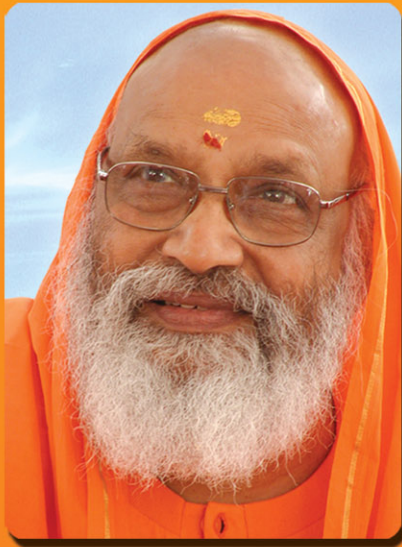


SWAMI DAYANANDA COLLEGE OF ARTS & SCIENCE

Manjakkudi - 612 610. Tiruvarur District.

Phone : 04366-260300 Fax : 04366-260301

e-mail : dayanandacollege@gmail.com



Knowledge, the greatest wealth

COLLEGE DIARY 2019 - 2020



COLLEGE DIARY

2019 - 2020



SWAMI DAYANANDA COLLEGE OF ARTS & SCIENCE

(Self - Financing - Co-Educational)

(Approved by the Government of Tamilnadu G.O.No.103/
Higher Education Dated 14.03.2001)

(Affiliated to Bharathidasan University, Tiruchirapalli)
(UGC Recognized U/S, 2(f) & 12(B))

Swami Dayananda Campus, Manjakkudi - 612 610.

Tiruvarur District.

Tel : (04366) 260300, 260301

e-mail : dayanandacollege@gmail.com

Managed by :

SWAMI DAYANANDA EDUCATIONAL TRUST

STUDENT DATA SHEET

(College Copy)

To be filled by the student in CAPITAL letters.

Photo to
be pasted
here

NAME (as per +2 Mark Sheet):

D.O.B. (DD/MM/YY) _____

BLOOD GROUP : _____

YEAR OF STUDY : I/II/III _____

NAME OF THE DEGREE : _____

UNIVERSITY REGISTER NUMBER : _____

STUDENT EMAIL ID _____

STUDENT MOBILE NO: _____

(Use of mobile phones is strictly prohibited on campus. This information is sought to be used as a means of communication with the student beyond working hours).

RESIDENTIAL ADDRESS
(for Communication)

PERSON TO BE CONTACTED
IN CASE OF EMERGENCY

Name _____

Tel. No. (O) _____

Res. _____

Mobile _____

TEL. NO: _____

Relationship with the student :

Signature of Parent

Signature of Student

STUDENT DATA SHEET

(Student Copy)

To be filled by the student in CAPITAL letters.

Photo to
be pasted
here

NAME (as per +2 Mark Sheet):

D.O.B. (DD/MM/YY) _____

BLOOD GROUP : _____

YEAR OF STUDY : I/II/III _____

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(for Communication)

PERSON TO BE CONTACTED
IN CASE OF EMERGENCY

Name _____

Tel. No. (O) _____

Res. _____

Mobile _____

TEL. NO: _____

Relationship with the student :

Signature of Parent

Signature of Student

COLLEGE SONG

ராகம் : தேஷ்
இயற்றியவர் : பூஜ்யஸ்ரீ ஸ்வாமி தயானந்த ஸரஸ்வதி

பல்லவி

பாரத தேச ஹிதாய
பரதாதி மஹாமதி ஸேவித
குரு ஸேவாம் த்வம் குரு ஸேவாம் த்வம்
குரு ஸேவாம் த்வம் குரு ஸேவாம்

அனுபல்லவி

ஆஸேது ஹிமாசல
வன - கிரி - ஜன ஸம்ரக்ஷணாய
குரு ஸேவாம் த்வம்

சரணம்

ஆயுர் - ஆரோக்ய விவர்தனாய
தர்ம ஸம்ஸ்தாபனாய
சேஷாப நிவாரணாய ஸுபிஷ்ட பரிப்ராபணாய
தீனஜன உத்தாரணாய குரு ஸேவாம் த்வம்

பொருள்

பரதன் முதலான முனிவர்களால் வணங்கப்பட்ட பாரத தேசத்தின் நலன்பொருட்டு, நீ தொண்டு செய், நீ தொண்டு செய், நீ தொண்டு செய், நீ தொண்டு செய்.

இராமேச்வரம் முதல் இமயமலை வரை காடு-மலைகளில் வாழ்கின்ற மக்களைக் காப்பாற்றுவதற்காக நீ தொண்டு செய்.

மக்களின் ஆயுளும் உடல் நலனும் வளர்வதற்காகவும், அறத்தை நிலைநாட்டுவதற்காகவும், வறுமை நீங்குவதற்காகவும், வ ள ம் பெ ரு கு வ த ற் காக வு ம் , ந லி வ டை ந் தோ ரை உயர்த்துவதற்காகவும் நீ தொண்டு செய்.

கணேச ஸ்தோத்ரம்

கஜானனம் புதகணாதி ஸேவிதம்
கபித்த ஜம்பு பலஸார பக்ஷிதம் |
உமாஸுதம் ஸோக வினாஸ காரணம்
நமாமி விக்னேஸ்வர பாதபங்கஜம் ||

குரு ஸ்தோத்ரம்

ஓம் நம: ப்ரணவார்த்தாய ஸுத்த ஞானைகமூர்த்தயே|
நிர்மலாய ப்ரஸாந்தாய தக்ஷிணாமூர்த்தயே நம: ||
தேவானாம்ச ரிஷினாம்ச குரும் காஞ்சன ஸந்நிபம் |
புத்திபூதம் த்ரலோகேஸம் தம்நமாமி ப்ருஹஸ்பதிம்||

ஸரஸ்வதி ஸ்தோத்ரம்

ஸரஸ்வதி நமஸ்துப்யம் வரதே காமரூபிணி |
வித்யாரம்பம் கரிஷ்யாமி ஸித்திர்பவது மே ஸதா ||

ஹயக்ரீவ ஸ்தோத்ரம்

ஞானானந்தமயம் தேவம் நிர்மலம் ஸ்படிகாக்ருதிம் |
ஆதாரம் ஸர்வவித்யானாம் ஹயக்ரீவம் உபாஸ்மஹே ||

NATIONAL INTEGRATION PLEDGE

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

தமிழ்த்தாய் வாழ்த்து

நீராருங் கடலுடுத்த நிலமடந்தைக் கெழிலொழுகும்
சீராரும் வதனமெனத் திகழ்பரதக் கண்டமிதில்
தெக்கணமும் அதிற்சிறந்த திராவிட நல் திருநாடும்
தக்கசிறு பிறைநுதலும் தரித்தநறுந் திலகமுமே
அத்திலக வாசனைபோல் அனைத்துலகும் இன்பமுற
எத்திசையும் புகழ்மணக்க இருந்த பெருந்தமிழுணங்கே!
தமிழுணங்கே!
உன் சீரிளமைத் திறம் வியந்து
செயல் மறந்து வாழ்த்துதுமே!
வாழ்த்துதுமே!
வாழ்த்துதுமே!

- “மனோன்மனீயம்” பெ.சுந்தரம் பிள்ளை

நாட்டுப்பண்

ஜன கண மன அதிநாயக ஜய ஹே
பாரத பாக்ய விதாதா
பஞ்சாப ஸிந்து குஜராத மராட்டா
திராவிட உத்கல பங்கா
விந்திய ஹரிமாசல யமுனா கங்கா
உச்சல ஜலதி தரங்கா
தவ சுப நாமே ஜாகே
தவ சுப ஆசிஷ மாகே
காஹே தவ ஜய காதா
ஜன கண மாங்கள தாயக ஜய ஹே
பாரத பாக்ய விதாதா
ஜய ஹே ஜய ஹே ஜய ஹே
ஜய ஜய ஜய ஜய ஹே!

- மகாகவி ரவீந்திரநாத் தாகூர்.

நாட்டுப்பண் பொருள்

இந்தியத் தாயே! மக்களின் இன்ப துன்பங்களைக் கணிக்கின்ற நீயே எல்லோருடைய மனத்திலும் ஆட்சி செய்கிறாய்.

நின் திருப்பெயர் பஞ்சாபையும், சிந்துவையும், கூர்ச்சரத்தையும், மராட்டியத்தையும், திராவிடத்தையும், ஒரிசாவையும், வங்காளத்தையும் உள்ளக் கிளர்ச்சி அடையச் செய்கிறது.

உன் திருப்பெயர் விந்திய, இமய மலைத் தொடர்களில் எதிரொலிக்கிறது; யமுனை, கங்கை ஆறுகளின் இன்னொலியில் ஒன்றுகிறது; இந்திய கடலலைகளால் வணங்கப்படுகிறது.

