMATICS

Drug Biochemistry and Computer Aided Drug Design  
General Microbiology  
Pharmacogenomics  
Virology  
Protein Microarrays

**Department: COMPUTER TECHNOLOGY**

Programming in C #  
Asp. Net  
J2EE

**Department: COMMERCE**

Management of Financial Services  
Industrial Relations and Labour Law  
Insurance Principles and Practices

**Department: MIB**

Human Resource Management  
Internet and e-commerce  
Management Information Systems

**CAREER - ORIENTED PROGRAMMES**

**Department: PHYSICS – UG**

Title: Maintenance and Servicing of Electronic Devices  
Paper 1 – Basic Electricity and Electronics  
Paper 2 – Maintaining and Servicing of Electronic and Household Appliances  
Practical – In-Plant Training / On-the-Job Training

**Department: BOTANY – PG**

Title: Cultivation and Marketing of Medicinal Plants  
Paper 1 – Cultivation and Marketing of Medicinal Plants  
Paper 2 – Cultivation and Marketing of Medicinal Plants  
Practical – Cultivation and Marketing of Medicinal Plants / On-the-Job Training

**Department: BIOCHEMISTRY – PG**

Title: Medical Laboratory Technology  
Paper 1 – Biochemistry  
Paper 2 – Clinical Pathology and Microbiology

**Department: COMPUTER APPLICATIONS - PG**

Title: Computer Applications (Data Care Management)  
Paper 1 – Web Design and Services  
Paper 2 – Object Relational Database & Oracle  
Practical – Oracle Lab, Industrial Training (Project – Web Design)

**Department: BUSINESS MANAGEMENT CA**

Title: Marketing Management  
Paper 1 – Marketing Principles, Advertising & Consumer Behaviour  
Paper 2 – Product Industry: Textile / Fashion Marketing  
Paper 3 – Service Industry – Hospitality Marketing Training

**Department: COMMERCE – PG**

- (i) Title: Office Automation and Accounting Tally Package
  - Paper 1 – Business Accounting
  - Paper 2 – Office Automation
  - Practical – In-Plant Training / On-the-Job Training
- (ii) Title: Office Automation and Accounting Tally Package
  - Paper 1 – Office Automation and Tally Package
  - Practical 1 – Office Automation
  - Practical 2 – Accounting Package – Tally
  - In-Plant Training / On-the-Job Training

**DIPLOMA & PG DIPLOMA COURSES**

**Department: BIOINFORMATICS – PG**

- Title: Diploma in Bioinformatics
- Paper 1 – Advanced Biology
- Paper 2 – Computational Methods for Sequence Analysis
- Paper 3 – Introduction to Computer and Programming in Perl
- Practical 1 – Biological Data Banks and Sequence Analysis
- Practical 2 – Programming in Perl

**Department: COSTUME DESIGN & FASHION – UG**

- (i) Title: Diploma in Fashion Designing
  - Paper 1 – Fundamentals of Fashion Designing
  - Paper 2 – Textiles and Apparel Construction
  - Practical – Apparel Designing and Construction
- (ii) Title: Diploma in Garment Manufacturing Technology
  - Paper 1 – Textile Technology
  - Paper 2 – Apparel Designing
  - Practical – Garment Manufacturing Technology
- (iii) Title: Diploma in Garment Merchandising
  - Paper 1 – Textile Apparel Design
  - Paper 2 – Garment Merchandising
  - Practical – AFD

**Department: COMMERCE – PG**

- (i) Title: Post Graduate Diploma in Finance and Computer Applications (PGDFCA)
  - Paper 1 – Financial Management
  - Paper 2 – Working Capital Management
  - Paper 3 – Derivatives and Risk Management
  - Practical 1 – Computer Practicals
  - Practical 2 – Computer Practicals

(ii) Title: Post Graduate Diploma in e-Commerce and Computer Applications (PGDEC)  
Paper 1 – e-Commerce Fundamentals  
Paper 2 – CRM and e-Commerce Tools  
Paper 3 – Payment Gateway and Security  
Practical 1 – Computer Practicals  
Practical 2 – Computer Practicals

❖ **MEDICAL EXAMINATION**

1. The students of I year Degree Programme will be medically examined soon after their admission in the College.
2. Students who are absent for the medical examination (when conducted at the College by the Medical Officer) shall be required to produce a Certificate of Medical Examination from any qualified doctor at their own expense.
3. Adequate arrangements will be made for the medical examination for women students.
4. The College has signed an understanding with Kovai Medical Centre & Hospitals (KMCH) for better medical care at a concessional rate of 50 % for our staff and students.

❖ **THE COLLEGE CO-OPERATIVE STORE**

The Kongunadu Arts and Science College Co-operative Store is functioning in the College premises to provide the stationery and other daily requirements of the staff and students.

❖ **INTERNET ACCESS**

An exclusive high speed internet centre is located in the Library to meet the growing network access demands.

❖ **BANKING FACILITIES**

The Indian Overseas Bank - Kavundampalayam Kongunadu College Branch with ATM and Core Banking System (CBS) facilities, is functioning in the College premises for the benefit of both staff members and students.

❖ **PUBLIC TELEPHONE BOOTH**

The public telephone booth is functioning for the benefit of both staff members and students.

❖ **HOSTEL**

Separate hostels for boys and girls are available in the campus itself.

#### ❖ THE COLLEGE MAGAZINE

The College Magazine is annually published under the title "KONGUNADU TIMES" and carries literary and research articles in Tamil / English / Malayalam / Hindi / French contributed by students and staff. Verses, short stories, essays, tidbits, drawings, etc., are published with a view to develop the skills in the respective fields and create literary taste in life. Important photographs of memorable events, occasions and functions pertaining to the activities of the college and students are included besides brief information on the College Council, Student's Association and Faculty Associations.

#### ❖ STUDENT'S ASSOCIATION

Student's Association of the College functions with the following office bearers - President, Vice-President, Secretary, Joint Secretary and Sports Secretary. The office bearers will be elected by the electors consisting of the Student's Council Members and Class Representatives.

- a) The Student's Council member of the class is the First Rank holder in the University Examinations / End of Semester Examinations as on date. The criteria for selecting the members are as follows:
  - (i) Pass in all subjects / papers in the first appearance.
  - (ii) Highest percentage of marks - in Part III subjects of UG or Main subject of PG course.
  - (iii) Satisfactory conduct and character.
  - (iv) In case of I year UG and PG courses, the percentage of marks secured in the qualifying examinations i.e., 12<sup>th</sup> Standard / UG Degree examinations will be considered.

- b) The Class Representative shall be elected by all students of the class concerned from among those who have passed all the papers in the End of Semester Examinations as on date. In case of I year UG and PG courses, the percentage of marks secured in the qualifying examinations i.e., 12<sup>th</sup> Standard / UG Degree examinations will be considered. Students with leadership qualities, good communicative skills, service attitude and creative talents, besides academic performance will be encouraged to be elected.

The names of members of the Students' Council and Class Representatives will be submitted by the HoD concerned during the beginning of the academic year.

Two senior members of teaching faculty shall be nominated by the Principal as Staff Advisors and they shall guide the Association activities during the academic year.

Any student facing criminal proceedings by the State or disciplinary proceedings by the College or University is disqualified to participate in the Students' Association of the College.

#### ❖ FACULTY ASSOCIATIONS

In addition to the College Student's Association, the College has the following Faculty Associations.

- i) Tamil Literary Association.
- ii) English Literary Association.
- iii) English Literature (PG) Association.
- iv) Mathematics Association.
- v) Mathematics with Computer Applications Association.
- vi) Physics Association.
- vii) Chemistry (UG) Association.
- viii) Chemistry (PG) Association.
- ix) Botany Association.
- x) Zoology Association.
- xi) Biochemistry (UG) Association.
- xii) Biochemistry (PG) Association.
- xiii) Biotechnology Association.
- xiv) Computer Science Association.
- xv) Computer Science (UA) Association.
- xvi) Computer Application (UG) Association.
- xvii) Computer Application (PG) Association.
- xviii) Computer Technology Association.
- xix) Information Technology Association
- xx) International Business Association
- xxi) Business Management Association.
- xxii) Business Management with Computer Applications Association.
- xxiii) Commerce (UG) Association.
- xxiv) Commerce (PG) Association.
- xxv) Commerce with Computer Applications Association.
- xxvi) Commerce e-commerce (UG) Association
- xxvii) Costume Design and Fashion Association.

The HoD concerned will be the President of the respective Faculty Association. There will be a Student Secretary and Joint Secretary for the Faculty Association, nominated by the HoD concerned.

