KONGUNADU
Arts and Science College
(Autonomous)

Re-accredited by NAAC with "A" Grade 3.64 CGPA out of 4 (3rd Cycle)
College of Excellence (UGC)
Coimbatore - 641 029, Tamil Nadu, India

HAND BOOK
&
CALENDAR

2019 - 2020

KONGUNADU ARTS AND SCIENCE COLLEGE

(AUTONOMOUS)

[Re-accredited by NAAC with 'A' Grade 3.64 CGPA out of 4 (3rd Cycle)]

[College of Excellence (UGC)]

Coimbatore - 641 029, Tamil Nadu, India

Ph. 0422-2642095   Fax : 0422-2644452

e-mail : info@kongunaducollege.ac.in

principal@kongunaducollege.ac.in

website : www.kongunaducollege.ac.in

PERSONAL MEMORANDUM

Name..

Designation/Reg. No. .... Dept./Class........................

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

Height...............................Cm. Weight.......................................Kg.

Address..

....

....PIN............................

e-mail..

Phone..

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

PAN No. .... Aadhaar No. ....

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

Bank Name & A/C No. .... IFSC ....

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

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

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

Other details...

In case of emergency, please report to (Mobile/Phone).............................

கடவுள் வாழ்த்து

(கந்த புராணம்)

வான்முகில் வழாது பெய்க மலிவளம் சுரக்க மன்னன்
கோன்முறை அரசு செய்க குறைவிலாது உயிர்கள் வாழ்க
நான்மறை அறங்கள் ஓங்க நற்றவம் வேள்வி மல்க
மேன்மை கொள் சைவநீதி விளங்குக உலகம் எல்லாம்

– கச்சியப்ப சிவாச்சாரியார்

வேண்டுதல்

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

கல்லூரிப் பாடல்

கொங்கெனும் நிறுவனம்	இதுதானே
குவலயம் கும்பிடும்	நிதிதானே
தங்கிடும் அறிவுடன்	பண்போடு
தந்தருள் உழைப்பினை	நிதந்தேடு
பொங்கிடும் கல்வியின்	பொன்னாடு
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 upon not only on agriculture but on industry as well. The 'plough' symbolises the agricultural development and the 'wheel' the industrial progress. The 'mountain' represents lofty ideals and noble thoughts; the 'kuthuvilakku' symbolizes knowledge; the 'book' stands for education and the 'veena' for arts. The Nation's advancement is indicated by the symbols in the upper half while the symbols in the lower half signify the growth of the individual as the individual makes the Nation.

The emblem bears the motto **"Knowledge, Culture, Hardwork"**. These three factors contribute to the harmonious and complete growth of an individual.

Vision of the College

Developing the total personality of each and every student in a holistic way by adhering to the principles of *Swami Vivekananda* and *Mahatma Gandhi.*

Mission of the College

- ❖ Imparting holistic and man-making education with emphasis on character, culture and values - moral and ethical.
- ❖ Designing the curriculum and other courses that transform its students into value added and skilled human resources.
- ❖ Constantly updating academic and management practices towards total quality management and promotion of quality in all spheres.
- ❖ Extending the best student support services by making them comprehensive and by evolving a curriculum relevant to student community and society at large.
- ❖ Making education affordable and accessible by extending scholarships to the meritorious and economically disadvantaged students.
- ❖ Motivating teachers in such a way that they become the role models in promoting Higher Education.

Goals

✧ Maintaining high academic standards.

✧ Educating students from rural, agricultural community by giving preference.

✧ Creating awareness on empowerment of women through education.

✧ Keeping pace with the knowledge era and gearing up in all activities to match the demands of the scientific and technological world.

✧ Enhancing the mind set towards research and creation of innovative Knowledge.

✧ Making every student of the college skilled and employable.

Objectives

✧ The origin and history of the College has been closely linked to the aspirations of the farming community by serving them effectively and by imparting scientific education to their wards.

✧ Making education as a powerful medium and an effective tool to promote the social and economic development to the backward and disadvantaged communities.

BRIEF HISTORY OF THE COLLEGE

COIMBATORE, the fast growing industrial hub of Kongunadu had the need for more colleges during the 70s, and this demand was fulfilled on 12th August 1973, the day on which Kongunadu Arts and Science College came into existence.

16th October 1972 is a memorable day in the history of our College. On that day, the Tudiyalur Cooperative Agricultural Services Limited organized a function to celebrate Saraswathi Pooja. (Late) Thiru. V.K. Lakshmanan, M.Sc., (Ex-MLA), a progressive agriculturist and public worker noted for his selfless service and devotion to work and Dr.M.Aruchami, M.Sc., BT., Ph.D., FAZ., FRES (Lond), the present President of our College Council and Committee participated in the function. During the function, both of them expressed their long cherished desire to start a College which was immediately welcomed and endorsed by (Late) Thiru. T.N. Palanisamy, M.A., IC (Dip) USA, the then President of the Thudiyalur Cooperative Agricultural Service.

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 provided active support to this Mission.

Well educated and eminent personalities like (Late) Thiru.N.Kumaraswamy, (Late) Thiru.K.P.Muthuswamy, M.A., Thiru.V.S.Chinnaswami Gounder, (Late) Thiru.S.R.Rathnaswami Gounder, (Late) Thiru.R.Ramasamy, Texmo Industries, (Late) Thiru.M.Subbiah Gounder, (Late) Thiru. C.S.Ramachandran B.A., (Late) Er.K.M.Elangovan, B.E., and the present active member of the College Council and Committee, Er.R.Somasundaram B.E.,FIE., contributed their might in establishing this higher education institution.

The Thudiyalur Cooperative Agricultural Services Limited was munificent enough to donate about Rs.75,000/- which included the dividend of 16,000 farmers. Other generous donors from the agricultural community and philanthropists of Kongunadu also have made valuable contributions.

ஞானிக்கில்லை இன்பமும் துன்பமும்

Dr.M.Aruchami, one of the founders of the College, the first Principal, former Secretary and the present President, a dedicated educationist with his sharp academic acumen, futuristic vision, the strong, impartial, transparent and able leadership has guided this Institution to its present state of fame and glory. Er.R.Somasundaram B.E.,FIE., a man of strong and clear convictions endowed with keen sense of imagination and dedication is presently serving as a Member in the College Council and the College Committee and is guiding the institution on the right path. Dr. C. A.Vasuki M.Sc., daughter of Dr. M. Aruchami and alumna of this college, a strong achiever has taken over charge as the Secretary of the College at present.

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. Started in the year 1973 with a humble beginning, the college has grown magnificently in academic stature with autonomous status having 13 research programmes, 16 PG programmes and 21 UG programmes. The college is imparting higher education to approximately 5000 students, majority of whom hail from socially and economically weaker sections of the society. More than 60% of the students studying in the college are girls and thus the college is playing a pivotal role in women empowerment and social justice.

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

In the third cycle of re-accreditation, the National Assessment and Accreditation Council has awarded **"A"** grade with the **CGPA of 3.64** out of 4 to the college. The University Grants commission has awarded the prestigious award of **College of Excellence** during 2016-2017.

The following courses have been introduced from 1973 - 74 onwards:

Year	Courses Introduced
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 & Botany
1988 - 89	BSc Computer Science
1994 - 95	MCA & MSc Chemistry
1995 - 96	MSc Biochemistry
1996 - 97	BSc Biotechnology
1997 - 98	BBM (BBA from 2012-2013)
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, (BBA CA from 2012 - 2013) MSc Biotechnology
2003 - 04	MA English Literature with CA (MA English Literature from 2011-2012), M.Phil & PhD in Biotechnology
2004 - 05	BSc Mathematics with CA, (BSc Mathematics from 2012 - 2013) 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 Gradute Diploma in Computer Applications)
2010 - 11	M.Com IB
2012 - 13	BA English Literature (Addl. Sec.) MSc Computer Science & BCom (Addl.Sec.)
2014 - 15	MPhil & PhD in Tamil & English (Full Time)
2014 - 15	PhD in Computer Science
2014 - 15	M.Phil & PhD in Library and Information Science
2015 - 16	B.Com PA (Main)
2016 - 17	B.Com PA (Addl.Sec.)
2017 - 18	MPhil & PhD in Physical Education (Part Time) & M.Sc Mathematics (Addl.Sec.)
2019 - 20	MA Tamil Literature, B Com Banking and Insurance, B. Voc (Entrepreneurship and Garment Designing)

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

This citadel of higher learning is marching ahead triumphantly. We are confident that the ripe seed sown at the right moment by the founders will grow into a big tree with flowers and fruits in the years to come and will serve the student community in the cause of Higher Education.

MEMBERS OF THE COLLEGE COUNCIL

President	:	Dr. M. Aruchami M.Sc., BT., Ph.D., FAZ., FRES (Lond.).,
Vice-President	:	Dr. P. Sivakumar MBBS., DLO.,
		Dr. V. L. Aravindan FRCS.,
Secretary	:	Dr. C.A. Vasuki M.Sc.,
Treasurer	:	Dr. O. N. Paramasivan FRCS.,
Members	:	Er. R. Somasundaram B.E., FIE.
		Thiru. K. M. Pambanan
		Tmy. Indubala Elangovan

MEMBERS OF THE COLLEGE COMMITTEE

1. Dr. M. Aruchami — President
2. Dr. C. A. Vasuki — Secretary
3. Er. R. Somasundaram — Member
4. Dr. P. Sivakumar — Member
5. Dr. O. N. Paramasivan — Member
6. Thiru. K.M. Pambanan — Member
7. Tmy. Indubala Elangovan — Member
8. Thiru. S. Motilal Kataria — Member
9. Dr. R. Vijayaragavan — Member (University Nominee)
10. Dr. T. Kulandaivelu — Member
11. Dr. N. Yasodhadevi — Member
12. Dr. M. Lekeshmanaswamy — Ex-Officio
13. Dr. R. Senthilkumar — Member - Teacher Representative
14. Dr. K. Murugesan — Member - Teacher Representative
15. Tmy. P. Deivanayaki — Office Superintendent (Ex-Officio)

STATUTORY BODIES UNDER AUTONOMOUS SCHEME
GOVERNING BODY

Chairperson	:	Dr. M. Aruchami
Members	:	Dr. C. A. Vasuki
(from College Council)		Er. R. Somasundaram
		Dr. P. Sivakumar
		Dr. O. N. Paramasivan
		Thiru. K.M. Pambanan
Member Secretary	:	Principal
Ex-Officio		
Members (nominated	:	Thiru. P. Haridas
by the Management)		Dr. K. Balachandran
Members (nominated	:	Dr. V. Sangeetha
by the Principal)		Dr. P. Sujatha
Member (nominated	:	Dr. Y. V. Rami Reddy
by the UGC)		
Member (nominated	:	
by the State Government)		
Member (nominated	:	Dr. R. Vijayaragavan
by the University)		

ACADEMIC COUNCIL

Chairman	:	Principal
Members	:	Dr. K. Murugesan
(Chairperson of Boards		Dr. Shobha Ramaswamy
of Studies)		Dr. V. Kokilavani
		Dr. M. Dhanam
		Dr. V. Sangeetha
		Dr. N. Nagarajan
		Dr. Indira A. Jayraaj
		Tmy. A. Manickathai
		Dr. D. Chitra
		Dr. K. Kalpanadevi
		Dr. S. Kathiravan
		Dr. V. Bhuvaneswari
		Thiru. B. Manogaran
		Dr. R.Umagandhi
		Dr. S. Mythili
		Dr. A. Hema
		Tmy. R. Umamaheswari
		Dr. S. Uma
		Dr. M. Revathi Bala
		Thiru. T. Kumar
		Tmy. S. Punitha Devi
		Dr. R. Maharajothi Priya
Members	:	Dr. S. Logaswamy, CoE
(Teaching Staff nominated		Dr. R. Senthilkumar
by the Principal)		Dr. R. Beena
		Dr. M. Vigneshwaran
Education	:	Dr. B. Sampathkumar
Law	:	Thiru. M. Sundara Kadeswaran
Industrialist	:	Thiru. S. Shanmuga Sundaram
Medicine	:	Dr. Usha Nandhini
Commerce	:	Thiru. M.P. Panneerselvam
University Nominees	:	Dr. P. Siddhuraju
		Dr. A. Rajendran
		Dr. A. Vimala
Member Secretary	:	Dr. P. Sujatha
(nominated by the		
Principal)		