அவை நின்னருளை வேண்டுகின்றன; நின் புகழைப் பரவுகின்றன. இந்தியாவின் இன்ப துன்பங்களைக் கணிக்கின்ற தாயே! உனக்கு

வெற்றி! வெற்றி!!! வெற்றி!!!!

SWAMI DAYANANDA EDUCATIONAL TRUST

TRUST MEMBERS

- | | | |
|----|--------------------------------|-----------------------------------|
| 1. | Smt.Sheela Balaji | Chairperson &
Managing Trustee |
| 2. | Smt.Shanthi Ranganathan | Trustee |
| 3. | Sri.S.Natarajan | Trustee |
| 4. | Sri.R.Ramamurthy | Trustee |
| 5. | Sri.Arvind Balaji | Vice - Chairman |
| 6. | Sri.M.G.Srinivasan | Trustee |
| 7. | Sri.G.Dharmarajan | Trustee |

College Committee Members

S.No.	Name of the Member	Designation
1	Smt. Sheela Balaji	Chairperson & Managing Trustee
2	Smt. Shanthi Ranganathan	Trustee
3	Sri. S.Natarajan	Trustee
4	Sri. R.Ramamurthy	Trustee
5	Sri. Arvind Balaji	Vice-Chairman
6	Sri. M.G.Srinivasan	Trustee
7	Sri. G.Dharmarajan	Trustee
8	Dr. N.Kanakasabesan	Principal
9	Dr. L.Megala	Principal, ADM College for Women (Autonomous), Nagapattinam - University Representative

COLLEGE COUNCIL MEMBERS :

1. Dr.N.Kanakasabesan, Principal
2. Ms.V.Hema, Vice-Principal
3. Dr.B.Krishnamoorthy, Head, Dept. of Tamil
4. Ms.G.Punitha, Head, Dept. of English
5. Dr.K.Panneerselvam, Head, Dept. of Commerce – PG
6. Dr.D.Indhumathi, Head, Dept. of Commerce – UG
7. Mr.S.Senthilvel, Head, Dept. of Commerce-Bank Management
8. Dr.R.Venkatesan, Head, Dept. of Commerce-Computer Applications
9. Dr.R.Thiripurasundari, Head, Dept. of Mgt. studies
10. Mr.T.Venkatesan, Head, Dept. of Computer Science
11. Mr.P.G.Ramesh, Head, Dept. of Chemistry
12. Mr.S.Vinothkumar, Head, Dept. of Mathematics
13. Mr.G.Senthilkumar, Head, Dept. of Physics
14. Dr.S.Ananth, Director of Physical Education
15. Ms.S.Meenambigai, Asst. Librarian

VISION

To empower and create opportunities for rural communities, to realize the complete potential and become contributing, responsible members of the society.

MISSION

- Equipping students with supreme academic knowledge, along with values of culture inculcating punctuality, discipline, respect to elders and service to society.
- Empowering and encouraging the rural youth participation in the process of nation building through acquired skill and knowledge
- Making the thought process of students innovative to make them as global players

Objectives:

- To provide higher education opportunities to rural, socio economically weaker sections of the society
- To make students imbibe richness of Indian cultural heritage, moral and social values, and customs
- To produce employable graduates with positive attitude, leadership qualities, innovative thinking, skill set, and entrepreneurial capabilities
- To make available the supra - Infra facilities for grooming rural youths as globally competent technocrats

Commitment to stakeholders:

Students : Effective and reflexive teaching - learning and problem solving capabilities.

Society : Morally responsible, service minded, and committed citizens, and innovative solutions for social problems.

Employers : Skillful employees with professional ethics to address national priorities.

COURSES OFFERED

UNDER GRADUATE COURSES

1. B.A., English
2. B.Sc., Mathematics
3. B.Sc., Physics
4. B.Sc., Chemistry
5. B.Sc., Information Technology
6. B.Sc., Computer Science
7. B.C.A.,
8. B.Com.,
9. B.Com., (Bank Management)
10. B.B.A.,
11. B.Com., (CA)

POST GRADUATE COURSES

1. M.Sc., (Chemistry)
2. M.Sc., (CS)
3. M.Com.,

RESEARCH PROGRAMME

M.Phil., (Full Time)

1. M.Phil., (Computer Science)
2. M.Phil., (Commerce)

Ph.D.,

1. Commerce

DIPLOMA COURSE

Diploma in Yoga (1 Year)

LANGUAGES

Part - I - Tamil / Sanskrit

Part - II - English

Courses offered by IECD, Bharathidasan University, Tiruchirappalli.

Tally	DTP
Communication Skills	Sanskrit
Music	EDP
Hardware	

FEES STRUCTURE 2019-2020

S. No.	Course	I Year	II Year	III Year	Admn. Fees ★	Infra-structure ★	Univ. Fees ★
1	B.Com.,	10780	10780	9800	1000	1500	930
2	B.Com., (Bank Management)	10780	10780	9800	1000	1500	930
3	B.Com.,(CA)	11780	11780		1000	1500	930
4	B.B.A.,	10780	10780	9800	1000	1500	930
5	B.Sc., CS	15400	15400	14000	1000	1500	930
6	B.C.A.,	15400	15400	14000	1000	1500	930
7	B.Sc., IT	15400	15400	14000	1000	1500	930
8	B.Sc., Maths	11000	11000	10000	1000	1500	930
9	B.Sc., Physics	13200	13200	12000	1000	1500	930
10	B.Sc., Chemistry	13200	13200	12000	1000	1500	930
12	B.A., English	10560	10560	9600	1000	1500	930
13	M.Sc., CS	16500	16500		1000	1500	590
14	M.Com.,	10780	10780		1000	1500	590
15	M.Sc., Chemistry	14300	14300		1000	1500	590
16	M.Phil., Commerce	16500					700
17	M.Phil., CS	19800					700
18	Dip. in Yoga (ONE TIME FEE)	2750					660

★ - Levied at the time of admission only

BRIDGE COURSE

Intensive English for Communication

This programme is designed for students to develop and improve their practical English skills for effective communication.

SKILL TRAINING

To enhance the personal and professional success of every student, 90 hours of soft skill training is provided in the following areas by external experts.

- Communication Skills
- Leadership and Management Skills
- Personality Development and Social Skills

ACADEMIC VALUE ADDITIONS

To equip the students with skills to undertake careers, students are encouraged to complete :

- Job oriented skill training
- Industry internships
- Real time projects
- Department clubs and Newsletters
- Entrepreneurship training

Curricular, Co-curricular and Extra-curricular Activities

The five hundred contact hours of a semester are utilized fully for the teaching-learning process. Students participate in quiz programmes, seminars and other co-curricular activities. Priority is given to Knowledge, Understanding, Application and Skill development (KUAS). There are more than fifteen associations in the college, aimed at improving the general and special aptitude of the students.

- Fine Arts Club
- Math Club
- Sports Club
- Yoga Association
- Youth Red Cross
- Entrepreneurial Cell
- Anti-Ragging Cell
- Women Harassment Cell
- Placement Cell
- Commerce-Management Club
- Science Club
- Literary Association
- Red Ribbon Club
- National Service Scheme
- Counselling Cell for Women
- Student's Council
- Internal Complaint Cell

NCC - Awaiting approval from NCC Directorate

FACILITIES

- ▲ Two well-equipped computer labs with 103 systems.
- ▲ Fully equipped and well-ventilated classrooms
- ▲ Highly qualified teaching staff
- ▲ Well-equipped science laboratories
- ▲ Research Laboratory
- ▲ Smart Classrooms
- ▲ Comprehensive library
- ▲ Excellent sanitation and clean wash facilities
- ▲ World-class air-conditioned auditorium with a capacity of 1000
- ▲ Spacious playground and sports infrastructure
- ▲ State-of-art cafeteria
- ▲ 21 college buses
- ▲ UV-treated purified water supply

Scholarships at Swami Dayananda College of Arts & Science

Inaugurated on Vijayadasami Day, October 2013, the Swami Dayananda Scholar Program (SDSP) is designed to encourage undergraduate students to excel in their chosen field of study. The program provides students with enhanced academic and cultural opportunities, unique to their primarily agrarian socio-economic background. It is the sincere hope of the SDSP administration that the opportunities and facilities offered will encourage the development of the student both in academics as well as in their personal sphere, and bring honour to the college and our founder Pujya Swami Dayananda Saraswati.

The program administration nurtures its scholars through graduation and beyond, expanding their intellect, guiding them academically, encouraging them to experiment with education opportunities, advising them on future prospects and career options. The program also seeks to enrich its scholars by fostering integrity, leadership skills, a sense of civic - minded responsibility and academic excellence. To achieve these goals, the administration invites guest speakers, urges the students to take up additional project work and participate in seminars. The SDSP provides an atmosphere of continuous learning in which the students can discover their strengths and contribute to the growth of the rural community, the community of scholars, and the country.