**ACADEMIC CALENDAR FOR ODD SEMESTER  
2011 - 2012**

Re-opening for the academic year 2011-12	15.06.2011
Commencement of I year UG Classes (Unaided)	20.06.2011
Commencement of I year UG Classes (Aided)	21.06.2011
Issue of ESE Applications for II & III year UG & PG	18.07.2011
Commencement of I year PG Classes	18.07.2011
Last date for the payment of ESE Fee (II & III year UG & PG) <b>without fine</b>	28.07.2011
IQAC Meeting	29.07.2011
Last date for the payment of ESE Fee (II & III year UG & PG) <b>with fine of Rs.60/-</b>	04.08.2011
Last date for submission of Question Paper - I CIA Exams	08.08.2011
Students Welfare & Grievances Redressal Committee Meeting	10.08.2011
Library Committee Meeting	12.08.2011
Staff Welfare & Grievances Redressal Committee Meeting	17.08.2011
Issue of ESE Applications for I year UG & PG	19.08.2011
Commencement of I CIA Exams	22.08.2011
Last date for the payment of ESE Fee (I year UG & PG) <b>without fine</b>	02.09.2011
Last date for the payment of ESE Fee (I year UG & PG) <b>with fine of Rs.60/-</b>	08.09.2011
Last date for submission of Question Paper - II CIA Exams	03.10.2011
Commencement of II CIA Exams	17.10.2011
Last working day for the Odd Semester	29.10.2011
Commencement of ESE - Practicals	31.10.2011
Governing Body Meeting	05.11.2011
Commencement of ESE - Theory	11.11.2011
Autonomous Central Valuation	30.11.2011

## ACADEMIC CALENDAR FOR EVEN SEMESTER

2011 - 12

Re-opening for the Even Semester	07.12.2011
Publication of Autonomous Results for Odd Semester	09.12.2011
Issue of ESE applications for all Courses	27.12.2011
Last date for the payment of ESE Fee (all Courses)	
<b>without fine</b>	07.01.2012
Last date for submission of Question Paper - I CIA Exams	12.01.2012
Last date for the payment of ESE Fee (all Courses)	
<b>with fine of Rs.60/-</b>	17.01.2012
Students Welfare & Grievances Redressal Committee Meeting	19.01.2012
Staff Welfare & Grievances Redressal Committee Meeting	25.01.2012
Commencement of I CIA Exams	28.01.2012
Library Committee Meeting	08.02.2012
Board of Studies Meeting	18.02.2012
College Day Celebrations	23.02.2012
Prizes, Medals & Scholarships Distribution	
Function & Sports Day	24.02.2012
Last date for submission of Question Paper - II CIA Exams	15.03.2012
Last date for the submission of Projects	30.03.2012
IQAC Meeting	31.03.2012
Academic Council Meeting	07.04.2012
Commencement of II CIA Exams	07.04.2012
Project Viva-Voce	16.04.2012
Last working day for the Even Semester	20.04.2012
Commencement of ESE - Practicals	23.04.2012
Governing Body Meeting	28.04.2012
Commencement of ESE - Theory	04.05.2012
Autonomous Central Valuation	22.05.2012
Publication of Autonomous Results for	
Even Semester	30.05.2012

**MEMBERS OF STAFF (Aided)  
TEACHING**

**PRINCIPAL**

1. Dr. R. Devi MSc, MPhil, PhD

**DEPARTMENT OF TAMIL**

- |                                      |                           |
|--------------------------------------|---------------------------|
| 2. Dr. S. Palanisamy MA, PhD, BEd    | Associate Professor & HoD |
| 3. Mr. S.K. Raja MA                  | Assistant Professor       |
| 4. Dr. K. Murugesan MA, MPhil, PhD   | ,,                        |
| 5. Dr. R. Manimekalai MA, MPhil, PhD | ,,                        |

**DEPARTMENT OF ENGLISH**

- |  |                           |
|--|---------------------------|
| 6. Dr. R. Santhakumari MA, BEd, MPhil, PhD | Associate Professor & HoD |
| 7. Dr. T. Muraleeswari MA, MPhil, PhD      | Associate Professor       |
| 8. Dr. R. Poongothai MA, MA, PhD           | ,,                        |
| 9. Dr. M.R. Kalarani MA, MPhil, PhD        | ,,                        |
| 10. Mr. S. Nagaraja MA, MPhil              | Assistant Professor       |
| 11. Dr. Shoba Ramaswamy MA, MPhil, PhD     | ,,                        |
| 12. Ms. K.S. Mangayarkkarasi MA            | ,,                        |

**DEPARTMENT OF MATHEMATICS**

- |   |                           |
|---|---------------------------|
| Dr. R. Devi MSc, MPhil, PhD                     | Associate Professor & HoD |
| 13. Dr. K. Thilagavathi MSc, MPhil, PhD         | Associate Professor       |
| 14. Dr. S.C. Palaniswami MSc, MPhil, PhD        | ,,                        |
| 15. Dr. S. Karunanithi MSc, MPhil, PhD          | ,,                        |
| 16. Mrs. V.R. Karuppayal MSc, MPhil, BEd, PGDCA | ,,                        |
| 17. Dr. K. Muthukumaraswamy MSc, MPhil, PhD     | ,,                        |
| 18. Dr. K. Ramasamy MSc, MPhil, PhD, PGDCA      | ,,                        |
| 19. Mr. D. Viswanathan MSc, MPhil               | ,,                        |
| 20. Dr. V. Kokilavani MSc, MPhil, PhD           | Assistant Professor       |

**DEPARTMENT OF PHYSICS**

- |   |                           |
|---|---------------------------|
| 21. Dr. R. Sathyamoorthy MSc, MPhil, PhD, PGDCA | Associate Professor & HoD |
| 22. Dr. M. Dhanam MSc, MPhil, PhD               | Associate Professor       |
| 23. Dr. R. Sarojini MSc, MPhil, PhD             | ,,                        |
| 24. Dr. K. Rajasekar MSc, MPhil, BEd, PhD       | ,,                        |
| 25. Dr. A. Anu Kaliani MSc, MPhil, PhD          | Assistant Professor       |
| 26. Mr. K. Karuppuswamy MSc, MPhil, BEd, PGDCA  | ,,                        |
| 27. Dr. B. Chandar Shekar MSc, MPhil, PhD       | ,,                        |
| 28. Dr. K. Saravanakumar MSc, PhD               | ,,                        |

**DEPARTMENT OF CHEMISTRY**

- |   |                           |
|---|---------------------------|
| 29. Dr. M. Ganesan MSc, MPhil, PhD, PGDCA | Associate Professor & HoD |
| 30. Mr. K. Natarajan MSc, MPhil           | Associate Professor       |

31. Dr. V. Sangeetha MSc, PhD	Assistant Professor
32. Ms. M. Kiruthika MSc	„
<b>DEPARTMENT OF BOTANY</b>	
33. Dr. K. Manonmani MSc, MPhil, PhD	Associate Professor & HoD
34. Dr. S. Manorama MSc, MPhil, PhD	Associate Professor
35. Dr. S. Paulsamy MSc, MPhil, PhD, FTE, FRMSI	„
36. Dr. A. Thiruvuruldevi MSc, MPhil, PhD	„
37. Dr. V. Thangapandian MSc, MPhil, PhD	„
38. Dr. V. Balasubramaniam MSc, PhD	Assistant Professor
39. Dr. K. Arumugasamy MSc, PhD	„
40. Dr. N. Nagarajan MSc, MPhil, PhD	„
<b>DEPARTMENT OF ZOOLOGY</b>	
41. Dr. K. Shanthi MSc, MPhil, PhD, FSESc	Associate Professor & HoD
42. Dr. N. Saradhamani MSc, MPhil, PhD	Associate Professor
43. Dr. B. Dhanakkodi MSc, MPhil, PhD, BEd, BL	„
44. Dr. R. Jeyaraaj MSc, PhD, BEd, FAZ	„
45. Dr. K. Logankumar MSc, MPhil, PhD, FAZ, FSESc	„
46. Dr. S. Ravisankar MSc, PhD, DipPO, RBA in ABI	„
47. Dr. S. Logaswamy MSc, MPhil, PhD, DCom, FAZ, FIAES	„
48. Dr. M. Manimegalai MSc, MPhil, PhD	„
49. Dr. M. Lekeshmanaswamy MSc, MPhil, PhD, BEd	Assistant Professor
50. Dr. S. Binukumari MSc, MPhil, PhD, BEd, PGDMB	„
<b>DEPARTMENT OF BIOCHEMISTRY</b>	
51. Dr. R. Kokilavani MSc, PhD, MEd	Associate Professor & HoD
52. Dr. Indira A. Jayraaj MSc, MPhil, PhD, MEd, PGDCA	Associate Professor
53. Dr. S. Krishnakumari MSc, PhD, AISBT, PGDCA	„
54. Dr. K. Kalaivani MSc, MPhil, PhD	„
55. Dr. V. Selvi MSc, MPhil, PhD	„
<b>DEPARTMENT OF COMPUTER SCIENCE</b>	
56. Tmy. A. Manickathai MSc, MPhil, BEd, PGDCA	Associate Professor & HoD
57. Thiru. A. Sivabalan MSc, MPhil, PGDCA	Associate Professor
58. Thiru. U.M. Ravichandran MSc, MPhil, PGDCA, MPhil	„
59. Dr. A. Kavitha MCA, MPhil, PhD	Assistant Professor
<b>LIBRARY AND INFORMATION CENTRE</b>	
60. Dr. R. Senthilkumar MSc, MLIS, MPhil, PhD, MBA, MA,MLM,MMM,MS,BEd,PGDCA,PGDPR,PBEd,DSA	Librarian (SG)
<b>PHYSICAL EDUCATION</b>	
61. Dr. P.K. Kavithashri MPEd, MPhil, PhD, PGDFM	Physical Director