FINANCE COMMITTEE

Chairperson	:	Principal
Member	:	Dr. O.N. Paramasivan
(from College Council)		
Member (nominated	:	Dr. V. Sangeetha
by the Governing Body)		
Member (nominated	:	Finance Officer, Bharathiar University
by the Parent University)		

PROGRAMMES OFFERED

UG PROGRAMMES

S.No.	Degree Courses	Year of Affiliation	Strength
1	BA English Literature	1983 - 1984	60
2	BA English Literature*	2012 - 2013	60
3	BSc Mathematics	1978 - 1979	60
4	BSc Mathematics *	2004 - 2005	60
5	BSc Physics	1978 - 1979	50
6	BSc Chemistry	1975 - 1976	48
7	BSc Botany	1979 - 1980	50
8	BSc Zoology	1974 - 1975	50
9	BSc Biochemistry	1986 - 1987	50
10	BSc Biotechnology*	1996 - 1997	60
11	BSc Computer Science	1988 - 1989	60
12	BSc Computer Science*	1999 - 2000	60
13	BSc Computer Technology *	2007 - 2008	60
14	BSc Information Technology *	2008 - 2009	60
15	BSc Costume Design and Fashion*	2006 - 2007	50
16	BCA (Main)*	2000 - 2001	60
17	BCA (Addl.) *	2007 - 2008	60
18	BBA CA*	2002 - 2003	60
19	BCom (Main)*	1999 - 2000	60
20	BCom (Addl.) *	2012 - 2013	60
21	BCom CA (Main)*	2001 - 2002	60
22	BCom CA (Addl.)*	2007 - 2008	60
23	BCom PA (Main)*	2015 - 2016	60
24	BCom PA (Addl.)*	2016 - 2017	60
25	BCom BI	2019 - 2020	60
26	B Voc Entrepreneurship and Garment Designing	2019 - 2020	50

PG PROGRAMMES

S.No.	Degree Courses / Diploma	Year of Affiliation	Strength
1	MA Tamil Literature	2019 - 2020	40
2	MA English Literature*	2003 - 2004	60
3	MSc Mathematics	1982 - 1983	40
4	MSc Mathematics (Addl.)*	2017 - 2018	40
5	MSc Physics	1985 - 1986	40
6	MSc Chemistry*	1994 - 1995	30
7	MSc Botany	1984 - 1985	20
8	MSc Zoology	1981 - 1982	20
9	MSc Biochemistry*	1995 - 1996	35
10	MSc Biotechnology*	2002 - 2003	35
11	MSc Computer Science *	2012 - 2013	50
12	MCom*	2004 - 2005	60

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

RESEARCH PROGRAMMES

S.No.	Degree Courses	Year of Affiliation	Strength FT	Strength PT
1	MPhil Tamil	1986 - 1987	8	16
2	MPhil English	1986 - 1987	15	10
3	MPhil Mathematics	2000 - 2001	20	10
4	MPhil Physics	2000 - 2001	20	06
5	MPhil Chemistry	2000 - 2001	12	06
6	MPhil Botany	1986 - 1987	18	08
7	MPhil Zoology	1982 - 1983	10	10
8	MPhil Biochemistry	2000 - 2001	14	04
9	MPhil Biotechnology	2003 - 2004	12	-
10	MPhil Computer Science	2000 - 2001	22	18
11	MPhil Commerce	2004 - 2005	16	08
12	M.Phil Library & Information Science	2014 - 2015	02	01
13	M.Phil Physical Education (Part Time only)	2017 - 2018	-	01
14	PhD Tamil	1986 - 1987	07	28
15	PhD English	1986 - 1987	12	20
16	PhD Mathematics	2000 - 2001	12	18
17	PhD Physics	2000 - 2001	21	06
18	PhD Chemistry	2000 - 2001	12	06
19	PhD Botany	1986 - 1987	28	06
20	PhD Zoology	1982 - 1983	20	20
21	PhD Biochemistry	2000 - 2001	20	08
22	PhD Biotechnology	2003 - 2004	20	-
23	PhD Computer Science	2015 - 2016	16	16
24	PhD Commerce	2007 - 2008	20	04
25	PhD Library & Information Science	2014 - 2015	02	04
26	PhD Physical Education (Part Time only)	2017 - 2018	-	04

JOB-ORIENTED CERTIFICATE / DIPLOMA COURSES

S No.	Courses	Year of Affiliation
	CERTIFICATE COURSES	
1	Fashion Designing	2005 - 2006
2	Garment Manufacturing Technology	2005 - 2006
3	Professional Photography	2005 - 2006
4	Floriculture	2017 - 2018
5	Land Scaping & Garden Making	2017 - 2018
	DIPLOMA COURSES	
1	Fashion Design	2006 - 2007
2	Garment Construction	2006 - 2007
3	Garment Merchandising	2006 - 2007
4	Bioinformatics	2007 - 2008

CERTIFICATE / DIPLOMA COURSES

S No.	Course	Year of Affiliation
1	PG Diploma in Computer Applications	2008-2009
2	PG Diploma in Biodiversity	2018-2019
3	Certificate Course in Bonsai	2018-2019
4	Diploma in Apiculture	2018-2019
5	Diploma in Ornamental Fish Production & Trade	2019-2020
6	Certificate Course in Journalism and Mass Media	2019-2020
7	PG Diploma in Operations Research	2019-2020

Professional Courses - ICWAI, ACS, ACA

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

JOB-ORIENTED COURSES (JOC)

UG Courses

S.No.	Department	Course
1	English	English for Empowerment
2	Botany	Medicinal Plants
3	Zoology	Nutrition and Dietetics
4	Biotechnology	Herbal Biotechnology
		Applied Biotechnology- Biomass, Biofertilizer and Biocontrol agents
5	Computer Science, BCA, CT, IT	Computer Literacy
6	BBA CA	Insurance Principles and Practices
7	BCom	Advertising Management
		Customer Relationship and Management
8	CDF	Fashion Designing
		Basics of Cosmetology
		Value Addittion of Fabric Dyeing
		Printing Techniques, Jewellery Making

PG Courses

S No.	Department	Course
1	English	Reading and Writing Skills
2	Chemistry	Pharmaceutical Chemistry
3	Botany	Floriculture and Land scaping
4	Zoology	Vermitechnology, Eco Tourism
5	Biochemistry	Medicinal Plants and Phytotherapy
6	Biotechnology	Mushroom Technology
		Herbal Biotechnology
7	MCom	Customer Relationship Management
		Tally 9.0 practical
		Investment Management

❖ **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 a student is absent without a valid reason and the leave letter for more than continuous five days 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 by submitting a 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 an academic year shall be paid as 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 of Re.1/- for each working day shall be levied subject to a maximum of 10 working days and the name of the Student will be removed from the roll on the 11th working day for non-payment of fees.

3. Absence from the College with or without obtaining permission is no ground for the exemption from the operation of the above rules. If re-admitted, he / she has to pay a re-admission fee of Rs.10/- in addition to the fees and fines due.

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

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

b) PG students   -   Rs. 750/- per annum

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, Botany Zoology 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. 80/-
3.	Library (BA English Literature)	:	Rs. 30/-

V. ADMISSION FEE   : Rs. 5/-

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

VII. RED CROSS SOCIETY (UG/PG)   : Rs. 20/-

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

1.	HSC Mark Sheet Verification Fee (per mark sheet) (UG only)	:	Rs.50/-

IX. FEES PAYABLE TO THE UNIVERSITY (One Time)

1.	Recognition Fee (UG)	: Rs. 225/-
2.	Recognition Fee (For students from other Boards (UG) & other Universities in India (PG))	: Rs. 750/-
3.	Recognition for students from outside India	: Rs. 1125/-
4.	Matriculation Fee (For UG / PG students from other Universities / Boards)	: Rs. 150/-
5.	Registration Fee	
	UG	: Rs. 125/-
	PG	: Rs. 190/-
	MPhil/PhD	: Rs. 500/-
6.	Administrative Fee @ Rs.100/- per year	
	UG	: Rs. 300/-
	PG	: Rs. 200/-
	MPhil (FT)	: Rs. 250 /-
	MPhil (PT)	: Rs.500/-
7.	Library Fee (UG/PG)	: Rs. 40/-
8.	Sports Fee - for all courses	: Rs. 75/-
9.	NSS Fee - (UG / PG)	: Rs. 10/-
10.	Autonomous Fee	: Rs. 25/-

❖ ATTENDANCE & LEAVE

1. Students should attend the classes regularly.
2. Attendance is marked 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. The monthly statement of attendance will be displayed on the Department Notice Board by the respective Department within the first five working days every month in a semester.
9. 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 subject practicals, making a proper record of each before starting the next.

10. The Principal is authorized to condone deficiency in attendance upto a maximum of 10% of the number of days for each semester.

11. Only **15 days** will be permitted as **on duty** for students who represent the college in NCC, NSS, YRC, PYE, RRC, ECC, WEC and other extra curricular activities, which will not be included under the minimum eligibility of attendance (75%) appearing for the examinations.

12. The Principal may take appropriate disciplinary action in case of continued violation of leave rules.

❖ CONDUCT, BEHAVIOUR AND DISCIPLINE

1. All students should wear clean and decent dress.

2. The girls should wear only Chudidhar/Saree and the boys should wear only 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 should wear the Identity card at all the time inside the campus. Students who lost their ID cards shall make a written request to the Principal for a duplicate Identity card.

4. Every student shall greet the members of the staff on his / her first meeting on the day.

5. When a member of the staff enters the classroom, the students have to stand up as a token of respect.

6. No student shall leave the class or laboratory without the permission of the Staff in-charge.

7. Students shall not loiter on the corridors during the College hours.

8. Students are strictly forbidden to enter other classrooms.

9. Students shall attend the College function and meetings in College uniform.

10. Smoking is prohibited inside the College premises.

11. Usage of Mobile Phone is strictly prohibited inside the college premises.

12. 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.

13. Strict silence should be maintained while moving from classroom to laboratory and vice-versa.

14. Students are advised to go to the reading room / library during leisure hours and spend the time usefully.

15. 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.

16. 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   V. Expulsion.

    b) The power to take disciplinary action against an erring student is inherent with the Head of the institution.

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.

❖ RAGGING

Ragging is a serious offence according to Tamil Nadu Prohibition Act 7 of 1997, an act promulgated to prohibit ragging in Educational Institutions in the State of Tamil Nadu. Criminal action will be initiated against student(s) found guilty of indulging in ragging inside and outside the College.

❖ Punishments for those found Guilty of Ragging in the College

Depending upon the nature and gravity of the offence as established by the Ragging Curb Committee of the College, the punishments for those found guilty of ragging in the college shall be any one or any combination of the following:

1. Suspension from attending classes and academic privileges.
2. Withholding/ withdrawing Scholarship/ Fellowship and other benefits.
3. Debarring from appearing in any test/ examination or other evaluation process.
4. Withholding results.
5. Debarring from representing the institution in any regional, national or international meet, tournament, youth festival, etc.
6. Suspension/ expulsion from the hostel.
7. Cancellation of admission.
8. Rustication from the institution.
9. Expulsion from the institution and consequent debarring from admission to any other institution for a specified period.
10. Fine ranging between Rs. 25,000/- and Rs.1 Lakh.
11. Collective punishment: When the persons committing or abetting the crime of ragging are not identified, the institution shall resort to collective punishment.

12. Whoever directly or indirectly commits, participates in, abets or ropagates "ragging" within or without any educational institution, shall be punished with imprisonment for a term which may extend to two years and shall also be liable to a fine which may extend to ten thousand rupees.

❖ 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 working days. Female Staff Members should come in formal sarees on other working days and College uniform saree 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.