The SDSP is a five semester program. In each semester, a maximum of twenty students may be selected for the program.

Eligibility

- Excellent academic record with an average of 80% in science courses and 75% in Arts & Commerce courses in each semester.
- Good written and communication skills.
- High standard of personal and professional conduct to meet with the college norms on and off campus.
- Initiative and leadership qualities.

- Short term and long term goals beyond their immediate personal growth.
- Scholars must maintain / improve their aggregate score in each semester to continue in the program.

Benefits of the SDSP

- Waiver of tuition fee - 50% for aggregate scores of 80% and above in each semester for science courses; 50% for aggregate scores of 75% and above in each semester for Arts & Commerce courses.
- Preferential access to library, computer lab and net facilities of the college.
- Provision to respective faculty members to avail guidance after college hours, on all days except national holidays.

The program administration encourages students to pursue their post graduation either in Swami Dayananda College of Arts & Science or other reputed academic institutions within India by offering scholarships. They include:

- 100% of the tuition fee for the First and Second University rank holders
- 75% of the tuition fee for the Third to Fifth University rank holders.

Scholarship Norms

- The scholarship amount will be paid each semester.
- The Head of the institution where the student is enrolled for post graduation must send a report to the Secretary of the Swami Dayananda College of Arts & Science.

The report must assess the student on

- Attendance
- Academic performance
- Attitude, ethical conduct and behaviour Initiative and leadership
- Seminar participation and details of papers presented

The student must fulfill the above norms to continue to avail of the scholarship.

Designed to encourage students to excel in their chosen field of study, there are three other scholarships offered at Swami Dayananda College of Arts & Science. They are :

- Bharat Heritage Foundation Scholarship
- GR Scholarship
- Valambal Gopala Iyer Scholarship.

Carnatic Music Classes

To reintroduce students to the region's rich dance and musical heritage, Smt.Bombay Jayashri Ramnath and her student conduct weekly carnatic music classes. Over the course of 3 years, 350 students have successfully completed and have been issued with the certificate by Hitham Trust of Chennai.

College day, Graduation Day and Annual Convention

Every year, college Annual Day and Sports day is celebrated. Prizes are distributed to students who excel in studies, sports and cultural activities. College Graduation day is held in the campus every year.

Annual conventions are conducted during January - February of the year to which invitation is extended to VIPs, guests, parents and the society.

Attendance

- The Bharathidasan University attendance regulation is followed.
- Students must ensure a minimum of 75% attendance for each semester.

Code of conduct for students

1. Every student should wear identity card at all times with in the campus.
2. Students are expected to attend classes regularly. Attendance is taken at every lecture or practical hour as prescribed in the college time table. Attendance requirements must be fulfilled by every student in each course.
3. Students are expected to follow the entire academic programme as outlined in the handbook. Students are expected to write all the tests and submit assignments given for each course, on time. Two internal examination and one model examination will be conducted for each paper per semester.
4. Every student is expected to dress simply and modestly and observe the college dress code. Students are permitted to wear : Salwar kameez/churidhars with duppata. Short kurtas, leggings are not permitted. Boys should wear formal pant and tuck-in their shirts. Jeans are not permitted.
5. Students are not permitted to give interviews/publish any material, participate in T.V / Radio programmes and stage shows without prior permission from the Principal.
6. Ragging is a serious offence. In accordance with UGC norms, ragging in any form is strictly prohibited. A student found guilty of ragging will be delt with asper the UGC Norms and Tamilnadu Government Regulations. In case you experience ragging, kindly contact the Anti-Ragging Committee for assistance.
7. The use of cell phones is banned on campus. Students are not permitted to use cell phones at any time or in any place on the college campus. Violation of this rule will be delt with according to government regulations resulting in termination from college.
8. Students are not permitted to leave the college during working hours. In case of an emergency, special permission to be sought from the Principal by due process.

9. Loitering is prohibited. Students are expected to keep the campus neat and clean.
10. Students should not damage/deface college property (chairs, benches, tables, walls etc.,). A heavy fine will be levied on students who misuse/damage college property.

NOTE TO PARENTS

Payment of fees

The fees have to be paid in within 30 working days of the reopening of the college. Delay in payment will incur a fine.

Examinations

University examinations will be conducted as per the advise of Bharathidasan University in the month of November and April.

STAFF MEMBERS

Name of the staff	Designation	Qualification
Principal		
Dr.N.Kanakasabesan	Principal	M.A., M.Phil., Ph.D.,
Vice - Principal		
Ms.V.Hema	Vice-Principal	M.Sc., M.Phil., B.Ed., SET
Department of Tamil		
Dr.B.Krishnamoorthy	HOD	M.A., M.Phil., B.Ed., D.Co-op, Ph.D.,
Dr.K.Manivasagam	Asst. Professor	M.A.,B.Ed.,DIY(SLET, SET), Ph.D.,M.Sc., Yoga
Dr.S.Ganesamoorthy	Asst. Professor	M.A., M.Phil., B.Ed., PGDCA., DIY (NET), Ph.D.,
Dr.S.Sivakumar	Asst. Professor	M.A., M.Phil., Ph.D., (SLET, NET) DIY
Mr.S.Ramesh	Asst. Professor	M.A., M.Phil., Pulavar
Dr.G.Shanmugavel	Asst. Professor	M.A., M.Phil., Ph.D., NET
Department of Sanskrit		
Mr.R.Seshadri	Asst. Professor	M.A., M.Phil., B.Ed.,
Department of English		
Ms.G.Punitha	HOD	M.A., M.Phil.,
Mr.V.Sakthivel	Asst. Professor	M.A., B.Ed.,
Mr.J.Narayanan	Asst. Professor	M.A., M.Phil., B.Ed.,
Mr.K. Ezhumalai	Asst. Professor	M.A., M.Phil., B.Ed.,
Mr.T. Vinoth	Asst. Professor	M.A., M.Phil.,
Mr.J.M.M.Viyas	Asst. Professor	M.A., M.Phil.,
Mr.S.Ponraj	Asst. Professor	M.A., B.Ed., SLET
Ms.V.Bharathikanmani	Asst. Professor	M.A., B.Ed.,
Ms.R.Nappinnai	Asst. Professor	M.A., M.Phil., NET, PGDELT
Ms.S.Suseela	Asst. Professor	M.A., M.Phil.,
Department of Commerce		
Dr.K.Panneerselvam	HOD - PG	M.Com., M.Phil., BGL., MBA., MSW., Ph.D., SET, PGDYE, M.A.,

Name of the staff	Designation	Qualification
Dr.D.Indhumathi	HOD-UG	M.Com., M.Phil., B.Ed., DIY, MBA, Ph.D., SET
Dr.R.Venkatesan	HOD-B.Com.,CA	M.Com., M.Phil., Ph.D., SET
Mr.P.Sivakumar	Asst. Professor	M.Com., M.Phil., PGDCSA.,
Dr.A.Gunasundari	Asst. Professor	M.Com., MBA., M.Phil., Ph.D., NET
Dr.R.K.Brintha	Asst. Professor	M.Com., M.Phil., Ph.D.,
Dr.K.Nalini	Asst. Professor	M.Com., M.Phil., Ph.D.,
Dr.R.Vanitha	Asst. Professor	B.Com., M.Com., MFM., M.Phil., Ph.D., SET
Dr.V.Saravanan	Asst. Professor	M.Com., M.Phil., Ph.D.,
Dr.S.Singaravadivel	Asst. Professor	M.Com., MBA., M.Phil., MHRM., Ph.D.,
Dr.R.Thennarasan	Asst. Professor	M.Com., M.Phil., Ph.D.,
Ms.Y.Girijadevi	Asst. Professor	M.Com., MBA., M.Phil.,
Mr.K.Visagaswaruban	Asst. Professor	M.Com., MBA., M.Phil.,
Department of Management Studies		
Dr.R.Thiripurasundari	HOD	M.Com., M.Phil., MBA., PGDBA., Ph.D.,
Mr.R.Lakshmi Narayanan	Asst. Professor	MBA., M.Phil., (NET)
Dr.M.Raju	Asst. Professor	MBA., M.Com., M.Phil., Ph.D.,
Dr.S.Arulmozhi	Asst. Professor	MBA., M.Phil., Ph.D.,
Department of Bank Management		
Mr.S.Senthilvel	HOD	M.Com., M.Phil., MBA., PGDCM., B.Ed., SET
Mr.S.Suresh	Asst. Professor	M.Com., M.Phil., MBA.,
Dr.K.Lakshminarayanan	Asst. Professor	M.Com., MBA., M.Sc., M.Phil., Dip. in Co-op. Ph.D., SET
Ms.J.Sengamalam	Asst. Professor	M.Com., M.Phil., B.Ed.,
Department of Computer Science, IT & BCA		
Mr.T.Venkatesan	HOD	M.Sc., M.Phil., B.Ed., SET