## NON-TEACHING

### ADMINISTRATIVE STAFF

1. Mr. K. Kanakaraju MA	Superintendent
2. Mr. R. Gopalakrishnan	Assistant (SG)
3. Mr. N. Nagarathinam BCom	Assistant
4. Mr. R. Veluchamy MCom	Assistant
5. Mr. K. Arumugam	Junior Assistant
6. Mr. K. Easwaran	”
7. Mr. K. Mohanvel	Steno-Typist (SG)
8. Mrs. C. Umadevi	Typist (Spl Gr)
9. Mr. K. Muthuvaduganathan BSc,BEd,MA,MA,MLIS,TTC	Typist
10. Mr. K. Thirumurthi	Record Clerk
11. Mr. T. Balasubramaniam	”
12. Mrs. P. Deivanayaki BSc	”
13. Mr. C. Kannan	”

### LABORATORY STAFF

14. Mr. S. Sengaliappan	Store Keeper in Chemistry
15. Mr. P. Somasundaram	Lab. Asst. (Spl Gr) in Physics
16. Mrs. S. Ramalakshmi	Lab. Asst.(Spl Gr) in Biochemistry
17. Mr. J. Mohanavenkitaramanan	Lab. Asst. (Spl Gr) in Zoology
18. Mr. K.A. Muthusamy BA	Museum Keeper (Spl Gr) in Zoology
19. Mrs. P. Poongothai	Lab. Asst. (Spl Gr) in Zoology
20. Dr. K. Muthukumar MA, MA, MPhil, PhD	Lab. Asst. (Spl Gr) in Physics
21. Mr. R. Perumalsamy BLitt	Lab. Asst. (Spl Gr) in Chemistry
22. Mr. K. Ayyasamy BA	Lab. Asst. (Spl Gr) in Physics
23. Mr. V. Palanisamy	Lab. Asst. in Botany
24. Mr. R. Thiagarajan	Lab. Asst. in Physics
25. Mr. S. Rajan MA	Lab. Asst. in Botany
26. Mr. M. Murugasamy MA	Lab.Asst.inBotany
27. Mr. A. Maran	Lab.Assistant in Chemistry
28. Mr. S. Shanmugamoorthi B.Com	Lab.Assistant in Zoology
29. Mrs. M. Malliga BA	Lab.Assistant in Bio-Chemistry
30. Mrs. M.G. Mythilagam MA	Lab.Assistant in Botany
31. Mr. T. Vivekanandan	Lab.Assistant in Zoology
32. Mr. P. Rasu M.Com	Library Assistant

### BASIC STAFF

33. Mr. R. Palanisamy	Sweeper (Spl Gr)
34. Mr. N. Maran	”
35. Mr. K. Murugan	”
36. Mr. T. Kalimuthu	Waterman (Spl Gr)
37. Mr. P. Kalimuthu	Scavenger (Spl Gr)

### SPECIAL OFFICERS

1. Dr. V. Sugantha MA, BEd, M.Phil, PhD	Dean, Unaided Courses
2. Dr. S. Ravisankar MSc, PhD, DipPO, RBA in ABI	Dean, R & D
3. Dr. S. Logaswamy MSc, MPhil, PhD, DCom, FAZ, FIAES	Controller of Examinations
4. Dr. K. Murugesan MA, MPhil, PhD	Director, SWCC

### MEMBERS OF STAFF (Unaided) TEACHING

#### DEPARTMENT OF TAMIL

1. Dr. M. Ravikumar MA, MPhil, PhD	Assistant Professor & HoD
2. Dr. V. Sugantha MA, BEd, MPhil, PhD	Associate Professor
3. Dr. C. Padmini MA, MPhil, PhD	”
4. Dr. A. Saravanan MA, MPhil, PhD	”
5. Mr. K. Palanivel MA, MPhil	”
6. Mr. S. Prakash MA, MPhil	”

#### DEPARTMENT OF ENGLISH (PG)

7. Dr. Diwakar Thomas MA, MPhil, MA, MEd, MA, PhD	Associate Professor & HoD
8. Mrs. S.P. Sasi Rekha MA, MPhil	Assistant Professor
9. Mrs. M. Priya MA, MPhil	”
10. Mrs. S. Jeyalakshmi MA, MPhil	”
11. Ms. M. Divya MA(CA)	”
12. Ms. R. Sudha MA(CA)	”
13. Mrs. K.V. Reshmi MA	”

#### DEPARTMENT OF MATHEMATICS WITH CA (UG)

14. Mrs. D. Vijayalakshmi MSc, MPhil, PGDCA	Assistant Professor & HOD
15. Mrs. L. Vidya Rani MSc, MPhil, PGDCA	Assistant Professor
16. Mrs. K. Krishnaveni MSc, MPhil, PGDCA	”
17. Mrs. R. Poongodi MSc, MPhil, PGDCA	”
18. Mrs. S. Dhanalakshmi MSc, MPhil, PGDCA	”
19. Mr. M. Vigneshwaran MSc, MPhil, PGDCA	”
20. Mrs. P. Kirthikadevi MSc, MPhil	”
21. Mrs. G. Juliet Jeba Thangam MSc, BEd	”

#### DEPARTMENT OF CHEMISTRY (PG)

22. Dr. R. Manimekalai MSc, MPhil, PhD	Associate Professor & HoD
23. Mrs. E. Jayanthi MSc, MPhil	Associate Professor
24. Mrs. S. Jone Kirubavathy MSc, MPhil	”
25. Dr. N. Padma Priya MSc, PhD	”
26. Mr. R. Velumurugan MSc	”
27. Mrs. K. Kalpanadevi MSc, MPhil	”

#### DEPARTMENT OF BIOCHEMISTRY (PG)

28. Dr. G. Sudha MSc, MPhil, PhD	Associate Professor & HoD
----------------------------------	---------------------------

29. Mrs. Shwetha V. Kalava MSc, MPhil, PGDBI, PGDET Assistant Professor  
 30. Mrs. A. Indhuleka MSc, PGDBI ”

**DEPARTMENT OF BIOTECHNOLOGY (UG & PG)**

31. Dr. G. Vivekanandhan MSc, MPhil, PhD Assistant Professor & HoD  
 32. Ms. Shylaja Devarajan MSc, MPhil, PGDBI Assistant Professor  
 33. Ms. J. Venita Christiana MSc, MPhil ”  
 34. Dr. R. Subashkumar MSc, PhD, ”  
 35. Dr. R.Thirugnasampandan MSc, M.Phil, P.hD,PGDBI,PGDMBT ”  
 36. Dr. B. Lakshman Kumar MSc, PhD ”  
 37. Dr. S. N. Suresh MSc, MPhil, MPhil (BT), PhD, PGDBI ”

**DEPARTMENT OF COMPUTER APPLICATIONS (PG)**

38. Mr. B. Manogaran MCA Associate Professor & HoD  
 39. Ms. K. Indira Kumari MSc, MPhil Assistant Professor  
 40. Mr. L. Haldurai MCA ”  
 41. Mrs. G. Vidya MSc ”  
 42. Mrs. R. Lavanya MCA ”  
 43. Ms. R. Rajalakshmi MSc ”  
 44. Mr. P. Kaliraj MSc ”  
 45. Ms. S. Kalaivani MSc(CS) ”

**DEPARTMENT OF COMPUTER APPLICATIONS (UG)Section A & B**

46. Mrs. A. Hema MCA, MPhil, PGDBI Assistant Professor & HoD  
 47. Mrs. M. Lalithambigai MSc, MPhil Assistant Professor  
 48. Ms. K. Yemuna Rane M.Sc, MPhil ”  
 49. Mrs. A. Immaculate MCA, MPhil ”  
 50. Mrs. D. Kavitha MCA ”  
 51. Ms. M. R. Banu Priya MCA ”  
 52. Ms. K. Suganya MCA ”  
 53. Ms. R. Alarmelumangai MCA ”  
 54. Mr. A.K. Ashfauk Ahmed MCA ”

**DEPARTMENT OF COMPUTER SCIENCE (UG)**

55. Mrs. R. Beena MCA, MPhil Assistant Professor & HoD  
 56. Mrs. N. Kalaivani MCA Assistant Professor  
 57. Mrs. K. Rajeswari MCA ”  
 58. Ms. J. Suganthi MSc ”  
 59. Ms. P. Saranya MCA ”  
 60. Mrs. P. Saranya MSc (CT) ”

**DEPARTMENT OF COMPUTER TECHNOLOGY (UG & PG)**

61. Mrs. R. Umagandhi MCA, MPhil Assistant Professor & HoD  
 62. Mrs. G. Vani MCA, MPhil Assistant Professor  
 63. Mrs. K. Kavitha MCA ”