❖ COLLEGE TIMINGS

Timings for All Courses (except the courses mentioned below the table)

Session	Forenoon				Afternoon		
Periods	I	Interval	II	III	Lunch	IV	V
Hours	10-10.55	10.55-11.10	11.10-12.05	12.05-01.00	01.00-02.00	02.00-03.00	03.00-04.00

Timings for BA English Literature (UA), MA English Literature, B.Com, M.Com, B.Com PA, BBA CA, B.Sc CDF, B.Com (CA) and MA (Tamil) courses

Periods	I	II	Interval	III	IV	V
Hours	08.00-08.55	08.55-09.50	09.50.10.05	10.05-11.00	11.00-12.00	12.00-01.00

❖ 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 continue to 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	2,00,000
2.	MBC Scholarship to UG and PG	BA, BSc, MSc MBC	2,00,000
3.	Full Fee Concession	All UG and PG Students (Irrespective of Community)	No limit
4.	GOI Scholarship to SC/ST Students	BA/BSc/MSc SC ST	2,50,000 2,50,000
5.	State Scholarship for SC converts	BA/BSc/MSc SC converts	2,00,000
6.	District Adi Dravidar Bright Merit Scholarship	UG/PG (70% marks) SC	No limit
7.	Tamil Nadu Agriculture Labour Scholarship	All categories	No limit
8.	SC/ST and SC converts Free Education Scholar-ship 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
9.	National Loan Scholarship	BA/BSc/MSc SC/ ST	2,50,000

10. Bharathiar University - Kamaraj Endowment - Awards of Scholarship - UG II & III Year - PG II Year- Best Student - Rs. 3,000/-.

மந்திரிக்கழகு வரும் பொருளுரைத்தல்

11. Government of India National Loan Scholarship to the Children of Primary and Secondary School teachers(income limit Rs.12,000/-per annum)

12. State Collegiate Scholarships to the physically handicapped students.

13. Scholarships to the sons/daughters of Defence Service Personnel income limit Rs.50,000/- per annum.

14. Scholarships to the sons / daughters of Freedom Fighters.

15. Hindi Scholarship to those who belong to non-Hindi speaking states but studying HINDI.

16. Tamil Nadu State Government Stipend to PhD Fulltime Scholars (Rs.3,000/- per month)

17. UGC Sponsored IndiraGandhi Post Graduate Scholarship for single girl child Rs.3100/- per month.

18. Besides the above, the College Management and Philanthropists have instituted a number of scholarships to the deserving meritorious and economically backward 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 6 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 the reception. 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. The Staff Members (Teaching & Non-Teaching) are allowed to keep the books for One Month from the date of issue. They can renew and retain the borrowed books upto the end of the semester. They must return the books before the last working day of the semester.

15. Tearing off the pages or marking on the pages in the borrowed books will attract the condition cited in serial number 13 above.

16. 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.

17. Students shall leave the books referred by them on the table itself.

18. Students are not allowed to bring any printed matter, note books or files inside the Library.

19. 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 functioning 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 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 should attend two periods of one hour duration per week compulsorily.

5. An exclusive gymnasium cum fitness centre equipped with modern fitness machines caters to the health conscious of students and staff.

6. A Playground with 400m track to facilitate field events.

❖ **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 be a minimum of 90 instructional days for each semester.

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

Examination Cell 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 the credibility of the Institution.

Definitions:

Programme	-	Degree (Eg. BA/BSc/BCom)
Programme Name (Branch)	-	The Discipline (Eg.Mathematics,Physics, Commerce, Information Technology)
Curriculum	-	The various subjects that a student should study in a particular Branch
Subject or Course	-	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.

Outcome Based Education (OBE)

OBE has been adopted in the curriculum and the evaluation system. OBE is meant to be a student centered learning model. The Focus on outcomes creates a clear expectation of what needs to be accomplished by the end of the course. Students will understand what is expected of them and teachers will know what they need to teach during the course. The Knowledge, Skill and Attitude of the students will be improved and the qulaity of the education will also be enhanced through OBE.

Components of curriculum and particulars of Choice Based Credit System applicable to the students admitted during the academic year for Under Graduate and Post Graduate Programmes as prescribed by Tamil Nadu State Council for Higher Education (TANSCHE) & Bharathiar University, are given below:

CBCS for Under Graduate Programmes with Language for 4 semesters

Study Components	No.of Subjects	Credit per Subject #	Total Credits
Part -I Tamil /Other languages	2+2 =4	3	12
Part - II English	2+2=4	3	12
Part - III Core Subjects Allied Subjects Project /Electives with three courses	13 - 16 4 3	4 - 5 5 5	60 20 15
Part - IV **1 (a) Those who have not studied Tamil upto XII Std. and taken a non-Tamil language under Part-I shall take Basic Tamil comprising of two courses(level will be at 6th Std.)** **(b) Those who have studied Tamil upto X or upto XII Std.and taken a non-Tamil language under Part-I shall take Advanced Tamil comprising of two courses.** **(c) Others who do not come under a+b can choose non-major elective comprising of two courses.**	1 + 1= 2	2	4
2 Skill based subjects / EDC	4	3	12
3 Environmental Studies	1	2	2
4 Value Education	1	2	2
Part - V Extension Activities	1	1	1
		Total	**140**

CBCS for Under Graduate Programmes with Language for 2 semesters

Study Components	No.of Subjects	Credit per Subject#	Total Credits
Part -I Tamil /Other languages	1+1 =2	3	6
Part - II English	1+1=2	3	6
Part - III Core Subjects Allied Subjects Project /Electives with three courses	17-20 4 3	4 - 5 5 5	72 20 15
Part - IV **1 (a) Those who have not studied Tamil upto XII Std. and taken a non-Tamil language under Part-I shall take Basic Tamil comprising of two courses (level will be at 6th Std.)** **(b) Those who have studied Tamil upto X or XII Std.and taken a non-Tamil language under Part-I shall take Advanced Tamil comprising of two courses.** **(c) Others who do not come under a+b can choose non-major elective comprising of two courses.**	1 + 1= 2	2	4
2 Skill based subjects / EDC	4	3	12
3 Environmental Studies	1	2	2
4 Value Education	1	2	2
Part - V Extension Activities	1	1	1
		Total	**140**

Notes: 1. Distribution of marks between External and Internal Assessment

Theory :-   External : Internal   = 75:25

Practical :- External : Internal   = 60:40

2. There is a passing minimum (40%) for external and overall.

3. Project Report and Viva-voce   80 (60+20)

Internal   20

Total   **100**

CBCS for Post Graduate Programmes for 4 semesters

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

Notes:

1. Each paper carries an internal component.
2. There is a passing minimum (50%) for external component and overall.
3. Theory :- External : Internal   = 75:25
4. Practical :- External : Internal   = 60:40
5. Project Report and Viva-Voce   =   160   (120+40)

Internal   =   40

Total   =   200

If 100 marks for project, the above (UG) split up will be followed

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

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 students of the academic year.

Subject Group	Total Marks	Int. Mark Total	Split up of Marks	Formula to obtain CIA Exam Mark	*QP pattern for ESE
THEORY	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	**Total - 75** 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 divided by 11	**Total - 55** 10 x 1 = 10 5 x 3 = 15 5 x 6 = 30
	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	**Total - 45** 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	**Total - 40** 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	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	Total - 60 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	Total - 45 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	Total - 35 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	Total - 30 05 - Record 25 - Experiment
	40	15	7-CIA Practical Exam 5-Attendance 3-Observation Note book/ Regularity	Marks obtained out of One Practical Exam [25] will be appropriately converted into marks out of 7	Total - 25 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	Total - 15 03 - Record 12 - Experiment

* Question paper pattern for theory subject may vary according to the recommendations of the Board of Studies concerned.

** Question paper 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 & PG Diploma Courses (Part I, Part II, Part III & Part IV Skill Based Subjects / EDC)

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)

MA English Literature (2014 Batch onwards)

Maximum External Marks – 75

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 10 = 50 marks)

Maximum External Marks – 45

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

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

Diploma Courses

Maximum External Marks – 75

Section A - Multiple Choice (25 x 1 = 25 marks)

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

Section C - any 3 out of 5 (3 x 10 = 30 marks)

Subjects without CIA

Part IV Papers (except Skill based subjects / EDC)

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

Maximum 75 Marks (Non-Major Elective)

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

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

Maximum 75 Marks (Advanced Tamil)

Section A - Multiple Choice (5 x 2 = 10 marks)

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

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

JOC, ALC & COP

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)

Max. 75 Marks(Basic Tamil)-CIA Only

COMPONENTS OF CIA	DISTRIBUTION OF MARKS
CLASS Examination - I	10
CLASS Examination - II	10
MODEL TEST	20
COMPOSITION	20
VIVA-VOCE	15
TOTAL MARKS	**75**

UG-Total		UG - Theory		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	
Max. Marks	Pass. Minimum	Max. Ext. Marks	Ext. Pass Minimum	Max. Ext. Marks	Ext. Pass Minimum
100	50	75	38	60	30
75	38	55	28	45	23
60	30	45	23	35	18
50	25	40	20	30	15
40	20	-	-	25	13
25	13	-	-	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 paper 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 45th 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.

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 below.

Percentage of General Attendance	Marks Awarded
> 90	5
> 80 - 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.

4. 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 from the Principal through the Programme Officer and the HoD concerned to attend NCC/NSS/PYE/YRC/ECC/RRC/WEC and other cultural events which represent the college or those who submitted leave letter under medical ground (like prolonged illness, accident or major surgery) and other genuine reasons within a week from the last date of the respective CIA Examination. In this regard the canditate is required to submit a copy of the letter with all necessary enclosures to the examination cell for further action.

❖ **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:

    i). he/she secures not less than 75% of attendance in the working days during the semester.

    ii). his/her conduct is satisfactory.

Examinations and Pattern of Evaluation

End-of-Semester Theory Examinations for hard Core / Allied / Elective Subjects, Job-Oriented Courses, Advanced Learners Courses, Career-Oriented Programmes, Diploma and PG Diploma Courses are held in November and April every academic year. Project / 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-totalling/photocopy is adopted for all UG, PG & Diploma courses.

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

Examination Schedule

The time schedule for the End of Semester Examinations is as follows:

Particulars	FN Session	AN Session
Students occupy the allotted seats	9.20 am	1.50 pm
Issue of answer paper	9.25 am	1.55 pm
Issue of question paper	9.30 am	2.00 pm
Warning bell for arranging paper	12.25 pm	4.55 pm
Submission of paper to the invigilator	12.30 pm	5.00 pm

Examination Timings

Examination	Forenoon Session	Afternoon Session
CIA	--	2.00 pm - 5.00 pm
ESE	09.30 am - 12.30 pm	2.00 pm - 5.00 pm
ESE Practical	9.30 am - 12.30 pm	1.30 pm - 4.30 pm

CIA - Continuous Internal Assessment   ESE - End of Semester Examinations

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

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

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

For the entire programme

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

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

Classification

CGPA	Grade	Classification of Final Result
9.5-10.0	O+	First Class - Exemplary *
9.0 and above but below 9.5	O	
8.5 and above but below 9.0	D++	First Class with Distinction *
8.0 and above but below 8.5	D+	
7.5 and above but below 8.0	D	
7.0 and above but below 7.5	A++	First Class
6.5 and above but below 7.0	A+	
6.0 and above but below 6.5	A	
5.5 and above but below 6.0	B+	Second Class
5.0 and above but below 5.5	B	
4.5 and above but below 5.0#	C+	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 in Part III subjects 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:

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

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)

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

❖ **EXTENSION ACTIVITIES**

Every UG Student should compulsorily be a volunteer for a period of not less than 2 years from 1st semester to 4th semester in any one of the following programmes. ❖NCC ❖NSS ❖PYE ❖YRC ❖RRC ❖ECC ❖WEC. Each should actively participate for not less than 60 hrs per semester & 240 hrs in total in the activities to be conducted for the completion of the programme. It is mandatory as it is included in the curriculum.

❖ **EVALUATION OF EXTENSION ACTIVITIES**

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), Physical Education(PYE) (Sports and Games) and Youth Red Cross (YRC), Red Ribbon Club (RRC), Eco Club (ECC) and Women Empowerment Cell (WEC) 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 extention activities.

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

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

Candidates who fail in Part -V will complete the same within the final semester of the course.

NCC cadets will have a theroy subject (elective) which comes under the above components.

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-appearance 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

அழனும் ஆவின்பால் தன்சுவை குன்றாது

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/re-totalling/obtaining photocopy of answer scripts is permissible to any student who appeared for any paper in the End of semester examinations of current semester.

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 5 days from the date of receipt of the photocopy, remitting the prescribed fee for re-valuation.

The option for photocopies & revaluation is not applicable for the answer scripts subjected to revaluation and special supplementary examinations.