Mr.G.Magesh	Asst. Professor	DEEE., M.Sc., M.Phil., PGDCA.,
Ms.G.Sivagami	Asst. Professor	M.Sc., M.Phil., SET
Mr.A.Narayanan	Asst. Professor	M.Sc., M.Phil.,
Mr.G.Nadimuthu	Asst. Professor	M.Sc., M.Phil.,
Ms.R.Durgadevi	Asst. Professor	M.Sc., M.Phil., SET
Ms.A.G.Gayathri	Asst. Professor	M.C.A., M.Phil.,
Dr.V.Kavitha	Asst. Professor	M.C.A., M.Phil., MBA., M.Sc., (Psy), B.Ed., SET, Ph.D.,
Mr.G.Santhanakrishnan	Asst. Professor	MCA., SET
Dr.S.Malathi	Asst. Professor	M.Sc., M.Phil., Ph.D.,
Mr.P.Senthilkumar	Asst. Professor	M.C.A., M.Phil., NET
Ms.V.Subhashini	Asst. Professor	M.C.A., M.Phil.,
Department of Chemistry		
Mr.P.G.Ramesh	HOD	M.Sc., M.Phil., B.Ed.,
Mr.G.Saravanakumar	Asst. Professor	M.Sc., M.Phil., B.Ed.,
Dr.G.Marimuthu	Asst. Professor	M.Sc., M.Phil., Ph.D.,
Dr.S.Kadhiravan	Asst. Professor	M.Sc., Ph.D.,
Department of Mathematics		
Mr.S.Vinothkumar	HOD	M.Sc., B.Ed., M.Ed., M.Phil.,
Dr.R.Surendar	Asst. Professor	M.Sc., B.Ed., M.Phil., Ph.D.,
Mr.S.Ganapathisundaram	Asst. Professor	M.Sc., M.Phil., SET
Ms.R.Kavitha	Asst. Professor	M.Sc., B.Ed., M.Phil., SET
Dr.C.Senthil Murugan	Asst. Professor	M.Sc., M.Phil., SET., B.Ed., Ph.D.,
Department of Physics		
Mr.G.Senthilkumar	HOD	M.Sc., M.Phil., B.Ed.,
Dr.V.S.Kumar	Asst. Professor	M.Sc., M.Phil., PGDCA., Ph.D.,
Ms.R.Jagadeeswari	Asst. Professor	M.Sc., M.Phil., B.Ed.,
Dr.K.Sathish	Asst. Professor	M.Sc., M.Phil., Ph.D.,
Physical Education		
Dr.S.Ananth	Physical Director	B.P.Ed., M.P.Ed., PG Dip. In Yoga, M.Phil., Ph.D.,

Librarian		
Ms.S.Meenambigai	Asst. Librarian	B.A., M.L.I.S.,
Non-Teaching Staff Members		
S.No.	Name of the Staff	Designation
Office Staff		
1	Ms.S.Chitra	Office Manager
2	Mr.K.R.Baskaran	Administrative Officer
3	Ms.B.Sowmithri	Assistant
4	Mr.B.Meenakshisundaram	Accounts Clerk
5	Mr.R.Elango	Office Clerk
6	Mr.S.Rajendran	Office Assistant
7	Mr.R.Swaminathan	Office Assistant
Lab Assts. and Programmers		
8	Mr.P.K.Thiyagarajan	Lab Asst. - Physics
9	Mr.R.Manikandan	Hardware Engr.
10	Ms.P.Sivaranjani	Programmer - CS
11	Ms.G.Abishekavalli	Programmer - CS
12	Ms.S.Kalaivani	Lab Asst. - Chemistry
Security Officer		
13	Mr.S.Sekar	S.O.
14	Mr.A.Sivakumar	Asst. S.O.
Mechanic		
15	Mr.A.Jothi Basu	Mechanic
Campus Supervisor		
16	Mr.K.Sundaramoorthy	Campus Supervisor
Electrician		
17	Mr.G.Tharanisingh	Electrician
18	Mr.S.Sakthivel	Asst. Electrician
19	Mr.K.Manishankar	Asst. Electrician
Civil Engineer		
20	Mr.K.Thirukkumaran	Civil Engineer
Nurse		
21	Ms.S.Sumathra	Nurse

S.No.	Name of the Staff	Designation
Drivers		
22	Mr.V.Karthikeyan	Driver
23	Mr.S.Kannan	Driver
24	Mr.A.Panneerselvam	Driver
25	Mr.C.Somasundaram	Driver
26	Mr.P. Manikandan	Driver
27	Mr.C.Iyappan	Driver
28	Mr.G.Vedamoorthi	Driver
29	Mr.R.Kaliyappan	Driver
30	Mr.K.Rajesh	Driver
31	Mr.A.Sakthivel	Driver
32	Mr.P.Rameshkumar	Driver
33	Mr.N.Shanmugam	Driver
34	Mr.J.Rameshkumar	Driver
35	Mr.G.Sakthivel	Driver
36	Mr.K.Sivakumar	Driver
37	Mr.R.Radhakrishnan	Driver
38	Mr.P.Shanmugavel	Driver
39	Mr.S.Ramesh	Driver
40	Mr.K. Mayilaiyan	Driver
41	Mr.P. Sekar	Driver
42	Mr.R. Rajendran	Driver
43	Mr.S. Ramasamy	Driver
Conductors		
44	Mr.V.Anbazhagan	Conductor
45	Mr.R.Jayakumar	Conductor
46	Mr.K.Balasubramaniam	Conductor
47	Mr.M.Devadass	Conductor
48	Mr.V.Prakash	Conductor
49	Mr.S.Sakthivel	Conductor
50	Mr.S.Sivakumar	Conductor
51	Mr.K.Murugesan	Conductor

S.No.	Name of the Staff	Designation
52	Mr.S.Kannan	Conductor
53	Mr.A.Palanidurai	Conductor
54	Mr.S.Sekar	Conductor
55	Mr.R.Kothandapani	Conductor
56	Mr.G.Uthirapathi	Conductor
57	Mr.V.Jayaraman	Conductor
Janitors		
58	Mr.V.Balamurugan	Janitor
59	Ms.B.Chitra	Janitor
60	Ms.S.Alamelu	Janitor
61	Ms.S.Devaki	Janitor
62	Ms.Maheswari	Janitor
63	Ms.J.Selvi	Janitor
64	Ms.R.Radhalakshmi	Janitor
65	Ms.Bobby	Janitor
66	Ms.E.Seethalakshmi	Janitor
67	Ms.S.Sumathra	Janitor
68	P.Chitra	Janitor
69	Ms.S.Rajeswari	Janitor

STAFF COMMITTEES

Accreditation Committee :

Dr.N.Kanakasabesan, Principal

Ms.V.Hema, Vice-Principal

Dr.V.Kavitha, Asst. Professor in Computer Science

Dr.K.Lakshmi Narayanan, Asst. Professor in Commerce-Bank Management

All Heads of the Departments

Admission Committee :

Dr.N.Kanakasabesan, Principal

Ms.V.Hema, Vice-Principal

Mr.G.Saravanakumar, Asst. Professor in Chemistry

Mr.S.Ramesh, Asst. Professor in Tamil

Mr.G.Nadimuthu, Asst. Professor in Computer Science

Mr.V.Sakthivel, Asst. Professor in English

Mr.P.G.Ramesh, Asst. Professor in Chemistry

Mr.S.Senthilvel, Head, Dept. of Commerce - Bank Management

Discipline Committee :

Dr.S.Ananth, Director of Physical Education

Mr.S.Senthilvel, Head, Dept. of Commerce - Bank Management

Dr.R.Venkatesan, Head, Dept. of Commerce-Computer Application

Ms.R.Durgadevi, Asst. Professor in Computer Science

Mr.G.Nadimuthu, Asst. Professor in Computer Science

Dr.R.Thiripurasundari, Head, Dept. of Mgt. Studies

Dr.R.Surendar, Asst. Professor in Maths

Dr.M.Raju, Asst. Professor in Mgt. Studies

Mr.G.Senthilkumar, Head, Dept. of Physics

Dr.S.Ganesamoorthy, Asst. Professor in Tamil

Mr.S.Sekar, Security Officer

Sports Committee :

Dr.S.Ananth, Director of Physical Education

Dr.R.Surendar, Asst. Professor in Mathematics

Ms.Y.Girijadevi, Asst. Professor in Commerce

Mr.R.Seshadri, Asst. Professor in Sanskrit

Students

Mr. M.Madhubalan III B.Com.,

Mr. S.Manoj III B.Sc., (IT)

Mr. R.Malavika III B.Com.,

Training and Placement Cell :