64. Mr. N. Senthil Kumar MCA	Assistant Professor
65. Ms. D. Hemalatha MSc (CS)	”
66. Ms. M. Juliet Monolisa Esther MSc CT, MSc (Maths)	”
67. Mrs. D. Sharmila MCA, MPhil	”
68. Ms. R. Ranjini MCA	”

**DEPARTMENT OF INFORMATION TECHNOLOGY (UG)**

69. Mrs. S. Mythili MCA, MPhil	Assistant Professor & HoD
70. Ms. D. Sheema MCA	Assistant Professor
71. Mrs. R. Gomathi MCA	”
72. Ms. S. Poornima MCA	”
73. Mr. R. Karthik MCA	”

**DEPARTMENT OF BUSINESS MANAGEMENT (UG)**

74. Mrs. K. Hemashree BE, MBA, MPhil	Assistant Professor & HoD
75. Mrs. P. Vasanthi MBA	Assistant Professor
76. Mrs. A. Hemapriya MCom, MPhil	”

**DEPARTMENT OF BUSINESS MANAGEMENT WITH CA (UG)**

77. Mrs. P. Vidhya MCom CA, MPhil, PGDCA, MBA	Assistant Professor & HoD
78. Mrs. T.N.P. Nalini MBA	Assistant Professor
79. Mrs. P. Janakipriya MBA	”
80. Mr. C. Deepak Kumar BE, MBA, MPhil	”
81. Mrs. C. Saranya MIB	”

**DEPARTMENT OF INTERNATIONAL BUSINESS (PG)**

82. Mrs. R. Maharajothi Priya MIB	Assistant Professor & HoD
-----------------------------------	---------------------------

**DEPARTMENT OF COMMERCE (UG)**

83. Ms. B. Divyapriya MCom CA, MPhil, MBA	Assistant Professor & HoD
84. Mr. A. Prabhu MCom	Assistant Professor
85. Mr. T. Kumar MCom, MPhil	”
86. Mr. K. Kathirvel MCom, MPhil, PGDCA	”
87. Mrs. S. Punitha Devi MCom, MPhil, PGDCA	”

**DEPARTMENT OF COMMERCE WITH CA (UG) Section A & B**

88. Mr. M. Prakash MCom, MPhil, PGDCA	Assistant Professor & HoD
89. Mrs. N. Vijaya MCom, MPhil	”
90. Mr. D. Ramesh Kumar MCom, MPhil, PGDCA	”
91. Mrs. V. Regha MCom, MPhil, PGDCA	”
92. Mrs. K. Padmapriya MCom, PGDCA	”
93. Mr. P. Sundaramurthy MCom	”
94. Ms. R. Dhanalakshmi MCom, MPhil	”
95. Ms. D. Thangamani MCom, MPhil, PGDCA	”

**DEPARTMENT OF E-COMMERC & COMMERCE (PG)**

96. Dr. M. Revathi Bala MCom, MPhil, PhD	Assistant Professor & HoD
97. Mrs. D. Maithra MCom, MPhil	Assistant Professor
98. Mrs. S. Poorni MCom, MPhil	”
99. Mrs. S. Udhaya MCom, MPhil	”

**DEPARTMENT OF COSTUME DESIGN & FASHION (UG)**

100. Mrs. S. Jayapriya MSc, MPhil	Assistant Professor & HoD
101. Mrs. R. Umamaheshwari MSc, MPhil, PG.Dip.ED	Assistant Professor
102. Mrs. C. Indumathi MSc	”

**TEACHING STAFF-MANAGEMENT**

103. Mrs. M.K. Prajeeda MA, MPhil	Assistant Professor in English
104. Ms. P.R. Kavitha MSc, MPhil	Assistant Professor in Maths
105. Ms. R. Nesarajithamani MSc, BEd, MPhil	”
106. Mr. R. Dharmaraaj MSc, MPhil	Assistant Professor in Physics
107. Ms. D. Umamaheshwari MSc, MPhil	”
108. Mrs. P. Vidhya MSc, MPhil, MEd	”
109. Mr. S. Arunachalam MSc	Assistant Professor in Chemistry
110. Ms. M. Sarumathi MSc, MPhil	”
111. Ms. A. Naveena MSc, MPhil	”
112. Dr. V. Rajasubramaniam MSc, PhD	Assistant Professor in Zoology
113. Dr. D. Rajmohan MSc, MPhil, PhD	”

**NON - TEACHING - ADMINISTRATIVE STAFF**

1. Mr. V. Ramachandran MCom, CAIIB, PGDMM	Counsellor
2. Mr. K. Kasirajan MSc, MPhil, MEd (SplEd)	Superintendent
3. Mr. V. Arunkarthikeyan DTT	Office Superintendent
4. Mr. P. Mohanraj	Junior Assistant
5. Mrs A. Muthulakshmi BA	”
6. Mr. R. Sivakumar BCom	”
7. Mr. K. Palanisamy	”
8. Mrs. S. Sakunthalamani DEE	”
9. Mr. K.R. Mohanasundaram MCom	”
10. Mrs. K. Subbulakshmi BCom, DCP	Steno Typist
11. Mrs. K. Amirtham MA, PGDCA	Typist
12. Mrs. S. Kayalvizhi MA	”
13. Mrs. K. Tamilselvi	”
14. Mrs. V. B. Susmitha	”
15. Mrs. V. P. Kalpana BA	Computer Operator
16. Mrs. M. Gunasundari BA	”
17. Ms. K. Dhanalakshmi	”
18. Mrs R. Saradha MCA, MPhil	Deputy Controller of Examinations
19. Ms. M. Sumathi B.Com, MBA	Computer Programmer

20. Mrs. N. Kalpana BCA	Data Entry Operator
21. Mr. M. Dharmaraj BCA	”
22. Mrs. S. Shanthi BCom	”
23. Ms. V. Sheela	”
24. Mr. R. Poovendhiran DME	Office Assistant in COE
25. Mr. J. Mohammathusherief BBM	”
26. Mr. A. Anandan	Office Assistant
27. Mr. R. Vijayakumar	”
28. Mr. T.J. Gijo Johny	”
29. Mr. V.N. Ramachandran	”
30. Mr. K. Sivakumar DTEd	”
31. Mr. A. Senthilkumar	”
32. Mr. K.K. Ravi	”
33. Ms. S. Kalaiyarasi BA	”
34. Mr. K. Subramaniam	Supervisor
35. Mrs. R. Annie Shilo Suganthi	Telephone Operator
36. Mr. K.S. Eswaramoorthi	”
37. Mrs. R. Palaniammal	Record Clerk
38. Mrs. Bhavani Mahendraraj	Library Assistant
39. Mr. M. Murugesan BA	”
40. Ms. K. Dhanasakthi	”
41. Mrs. R. Kavithamani	”
42. Mr. S. Yasothkumar	”
43. Mrs. M. Susheela	”
44. Ms. D. Jaya BSc	”
45. Ms. C. Sathya BCom CA	”
46. Mr. C. Moorthi	Marker
47. Mr. K.K.P. Chinnasamy	Electrician
48. Mr. C. Rajalingam DCA, ITI	Electrical Assistant
49. Mr. P. Iyyapan	”
50. Mr. S. Velmurugan	”
51. Mr. B. Srikumar	”
52. Mr. V.K. Somasundaram	Driver
53. Mr. M. Thangamani	”
54. Mr. H. Narayana Prasad Sharma	Security
55. Mr. T. Amarthapa	”
56. Mr. K. Ram Bahadur	”
57. Mr. G. Ghanshyam Sharma	”
58. Mr. T. Chetman Thapa	”
59. Mr. R. Ganesh Sharma	”
60. Mr. Rikhiram Sharma	”

### LABORATORY STAFF & BASIC STAFF

61. Mrs. Vimala Antony BSc	Lab Assistant in Chemistry (PG)
62. Mrs. P. Thangamani BSc	”
63. Mrs. N. Velumani BSc	Lab Assistant in Zoology
64. Mrs. K. Narumathi BSc, BEd	Lab Assistant in Biochemistry (PG)
65. Mrs. R. Kalavathi MSc, MPhil	Lab Assistant in Biochemistry (PG)
66. Mr. C.M. Ganesan MSc, MPhil	Technician in Biotechnology
67. Mr. J. Subramaniam DCT	System Administrator
68. Mr. P. Jagadheesan	Computer Technician
69. Mr. S. Haridass BSc	Lab Assistant in Computer Lab
70. Mr. T. Ramesh	”
71. Mr. K. Ligeshwaramoorthy	”
72. Mr. M. Sudhakar	”
73. Mr. M. Siva	”
74. Mr. P. Muneeswaran	Lab Assistant in CDF
75. Mr. A. Kanagaraj	Store (SF)
76. Mr. K. Marudhachalam	Sweeper
77. Mrs. R. Sarojini	”
78. Mr. P. Subramaniam	”
79. Mrs. K. Jaya	”
80. Mr. G. Swaminathan	”
81. Mrs. M. Mangalam	”
82. Ms. P. Eswari	”
83. Mrs. S. Selvarani	”
84. Mr. K. Murugesan	”
85. Mrs. M. Poovayal	”
86. Mr. K. Vimalraj	”
87. Mrs. R. Devi	”
88. Mr. J. Savarimuthu	”
89. Mr. N. Velingiri	”
90. Mr. K. Sellakutti	”