Special Supplementary Examinations

Special supplementary Examinations will be conducted for the **final semester theory and project / practical 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 cleared 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.

Special Examinations

Those students who got prior permission through the authorities concerned to participate in the special events which represent the institution, on the day of examination will be permitted to write the special examination.

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, www.kongunaducoe.info** 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. Students should earn a minimum of 75% attendance (67.5 days) in the current semester to become eligible to write the End-of-Semester Examinations.

2. Candidates who earn attendance less than 75%, (<67.5 days) but 65% and above (>58.5 days), 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.

   - prolonged illness
   - major surgery
   - accident which demands a long rest

   and permit them to write End-of-Semester Examinations, after the payment of Condonation Fee.

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

3. Candidates who earn attendance between 55% (>49.5 days) and 65% (<58.5 days) 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. *(Only one opportunity is given to compensate the attendance during the course).*

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 permission from the Principal through the Head of the Department concerned and the approval from the Bharathiar University.

4. Candidates who earn attendance below 55% (<49.5 days) 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 permission from the Principal through the Head of the Department concerned and the proper approval from the Bharathiar University. These candidates are eligible to write arrear subjects, if any.

5. A candidate who has secured attendance less than 65% (<58.5 days) but above 55% (>49.5 days) in the **final semester** will not be permitted to the regular examination but the candidate is eligible to write only the arrear subjects, if any. The regular subjects of the candidates will be treated as arrears for which he/she can apply through the Head of the Department to the Principal and must obtain approval from the college to compensate the lack of attendence and appear in the subsequent End of Semester Examination.

❖ **RULES REGARDING PROJECT / PRACTICAL EXAMINATIONS**

Project Viva-Voce will be conducted prior to the practical examinations. Candidates appearing for project viva-voce should submit a project report in the examination cell within the stipulated time. Otherwise, they will not be permitted to appear for the viva-voce.

Candidates appearing for practical examinations should submit bonafide Record Note Book 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 already 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.

Ranking

A candidate who qualifies for the UG/PG Degree course passing all the examinations in the first attempt within the minimum period prescribed for the course of study from the date of admission to the course and secures I or II class shall be eligible for ranking and such ranking shall be confined to the first 3 rank holders of the total number of candidates qualified in that particular branch of study. The improved marks shall not be taken into account for ranking.

Examinations Fees

Students must pay the examination fee through online every semester for all the subjects (theory and practical) enlisted in the application form within the stipulated time.

Re-do Candidates

Candidates of this college who discontinued the course due to lack of attendance / any other reasons will be readmitted in the same course, subject to the conditions of vacancy, after obtaining permission from the Bharathiar University.

Transfer Candidates

Candidates who want to join this College by transfer from other regular colleges recognized by Bharathiar University/ other Universities will be admitted in the same course, subject to the conditions of vacancy, after obtaining permission from Bharathiar University. Migration and Eligibility certificates are required for the students who belong to other Universities/other States.

Attendance and Continuous Internal Assesment (CIA) for Redo and Transfer candidates

The Principal is empowered to grant attendance for the exempted subjects to the students admitted under Redo and Transfer Category. The regular attendance mark will be awarded for the exempted subjects. The CIA for the additional subjects to be written shall be completed by the candidate with the consultation by the course teacher concerned / the Head of the respective Department and marks of the same will be submitted to the Examination cell before the commencement of the End - of - Semester Examinations.

❖ 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. Irrelevant writing and appeal by the canditate in the answerscript will also be deemed as malpractice.
3. 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 and all the papers written in the current semster will also be cancelled based on the seriousness of the case.
4. If a candidate is reported to have committed any malpractice for a second time, the Disciplinary Action Committee will enhance the punishment suitably.
5. Penalty of Rs.500/- will be levied from each candidate who was found guilty of committing malpractice, and given severe punishment as per the autonomous norms.
6. 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 an affidavit through a Notary Public /Principal must be submitted along with the fee prescribed.

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

1. A candidate entering examination hall must possess Hall Ticket (Online) downloaded from the college website 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 on both sides without omitting any line 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 be considered as malpractice and 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.

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 - A

English for Empowerment

Department: ENGLISH - UA

English for Empowerment
Reading and Writing Skills

Department: CHEMISTRY - PG

Pharmaceutical Chemistry

Department: BOTANY - UG

Medicinal Plants

Department: BOTANY - PG

Floriculture and Land Scaping

Department: ZOOLOGY - UG

Nutrition and Dietetics

Department: ZOOLOGY - PG

Vermitechnology, Eco Tourism

Department: BIOCHEMISTRY - PG

Bioentrepreneurship
Food Safety and Quality Control
Clinical and Therapeutic Nutrition

Department: BIOTECHNOLOGY – UG

Herbal Biotechnology
Applied Biotechnology - Biomass, Biofertilizer and Biocontrol agents

Department: BIOTECHNOLOGY - PG

Mushroom Technology
Herbal Biotechnology

Department: BIOINFORMATICS - PG

Computer Programming in Python & CGI Nano Fabrication & its Application Programming in R, Web Designing & 2D Animation

Departments: CS, CA, CT, IT – UG

Computer Literacy

Department: BBA CA

Insurance Principles and Practices

Department: CDF

Fashion Designing, Basics of Cosmetology, Value addition of Fabric Dyeing, Printing Techniques, Jewellery Making

Department: COMMERCE – UG

Advertising Management
Customer Relationship and Management

Department: COMMERCE – PG

Customer Relationship Management
Tally 9.0 Practical
Investment Management

Department: INTERNATIONAL BUSINESS – PG

Corporate Communication
Advertising Management
Personal Management and Industrial Relations

ADVANCED LEARNERS COURSES

Department: ENGLISH

Children's Literature

Department: MATHEMATICS

Astronomy
Internet and Java Programming

Department: PHYSICS

Atmospheric Science
Plasma Physics
Thin Film Physics

Department: BOTANY

Food Processing and Preservation

Department: CHEMISTRY

Chemistry of Corrosion & its Prevention
Medicinal Chemistry
Chemistry of Industrial Products

Department: BIOCHEMISTRY
    Forensic Sciences
    Nepraceuticals and Functional Foods
    Stem Cell Biology

Department: BIOTECHNOLOGY
    Frontier Technologies in Biosciences
    Stem Cell Technology

Department: BIOINFORMATICS
    Drug Biochemistry and Computer Aided Drug Design
    General Microbiology
    Parmacogenomics, Virology
    Protein Microarrays

Department: COMPUTER SCIENCE
    Bioinformatics
    Embedded Systems
    Virtual Reality

Department: COMPUTER TECHNOLOGY
    Digital Image Processing
    J2EE

Department: COMMERCE - PG
    Industrial Relation and Labour Law
    Insurance Principles and Practice
    Advertising Management

Department: MCom IB
    Tourism and Hospitality Services
    Freight Management
    Organisational Behavior

CAREER - ORIENTED PROGRAMMES

Department: ENGLISH - UA
    Copy Writing

Department: BIOCHEMISTRY – PG
    Title: Medical Laboratory Technology
    Paper:1 Biochemistry
    Paper2: Clinical Pathology and Microbiology

Department: COMPUTER SCIENCE and APPLICATIONS - PG
    Title: Data Care Management
    Paper1: Web Design and Services

Paper2: Object Relational Database & Oracle
Practical : Oracle Lab, Industrial Training (Project - Web Design)

Department: BUSINESS ADMINISTRATION WITH CA

Title: Marketing Management
Paper1:Marketing Principles, Advertising & Consumer Behaviour
Paper2: Product Industry-Textile/ Fashion Marketing
Paper3: 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

CERTIFICATE, DIPLOMA & PG DIPLOMA COURSES

Department: TAMIL
Title : Certificate Course in Home Science
Paper 1 : Arechitectural Dignity
Paper 2 : Women Empowerment

Department: ENGLISH
Title : Certificate Course in Journalism and Mass Media
Paper 1 : Introduction to Communication and Media
Paper 2 : Basics of Journalism
Paper 3 : Mass Media : Radio, TV and Social Media
Project

Department: MATHEMATICS
Title : PG Diploma in Operations Research
Paper 1 : Operations Research - I
Paper 2 : Operations Research - II
Paper 3 : Operations Research - III
Paper 4 : Operations Research - IV
Paper 5 : Operations Research - V
Paper 6 : Operations Research - VI
Project

Department: BOTANY

Title : PG Diploma in Biodiversity – Principles, Management and Conservation

Paper 1 : Introduction to Biodiversity

Paper 2 : Values, Uses and Loss of Biodiversity

Paper 3 : Conservation and Management of Biodiversity

Paper 4 : Biodiversity Prospecting and Indigenous Knowledge System (IKS) and Biotechnology for Biodiversity

Paper 5 : Wildlife Biology and Conservation Policies and law

Practical 1 : Biodiversity

Project

Title : Certificate Course in Bonsai

Paper 1 : Introduction to Bonsai – Principles and Techniques

Paper 2 : Ethics, Values and Marketing of Bonsai

Practical 1 : Bonsai Techniques

Department: ZOOLOGY

Title : Diploma in Apiculture

Paper 1 : Basics of Bee Keeping

Paper 2 : Bee Keeping Techniques

Practical 1 : Bee Keeping

Title : Diploma in Ornamental Fish Production and Trade

Paper 1 : Aquarium Design, Fabrications and Entrepreneurship Development

Paper 2 : Aquarium – Best Management Practices (BMP)

Paper 3 : Aquarium (Plants, Fishes) production and trade

Practical

Project

Department: BIOCHEMISTRY

Title : Certificate Course in Mushroom Technology

Paper 1 : Mushroom Science

Paper 2 : Mushroom Cultivation

Practical

Project

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 Design**
  Paper 1 – Basics of Fashion Designing
  Paper 2 – Fundamentals of Apparel Designing
  Practical – Garment Construction & Fabric Embellishments

 (ii) **Title: Diploma in Garment Construction**
  Paper 1 – Pattern Making and Garment Construction
  Practical 1 – Garment Designing and Construction - I
  Practical 2 – Garment Designing and Construction - II

 (iii) **Title: Diploma in Garment Merchandising**
  Paper 1 – Basics of Textile and Apparel Design
  Paper 2 – Indroduction to Garment Merchandising
  Practical – Apparel Design and Textile Testing

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

SWAYAM COURSES (MOOCs)

 All UG & PG Students are motivated to study SWAYAM Courses (MOOCs) to develop their knowledge, skill and attitude. The courses completed can be treated as extra credit courses.

❖ 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 for our staff and students.

5. A fully qualified doctor appointed by the management available in the campus between 1.30pm and 2.30pm on working days.

❖ INSURANCE SCHEME

GROUP PERSONAL ACCIDENT INSURANCE SCHEME ARRANGED FOR STUDENTS AND PARENTS BY THE COLLEGE MANAGEMENT

The College management has arranged INSURANCE COVERAGE UNDER Group personal Accident Insurance Scheme with Royal Sundaram General Insurance Company Limited for all the students studying in the College **(Both Aided & Self Financing)** and their parents and for the Teaching and Non-Teaching staff working in the Self Financing stream and the annual premium is borne by the Management.

The insurance coverage for the beneficiaries is as follows :

Further in case of sudden demise of earning parents, the fees of the concerned students will be borne by the Insurance Company.

S.No.	Category	Accidental Death (Rs.)	Medex (In Patient)
1.	All Students	100000	60000
2.	Parents	100000	-
3.	Teaching Staff (Unaided)	100000	60000
4.	NonTeaching Staff (Unaided)	100000	60000

❖ 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.

சிறியோர் செய்த சிறுபிழை யெல்லாம் பெரியோராயிற் பொறுப்பது கடனே

❖ **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 faculty 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, titbits, 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, Students' Association and Faculty Associations.