Mr.R.Lakshmi Narayanan, Asst. Professor in Mgt. Studies

Mr.J.M.M.Viyas, Asst. Professor in English

Dr.M.Raju, Asst. Professor in Mgt. Studies

Ms.R.Nappinnai, Asst. Professor in English

Dr.K.Nalini, Asst. Professor in Commerce

NSS Programme Officers :

Mr.P.Sivakumar, Asst. Professor in Commerce

Dr.R.Thiripurasundari, Head, Dept. of Mgt. Studies

Ms.V.Hema, Vice-Principal

Youth Red Cross :

Mr.K.Ezhumalai, Asst. Professor in English

Red Ribbon Club :

Mr.A.Narayanan, Asst. Professor in Computer Science

Website Development :

Ms.V.Hema, Vice-Principal

Mr.T.Venkatesan, Head, Dept. of Computer Science

Mr.G.Nadimuthu, Asst. Professor in Computer Science

Mr.G.Magesh, Asst. Professor in Computer Science

Mr.R.Manikandan, Hardware Engineer

& Students

Fine Arts Committee :

Dr.K.Manivasagam, Asst. Professor in Tamil

Dr.G.Shanmugavel, Asst. Professor in Tamil

Dr.A.Gunasundari, Asst. Professor in Commerce

Ms.A.G. Gayathri, Asst. Professor in Computer Science

Examination Committee :

Mr.S.Senthilvel, Head, Dept. of Commerce-Bank Management

Dr.R.Thiripurasundari, Head, Dept. of Mgt. Studies

Mr.G.Senthilkumar, Head, Dept. of Physics

Dr.K.Lakshmi Narayanan, Asst. Professor in Commerce-Bank Management

Ms.A.G.Gayathri, Asst. Professor in Computer Science

Mr.S.Suresh, Asst. Professor in Commerce-Bank Management

Academic Calendar Committee :

Dr.V.Kavitha, Asst. Professor in Computer Science

Dr.M.Raju, Asst. Professor in Management Studies

Ms.S.Chitra, Office Manager

Magazine Committee :

Ms.G.Punitha, Head, Dept. of English

Mr.J.Narayanan, Asst. Professor in English

Students

Mr. K.Natesan III B.Com.,

Ms. B.Varsha III B.B.A.,

Ms. V.Ranjani III B.C.A.,

Ms. M.Manju Parkavi II M.Sc.,

Transport Committee :

Mr.S.Sekar, Security Officer & Drivers

Library Advisory Committee

Ms.V.Hema, Vice-Principal

Ms.S.Meenambigai, Librarian

Mr.T.Venkatesan, Head, Dept. of Computer Science

Dr. K.Pannerselvam, Dept. of Commerce

Dr. B.Krishnamoorthy, Dept. of Tamil

Dr. D.Indhumathi, Dept. of Commerce

Mr. S.Senthilvel, Head, Dept. of Commerce-Bank Management

Internal Quality Assurance Cell :

Dr.N.Kanakasabesan, Chair Person

Prof.T.Venkatesan, Co-ordinator

Mr.M.G.Srinivasan, Trustee

Mr.S.Natarajan, Trustee

Smt.S.Chitra, Office Manager

Mr.Prasenjith Bhattarcharjee, Administrative Officer

Prof.V.Hema, Vice Principal

Prof.S.Senthilvel, Senior Staff

Prof.P.G.Ramesh, Senior Staff

Dr.D.Indhumathi, Senior Staff

Mr. K.Venkatesh, Student Rep
Mr. M.Rajkumar, Alumni
Mr. M.R.Rajagopal, Indr. Person
Mr.S.Dinakaran, Local Person
District President, Tamil Maanila Congress

Research Advisory Committee :

Dr.K.Panneerselvam, Head, Dept. of Commerce - PG
Dr.R.Venkatesan, Head, Dept. of Commerce-Computer Application
Dr.V.Saravanan, Asst. Professor in Commerce
Dr.S.Malathi, Asst. Professor in Computer Science

Scholarship Committee :

Dr. N.Kanakasabesan, Principal
Dr. V.Saravanan, Asst. Professor in Commerce
Dr. K.Manivasakan, Asst. Professor in Tamil
Mrs. S.Chitra, Office Manager

Gender Championship Club (GCC)

Dr. K.Brintha, Asst. Professor in Commerce
Mr. V.S.Kumar, Asst. Professor in Physics

Internal Complaint Club (ICC)

Mr. G.Saravanakumar, Asst. Professor in Chemistry
Mrs. V.Kavitha, Asst. Professor in Computer Science

Staff Welfare Committee

Dr. N.Kanakasabesan, Principal
Dr. D.Indhumathi, Head, Dept. of Commerce
Mr. S.Senthilvel, Head, Dept. of Commerce-Bank Management

SC / ST Cell

Dr. K.Manivasagam, Asst. Proffessor In Tamil
Dr. S.Ganesamoorthy, Asst. Proffessor In Tamil

Students

D.Venkatesh, II B.C.A.,
R.Gayathri, II B.Sc., (Maths)

Women Harassment Cell

S.No.	Name of the Member	Designation	Mobile Number
1	Dr.N.Kanakasabesan	Principal	9790933951
2	Ms.V.Hema	Vice-Principal	9943515156
3	Dr.V.Kavitha	Assistant Professor in Computer Science	9894597272
4	Dr.R.Vanitha	Assistant Professor in Commerce	8124176799
5	Mr.S.Sekar	Security Officer	7094467514
6	Mr.P.Rajagopal	Inspector of Police, Kodavasal	9498162729
7	Mr.R.Muthamilselvan	Deputy Superintendent of Police, Nannilam	9498103506

Anti-Ragging Cell

S.No.	Name of the Member	Designation	Mobile Number
1	Dr.N. Kanakasabesan	Principal	9790933951
2	Ms.V. Hema	Vice-Principal	9943515156
3	Mr.R.Lakshmi Narayanan	Asst. Professor in Mgt. studies	9944453153
4	Dr.V.Kavitha	Assistant Professor in Computer Science	9894597272
5	Dr.D.Indhumathi	Head, Dept. of Commerce-UG	9940914245
6	Dr.S.Ananth	Director of Physical Education	9843309280
7	Mr.P. Rajagopal	Inspector of Police, Kodavasal	9498162729
8	Mr.R. Muthamilselvan	Deputy Superintendent of Police, Nannilam	9498103506

Student Welfare Cell

S.No.	Name of the Member	Designation	Mobile Number
1	Dr.N.Kanakasabesan	Principal	9790933951
2	Ms.V.Hema	Vice-Principal	9943515156
3	Mr.R.Lakshmi Narayanan	Assistant Professor in Mgt. Studies	9944453153
4	Mr.T.Venkatesan	Head, Dept. of Computer Science	9488547948
5	Dr.S.Ananth	Director of Physical Education	9843309280
6	Mr.G.Nadimuthu	Assistant Professor in Computer Science	9865272302
7	Mr.P.Rajagopal	Inspector of Police, Kodavasal	9498162729
8	Mr.R.Muthamilselvan	Deputy Superintendent of Police, Nannilam	9498103506

Counselling Cell for Men

S.No.	Name of the Member	Designation	Mobile Number
1	Dr.B.Krishnamoorthy	Head, Dept. of Tamil	9443878812
2	Mr.T.Venkatesan	Head, Dept. of Computer Science	9488547948
3	Mr.P.G.Ramesh	Head, Dept. of Chemistry	9943517888
4	Mr.S.Vinothkumar	Head, Dept. of Mathematics	8754102723
5	Dr.K.Lakshmi Narayanan	Assistant Professor in Commerce-Bank Mgt.	9843941300
6	Dr.M.Raju	Assistant Professor in Mgt. Studies	9943158885
7	Mr.P.Rajagopal	Inspector of Police, Kodavasal	9498162729
8	Mr.R. Muthamilselvan	Deputy Superintendent of Police, Nannilam	9498103506

Counselling Cell for Women

S.No.	Name of the Member	Designation	Mobile Number
1	Ms.V.Hema	Vice-Principal	9943515156
2	Dr.V.Kavitha	Assistant Professor in Computer Science	9894597272
3	Dr.A.Gunasundari	Assistant Professor in Commerce	9843563263
4	Dr.R.Vanitha	Assistant Professor in Commerce	9443620099
5	Mr.P.Rajagopal	Inspector of Police, Kodavasal	9498162729
6	Mr.R. Muthamilselvan	Deputy Superintendent of Police, Nannilam	9498103506

Rules & Regulations for Prevention and Prohibition of Ragging

Vishaka Guidelines against Sexual Harassment at Workplace

Guidelines and norms laid down by the Hon'ble Supreme Court in Vishaka and Others Vs. State of Rajasthan and Others (JT 1997 (7) SC 384)

HAVING REGARD to the definition of 'human rights' in Section 2 (d) of the Protection of Human Rights Act, 1993,

TAKING NOTE of the fact that the present civil and penal laws in India do not adequately provide for specific protection of women from sexual harassment in work places and that enactment of such legislation will take considerable time,

It is necessary and expedient for employers in work places as well as other responsible persons or institutions to observe certain guidelines to ensure the prevention of sexual harassment of women.