### EXAMINATION CELL

1. Dr. S. Logaswamy MSc, MPhil, PhD ,DCom, FAZ, FIAES	Controller of Examinations
2. Mrs R. Saradha MCA, MPhil	Deputy Controller of Examinations
3. Ms. M. Sumathi B.Com, MBA	Computer Programmer
4. Mrs. N. Kalpana BCA	Data Entry Operator
5. Mr. M. Dharmaraj BCA	”
6. Mrs. S. Shanthy BCom	”
7. Ms. V. Sheela BSc (CS)	”
8. Mr. R. Poovendhiran DME	Office Assistant in COE
9. Mr. J. Mohammathusherief BBM	”

## CO-CURRICULAR ACTIVITIES

### NCC (NATIONAL CADET CORPS)(BOYS)

Associate NCC Officer : **Major Dr. S.C. Palaniswami**  
Associate Professor in Mathematics

### NCC (NATIONAL CADET CORPS) (GIRLS)

Associate NCC Officer : **Lt. Dr. P.K. Kavithashri**  
Director of Physical Education

### NSS (NATIONAL SERVICE SCHEME)

Programme Officers : **Unit-I Dr. M. Lekeshmanaswamy**  
Assistant Professor in Zoology  
**Unit-II Dr. B. Chandar Shekar**  
Assistant Professor in Physics  
**Unit-III Mr. K. Karuppusamy**  
Assistant Professor in Physics  
**Unit-IV Dr. V. Sangeetha**  
Assistant Professor in Chemistry  
**Unit-V Dr. M. Ravikumar**  
Assistant Professor & HoD of Tamil (UA)  
**Unit-VI Ms. P. Saranya**  
Assistant Professor in Com.Sci. (UA)  
**Unit-VII Dr. A. Saravanan**  
Assistant Professor in Tamil (UA)

### YRC (YOUTH RED CROSS)

Programme Officer : **Mr. M. Vigneshwaran**  
Assistant Professor in Mathematics with CA

### RRC(RED RIBBON CLUB)

Programme Officer : **Mr. M. Prakash**  
Assistant Professor & HoD of Commerce with CA

## COMMITTEES

### PLANNING & EVALUATION COMMITTEE

- |                                   |   |
|-----------------------------------|---|
| 1. Dr. M. Aruchami (Chairman)     | Secretary & Director                        |
| 2. Dr. R. Devi (Member Secretary) | Principal                                   |
| 3. Dr. V. Sugantha                | Dean,UA Courses                             |
| 4. Dr. S. Ravisankar              | Dean R&D cum Associate Professor in Zoology |
| 5. All Heads of the Departments   |   |
| 6. Dr. B. Dhanakkodi              | Associate Professor in Zoology              |
| 7. Dr. S. Manorama                | Associate Professor in Botany               |
| 8. Mrs. V. R. Karuppayal          | Associate Professor in Mathematics          |
| 9. President                      | Students Association                        |
| 10. Secretary                     | Students Association                        |

## INTERNAL QUALITY ASSURANCE CELL

### Chairperson

1. Dr. R. Devi Principal

### Coordinator

2. Dr. S. Ravisankar Associate Professor in Zoology

### Senior Administrative Officers

3. Dr. V. Sugantha Dean, UA Courses  
4. Dr. S. Logaswamy Controller of Examinations  
5. Dr. R. Senthilkumar Librarian (SG)  
6. Mr. K. Kanagaraju Office Superintendent (Aided)  
7. Mr. V. Arunkarthikeyan Office Superintendent (Unaided)

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8. Dr. M. Ganesan HoD of Chemistry (UG)  
9. Dr. Diwakar Thomas HoD of English (PG)  
10. Dr. S. Manonmani HoD of Botany  
11. Dr. S. Paulsamy Associate Professor in Botany  
12. Mrs. R. Umagandhi HoD of Computer Technology  
13. Dr. G. Vivekanandan HoD of Biotechnology  
14. Mr. M. Prakash HoD of Commerce with CA

### Member from Management

15. Er. K.M. Elangovan Joint Secretary (Construction & Maintenance)

### Nominees from Local Society

16. Dr. K.S. Rajkumar MS, FRCS (Edin.) KMCH, Coimbatore  
17. Mr. A. Rajesh Kanna BABL, ML Advocate

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2. Dr. M. Ganesan (Convenor) HoD of Chemistry  
3. All Heads of Departments  
4. Dr. K. Kalaivani Associate Professor in Bio-Chemistry  
5. Dr. S. Manorama Associate Professor in Botany  
6. Dr. S. Ravisankar Associate Professor in Zoology cum Dean R&D  
7. Dr. R. Senthil Kumar Librarian (SG)  
8. Dr. P. K. Kavithashri Director of Physical Education  
9. Dr. K. Muthukumar Lab Assistant (Spl Gr) in Physics  
10. Mr. K. Kanagaraju Office Superintendent (Aided)

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The undertaking of a new action brings new strength - Richard L. Evans

11. Mr. V. Arun Karthikeyan Office Superintendent (UA)

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2. Dr. V. Sugantha (Convenor) Dean, UA Courses
3. Dr. S. Ravisankar Associate Professor in Zoology
4. Dr. S. Logaswamy Controller of Examinations
5. Dr. R. Senthil Kumar Librarian (SG)
6. Dr. P.K. Kavithashri Physical Director
7. All Student Representatives.

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3. Heads of All Research Departments
4. Dr. S. Paulsamy Associate Professor in Botany
5. Dr. K. Logankumar Associate Professor in Zoology
6. Dr. B. Chandar Shekar Assistant Professor in Physics
7. Dr. R. Senthilkumar Librarian (SG)
8. Dr. K. Murugesan Assistant Professor in Tamil

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2. Dr. K. Arumugasamy (Coordinator) Assistant Professor in Botany
3. Dr. K. Logankumar Associate Professor in Zoology
4. Dr. K. Kalaivani Associate Professor in Biochemistry
5. Dr. V. Kokilavani Assistant Professor in Maths
6. Dr. R. Manimegalai Assistant Professor in Tamil
7. Dr. B. Chandar Shekar Assistant Professor in Physics
8. Dr. K. Saravanakumar Assistant Professor in Physics
9. Ms. K.S. Mangayarkkarsi Assistant Professor in English
10. Ms. M. Kiruthika Assistant Professor in Chemistry
11. Mr. R. Dharmaraj Assistant Professor in Physics
12. Ms. M. Sarumathi Assistant Professor in Chemistry
13. Dr. S. N. Suresh Assistant Professor in Biotechnology
14. Controller of Examinations Ex-Officio

**CIA EXAMINATIONS COMMITTEE - UNAIDED**

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2. Mrs. R. Umagandhi (Coordinator) HoD of Computer Technology
3. Mrs. R. Beena HoD of Computer Science (UA)
4. Mrs. D. Vijayalakshmi HoD of Maths with CA

5. Mrs. S. Mythili	HoD of Inforamtion Technology
6. Mr. M. Vigneshwaran	Assistant Professor in Maths CA
7. Mr. N.Senthil Kumar	Assistant Professor in Com.Tech
8. Ms. Shylaja Devarajan	Assistant Professor in Bio-Tech.
9. Ms. J. Venita Christiana	Assistant Professor in Bio-Tech.
10. Dr. A. Saravanan	Assistant Professor Tamil
11. Mr. L. Haldurai	Assistant Professor in Com.App.(PG)
12. Mrs. R. Magarajothi Priya	HoD of MIB
13. Controller of Examinations	Ex-officio

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2. Dr. R. Senthilkumar (Convenor)	Librarian (SG)
3. Mr. B. Manogaran	HoD of Computer Applications (PG)
4. Dr. V. Sangeetha	Assistant Professor in Chemistry
5. Dr. B. Chandar Shekar	Assistant Professor in Physics
6. Mrs. R. Umagandhi	HoD of Computer Technology
7. Student Representative	From UG Courses
8. Student Representative	From PG Courses
9. Student Representative	From MPhil Courses
10. Student Representative	From PhD Courses

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2. Dr. S. Logaswamy (Convenor)	Controller of Examinations
3. Dr. V. Sugantha	Dean, Unaided Courses
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5. Dr. T. Muraleeswari	Associate Professor in English
6. Dr. K. Arumugaswamy	Assistant Professor in Botany
7. Mr. B. Manogaran	HoD of Com.Applications (PG)
8. Mrs. R. Umagandhi	HoD of Computer Technology
9. Dr. G. Vivekanandhan	HoD of Biotechnology
10. Mr. M. Prakash	HoD of Commerce with CA