❖ **STUDENTS' ASSOCIATION**

Students' 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 Students' 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.,12th 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.,12th 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.

c) 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.

d) 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.

e) 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 Students' Association, the College has the following Faculty Associations.

i) Tamil Literary Association.

ii) English Literary (A) Association.

iii) English Literary (UA) Association.

iv) Mathematics Association.

v) Mathematics (UA) Association.

vi) Physics Association.

vii) Chemistry (UG) Association.

viii) Chemistry (PG) Association.

ix) Botany Association.

x) Zoology Association.

xi) Biochemistry (UG) Association.

xii)   Biotechnology Association.

xiii)   Computer Science (A) Association.

xiv)   Computer Science (UA) Association.

xv)   Computer Application (UG) Association.

xvi)   Computer Science (PG) Association.

xvii)   Computer Technology Association.

xviii)   Information Technology Association.

xix)   International Business Association.

xx)   Costume Design and Fashion Association.

xxi)   Business Administration with CA Association.

xxii)   Commerce (UG) Association.

xxiii)   Commerce (PG) Association.

xxiv)   Commerce with Computer Applications Association.

xxv)   Commerce with PA Association.

xxvi)   Commerce with BI 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

2019 - 2020

Re-opening for the academic year 2019-2020	17.06.2019
Commencement of I year UG Classes (Aided)	17.06.2019
Commencement of I year UG Classes (Un Aided)	18.06.2019
IQAC Meeting	05.07.2019
Commencement of I year PG Classes	08.07.2019
Issue of ESE Applications for II & III year UG & PG	17.07.2019
Last date for the payment of ESE Fee **(without fine)**	
III year UG	25.07.2019
II year UG	25.07.2019
II year PG	25.07.2019
Last date for submission of Question Paper for I CIA Exams	31.07.2019
Last date for the payment of ESE Fee (III year UG) **with fine of Rs.100/-**	01.08.2019
Last date for the payment of ESE Fee (II year UG & PG) **with fine of Rs.100/-**	01.08.2019
Students Welfare & Grievances Redressal Committee Meeting	08.08.2019
Commencement of I CIA Examinations	13.08.2019
Staff Welfare & Grievances Redressal Committee Meeting	14.08.2019
Library Committee Meeting	20.08.2019
Issue of ESE Applications for I year UG & PG	04.09.2019
Finance Committee Meeting	06.09.2019
Last date for the payment of ESE Fee (**without fine)**	
I year UG	12.09.2019
I year PG	12.09.2019
Last date for the payment of ESE Fee (I year UG & PG) **with fine of Rs.100/-**	20.09.2019
Last date for submission of Question Paper for II CIA Exams	01.10.2019
Last date for submission of projects	17.10.2019
Commencement of II CIA Examinations	18.10.2019
Research Committee Meeting	22.10.2019
IQAC Meeting	23.10.2019
Last working day for the Odd Semester	31.10.2019
Commencement of ESE - Practicals & Project Viva-Voce	01.11.2019
Commencement of ESE - Theory Examinations	11.11.2019
Governing Body Meeting	16.11.2019
Autonomous Central Valuation	25.11.2019

நூறாண்டு பழகினும் மூர்க்கர் கேண்மை நீர்க்குட் பாசிபோல் வேர்க்கொள்ளாதே

ACADEMIC CALENDAR FOR EVEN SEMESTER
2019 - 2020

Re-opening for the Even Semester	02.12.2019
Publication of Odd Semester Examination Results	03.12.2019
IQAC Meeting	09.12.2019
Issue of ESE applications for all Courses	03.01.2020
Last date for the payment of ESE Fee (**without fine**)	
For All Courses	10.01.2020
Last date for submission of Question Paper for I CIA Exams	21.01.2020
Last date for the payment of ESE Fee **with fine of Rs.100/-**	
For All Courses	22.01.2020
Staff Welfare & Grievances Redressal Committee Meeting	28.01.2020
Students Welfare & Grievances Redressal Committee Meeting	29.01.2020
Project Review I	30.01.2020
Commencement of I CIA Examinations	04.02.2020
Library Committee Meeting	02.03.2020
Board of Studies Meeting	07.03.2020
Last date for submission of Question Paper for II CIA Exams	12.03.2020
Project Review II	13.03.2020
Standing Committee on Academic Affairs	19.03.2020
IQAC Meeting	24.03.2020
Last date for submission of projects - UG	26.03.2020
Last date for submission of projects - PG	27.03.2020
Academic Council Meeting	28.03.2020
Commencement of II CIA Examinations	30.03.2020
Research Committee Meeting	03.04.2020
Last working day for the Even Semester	09.04.2020
Commencement of Project Viva-Voce and ESE-Practicals	13.04.2020
Commencement of ESE - Theory Examinations	27.04.2020
Autonomous Central Valuation	12.05.2020
Governing Body Meeting	16.05.2020
Publication of Even Semester Examination Results	19.05.2020

MEMBERS OF STAFF (Aided)
TEACHING

PRINCIPAL (Full Addl. Charge)

Dr. M. Lekeshmanaswamy MSc, MPhil, PhD, BEd, FSISC, FISEC   Associate Professor & Head
Deparment of Zoology

DEPARTMENT OF TAMIL

1. Dr. K. Murugesan MA, MA, MPhil, BLIS, PhD   Assistant Professor & Head
2. Dr. R. Manimegalai MA, BEd, MPhil, PhD (NET)   Assistant Professor
3. Dr. K. Muthukumar MA, MA, MPhil, PhD, PGDCA   ,,
4. Dr. M. Rukmani MA, MPhil, PhD   ,,
5. Dr. S. Sathishkumar MA, MPhil, PhD(NET)   ,,

DEPARTMENT OF ENGLISH

6. Dr. Shobha Ramaswamy MA, B.Ed, DCE, MPhil, PhD (NET)   Assistant Professor & Head
7. Thiru. S. Nagaraja MA, MPhil   Assistant Professor
8. Dr. K.S. Mangayarkkarasi MA (NET), PhD   Assistant Professor
9. Dr. P. Sujatha MA, MPhil, PhD   ,,
10. Dr. R. Sumathi MA, PhD   ,,
11. Dr. P. Chitra MA, MPhil, PhD   ,,
12. Dr. M.K. Praseeda MA, MPhil, PhD (NET)   ,,
13. Dr. K. Kaviyarasu MA, MPhil, B.Ed, PhD   ,,

DEPARTMENT OF MATHEMATICS

14. Dr. V. Kokilavani MSc, MPhil, PhD   Assistant Professor & Head
15. Dr. D. Vijayalakshmi MSc, MPhil, PhD, PGDCA   Assistant Professor
16. Dr. M. Vigneshwaran MSc, MPhil, PhD, PGDCA   ,,
17. Dr. M. Venkatachalam MSc, MPhil, PhD   ,,
18. Dr. L. Vidhyarani MSc, MPhil, PhD (SET)   ,,
19. Dr. C. Ravichandran MSc, MPhil, PhD   ,,
20. Dr. S.P.R. Priyalatha MSc, MPhil, PhD   ,,
21. Dr. M. Vivek Prabu MSc, PhD (SET)   ,,
22. Dr. P. Sathishmohan MSc, MPhil, PhD   ,,
23. Dr. N. Mohanapriya MSc, PhD, PGDCA   ,,
24. Dr. E. Prakash MSc, PhD   ,,

DEPARTMENT OF PHYSICS

25. Dr. M. Dhanam MSc, MPhil, PhD   Associate Professor & Head
26. Dr. K. Rajasekar MSc, MPhil, BEd, PhD   Associate Professor
27. Dr. A. Anu Kaliani MSc, MPhil, PhD   ,,
28. Thiru. K. Karuppuswamy MSc, MPhil, BEd, PGDCA (SLST)   Assistant Professor
29. Dr. B. Chandar Shekar MSc, MPhil, PhD   ,,
30. Dr. K. Saravanakumar MSc, PhD   ,,
31. Dr. M. Seetha MSc, PhD   ,,
32. Dr. P. Matheswaran MSc, PhD   ,,

33. Dr. M. Mohamed Ibrahim MSc, PhD   Assistant Professor
34. Dr. A. Ranjitha MSc, PhD   "
35. Dr. N. Senthil Kumar   MSc, MPhil, PhD   "
36. Dr. S. Selvi MSc, PhD   "

DEPARTMENT OF CHEMISTRY
37. Dr. V. Sangeetha MSc, PhD   Assistant Professor & Head
38. Dr. M.S. Sivaramkumar
        MSc, MSc, MA, MA, MEd., MPhil, PhD, PGDCHI   Assistant Professor
39. Dr. R. Manimekalai   MSc, MPhil, PhD   ,,
40. Dr. R. Velmurugan MSc, PhD   ,,
41. Dr. K. Saminathan MSc, PhD   ,,
42. Dr. A. Manimaran MSc, PhD   ,,
43. Dr. E. Jayanthi MSc, MPhil, PhD   ,,
44. Dr. K. Krishnaveni MSc, MPhil, PhD   ,,

DEPARTMENT OF BOTANY
45. Dr. N. Nagarajan MSc, MPhil, PhD   Associate Professor & Head
46. Dr. K. Thenmozhi MSc, MPhil, PhD   Assistant Professor
47. Dr. P. Sumathi MSc, MPhil, PhD   ,,
48. Dr. K. Karthika MSc, PhD   ,,
49. Dr. D. Moorthy MSc, MPhil, PhD   ,,
50. Dr. R. Thirugnanasampandan MSc, MPhil, PhD   ,,
51. Dr. K. Sowndhararajan MSc, PhD   ,,
52. Dr. H. Abdul Kaffoor MSc, MPhil, PhD   ,,
53. Dr. R. Rekka MSc, MPhil, PhD   ,,
54. Dr. P. Revathi MSc, PhD   ,,
55. Dr. M. Parveen MSc, MPhil, PhD   ,,

DEPARTMENT OF ZOOLOGY
56. Dr. M. Lekeshmanaswamy MSc, MPhil, PhD, BEd, FSISC, FISEC Principal Incharge & HOD
57. Dr. S. Logaswamy MSc, MPhil, PhD, DCom, FAZ, FIAES Associate Professor & COE
58. Dr. S. Binukumari MSc, MPhil, PhD, MEd, PGDMB   Assistant Professor
59. Dr. P. Kathireshwari MSc, PhD   ,,
60. Dr. S. Raja MSc, PhD   ,,
61. Dr. S. Manivannan MSc, MPhil, PhD   ,,
62. Dr. R. Venkitachalam MSc, MPhil, PhD   ,,
63. Dr. P. Bharathi MSc, PhD   ,,
64. Dr. V. Meiyalagan MSc, PhD   ,,
65. Dr. S. Rajeshkumar MSc, PhD   ,,

DEPARTMENT OF BIOCHEMISTRY
66. Dr. Indira A. Jayraaj MSc, MPhil, PhD, MEd, PGDCA Associate Professor & Head
67. Dr. K. Kalaivani MSc, MPhil, PhD   ,,
68. Dr. V. Selvi MSc, MPhil, PhD   ,,
69. Dr. R.T. Narendhirakannan MSc, MPhil, PhD   Assistant Professor

DEPARTMENT OF COMPUTER SCIENCE

70. Tmy. A. Manickathai MSc, MPhil, BEd, PGDCA   Associate Professor & Head
71. Thiru. A. Sivabalan MSc, MPhil, PGDCA   Associate Professor
72. Thiru. U.M. Ravichandran MSc, MPhil, PGDCA, MPhil   ,,
73. Dr. A. Kavitha MCA, MPhil, PhD   ,,

LIBRARY AND INFORMATION CENTRE & RESEARCH DEPARTMENT OF LIBRARY AND INFORMATION SCIENCE

74. Dr. R. Senthilkumar MSc, MLIS, MPhil, PhD, MBA,   Librarian (SG) & Head
     MA,MLM,MMM,MS,BEd,PGDCA,PGDPR,PBEd,DSA

PHYSICAL EDUCATION

75. Dr. P.K. Kavithashri MPEd, MPhil, PhD, PGDFM   Director of Physical Education

NON-TEACHING

ADMINISTRATIVE STAFF

1. Mrs. P. Deivanayaki BSc   Superintendent
2. Mr. D. Muthusamy MSc   Assistant
3. Mrs. K. Subbulakshmi DCP, BCom   Assistant
4. Mrs. K. Tamilselvi BCom MLIS   Assistant
5. Mrs. S. Manimegalai BCom   Junior Assistant
6. Mr. K. Thirumurthi   Record Clerk
7. Mr. K. Senthilkumar   ,,
8. Mr. K. Sivakumar DTEd   ,,