Duty of the Employer or other responsible persons in work places and other institutions

It shall be the duty of the employer or other responsible persons in work places or other institutions to prevent or deter the commission of acts of sexual harassment and to provide the procedures for the resolution, settlement or prosecution of acts, of sexual harassment by taking all steps required.

Definition

For this purpose, sexual harassment includes such unwelcome sexually determined behaviour (whether directly or by implication) as:

- a) Physical contact and advances;
- b) A demand or request for sexual favours;
- c) Sexually coloured remarks;

- d) Showing pornography;
- e) Any other unwelcome physical, verbal or non-verbal conduct of sexual nature

Where any of these acts is committed in circumstances where-under the victim of such conduct has a reasonable apprehension that in relation to the victim's employment or work whether she is drawing salary, or honorarium or voluntary, whether in government, public or private enterprise such conduct can be humiliating and may constitute a health and safety problem. It is discriminatory for instance when the woman has reasonable grounds to believe that her objection would disadvantage her in connection with her employment or work including recruiting or promotion or when it creates a hostile work environment. Adverse consequences might be visited if the victim does not consent to the conduct in question or raises any objection thereto.

Preventive Steps

All employers or persons in charge of work place whether in public or private sector should take appropriate steps to prevent sexual harassment. Without prejudice to the generality of this obligation they should take the following steps:

- A. Express prohibition of sexual harassment as defined above at the work place should be notified, published and circulated in appropriate ways.
- B. The Rules/Regulations of Government and Public Sector bodies relating to conduct and discipline should include rules/regulations prohibiting sexual harassment and provide for appropriate penalties in such rules against the offender.
- C. As regards private employers, steps should be taken to include the aforesaid prohibitions in the standing orders under the Industrial Employment (Standing Orders) Act, 1946.

- D. Appropriate work conditions should be provided in respect of work, leisure, health and hygiene to further ensure that there is no hostile environment towards women at work places and no employee woman should have reasonable grounds to believe that she is disadvantaged in connection with her employment.

Criminal Proceedings

Where such conduct amounts to a specific offence under the Indian Penal Code or under any other law, the employer shall initiate appropriate action in accordance with law by making a complaint with the appropriate authority.

In particular, it should ensure that victims or witnesses are not victimized or discriminated against while dealing with complaints of sexual harassment.

The victims of sexual harassment should have the option to seek transfer of the perpetrator or their own transfer.

Disciplinary Action

Where such conduct amounts to misconduct in employment as defined by the relevant service rules, appropriate disciplinary action should be initiated by the employer in accordance with those rules.

Complaint Mechanism

Whether or not such conduct constitutes an offence under law or a breach of the service rules, an appropriate complaint mechanism should be created in the employer's organisation for redress of the complaint made by the victim. Such complaint mechanism should ensure time bound treatment of complaints.

Complaints Committee

The complaint mechanism, referred to above, should be adequate to provide, where necessary, a Complaints Committee, a special counsellor or other support service, including the maintenance of confidentiality. The Complaints

Committee should be headed by a woman and not less than half of its member should be women. Further, to prevent the possibility of any undue pressure or influence from senior levels, such Complaints Committee should involve a third party, either NGO or other body who is familiar with the issue of sexual harassment.

The Complaints Committee must make an annual report to the Government department concerned of the complaints and action taken by them.

The employers and person in charge will also report on the compliance with the aforesaid guidelines including on the reports of the Complaints Committee to the Government department.

Worker's Initiative

Employees should be allowed to raise issues of sexual harassment at a workers' meeting and in other appropriate forum and it should be affirmatively discussed in Employer-Employee Meetings.

Awareness

Awareness of the rights of female employees in this regard should be created in particular by prominently notifying the guidelines (and appropriate legislation when enacted on the subject) in a suitable manner.

Third Party Harassment

Where sexual harassment occurs as a result of an act or omission by any third party or outsider, the employer and person in charge will take all steps necessary and reasonable to assist the affected person in terms of support and preventive action.

The Central/State Governments are requested to consider adopting suitable measures including legislation to ensure that the guidelines laid down by this order are also observed by the employers in Private Sector.

These guidelines will not prejudice any rights available under the Protection of Human Rights Act, 1993.

Various Types of Ragging

The Hon'ble Supreme Court has, inter-alia, mentioned the following types of ragging:-

1. Ragging has several aspects with, among others, psychological, social, political, economic, cultural, and academic dimensions.
2. Any act that prevents, disrupts or disturbs the regular academic activity of a student should be considered with in the academics related aspect of ragging; similarly, exploiting the services of a junior student for completing the academic tasks assigned to an individual or a group of seniors is also an aspect of academics related ragging prevalent in many institutions, particularly in the technical institutions.
3. Any act of financial extortion or forceful expenditure burden put on a junior student by senior students should be considered an aspect of ragging for ragging economic dimensions.
4. Any act of physical abuse including all variants of it: sexual abuse, homosexual assaults, stripping, forcing obscene and lewd acts, gestured, causing bodily harm or any other danger to health or person can be put in the category of ragging with criminal dimensions.
5. Any act or abuse by spoken words, e-mails, snail-mails, blogs, public insults should be considered with in the psychological aspects of ragging. This aspect would also include deriving perverted pleasure, vicarious or sadistic thrill from actively or passively participating in the discomfiture to others; the absence of preparing 'freshers' in the run up to their admission to higher education and life in hostels also can be ascribed as a psychological aspect of ragging – coping skills in interaction with seniors or strangers can be imparted by parents as well. Any act that affects the mental health and self- confidence of students also can be described in terms of the psychological aspects of ragging.

6. The human rights perspective of ragging involves the injury caused to the fundamental right to human dignity through humiliation heaped on junior students by seniors; often resulting in the extreme step of suicide by the victims.

Actions to be taken against students for indulging and abetting in Ragging in technical institutions Universities including Deemed to be University imparting technical education:-

1. The punishment to be meted out to the persons indulged in ragging has to be exemplary and justifiably harsh to act as a deterrent against recurrence of such incidents. The students who are found to be indulged in ragging should be debarred from taking admission in any technical institution in India.
2. Every single incident of ragging a First Information Report (FIR) must be filed without exception by the institutional authorities with the local police authorities.
3. Depending upon the nature and gravity of the offence as established by the Anti-Ragging Committee of the institution, the possible punishments for those found guilty of ragging at the institution level shall be any one or any combination of the following.
 - (i) Cancellation of admission
 - (ii) Suspension from attending classes
 - (iii) Withholding/withdrawing scholarship/fellowship and other benefits
 - (iv) Debarring from appearing in any test/examination or other evaluation process
 - (v) Withholding results
 - (vi) Debarring from representing the institution in any regional, national or international meet, tournament, youth festival, etc.

- (vii) Suspension/expulsion from the hostel
 - (viii) Rustication from the institution for period ranging from 1 to 4 semesters
 - (ix) Expulsion from the institution and consequent debarring from admission to any other institution.
 - (x) Collective punishment: when the persons committing or abetting the crime of ragging are not identified, the institution shall resort to collective punishment as a deterrent to ensure community pressure on the potential raggers.
4. The institutional authority shall intimate the incidents of ragging occurred in their premises along with actions taken to the Council immediately after occurrence of such incident and inform the status of the case from time to time.
5. Courts should make an effort to ensure that cases involving ragging are taken up on priority basis to send the correct message that ragging is not only to be discouraged but also to be dealt with sternness.

ADMISSION AND WITHDRAWAL

1. Candidates for admission to the first year degree course should have passed the Higher Secondary Examination, conducted by the TNHSB or any other examination accepted by the University of Bharathidasan as equivalent thereto. Every candidate for admission should present his transfer certificate from the School or College which he last attended.
2. Students who are found to have obtained admission by false representations will be summarily dismissed with forfeiture of all fees paid.
3. No student will be enrolled or permitted to attend classes until the fees due from him have been paid. This will be strictly adhered to.
4. The student must keep the fee receipts carefully and must produce them whenever required.
5. All enquiries by the students to the office will be attended to during lunch time or break time. Students are advised not to come to the office for enquiries during class hours.

GENERAL CODE OF CONDUCT

1. The students of the college are to conduct themselves on and off the college premises in such a way as to maintain the reputation of the College as well as their own.
2. Every student should salute the members of the teaching staff on the occasion of his first meeting them for the day within the College.
3. On a member of the staff entering the classroom, students will rise and remain standing till he takes his seat.
4. No student shall leave his classroom without permission or until the teacher instruct the class to disperse.
5. Students are advised to cultivate the habit of reading notices posted on the college and department notice boards. Ignorance of any notice thus posted will not be accepted as an excuse for failing to comply with it.