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2. Dr. P.K. Kavithashri(Convenor)	Director of Physical Education
3. Dr. M. Manimegalai	Associate Professor in Zoology
4. Mr. B. Manogaran	HoD of Computer Applications (PG)
5. Ms. Shylaja Devarajan	Assistant Professor in Biotechnology
6. Mrs. M. Priya	Assistant Professor in English (PG)

7. Mr. M. Vigneshwaran	Assistant Professor in Maths CA
8. Dr. S.N. Suresh	Assistant Professor in Biotechnology
9. Mr. L. Haldurai	Assistant Professor in Com. Appl (PG)
10. Mr. N. Senthil Kumar	Assistant Professor in Computer Technology

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1. Dr. R. Devi (Chairman)	Principal
2. Dr. K. Murugesan (Convenor)	Assistant Professor in Tamil
3. Dr. Diwakar Thomas	HoD of English (PG)
4. Dr. R. Santhakumari	HoD of English (UG)
5. Dr. R. Senthil Kumar	Librarian (SG)
6. Dr. Shoba Ramasamy	Assistant Professor in English
7. Dr. R. Manimekalai	Assistant Professor in Tamil
8. Mrs. M. Priya	Assistant Professor in English (PG)
9. Mr. R. Karthik	Assistant Professor in Information Technology
10. Mr. T. Kumar	Assistant Professor in Commerce (UG)

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2. Dr. K. Murugesan (Convenor)	Assistant Professor in Tamil
3. Dr. Diwakar Thomas	HoD of English (PG)
4. Dr. R. Santhakumari	HoD of English (UG)
5. Dr. S. Paulsamy	Associate Professor in Botany
6. Dr. R. Senthil Kumar	Librarian (SG)
7. Dr. Shoba Ramasamy	Assistant Professor in English
8. Dr. R. Manimekalai	Assistant Professor in Tamil
9. Mrs M. Priya	Assistant Professor in English (PG)
10. Mr. R. Karthik	Assistant Professor in Information Technology
11. Mr. T. Kumar	Assistant Professor in Commerce (UG)

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2. Mrs. V. R. Karuppayal(Convenor)	Associate Professor in Mathematics
3. Mr. B. Manogaran	HoD of Computer Applications (PG)
4. Mrs. R. Beena	HoD of Computer Science
5. Mrs. S. Mythili	HoD of Information Technology
6. Mr. M. Vigneshwaran	Assistant Professor in Maths with CA
7. Mr. N. Senthil Kumar	Assistant Professor in Computer Technology

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3. Dr. S. Manorama Associate Professor in Botany
4. Dr. T. Muraleeswari Associate Professor in English (UG)
5. Dr. V. Sugantha Dean, UA Courses
6. Dr. M. Lekshmanaswamy Assistant Professor in Zoology

**WOMEN EMPOWERMENT CELL**

1. Dr. R. Devi (Chairman) Principal
2. Dr. T. Muraleeswari (Convenor) Associate Professor in English (UG)
3. Dr. M. Dhanam Associate Professor in Physics
4. Dr. R. Santhakumari HoD of English (UG)
5. Dr. M. Manimegali Associate Professor in Zoology
6. Mrs. R. Umagandhi HoD of Computer Technology
7. Mrs. D. Vijayalakshmi HoD of Mathematics with CA
8. Mrs. S. Mythili HoD of Information Technology
9. Dr. Shoba Ramaswamy Assistant Professor in English (PG)
10. Dr. P.K. Kavithashri Director of Physical Education

**INTERNATIONAL CHARITY CO-ORDINATOR**

**Mr. Arjun Paramasivan**, Medical Student, Leeds University, United Kingdom

**STUDENT WELFARE & COUNSELLING CENTRE**

- Director : **Dr. K. Murugesan**, Assistant Professor in Tamil
- Coordinators : **Mr. R. Karthik**, Assistant Professor in Information Technology  
**Mr. T. Kumar**, Assistant Professor in Commerce (UG)  
**Mr. A. Prabhu**, Assistant Professor in Commerce (UG)

**UGC MERGED SCHEME**

- Coordinators : **Dr. M. Manimegalai**, Associate Professor in Zoology  
**Dr. S. Binukumari**, Assistant Professor in Zoology  
**Dr. V. Sangeetha**, Assistant Professor in Chemistry

**PROFESSIONAL COURSE(ICWAI,ACS,ACA) COACHING CLASSES**

- Coordinator : **Mr. A. Prabhu**, Assistant Professor in Commerce (UG)

**CIVIL SERVICE EXAMINATION COACHING CLASSES**

- Coordinator : **Mr. C. Deepak Kumar**, Assistant Professor in Management with CA

**CULTURAL CLUB**

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**Dr. M. Ravikumar**, Assistant Professor & HoD of Tamil (UA)
- Members : **Dr. R. Manimegalai**, Assistant Professor in Tamil  
**Dr. V. Kokilavani**, Assistant Professor in Mathematics  
**Ms. K. Suganya**, Assistant Professor in Com.Applications (UG)

**Ms. R. Alarmelumangai**, Assistant Professor in Com.Applications (UG)  
**Mr. S. Prakash**, Assistant Professor in Tamil (UA)  
**Mr. T. Kumar**, Assistant Professor in Commerce (UG)

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Coordinator : **Mr. R. Dharmaraaj**, Assistant Professor in Physics  
Member : **Dr. R. Manimekalai**, Assistant Professor in Tamil

#### **HEALTH & FITNESS**

Coordinator : **Dr. P.K. Kavithashri**, Director of Physical Education  
Member : **Ms. M. Divya**, Assistant Professor in English(PG)

#### **YOGA & MEDITATION**

Coordinators : **Mrs. V.R. Karuppaya**, Associate Professor in Mathematics  
**Dr. M. Manimegalai**, Associate Professor in Zoology

#### **QUIZ, RADIO PROGRAMMES & INTER-COLLEGIATE EVENTS**

Coordinator : **Dr. Diwakar Thomas**, HoD of English (PG)

#### **ECO CLUB**

Coordinator : **Dr. S. Paulsamy**, Associate Professor of Botany

#### **HUMAN RESOURCE DEVELOPMENT CELL**

Coordinator : **Dr. K. Murugesan**, Assistant Professor in Tamil

#### **KONGU PHOTO & VIDEO VISION**

Coordinator : **Dr. R. Subashkumar**, Assistant Professor in Biotechnology  
Members : **Mr. M. Prakash**, HoD of Commerce CA  
**Ms. D. Hemalatha**, Assistant Professor in Computer Technology

#### **PLACEMENT CELL**

Coordinators : **Mr. N. Senthilkumar**, Assistant Professor in Computer Technology  
**Ms. J. Venita Christiana**, Assistant Professor in Bio-Tech.  
**Ms. K. Suganya**, Assistant Professor in Computer Applications(UG)  
**Dr. D. Rajmohan**, Assistant Professor in Zoology

#### **CONSUMER CLUB**

Coordinator : **Mr. D. Ramesh Kumar**, Assistant Professor in Commerce CA

#### **ENTREPRENEURSHIP DEVELOPMENT CELL**

Coordinator : **Mr. M. Prakash**, HoD of Commerce CA  
Members : **Mr. D. Ramesh Kumar**, Assistant Professor in Commerce CA

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President : **Mr. A.K. Rajendren**, Advocate, Coimbatore  
Secretary : **Mr. N. Senthil Kumar**, Assistant Professor in Computer Technology  
Treasurer : **Dr. V. Sangeetha**, Assistant Professor in Chemistry

**CALENDAR FOR 2011-2012**

JUNE-2011							JULY-2011							AUGUST-2011						
S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S
			1	2	3	4	31					1	2		1	2	3	4	5	6
5	6	7	8	9	10	11	3	4	5	6	7	8	9	7	8	9	10	11	12	13
12	13	14	15	16	17	18	10	11	12	13	14	15	16	14	15	16	17	18	19	20
19	20	21	22	23	24	25	17	18	19	20	21	22	23	21	22	23	24	25	26	27
26	27	28	29	30			24	25	26	27	28	29	30	28	29	30	31			
SEPTEMBER-2011							OCTOBER-2011							NOVEMBER-2011						
S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S
			1	2	3	4	30	31				1	2		1	2	3	4	5	6
4	5	6	7	8	9	10	2	3	4	5	6	7	8	6	7	8	9	10	11	12
11	12	13	14	15	16	17	9	10	11	12	13	14	15	13	14	15	16	17	18	19
18	19	20	21	22	23	24	16	17	18	19	20	21	22	20	21	22	23	24	25	26
25	26	27	28	29	30		23	24	25	26	27	28	29	27	28	29	30			
DECEMBER-2011							JANUARY-2012							FEBRUARY-2012						
S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S
			1	2	3	4	1	2	3	4	5	6	7				1	2	3	4
4	5	6	7	8	9	10	8	9	10	11	12	13	14	5	6	7	8	9	10	11
11	12	13	14	15	16	17	15	16	17	18	19	20	21	12	13	14	15	16	17	18
18	19	20	21	22	23	24	22	23	24	25	26	27	28	19	20	21	22	23	24	25
25	26	27	28	29	30	31	29	30	31					26	27	28	29			
MARCH-2012							APRIL-2012							MAY-2012						
S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S
			1	2	3	4	1	2	3	4	5	6	7			1	2	3	4	5
4	5	6	7	8	9	10	8	9	10	11	12	13	14	6	7	8	9	10	11	12
11	12	13	14	15	16	17	15	16	17	18	19	20	21	13	14	15	16	17	18	19
18	19	20	21	22	23	24	22	23	24	25	26	27	28	20	21	22	23	24	25	26
25	26	27	28	29	30	31	29	30						27	28	29	30	31		