LABORATORY STAFF

9. Mr. R. Perumalsamy BLitt   Lab. Asst. (Spl Gr) in Chemistry
10. Mr. R. Thiyagarajan   Lab Assistant in Physics (SG)
11. Mr. S. Rajan MA   Lab Assistant in Botany
12. Mr. A. Maran   Lab Assistant in Chemistry
13. Mr. S. Shanmugamoorthi BCom   Lab Assistant in Zoology
14. Mrs. M. Malliga BA   Lab Assistant in Bio-Chemistry
15. Mrs. M.G. Mythilagam MA   Lab Assistant in Botany
16. Mr. T. Vivekananthan   Lab Assistant in Botany
17. Mr. C. Kannan   Lab Assistant in Physics
18. Mr. P. Rasu MCom   Lab Assistant in Physics
19. Mr. R. Mohanasundaram BCom   Lab Assistant in Botany
20. Miss M. Inbavalli   Lab Assistant
21. Mr. A. Ganeshamoorthy D Cop CLIS   ,,
22. Mr. A. Anandhan   ,,
23. Mr. S. Praveenkumar DEEE   ,,

BASIC STAFF

24. Mr. K. Murugan   Sweeper (Spl Gr)

1. Dr. V. Chinnusamy MSc, MPhil, PhD,   Chief Executive Officer
2. Dr. V. Balasubramaniam MSc, PhD   Dean, Academics
3. Dr. S. Paulsamy MSc, MPhil, PhD, FTE, FRMSI   Dean, R&D
4. Dr. S. Logaswamy MSc,MPhil,PhD,DCom,FAZ,FIAES Controller of Examinations
5. Dr. K. Murugesan MA, MA, MPhil, BLIS, PhD   Director, SWC
6. Dr. R. Sumathi MA, PhD   Co-ordinator, Study in India
7. Dr. P. Chitra MA, MPhil, PhD   Co-ordinator, Unnat Bharath Abiyan
8. Dr. J. Vijayalakshmi MSc, MPhil, PhD   Placement Director
9. Mr. V. Fredric Stanley BSc, MBA, MPhil   Public Relations Officer

ADVISOR

Dr. Naveen Annamalai MA, MEd, PhD

MEMBERS OF STAFF (Unaided)
TEACHING

I. SCHOOL OF HUMANITIES

Dr. D. Chitra MA, MPhil, PhD   Co-ordinator

DEPARTMENT OF TAMIL

1. Dr. S. Aravind MA, PhD (NET)   Assistant Professor & Head i/c
2. Dr. A. Saravanan MA, MPhil, PhD   Associate Professor
3. Dr. K. Palanivel MA, MPhil, PhD,HDCA   Assistant Professor
4. Dr. S. Arichandran MA, MPhil,PhD,PGDCA (NET)   ,,
5. Dr. D. Priya MA, MA, MPhil, PhD   ,,
6. Dr. J. Nishanthini MA, MPhil, PhD   Associate Professor
7. Mr. M. Sathish Kumar MA, MA, MPhil (NET, SET) Assistant Professor

DEPARTMENT OF ENGLISH (UG & PG)

8. Dr. D. Chitra MA, MPhil, PhD   Associate Professor & Head
9. Dr. Diwakar Thomas MA, MPhil, MA,MEd,MA, PhD Associate Professor
10. Mr. J. Athisayaraj Jebakumar MA   Assistant Professor
11. Mr. C. Sakthivel MA, MPhil, MEd   ,,
12. Mr. S. Sakthivel MA, MPhil   ,,
13. Mrs. Cavya Deekshith MA, MPhil, PGDTS   ,,
14. Mrs. N. Ramaprabha MA, MPhil, B.Ed   ,,
15. Dr. G. Youveniya MA, MPhil, PhD   ,,
16. Mrs. V. Kavitha MA, MPhil, B.Ed   ,,
17. Mr. S. Vidhyananth MA, MPhil   ,,
18. Ms. S. Dhanya Menon MA   ,,
19. Ms. P. Rini Marshel MA   ,,
20. Ms. R. Elakkiya MA   ,,

DEPARTMENT OF COSTUME DESIGN & FASHION (UG)

21. Mrs. R. Umamaheswari MSc, MPhil, PG.Dip.ED Associate Professor & Head
22. Mrs. C. Sheeba MSc, MPhil   Assistant Professor

23. Ms. M. Amsaveni MSc, MPhil   Assistant Professor
24. Ms. M. Sindhu MSc   ,,
25. Ms. P. Ajitharubani MSc   ,,
26. Ms. L. Kamatchi MSc   ,,
27. Ms. R. Nisha MSc   ,,

II. SCHOOL OF PHYSICAL & LIFE SCIENCES

Dr. V. Bhuvaneshwari MSc, MPhil, PhD, PGDBI, PGDNBT (SET)   Co-ordinator

DEPARTMENT OF MATHEMATICS (UG & PG)

28. Dr. V. Rajendran MSc, MPhil, PGDCA, PhD   Assistant Professor & Head
29. Dr. R. Poongodi MSc, MPhil, PGDCA (SET), PhD   Associate Professor
30. Dr. S. Dhanalakshmi MSc, MPhil, PGDCA (SET), PhD   ,,
31. Mrs. R. Nesarajithamani MSc, BEd, MPhil   Assistant Professor
32. Mrs. G. Juliet Jeba Thangam MSc, BEd, MPhil   ,,
33. Mrs. T. Deepa MSc, MPhil, PGDCA   ,,
34. Ms. S. Selvi Celin Prabha MSc, B.Ed, PGDOR   ,,
35. Dr. A. Sinagaravelan MSc, MEd, MPhil, MPhil, (Education), PhD   ,,
36. Dr. K. Baby MSc, MPhil, PhD   ,,
37. Dr. M. Raju MSc, MPhil, PhD   Associate Professor
38. Dr. A. Amuthalakshmi MSc, PhD (SET)   Assistant Professor
39. Dr. M. Rathika MSc, MPhil, PhD   ,,

DEPARTMENT OF CHEMISTRY (PG)

40. Dr. K. Kalpanadevi MSc, MPhil, PhD (SET)   Associate Professor & Head i/c
41. Mrs. A. Amuthavalli MSc, MPhil   Assistant Professor
42. Dr. A. Pushpaveni MSc, MPhil, PhD   ,,
43. Mrs. V. Ramya MSc, MPhil   ,,
44. Mrs. A. Nagaveni MSc, MPhil   ,,

DEPARTMENT OF BIOCHEMISTYRY (PG)

45. Dr. S. Kathiravan MSc, MPhil, PhD   Assistant Professor & Head i/c
46. Dr. M. Kalaiselvi MSc, MPhil, PhD, CMLT   Assistant Professor
47. Dr. C. Sowmia MSc, MPhil, PhD, PGDMB   ,,
48. Dr. M. Nithya Devi MSc, MPhil, PhD   Associate Professor

DEPARTMENT OF BIOTECHNOLOGY (UG & PG)

49. Dr. V. Bhuvaneshwari MSc, MPhil, PhD, PGDBI, PGDNBT (SET)   Associate Professor & Head
50. Dr. P. Senthilkumar MSc, PhD (SET)   Assistant Professor
51. Dr. R. Amsaveni MSc, PhD (SET)   ,,
52. Dr. G. Anbarasi MSc, MPhil, PhD   ,,
53. Dr. R. Ranjith Kumar MSc, PhD   ,,
54. Dr. M. Gogulramnath MSc, PhD   ,,
55. Dr. B. Vishnu Priya MSc, PhD   ,,

III. SCHOOL OF COMPUTER SCIENCE & INFORMATION TECHNOLOGY

Dr. S. Mythili MCA, MPhil, PhD (SET, NET)   Co-ordinator

DEPARTMENT OF COMPUTER APPLICATIONS (UG) Section A & B

56. Dr. A. Hema MCA, MPhil, PhD, PGDBI   Associate Professor & Head
57. Mrs. M. Lalithambigai MSc, MPhil, MSc (App.Psy.)   Associate Professor
58. Ms. K. Yemuna Rane M.Sc, MPhil, MSc (App.Psy.)   ,,
59. Mrs. A. Immaculate MCA, MPhil   ,,
60. Ms. M. R. Banu Priya MCA, MPhil   Assistant Professor
61. Mr. A. K. Ashfauk Ahamed MCA   ,,
62. Dr. K. A. Jayabalaji MSc, ME, PhD   Associate Professor
63. Dr. A. Indumathi MSc, MPhil, PhD   Assistant Professor
64. Dr. A. Muthuchudar MCA, MPhil, PhD   Associate Professor

DEPARTMENT OF COMPUTER SCIENCE (PG)

65. Mr. B. Manogaran MCA   Associate Professor & Head
66. Mrs. G. Vidya MSc, MSc (Psy.), MPhil   Assistant Professor
67. Mr. L. Haldurai MCA, MPhil, MSc (Psy.)   ,,
68. Mr. P. Kaliraj MSc, MPhil   ,,
69. Mrs. K. Sumangala MCA, MPhil   Associate Professor
70. Mr. B. Rajkumar MCA, MPhil   ,,

DEPARTMENT OF COMPUTER SCIENCE (UG)

71. Dr. R. Beena MCA, MPhil, PhD (NET, SET)   Associate Professor & Head
72. Mrs. N. Kalaivani MCA, MPhil (SET)   Associate Professor
73. Mrs. K. Rajeswari MCA, MPhil   Assistant Professor
74. Dr. K. Dhanalakshmi MCA, MPhil, PhD   Associate Professor
75. Mrs. T. Madhubala MSc   Assistant Professor

DEPARTMENT OF COMPUTER TECHNOLOGY (UG & PG)

76. Dr. R. Umagandhi MCA, MPhil, PhD (NET)   Associate Professor & Head
77. Mrs. G. Vani MCA, MPhil   Associate Professor
78. Mr. N. Senthil Kumar MCA, MPhil   ,,
79. Mrs. D. Hemalatha MSc (CS), MPhil   ,,
80. Mrs. D. Princy MSc, MPhil   Assistant Professor

DEPARTMENT OF INFORMATION TECHNOLOGY (UG)

81. Dr. S. Mythili MCA, MPhil, PhD (SET, NET)   Associate Professor & Head
82. Mr. R. Karthik MCA   Assistant Professor
83. Ms. R. Rajalakshmi MSc, MPhil (SET)   ,,
84. Mrs. B. Kavitha MCA, MPhil   ,,
85. Mrs. N. Paviyasre MSc, MPhil   ,,

IV. SCHOOL OF COMMERCE & MANAGEMENT

Dr. M. Revathi Bala MCom, MPhil, PhD, MBA   Co-ordinator

Poor is the pupil who does not surpass his master. -Leonardo da Vinci

DEPARTMENT OF COMMERCE (UG) Section A & B

86. Dr. S. Uma MCom, MPhil, PhD, PGDCA   Associate Professor & Head
87. Mrs. S. Poorni MCom, MPhil   Assistant Professor
88. Mr. S. K. Arunkumar MCom, MPhil, PGDIT   ,,
89. Mrs. S. Kalpanadevi MCom, MIB   ,,
90. Dr. P. K. Umamaheswari MCom, MPhil, PhD   ,,
91. Ms. S. Amudha MCom, MPhil, PGDCA   Associate Professor
92. Ms. G. Vanitha Mani MCom, MPhil   Assistant Professor
93. Ms. S. Saranya MCom, MPhil   ,,
94. Mr. S. Ramakrishnan MCom , MIB, MCom CA, MPhil   ,,

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6. Dr. P. K. Kavithashri — Director of Physical Education
7. Mr. B. Manogaran — HoD of Computer Science (PG)
8. Dr. M. Revathi Bala — HoD of Commerce (PG)
9. Inspector of Police — Thudiyalur Police Station
10. Mr.K.C.Srinivasan — Publisher & Editor, The Covai Mail
11. Mrs.Chellam Narendiran — Tinkle Sevaa, NGO
12. Mr.T.Sivakumar — Parent
13. Mr.M.Senthilkumar — Parent
14. M.Sunmathy — I BSc Botany
15. K.Kishore Kumar — I BCom (M)
16. K.Athul — II BSc Mathematics
17. K.Nithya — III BSc Computer Technology
18. Mr.R.Mohanasundaram — Lab Assistant in Botany