6. Smoking in the precincts of the College, spitting, throwing waste paper or rubbish except in receptacles provided for the purpose, are prohibited.
7. While moving from one classroom to another or while dispersing from a class, students should avoid making noise.
8. Loitering or collecting in groups anywhere within the college campus is strictly prohibited.
9. The students should park their vehicles only in the places earmarked for them. The college will not take any responsibility for the loss and damage of any vehicle.
10. No student shall enter the College office, unless expressly permitted.
11. Students are forbidden from joining any organisation or conducting any meeting in the college or collecting money for any purpose.
12. Under the Tamilnadu Government Rules, the Principal is empowered to inflict fine, withhold attendance certificates, suspend and expel a student, if considered necessary.
13. Ragging is strictly prohibited and is punishable by imprisonment.
15. Students are not supposed to use cellphones – iPods in the college premises.
16. The students are responsible for the equipments / facilities provided in the class room. In case of damage to the property a collective fine will be levied for the entire class.

CALENDER 2019 - 2020				
Day	Date	JUNE - 2019	Working Days	Day Order
Saturday	01.06.2019		-	
Sunday	02.06.2019		-	-
Monday	03.06.2019		-	-
Tuesday	04.06.2019		-	-
Wednesday	05.06.2019	RAMZAN	-	-
Thursday	06.06.2019		-	-
Friday	07.06.2019		-	-
Saturday	08.06.2019		-	-
Sunday	09.06.2019		-	-
Monday	10.06.2019		-	-
Tuesday	11.06.2019		-	-
Wednesday	12.06.2019		-	-
Thursday	13.06.2019	COLLEGE RE-OPENING (II & III Year)	1	I
Friday	14.06.2019		2	II
Saturday	15.06.2019		-	-
Sunday	16.06.2019		-	-
Monday	17.06.2019		3	III
Tuesday	18.06.2019		4	IV
Wednesday	19.06.2019		5	V
Thursday	20.06.2019	Orientation Program for I years	6	VI
Friday	21.06.2019	Orientation Program for I years	7	I
Saturday	22.06.2019	Orientation Program for I years	8	II
Sunday	23.06.2019		-	-
Monday	24.06.2019		9	III
Tuesday	25.06.2019		10	IV
Wednesday	26.06.2019		11	V
Thursday	27.06.2019		12	VI
Friday	28.06.2019		13	I
Saturday	29.06.2019		-	-
Sunday	30.06.2019		-	-

CALENDER 2019 - 2020				
Day	Date	JULY - 2019	Working Days	Day Order
Monday	01.07.2019		14	II
Tuesday	02.07.2019		15	III
Wednesday	03.07.2019		16	IV
Thursday	04.07.2019		17	V
Friday	05.07.2019		18	VI
Saturday	06.07.2019		19	I
Sunday	07.07.2019		-	-
Monday	08.07.2019		20	II
Tuesday	09.07.2019		21	III
Wednesday	10.07.2019		22	IV
Thursday	11.07.2019		23	V
Friday	12.07.2019		24	VI
Saturday	13.07.2019		-	-
Sunday	14.07.2019		-	-
Monday	15.07.2019		25	I
Tuesday	16.07.2019		26	II
Wednesday	17.07.2019		27	III
Thursday	18.07.2019		28	IV
Friday	19.07.2019		29	V
Saturday	20.07.2019	CALENDER REVIEW	30	VI
Sunday	21.07.2019		-	-
Monday	22.07.2019		31	I
Tuesday	23.07.2019		32	II
Wednesday	24.07.2019		33	III
Thursday	25.07.2019		34	IV
Friday	26.07.2019		35	V
Saturday	27.07.2019		-	-
Sunday	28.07.2019		-	-
Monday	29.07.2019		36	VI
Tuesday	30.07.2019	College Tuition Fees Last Date	37	I
Wednesday	31.07.2019		38	II

CALENDER 2019 - 2020				
Day	Date	AUGUST - 2019	Working Days	Day Order
Thursday	01.08.2019		39	III
Friday	02.08.2019		40	IV
Saturday	03.08.2019		41	V
Sunday	04.08.2019		-	-
Monday	05.08.2019	CIA Exam - I	42	VI
Tuesday	06.08.2019		43	I
Wednesday	07.08.2019		44	II
Thursday	08.08.2019		45	III
Friday	09.08.2019		46	IV
Saturday	10.08.2019		47	V
Sunday	11.08.2019		-	-
Monday	12.08.2019	BAKRID	-	-
Tuesday	13.08.2019		48	VI
Wednesday	14.08.2019		49	I
Thursday	15.08.2019	INDEPENDENCE DAY AVANI AVITTAM / FOUNDERS DAY	-	-
Friday	16.08.2019	GAYATHRI JAPAM	-	-
Saturday	17.08.2019		-	-
Sunday	18.08.2019		-	-
Monday	19.08.2019		50	II
Tuesday	20.08.2019		51	III
Wednesday	21.08.2019		52	IV
Thursday	22.08.2019		53	V
Friday	23.08.2019	KRISHNA JAYANTHI	-	-
Saturday	24.08.2019		-	-
Sunday	25.08.2019		-	-
Monday	26.08.2019		54	VI
Tuesday	27.08.2019		55	I
Wednesday	28.08.2019		56	II
Thursday	29.08.2019		57	III
Friday	30.08.2019	DEXTRO - 2019	58	IV
Saturday	31.08.2019		59	V

CALENDER 2019 - 2020				
Day	Date	SEPTEMBER - 2019	Working Days	Day Order
Sunday	01.09.2019		-	-
Monday	02.09.2019	VINAYAGAR CHATHURTHI	-	-
Tuesday	03.09.2019	CALENDER REVIEW	60	VI
Wednesday	04.09.2019		61	I
Thursday	05.09.2019	Teachers Day	62	II
Friday	06.09.2019		63	III
Saturday	07.09.2019		64	IV
Sunday	08.09.2019		-	-
Monday	09.09.2019		65	V
Tuesday	10.09.2019	MUHARRAM	-	-
Wednesday	11.09.2019		66	VI
Thursday	12.09.2019		67	I
Friday	13.09.2019		68	II
Saturday	14.09.2019		69	III
Sunday	15.09.2019		-	-
Monday	16.09.2019		70	IV
Tuesday	17.09.2019	CIA Exam - II	71	V
Wednesday	18.09.2019		72	VI
Thursday	19.09.2019		73	I
Friday	20.09.2019		74	II
Saturday	21.09.2019		75	III
Sunday	22.09.2019		-	-
Monday	23.09.2019		76	IV
Tuesday	24.09.2019		77	V
Wednesday	25.09.2019		78	VI
Thursday	26.09.2019		79	I
Friday	27.09.2019		80	II
Saturday	28.09.2019		-	-
Sunday	29.09.2019		-	-
Monday	30.09.2019		81	III

CALENDER 2019 - 2020				
Day	Date	OCTOBER - 2019	Working Days	Day Order
Tuesday	01.10.2019		82	IV
Wednesday	02.10.2019	GANDHI JAYANTHI	-	-
Thursday	03.10.2019		83	V
Friday	04.10.2019		84	VI
Saturday	05.10.2019		85	I
Sunday	06.10.2019		-	-
Monday	07.10.2019	SARASWATHI POOJA	-	-
Tuesday	08.10.2019	VIJAYADASAMI	-	-
Wednesday	09.10.2019		86	II
Thursday	10.10.2019		87	III
Friday	11.10.2019		88	IV
Saturday	12.10.2019		-	-
Sunday	13.10.2019		-	-
Monday	14.10.2019		89	V
Tuesday	15.10.2019	CALENDER REVIEW	90	VI
Wednesday	16.10.2019		91	I
Thursday	17.10.2019		92	II
Friday	18.10.2019		93	III
Saturday	19.10.2019		94	IV
Sunday	20.10.2019		-	-
Monday	21.10.2019		95	V
Tuesday	22.10.2019		96	VI
Wednesday	23.10.2019		97	I
Thursday	24.10.2019		98	II
Friday	25.10.2019		99	III
Saturday	26.10.2019		-	-
Sunday	27.10.2019	DEEPAVALI	-	-
Monday	28.10.2019		-	-
Tuesday	29.10.2019		-	-
Wednesday	30.10.2019		-	-
Thursday	31.10.2019		-	-