	June - 2011	C No	DO	WD
1. WED				
2. THU				
3. FRI				
4. SAT				
<b>5. SUN</b>				
6. MON				
7. TUE				
8. WED				
9. THU				
10. FRI				
11. SAT				
<b>12. SUN</b>				
13. MON				
14. TUE				
15. WED	Re-opening for the academic year 2011-2012	1	1	1

16. THU		1	II	2
17. FRI		1	III	3
18. SAT				
<b>19. SUN</b>				
20. MON	Commencement of I year UG Classes - Un aided	1	IV	4
21. TUE	Commencement of I year UG Classes - Aided	1	V	5
22. WED		1	VI	6
23. THU		2	I	7
24. FRI		2	II	8
25. SAT				
<b>26. SUN</b>				
27. MON		2	III	9
28. TUE		2	IV	10
29. WED		2	V	11
30. THU		2	VI	12

	July - 2011	C No	DO	WD
1. FRI	Finance Committee Meeting	3	I	13
2. SAT		3	II	14
<b>3. SUN</b>				
4. MON		3	III	15
5. TUE		3	IV	16
6. WED		3	V	17
7. THU		3	VI	18
8. FRI		4	I	19
9. SAT				
<b>10. SUN</b>				
11. MON		4	II	20
12. TUE		4	III	21
13. WED		4	IV	22
14. THU		4	V	23
15. FRI		4	VI	24

16. SAT		5	I	25
<b>17. SUN</b>				
18. MON	Issue of ESE Application for II & III year UG and PG Commencement of I Year PG Classes	5	II	26
19. TUE		5	III	27
20. WED		5	IV	28
21. THU		5	V	29
22. FRI		5	VI	30
23. SAT				
<b>24. SUN</b>				
25. MON		6	I	31
26. TUE		6	II	32
27. WED		6	III	33
28. THU	Last Date for payment of ESE Fee (II & III year UG and PG) without fine	6	IV	34
29. FRI	IQAC - Meeting	6	V	35
30. SAT		6	VI	36
<b>31. SUN</b>				

	August - 2011	C No	DO	WD
1. MON		7	I	37
2. TUE		7	II	38
3. WED	<b>Adiperukku - Holiday</b>			
4. THU	Last date for the payment of ESE Fee (II & III year UG & PG) with fine Rs. 60/-	7	III	39
5. FRI		7	IV	40
6. SAT		7	V	41
<b>7. SUN</b>				
8. MON	Last date for submission of Question Paper - I CIA Exams	7	VI	42
9. TUE		8	I	43
10. WED	Students Welfare and Grievences Redressal Committee Meeting	8	II	44
11. THU		8	III	45
12. FRI	Library Committee Meeting	8	IV	46
13. SAT				
<b>14. SUN</b>				
15. MON	<b>Independence Day - Holiday</b>			

16. TUE		8	V	47
17. WED	Staff welfare & Grievances Redressal Committee Meeting	8	VI	48
18. THU		9	I	49
19. FRI	Issue of ESE application for I Year UG & PG	9	II	50
20. SAT		9	III	51
<b>21. SUN</b>	<b>Krishna Jeyanthi - Holiday</b>			
22. MON	Commencement of I CIA Examinations			52
23. TUE				53
24. WED				54
25. THU				55
26. FRI				56
27. SAT				57
<b>28. SUN</b>				
29. MON		9	IV	58
30. TUE		9	V	59
31. WED	<b>Ramzan - Holiday</b>			

	September - 2011	C No	DO	WD
1. THU	<b>Vinayakar Chaturthi - Holiday</b>			
2. FRI	Last date for the payment of ESE fee (1 year UG & PG) without fine	9	VI	60
3. SAT		10	I	61
<b>4. SUN</b>				
5. MON		10	II	62
6. TUE		10	III	63
7. WED		10	IV	64
8. THU	Last date for the payment of ESE fee (1 year UG & PG) with fine of Rs.60	10	V	65
9. FRI	<b>Onam - Holiday</b>			
10. SAT				
<b>11. SUN</b>				
12. MON		10	VI	66
13. TUE		11	I	67
14. WED		11	II	68
15. THU		11	III	69

16. FRI		11	IV	70
17. SAT		11	V	71
<b>18. SUN</b>				
19. MON		11	VI	72
20. TUE		12	I	73
21. WED		12	II	74
22. THU		12	III	75
23. FRI		12	IV	76
24. SAT		12	V	77
<b>25. SUN</b>				
26. MON		12	VI	78
27. TUE		13	I	79
28. WED		13	II	80
29. THU		13	III	81
30. FRI		13	IV	82

	October - 2011	C No	DO	WD
1. SAT		13	V	83
<b>2. SUN</b>	<b>Gandhi Jayanthi - Holiday</b>			
3. MON	Last Date for submission of Question Paper - II CIA Exams	13	VI	84
4. TUE		14	I	85
5. WED	<b>Ayutha Pooja - Holiday</b>			
6. THU	<b>Vijayadasami - Holiday</b>			
7. FRI	<b>Compensatory Holiday</b>			
8. SAT				
<b>9. SUN</b>				
10. MON		14	II	86
11. TUE		14	III	87
12. WED		14	IV	88
13. THU		14	V	89
14. FRI		14	VI	90
15. SAT		15	I	91

<b>16. SUN</b>				
17. MON	Commencement of II CIA Examinations			92
18. TUE				93
19. WED				94
20. THU				95
21. FRI				96
22. SAT	<b>Compensatory Working Day</b>			97
<b>23. SUN</b>				
24. MON		15	II	98
25. TUE		15	III	99
26. WED	<b>Deepavali - Holiday</b>			
27. THU		15	IV	100
28. FRI		15	V	101
29. SAT	Last working day for the odd semester	15	VI	102
<b>30. SUN</b>				
31. MON	Commencement of ESE Practical			

	November - 2011	C No	DO	WD
1. TUE				
2. WED				
3. THU				
4. FRI				
5. SAT	Governing Body Meeting			
<b>6. SUN</b>				
7. MON	<b>Bakrid - Holiday</b>			
8. TUE				
9. WED				
10. THU				
11. FRI	Commencement of ESE Theory			
12. SAT				
<b>13. SUN</b>				
14. MON				
15. TUE				

16. WED				
17. THU				
18. FRI				
19. SAT				
<b>20. SUN</b>				
21. MON				
22. TUE				
23. WED				
24. THU				
25. FRI				
26. SAT				
<b>27. SUN</b>				
28. MON				
29. TUE				
30. WED	Autonomous central valuation			

	December - 2011	C No	DO	WD
1. THU				
2. FRI				
3. SAT				
<b>4. SUN</b>				
5. MON				
6. TUE	<b>Muharram - Holiday</b>			
7. WED	Re-opening for the Even Semester	1	I	1
8. THU		1	II	2
9. FRI	Publications of Autonomous Results for Odd Semester	1	III	3
10. SAT				
<b>11. SUN</b>				
12. MON		1	IV	4
13. TUE		1	V	5
14. WED		1	VI	6
15. THU		2	I	7

16. FRI		2	II	8
17. SAT		2	III	9
<b>18. SUN</b>				
19. MON		2	IV	10
20. TUE		2	V	11
21. WED		2	VI	12
22. THU		3	I	13
23. FRI		3	II	14
24. SAT				
<b>25. SUN</b>	<b>Christmas - Holiday</b>			
26. MON		3	III	15
27. TUE	Issue of ESE Applications for all Courses	3	IV	16
28. WED		3	V	17
29. THU		3	VI	18
30. FRI		4	I	19
31. SAT		4	II	20

	January - 2012	C No	DO	WD
<b>1. SUN</b>	<b>New Year Day - Holiday</b>			
2. MON		4	III	21
3. TUE		4	IV	22
4. WED		4	V	23
5. THU		4	VI	24
6. FRI		5	I	25
7. SAT	Last Date for the payment of ESE fee <b>without fine</b> (all Courses)	5	II	26
<b>8. SUN</b>				
9. MON		5	III	27
10. TUE		5	IV	28
11. WED		5	V	29
12. THU	Last date for submission of Question Paper -I CIA Examinations	5	VI	30
13. FRI	<b>Compensatory Holiday</b>			
14. SAT	<b>Tamil New Year / Pongal - Holiday</b>			
<b>15. SUN</b>	<b>Thiruvallurvar Day - Holiday</b>			