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2. Dr.A. Manimaran (Member Secretary) — Assistant Professor in Chemistry
3. Dr.S. Binukumari — Assistant Professor in Zoology
4. Dr.P.K. Kavithashri — Director of Physical Education
5. Dr.S. Raja — Assistant Professor in Zoology
6. Tmt. S. Manimegalai — Junior Assistant (Aided Office)

INTERNATIONAL CHARITY CO-ORDINATOR

Dr. Arjun Paramasivan, BSc (Hons), MBCHB, Royal Liverpool Univesity Hospital, United Kingdom

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Co-ordinators : **Dr. S. Sathish Kumar,** Assistant Professor in Tamil (A)
Mr. T. Kumar, HoD of Commerce CA
Dr. S. Arichandran, Assistant Professor in Tamil (UA)
Dr. P. Senthilkumar, Assistant Professor in Biotechnology
Dr. H. Abdul Kaffoor, Assistant Professor in Botany
Dr. K. Kaviyarasu, Assistant Professor in English

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Dr. A. Saravanan, Associate Professor in Tamil (UA)
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Dr. B. Chandar Shekar, Assistant Professor in Physics (A)

Dr. M. S. Sivaramkumar, Assistant Professor in Chemsitry (UG)
Dr. R. Velmurugan, Assistant Professor in Chemsitry (UG)
Dr. S. Sathish Kumar, Assistant Professor in Tamil (A)
Dr. R. Umagandhi HoD of Computer Technology
Mrs. M. Lalithambigai, Associate Professor in Comp. Appl. (UG)
Ms. K. Yemuna Rane, Associate Professor in Comp. Appl. (UG)
Mr. L. Haldurai, Assistant Professor in Comp. Sci. (PG)
Mrs. G. Vidya, Assistant Professor in Comp. Sci. (PG)
Dr. S.P.R. Priyalatha, Assistant Professor in Mathematics (A)

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Co-ordinator   :   **Mr. U. Ilanchezhiyan** MCom, ACA, ACMA, ACS, MBA, MBA, MBA, PGDBM, DAA, CIMA (London),
Assistant Professor in Commerce

CIVIL SERVICE EXAMINATION COACHING CLASSES
Co-ordinator   :   **Dr. M. S. Sivaramkumar,** Assistant Professor in Chemistry (UG)
Members   :   **Dr.S.Manivannan,** Assistant Professor in Zoology
Mr. P. Vijay, Assistant Professor in Commerce CA
Dr. K. A. Jayabalaji, Associate Professor in Computer Applications (UG)

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Members   :   **Dr. K.Saminathan**, Assistant Professor in Chemistry(UG)
Dr. S. Raja, Assistant Professor in Zoology
Dr. P. Sumathi, Assistant Professor in Botany
Dr. P. Matheswaran, Assistant Professor in Physics
Mrs. R. Umamaheswari, HoD of Costume Design & Fashion
Dr. S. Uma, HoD of Commerce (UG)
Dr. S. Kathiravan, HoD of Biochemistry (PG)

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Dr. S. Sathishkumar, Assistant Professor in Tamil (A)
Dr. K. Palanivel, Assistant Professor in Tamil (UA)
Dr. J. Nishanthini, Assistant Professor in Tamil (UA)
Members   :   **Dr. M. Rukmani,** Assistant Professor in Tamil (A)
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Dr. S. Arichandran, Assistant Professor in Tamil (UA)
Mr. S. Arumugaraj, Assistant Professor in Commerce PA
Dr.G.Youveniya, Assistant Professor in English (UA)

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Members   :   **Dr.R.T.Narendhirakannan**, Assistant Professor in Biochemistry (UG)
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Ms.P. Rini Marshel, Assistant Professor in English (UA)
Mr.J.Athisayaraj Jebakumar, Assistant Professor in English(UA)

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Dr. R. Sumathi, Assistant Professor in English (A)
Dr.K.Muthukumar Assistant Professor in Tamil (A)
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Members : **Mr. N. Suresh**, Assistant Director of Physical Education
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Mrs. S. Punitha Devi, HoD of Business Administration CA

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Members : **Dr. P. Sujatha**, Assistant Professor in English (A)
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Dr. G. Youveniya, Assistant Professor in English (UA)
Dr. M.K.Praseeda, Assistant Professor in English (A)
Ms. Cavya Deekshith, Assistant Professor in English (UA)

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Mrs. R. Umamaheswari, HoD of Costume Design & Fashion
Members : **Mrs. R. Maharajothi Priya**, HoD of BCom (B & I)
Dr. S. Uma, HoD of Commerce (UG)

KONGU PHOTO & VIDEO VISION

Co-ordinator : **Dr.V.Meiyalagan**, Assistant Professor in Zoology

PLACEMENT CELL

Co-ordinator : **Dr. J. Vijayalakshmi**

CONSUMER CLUB

Co-ordinator : **Mr.P. Vijay**, Assistant Professor in Commerce with CA
Member : **Dr. A. Priya**, Assistant Professor in Commerce with CA

அச்சமும் நாணமும் அறிவிலோர்க்கில்லை

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Members : **Dr. M. Vivek Prabu**, Assistant Professor in Mathematics (A)
Dr. S. Kathiravan, Assistant Professor in Biochemistry (PG)
Dr. K. Kaviyarasu, Assistant Professor in English (A)
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Mrs. Cavya Deekshith, Assistant Professor in English (UA)
Dr. Aravind, HoD of Tamil (UA)

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Members : **Dr. R. Manimegalai,** Assistant Professor in Tamil (A)
Dr. N. Mohanapriya, Assistant Professor in Mathematics (A)
Dr. V. Rajendran, HoD of Mathematics (UA)

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Secretary : **Mr. N. Senthil Kumar**, Associate Professor in Computer Technology
Treasurer : **Dr. V. Sangeetha**, HoD of Chemistry (UG)

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Dr. Usha Nandhini MBBS, M.Med. Sci. (UK)

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2. Dr.V.Balasubramaniam   Dean, Academics
3. Dr. S. Logaswamy   Controller of Examinations
4. Dr. P.Sujatha (Convenor)   Co-ordinator, IQAC
5. Dr. K. Murugesan   HoD of Tamil (A)
6. Dr. Shobha Ramasamy   HoD of English (A)
7. Dr. M. Dhanam   HoD of Physics
8. Dr. Indira Jayyaraj   HoD of Biochemistry (UG)
9. Mrs. A. Manikathai   HoD of Computer Science (A)
10. Dr. R. Umagandhi   HoD of Computer Technology
11. Dr.M. Revathibala   HoD of Commerce (PG)
12. Dr.S. Uma   HoD of Commerce (UG)

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1. Principal   Chairman
2. Dr.P.Sujatha   President
3. Dr.V.Bhuaneshwari   Convenor
4. Mr.T. Kumar   Member

I-HUB
1. Principal   Chairman
2. Dr.P.Sujatha   Manager
3. Dr.V.Bhuaneshwari   Convenor
4. Mr.T. Kumar   Member

CALENDAR FOR 2019 - 2020

June

S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30						

July

S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

August

S	M	T	W	T	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

September

S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30					

October

S	M	T	W	T	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

November

S	M	T	W	T	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30

December

S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

January

S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

February

S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29

March

S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

April

S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30		

May

S	M	T	W	T	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

	June - 2019	C No	DO	WD
1. SAT				
2. SUN				
3. MON				
4. TUE				
5. WED	**Ramzan - Holiday**			
6. THU				
7. FRI				
8. SAT				
9. **SUN**				
10. MON				
11. TUE				
12. WED				
13. THU				
14. FRI				
15. SAT				

CNo - Cycle Number **DO** - Day Order **WD** - Working Day

Date	Event			
16. **SUN**				
17. MON	Re-opening for the academic year 2019 - 2020 Commencement of I year UG Classes -Aided	1	I	1
18. TUE	Commencement of I year UG Classes - Un aided	1	II	2
19. WED		1	III	3
20. THU		1	IV	4
21. FRI		1	V	5
22. SAT				
23. **SUN**				
24. MON		1	VI	6
25. TUE		2	I	7
26. WED		2	II	8
27. THU		2	III	9
28. FRI		2	IV	10
29. SAT				
30. **SUN**				

	July - 2019	C No	DO	WD
1. MON		2	V	11
2. TUE		2	VI	12
3. WED		3	I	13
4. THU		3	II	14
5. FRI	IQAC Meeting	3	III	15
6. SAT				
7. **SUN**				
8. MON	Commencement of I Year PG classes	3	IV	16
9. TUE		3	V	17
10. WED		3	VI	18
11. THU		4	I	19
12. FRI		4	II	20
13. SAT				
14. **SUN**				
15. MON		4	III	21

CNo - Cycle Number **DO** - Day Order **WD** - Working Day

16. TUE		4	IV	22
17. WED	Issue of ESE Application for II & III Year UG and PG	4	V	23
18. THU		4	VI	24
19. FRI		5	I	25
20. SAT				
21. **SUN**				
22. MON		5	II	26
23. TUE		5	III	27
24. WED		5	IV	28
25. THU	Last Date for payment of ESE fee (II, III Year UG & II Year PG) without fine	5	V	29
26. FRI		5	VI	30
27. SAT				
28. **SUN**				
29. MON		6	I	31
30. TUE		6	II	32
31. WED	Last date for submission of Question Paper for I CIA Examinations	6	III	33

	August - 2019	C No	DO	WD
1. THU	Last date for the payment of ESE Fee (II, III year UG & II Year PG) with fine Rs. 100/-	6	IV	34
2. FRI		6	V	35
3. SAT	**Adiperuku - Holiday**			
4. **SUN**				
5. MON		6	VI	36
6. TUE		7	I	37
7. WED		7	II	38
8. THU	Students Welfare and Grievances Redressal Committe Meeting	7	III	39
9. FRI		7	IV	40
10. SAT				
11. **SUN**				
12. MON	**Bakrid - Holiday**			
13. TUE	Commencement of I CIA Examinations	7	V	41
14. WED	Staff Welfare and Grievances Redressal Committe Meeting	7	VI	42
15. THU	**Independence Day - Holiday**			

CNo - Cycle Number   **DO** - Day Order   **WD** - Working Day

Date	Event			
16. FRI		8	I	43
17. SAT	**Compensatory Working Day**	8	II	44
18. **SUN**				
19. MON		8	III	45
20. TUE	Library Committee Meeting	8	IV	46
21. WED		8	V	47
22. THU		8	VI	48
23. FRI	**Krishna Jayanthi - Holiday**			
24. SAT				
25. **SUN**				
26. MON		9	I	49
27. TUE		9	II	50
28. WED		9	III	51
29. THU		9	IV	52
30. FRI		9	V	53
31. SAT				

	September - 2019	C No	DO	WD
1. **SUN**				
2. MON	**Vinayakar Chathurthi - Holiday**			
3. TUE		9	VI	54
4. WED	Issue of ESE application for I Year UG & PG	10	I	55
5. THU		10	II	56
6. FRI	Finance Committee Meeting	10	III	57
7. SAT				
8. **SUN**				
9. MON	**Compensatory Holiday**			
10. TUE	**Muharram - Holiday**			
11. WED	**Onam Holiday**			
12. THU	Last date for the payment of ESE fee (I year UG & PG) without fine	10	IV	58
13. FRI		10	V	59
14. SAT				
15. **SUN**				

CNo - Cycle Number   **DO** - Day Order   **WD** - Working Day

16. MON		10	VI	60
17. TUE		11	I	61
18. WED		11	II	62
19. THU		11	III	63
20. FRI	Last date for the payment of ESE fee (I year UG & PG) with fine of Rs.100/-	11	IV	64
21. SAT				
22. **SUN**				
23. MON		11	V	65
24. TUE		11	VI	66
25. WED		12	I	67
26. THU		12	II	68
27. FRI		12	III	69
28. SAT				
29. **SUN**				
30. MON		12	IV	70

	October - 2019	C No	DO	WD
1. TUE	Last date for submission of Question Paper for II CIA Examinations	12	V	71
2. WED	**Gandhi Jayanthi - Holiday**			
3. THU		12	VI	72
4. FRI		13	I	73
5. SAT				
6. **SUN**				
7. MON	**Ayutha Pooja - Holiday**			
8. TUE	**Vijaya Dasami - Holiday**			
9. WED		13	II	74
10. THU		13	III	75
11. FRI		13	IV	76
12. SAT				
13. **SUN**				
14. MON		13	V	77
15. TUE		13	VI	78