CALENDER 2019 - 2020				
Day	Date	NOVEMBER - 2019	Working Days	Day Order
Friday	01.11.2019		-	-
Saturday	02.11.2019		-	-
Sunday	03.11.2019		-	-
Monday	04.11.2019		-	-
Tuesday	05.11.2019		-	-
Wednesday	06.11.2019		-	-
Thursday	07.11.2019		-	-
Friday	08.11.2019	SEMESTER EXAM BEGINS	-	-
Saturday	09.11.2019		-	-
Sunday	10.11.2019	MILAD-UN-NABI	-	-
Monday	11.11.2019		-	-
Tuesday	12.11.2019		-	-
Wednesday	13.11.2019		-	-
Thursday	14.11.2019		-	-
Friday	15.11.2019		-	-
Saturday	16.11.2019		-	-
Sunday	17.11.2019		-	-
Monday	18.11.2019		-	-
Tuesday	19.11.2019		-	-
Wednesday	20.11.2019		-	-
Thursday	21.11.2019		-	-
Friday	22.11.2019		-	-
Saturday	23.11.2019		-	-
Sunday	24.11.2019		-	-
Monday	25.11.2019		-	-
Tuesday	26.11.2019		-	-
Wednesday	27.11.2019		-	-
Thursday	28.11.2019		-	-
Friday	29.11.2019		-	-
Saturday	30.11.2019		-	-

CALENDER 2019 - 2020				
Day	Date	DECEMBER - 2019	Working Days	Day Order
Sunday	01.12.2019		-	-
Monday	02.12.2019	COLLEGE RE-OPENING	1	I
Tuesday	03.12.2019		2	II
Wednesday	04.12.2019		3	III
Thursday	05.12.2019		4	IV
Friday	06.12.2019		5	V
Saturday	07.12.2019		6	VI
Sunday	08.12.2019		-	-
Monday	09.12.2019		7	I
Tuesday	10.12.2019		8	II
Wednesday	11.12.2019		9	III
Thursday	12.12.2019		10	IV
Friday	13.12.2019		11	V
Saturday	14.12.2019		-	-
Sunday	15.12.2019		-	-
Monday	16.12.2019		12	VI
Tuesday	17.12.2019		13	I
Wednesday	18.12.2019		14	II
Thursday	19.12.2019		15	III
Friday	20.12.2019		16	IV
Saturday	21.12.2019		17	V
Sunday	22.12.2019	Srinivasa Ramanujam Birthday	-	-
Monday	23.12.2019		18	VI
Tuesday	24.12.2019		19	I
Wednesday	25.12.2019	CHRISTMAS	-	-
Thursday	26.12.2019		20	II
Friday	27.12.2019		21	III
Saturday	28.12.2019		22	IV
Sunday	29.12.2019		-	-
Monday	30.12.2019		23	V
Tuesday	31.12.2019		24	VI

CALENDER 2019 - 2020				
Day	Date	JANUARY - 2020	Working Days	Day Order
Wednesday	01.01.2020	NEW YEAR	-	-
Thursday	02.01.2020		25	I
Friday	03.01.2020		26	II
Saturday	04.01.2020		27	III
Sunday	05.01.2020		-	-
Monday	06.01.2020		28	IV
Tuesday	07.01.2020		29	V
Wednesday	08.01.2020	CALENDER REVIEW	30	-
Thursday	09.01.2020		31	VI
Friday	10.01.2020		32	I
Saturday	11.01.2020	College Tuition Fees Last Date	-	-
Sunday	12.01.2020		-	-
Monday	13.01.2020		33	II
Tuesday	14.01.2020	BHOGI	-	-
Wednesday	15.01.2020	PONGAL	-	-
Thursday	16.01.2020	THIRUVALLUVAR DAY	-	-
Friday	17.01.2020	UZHAVAR THIRUNAL	-	-
Saturday	18.01.2020		34	III
Sunday	19.01.2020		-	-
Monday	20.01.2020	CONVENTION BEGINS	35	IV
Tuesday	21.01.2020		36	V
Wednesday	22.01.2020		37	VI
Thursday	23.01.2020		38	I
Friday	24.01.2020		39	II
Saturday	25.01.2020		40	III
Sunday	26.01.2020	REPUBLIC DAY / CONVENTION END	-	-
Monday	27.01.2020	GRADUATION DAY	-	-
Tuesday	28.01.2020		41	IV
Wednesday	29.01.2020		42	V
Thursday	30.01.2020		43	VI
Friday	31.01.2020		44	I

CALENDER 2019 - 2020				
Day	Date	FEBRUARY - 2020	Working Days	Day Order
Saturday	01.02.2020		-	-
Sunday	02.02.2020		-	-
Monday	03.02.2020		45	II
Tuesday	04.02.2020		46	III
Wednesday	05.02.2020		47	IV
Thursday	06.02.2020		48	V
Friday	07.02.2020		49	VI
Saturday	08.02.2020		-	-
Sunday	09.02.2020		-	-
Monday	10.02.2020		50	I
Tuesday	11.02.2020		51	II
Wednesday	12.02.2020	SYMPOSIUM 2020	52	III
Thursday	13.02.2020		53	IV
Friday	14.02.2020		54	V
Saturday	15.02.2020		55	VI
Sunday	16.02.2020		-	-
Monday	17.02.2020	CIA Exam - I	56	I
Tuesday	18.02.2020		57	II
Wednesday	19.02.2020		58	III
Thursday	20.02.2020		59	IV
Friday	21.02.2020	CALENDER REVIEW	60	V
Saturday	22.02.2020		61	VI
Sunday	23.02.2020		-	-
Monday	24.02.2020		62	I
Tuesday	25.02.2020		63	II
Wednesday	26.02.2020		64	III
Thursday	27.02.2020		65	IV
Friday	28.02.2020	National Science Day	66	V
Saturday	29.02.2020		67	VI

CALENDER 2019 - 2020				
Day	Date	MARCH - 2020	Working Days	Day Order
Sunday	01.03.2020		-	-
Monday	02.03.2020		68	I
Tuesday	03.03.2020		69	II
Wednesday	04.03.2020		70	III
Thursday	05.03.2020		71	IV
Friday	06.03.2020		72	V
Saturday	07.03.2020		73	VI
Sunday	08.03.2020	Womens Day	-	-
Monday	09.03.2020		74	I
Tuesday	10.03.2020		75	II
Wednesday	11.03.2020		76	III
Thursday	12.03.2020		77	IV
Friday	13.03.2020	SYNERGY - 2K20	78	V
Saturday	14.03.2020		-	-
Sunday	15.03.2020		-	-
Monday	16.03.2020		79	VI
Tuesday	17.03.2020		80	I
Wednesday	18.03.2020		81	II
Thursday	19.03.2020		82	III
Friday	20.03.2020	Model Exam	83	IV
Saturday	21.03.2020		84	V
Sunday	22.03.2020		-	-
Monday	23.03.2020		85	VI
Tuesday	24.03.2020		86	I
Wednesday	25.03.2020	TELUGU NEW YEAR	-	-
Thursday	26.03.2020		87	II
Friday	27.03.2020		88	III
Saturday	28.03.2020		-	-
Sunday	29.03.2020		-	-
Monday	30.03.2020		89	IV
Tuesday	31.03.2020	CALENDER REVIEW	90	V

CALENDER 2019 - 2020				
Day	Date	APRIL - 2020	Working Days	Day Order
Wednesday	01.04.2020		91	VI
Thursday	02.04.2020		92	I
Friday	03.04.2020		93	II
Saturday	04.04.2020		94	III
Sunday	05.04.2020		-	-
Monday	06.04.2020	MAHAVIR JAYANTHI	-	-
Tuesday	07.04.2020		95	IV
Wednesday	08.04.2020		96	V
Thursday	09.04.2020		97	VI
Friday	10.04.2020	GOOD FRIDAY	-	-
Saturday	11.04.2020		-	-
Sunday	12.04.2020		-	-
Monday	13.04.2020		-	-
Tuesday	14.04.2020	TAMIL NEW YEAR	-	-
Wednesday	15.04.2020		-	-
Thursday	16.04.2020		-	-
Friday	17.04.2020		-	-
Saturday	18.04.2020	SEMESTER EXAM BEGINS	-	-
Sunday	19.04.2020		-	-
Monday	20.04.2020		-	-
Tuesday	21.04.2020		-	-
Wednesday	22.04.2020		-	-
Thursday	23.04.2020		-	-
Friday	24.04.2020		-	-
Saturday	25.04.2020		-	-
Sunday	26.04.2020		-	-
Monday	27.04.2020		-	-
Tuesday	28.04.2020		-	-
Wednesday	29.04.2020		-	-
Thursday	30.04.2020		-	-

TIME-TABLE – 2019-2020

DAY ORDER	I HOUR	II HOUR	III HOUR	LUNCH		IV HOUR	V HOUR
I							
II							
III							
IV							
V							
VI							

SWAMI DAYANANDA COLLEGE OF ARTS & SCIENCE
MANJAKKUDI.