16. MON	<b>Ulzhavar Thirunaal - Holiday</b>			
17. TUE	Last Date for the payment of ESE fee <b>with fine of Rs. 60/-</b> (all Courses)	6	I	31
18. WED		6	II	32
19. THU	Student Welfare & Grievances Redressal Committee Meeting	6	III	33
20. FRI		6	IV	34
21. SAT		6	V	35
<b>22. SUN</b>				
23. MON		6	VI	36
24. TUE		7	I	37
25. WED	Staff Welfare & Grievances Redressal Committee Meeting	7	II	38
26. THU	<b>Republic Day - Holiday</b>			
27. FRI		7	IV	39
28. SAT	Commencement of I-CIA Examinations <b>Compensatory Working Day</b>			40
<b>29. SUN</b>				
30. MON				41
31. TUE				42

	February - 2012	C No	DO	WD
1. WED				43
2. THU				44
3. FRI				45
4. SAT	<b>Miladinabi - Holiday</b>			
<b>5. SUN</b>				
6. MON		7	IV	46
7. TUE		7	V	47
8. WED	Library Committee Meeting	7	VI	48
9. THU		8	I	49
10. FRI		8	II	50
11. SAT				
<b>12. SUN</b>				
13. MON		8	III	51
14. TUE		8	IV	52
15. WED		8	V	53

16. THU		8	VI	54
17. FRI		9	I	55
18. SAT	Board of studies meeting	9	II	56
<b>19. SUN</b>				
20. MON		9	III	57
21. TUE		9	IV	58
22. WED		9	V	59
23. THU	College Day Celebrations	9	VI	60
24. FRI	Prizes, Medals & Scholarships Distribution Function & Sports Day Celebrations	10	I	61
25. SAT				
<b>26. SUN</b>				
27. MON		10	II	62
28. TUE		10	III	63
29. WED		10	IV	64

	March - 2012	C No	DO	WD
1. THU		10	V	65
2. FRI		10	VI	66
3. SAT		11	I	67
<b>4. SUN</b>				
5. MON		11	II	68
6. TUE		11	III	69
7. WED		11	IV	70
8. THU		11	V	71
9. FRI		11	VI	72
10. SAT				
<b>11. SUN</b>				
12. MON		12	I	73
13. TUE		12	II	74
14. WED		12	III	75
15. THU		12	IV	76

16. FRI		12	V	77
17. SAT	Standing Committee an Academic Affairs	12	VI	78
<b>18. SUN</b>				
19. MON		13	I	79
20. TUE		13	II	80
21. WED		13	III	81
22. THU	Last Date for submission of Question Paper - II CIA Examinations	13	IV	82
23. FRI	<b>Telugu New Year - Holiday</b>			
24. SAT				
<b>25. SUN</b>				
26. MON		13	V	83
27. TUE		13	VI	84
28. WED		14	I	85
29. THU		14	II	86
30. FRI	Last date for the submission of projects	14	III	87
31. SAT	IQAC - Meeting	14	IV	88

	April - 2012	C No	DO	WD
<b>1. SUN</b>				
2. MON	Finance Committee Meeting	14	V	89
3. TUE		14	VI	90
4. WED		15	I	91
5. THU	<b>Mahaveer Jayanthi - Holiday</b>			
6. FRI	<b>Good Friday - Holiday</b>			
7. SAT	Commencement of II CIA Exams Academic Council Meeting			92
<b>8. SUN</b>				
9. MON				93
10. TUE				94
11. WED				95
12. THU				96
13. FRI				97
14. SAT	<b>Dr. Ambedkar's Birthday - Holiday</b>			
<b>15. SUN</b>				

16. MON	Project Viva-Voce	15	II	98
17. TUE		15	III	99
18. WED		15	IV	100
19. THU		15	V	101
20. FRI	Last working day for the Even semester	15	VI	102
21. SAT				
<b>22. SUN</b>				
23. MON	Commencement of ESE Practicals			
24. TUE				
25. WED				
26. THU				
27. FRI				
28. SAT	Governing Body Meeting			
<b>29. SUN</b>				
30. MON				


	May - 2012
1. TUE	<b>May Day - Holiday</b>
2. WED	
3. THU	
4. FRI	Commencement of ESE - Theory
5. SAT	
<b>6. SUN</b>	
7. MON	
8. TUE	
9. WED	
10. THU	
11. FRI	
12. SAT	
<b>13. SUN</b>	
14. MON	
15. TUE	

16. WED	
17. THU	
18. FRI	
19. SAT	
<b>20. SUN</b>	
21. MON	
22. TUE	Autonomous Central Valuation
23. WED	
24. THU	
25. FRI	
26. SAT	
<b>27. SUN</b>	
28. MON	
29. TUE	
30. WED	Publication of Even Semester Exam Result
31. THU	

## ANNEXURE

1. Name of the College & Postal address :  
**KONGUNADU ARTS AND SCIENCE COLLEGE (AUTONOMOUS)**  
(Vellakkinar Village, Coimbatore North Taluk, Coimbatore District)  
Gnanambikai Mills (PO), Coimbatore – 641 029.
2. Name of the Educational Agency :  
**KONGUNADU ARTS AND SCIENCE COLLEGE COUNCIL**  
Coimbatore – 641 029
3. Name of the Trustees :  
Refer Page No. 8
4. College Telephone No. with STD Code No. :  
Phone : (0422) 2642095, 2642236  
Fax : (0422) 2644452  
E-mail : info@kongunaducollege.ac.in  
Website : www.kongunaducollege.ac.in
5. Name of the Secretary, Address and Telephone No. :  
**Dr. M. ARUCHAMI**  
82, West Sambandam Road, R.S. Puram, Coimbatore- 641 002.  
Ph. : Off : 0422 - 2646464, Resi : 0422 - 2545989
6. Name of the Principal, Address and Telephone No. :  
**Dr. R. DEVI**  
5, Sakthi Nagar, Gnanambikai Mills (PO), Coimbatore – 641 029.  
Ph. : Off : 0422 - 2647633, Resi : 0422 - 2642121
7. **Status of the College:**
  - (i) Year of Establishment : **July 19, 1973**
  - (ii) Autonomous / Non-autonomous : **Autonomous**
  - (iii) NAAC accredited : **3.8 CGPA out of 4 (95%)**  
**First position at National Level**
8. AICTE letter of viability for MBA / MCA :  
**MCA – Vide AICTE Letter**  
(1) F. No. 411/TN-55/Bos (CS)/95 Date : June 02, 2009
9. Full details of courses offered and year of affiliation for each course / sanctioned strength:  
Refer Page No. 10 - 11
10. G O. No. permitting the opening of the college :  
G O. Ms 2128 dt. 28-12-1973

11. Copy of G.O./Govt. letter permitting changes in name and/ or change of site/G.O. permitting to continue at temporary site: Not Applicable
12. Fees collected under various heads for various courses (Aided) : Refer Page No.14 - 15
13. Academic Calendar Activities: Refer Page No. 53 - 54
14. Details of Teaching Staff (with qualification) : Refer Page No. 55 - 56 & 58 - 61
15. Details of Non-Teaching Staff : Refer Page No. 57 & 61 - 63



*Chairman: **Dr.R.Devi**  
Principal*

*Convenor: **Mrs. V.R. Karuppaya**  
Associate Professor in Maths*

*Members:*

***Mr. B. Manogaran**  
HoD of Computer Applications (PG)*

***Mrs. R. Beena**  
HoD of Computer Science (UA)*

***Mrs. S. Mythili**  
HoD of Information Technology*

***Mr. M. Vigneshwaran**  
Assistant Professor in Maths with CA*

***Mr. N. Senthil Kumar**  
Assistant Professor in Comp.Tech*

## IMPORTANT DAYS

1. World Environment Day	05.06.2011
2. World Diabetes Day	27.06.2011
3. Doctor's Day	01.07.2011
4. World Population Day	11.07.2011
5. International Youth Day	12.08.2011
6. World Photography Day	19.08.2011
7. Teachers Day	05.09.2011
8. International Literacy Day	08.09.2011
9. World Ozone Day	16.09.2011
10. World Tourism Day	27.09.2011
11. International Non-Violence Day	02.10.2011
12. World Nature Day	03.10.2011
13. World Animal Day	04.10.2011
14. International Poverty Eradication Day	17.10.2011
15. World Cancer Awareness Day	07.11.2011
16. Children's Day	14.11.2011
17. Flag Day	30.11.2011
18. World AIDS Day	01.12.2011
19. Human Rights Day	10.12.2011
20. National Energy Conservation Day	14.12.2011
21. National Youth Day	12.01.2012
22. World Leprosy Eradication Day	30.01.2012
23. National Science Day	28.02.2012
24. International Women's Day	08.03.2012
25. World Consumer Day	15.03.2012
26. World Day for Water	22.03.2012
27. World TB Day	24.03.2012
28. World Health Day	07.04.2012
29. World Books Day	23.04.2012
30. International Energy Day	03.05.2012
31. Mothers Day	08.05.2012
32. International Family Day	15.05.2012
33. Commonwealth Day	24.05.2012

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**NOTES**

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