CNo - Cycle Number   **DO** - Day Order   **WD** - Working Day

16. WED		14	I	79
17. THU	Last date for submission of projects	14	II	80
18. FRI	Commencement of II CIA Examinations	14	III	81
19. SAT	**Compensatory Working Day**	14	IV	82
20. **SUN**				
21. MON		14	V	83
22. TUE	Research Committee Meeting	14	VI	84
23. WED	IQ AC - Meeting	15	I	85
24. THU		15	II	86
25. FRI		15	III	87
26. SAT				
27. **SUN**	**Deepavali – Holiday**			
28. MON	**Compensatory Holiday**			
29. TUE		15	IV	88
30. WED		15	V	89
31. THU	Last working day for the Odd Semester	15	VI	90

	November - 2019	C No	DO	WD
1. FRI	Commencement of ESE - Practicals			
2. SAT				
3. **SUN**				
4. MON				
5. TUE				
6. WED				
7. THU				
8. FRI				
9. SAT				
10. **SUN**	**Milad un Nabi - Holiday**			
11. MON	Commencement of ESE Theory Examinations			
12. TUE				
13. WED				
14. THU				
15. FRI				

CNo - Cycle Number   **DO** - Day Order   **WD** - Working Day

16. SAT	**Governing Body Meeting**			
17. **SUN**				
18. MON				
19. TUE				
20. WED				
21. THU				
22. FRI				
23. SAT				
24. **SUN**				
25. MON	Autonomous Central Valuation			
26. TUE				
27. WED				
28. THU				
29. FRI				
30. SAT				

	December - 2019	C No	DO	WD
1. **SUN**				
2. MON	Re-opening for the Even Semester	1	I	1
3. TUE	Publication of Odd Semester Examination Results	1	II	2
4. WED		1	III	3
5. THU		1	IV	4
6. FRI		1	V	5
7. SAT				
8. **SUN**				
9. MON	IQ AC - Meeting	1	VI	6
10. TUE		2	I	7
11. WED		2	II	8
12. THU		2	III	9
13. FRI		2	IV	10
14. SAT				
15. **SUN**				

CNo - Cycle Number   **DO** - Day Order   **WD** - Working Day

16. MON		2	V	11
17. TUE		2	VI	12
18. WED		3	I	13
19. THU		3	II	14
20. FRI		3	III	15
21. SAT				
22. **SUN**				
23. MON		3	IV	16
24. TUE		3	V	17
25. WED	**Christmas - Holiday**			
26. THU		3	VI	18
27. FRI		4	I	19
28. SAT				
29. **SUN**				
30. MON		4	II	20
31. TUE		4	III	21

	January - 2020	C No	DO	WD
1. WED	**New Year Day - Holiday**			
2. THU		4	IV	22
3. FRI	Issue of ESE Applications for all Courses	4	V	23
4. SAT				
5. **SUN**				
6. MON		4	VI	24
7. TUE		5	I	25
8. WED		5	II	26
9. THU		5	III	27
10. FRI	Last Date for the payment of ESE fee for all courses without fine	5	IV	28
11. SAT	**Compensatory Working Day**	5	V	29
12. **SUN**				
13. MON	**Compensatory Holiday**			
14. TUE	**Compensatory Holiday**			
15. WED	**Pongal - Holiday**			

CNo - Cycle Number   **DO** - Day Order   **WD** - Working Day

16. THU	**Thiruvalluvar Day - Holiday**			
17. FRI	**Uzhavar Thirunal - Holiday**			
18. SAT				
19. **SUN**				
20. MON		5	VI	30
21. TUE	Last date for submission of Question Paper for I CIA Examinations	6	I	31
22. WED	Last Date for the payment of ESE fee **with fine of Rs.100/-** (For All Courses)	6	II	32
23. THU		6	III	33
24. FRI		6	IV	34
25. SAT				
26. **SUN**	**Republic Day - Holiday**			
27. MON		6	V	35
28. TUE	Staff Welfare & Grievances Redressal Committee Meeting	6	VI	36
29. WED	Student Welfare & Grievances Redressal Committee Meeting	7	I	37
30. THU	Project Review - I	7	II	38
31. FRI		7	III	39

	February - 2020	C No	DO	WD
1. SAT				
2. **SUN**				
3. MON		7	IV	40
4. TUE	Commencement of I CIA Examinations	7	V	41
5. WED		7	VI	42
6. THU		8	I	43
7. FRI		8	II	44
8. SAT	**Compensatory Working Day**	8	III	45
9. **SUN**				
10. MON		8	IV	46
11. TUE		8	V	47
12. WED		8	VI	48
13. THU		9	I	49
14. FRI		9	II	50
15. SAT				

CNo - Cycle Number   **DO** - Day Order   **WD** - Working Day

16. **SUN**				
17. MON		9	III	51
18. TUE		9	IV	52
19. WED		9	V	53
20. THU	College Day Celebrations	9	VI	54
21. FRI	Prizes, Medals & Scholarships Distribution Function & Sports Day Celebrations	10	I	55
22. SAT				
23. **SUN**				
24. MON		10	II	56
25. TUE		10	III	57
26. WED		10	IV	58
27. THU		10	V	59
28. FRI		10	VI	60
29. SAT				

	March - 2020	C No	DO	WD
1. SUN				
2. MON	Library Committee Meeting	11	I	61
3. TUE		11	II	62
4. WED		11	III	63
5. THU		11	IV	64
6. FRI		11	V	65
7. SAT	Board of Studies Meeting	11	VI	66
8. SUN				
9. MON		12	I	67
10. TUE		12	II	68
11. WED		12	III	69
12. THU	Last Date for submission of Question Paper for II CIA Examinations	12	IV	70
13. FRI	Project Review - II	12	V	71
14. SAT				
15. SUN				

CNo - Cycle Number   **DO** - Day Order   **WD** - Working Day

16. MON		12	VI	72
17. TUE		13	I	73
18. WED		13	II	74
19. THU	Standing Committee on Academic Affairs	13	III	75
20. FRI		13	IV	76
21. SAT				
22. **SUN**				
23. MON		13	V	77
24. TUE	IQAC - Meeting	13	VI	78
25. WED	**Telugu New Year – Holiday**			
26. THU	Last date for the submission of Projects-UG	14	I	79
27. FRI	Last date for the submission of Projects-PG	14	II	80
28. SAT	Academic Council Meeting	14	III	81
29. **SUN**				
30. MON	Commencement of II CIA Examinations	14	IV	82
31. TUE		14	V	83

	April - 2020	C No	DO	WD
1. WED		14	VI	84
2. THU		15	I	85
3. FRI	Research Committee Meeting	15	II	86
4. SAT		15	III	87
5. **SUN**				
6. MON	**Mahaveer Jayanthi - Holiday**			
7. TUE		15	IV	88
8. WED		15	V	89
9. THU	Last working day for the Even semester	15	VI	90
10. FRI	**Good Friday - Holiday**			
11. SAT				
12. **SUN**				
13. MON	Commencement of Project Viva - Voce & ESE Practicals			
14. TUE	**Tamil New year & Dr. Ambedkar Jayanthi - Holiday**			
15. WED				

CNo - Cycle Number   **DO** - Day Order   **WD** - Working Day

16. THU				
17. FRI				
18. SAT				
19. **SUN**				
20. MON				
21. TUE				
22. WED				
23. THU				
24. FRI				
25. SAT				
26. **SUN**				
27. MON	Commencement of ESE Theory			
28. TUE				
29. WED				
30. THU				

	May - 2020	C No	DO	WD
1. FRI	**May Day - Holiday**			
2. SAT				
3. **SUN**				
4. MON				
5. TUE				
6. WED				
7. THU				
8. FRI				
9. SAT				
10. **SUN**				
11. MON				
12. TUE	Autonomous Central Valuation			
13. WED				
14. THU				
15. FRI				

CNo - Cycle Number   **DO** - Day Order   **WD** - Working Day

16. SAT	**Governing Body Meeting**			
17. SUN				
18.MON				
19. TUE	Publication of Even Semester Examination Results			
20. WED				
21. THU				
22. FRI				
23. SAT				
24. **SUN**				
25. MON				
26. TUE				
27. WED				
28. THU				
29. FRI				
30. SAT				
31. SUN				

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. 9

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. C. A. VASUKI
   131/82, West Sambandam Road, R.S. Puram, Coimbatore- 641002.
   Ph. : Off : 0422 - 2646464, Resi : 0422 - 2545989

6. Name of the Principal, Address and Telephone No. :
   Dr. M. LEKESHMANASWAMY
   9/7, Nivetha Garden, 1st Street, G.N. Mills Post, Coimbatore - 641029
   Ph. : Off : 0422 - 2647633, Mobile : 77085 70555
   E-mail : principal@kongunaducollege.ac.in

7. **Status of the College:**
   (i)   Year of Establishment **: July 19, 1973**
   (ii) Autonomous / Non-autonomous **: Autonomous**
   (iii) NAAC accredited **: 3.64 CGPA out of 4 (3rd cycle)**
                           First position at Bharathiar University Level

8. Full details of courses offered and year of affiliation for each
   course / sanctioned strength:
   Refer Page No. 11 - 13

9. G O. No. permitting the opening of the college :
   G O. Ms 2128   dt. 28-12-1973

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10. 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

11. Fees collected under various heads for various courses (Aided) : Refer Page No.15 - 16

12. Academic Calendar Activities: Refer Page No. 56 - 57

13. Details of Teaching Staff (with qualification) : Refer Page No. 58 - 65

14. Details of Non-Teaching Staff : Refer Page No. 60 & 65 - 67

Chairman: **Principal**

Convenor: **Dr. S. Logaswamy**
Associate Professor in Zoology

Members:
Dr. R. Senthilkumar
Librarian (SG) & Head

Mr. B. Manogaran
HoD of Computer Science (PG)

Dr. K. Muthukumar
Assistant Professor in Tamil (A)

Dr. P. Chitra
Assistant Professor in English (A)

Dr. M. Vigneshwaran
Assistant Professor in Mathematics

Mr. N. Senthil Kumar
Associate Professor in Comp.Tech

Dr. K. Kaviyarasu
Assistant Professor in English (A)

Dr. G. Youvenia
Assistant Professor in English (UA)

Dr. S. Arichandran
Assistant Professor in Tamil (UA)

IMPORTANT DAYS

1. World Environment Day	05.06.2019
2. National Doctors' Day	01.07.2019
3. Father's Day	16.06.2019
4. International Yoga Day	21.06.2019
5. World Population Day	11.07.2019
6. World Nature Conservation Day	28.07.2019
7. International Youth & National Librarians Day	12.08.2019
8. India's Independance Day	15.08.2019
9. World Photography Day	19.08.2019
10. Teachers' Day	05.09.2019
11. International Literacy Day	08.09.2019
12. World Ozone Day	16.09.2019
13. World Tourism Day	27.09.2019
14. International Non-Violence Day	02.10.2019
15. World Animal's Day	04.10.2019
16. World's Hand Washing Day	15.10.2019
17. International Poverty Eradication Day	17.10.2019
18 World Diabetes Day	14.11.2019
19. Children's Day	14.11.2019
20. Flag Day	30.11.2019
21. World AIDS Day	01.12.2019
22. Human Rights Day	10.12.2019
23. National Energy Conservation Day	14.12.2019
24. National Youth Day	12.01.2020
25. India's Republic Day	26.01.2020
26. World Leprosy Eradication Day	30.01.2020
27. World Cancer Awareness Day	04.02.2020
28. National Science Day	28.02.2020
29. International Women's Day	08.03.2020
30. World Consumer's Day	15.03.2020
31. World Day for Water	22.03.2020
32. World TB Day	24.03.2020
33. World Health Day	07.04.2020
34. World Book Day	23.04.2020
35. International Energy Day	10.05.2020
36. Mother's Day	10.05.2020
37. International Family Day	15.05.2020
38. Commonwealth Day	24.05.2020
39. World No Tobacco Day	31.05.2020

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As the different streams having their sources
in different places all mingle their water in the sea,
so, O Lord, the different paths which men take through
different tendencies, various though they appear,
crooked or straight, all lead to Thee.

Earth provides enough to satisfy every man's needs,
but not every man's greed.