

# SHRIMATHI DEVKUNVAR NANALAL BHATT VAISHNAV COLLEGE FOR WOMEN

(Autonomous College Affiliated to University of Madras)
Re accredited with A+ Grade by NAAC
Chromepet, Chennai - 600 044.
Phone: 22654976 Fax: 22654976

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#### COLLEGE CALENDAR 2018-2019

NAME	Roll No
Dept	Class
Father's Name	Occupation
Address	
Telenhone No	

Owned and Managed by

CORK INDUSTRIES CHARITIES TRUST SHANTHI NAGAR, CHROMEPET, CHENNAI - 600 044.



#### THE COLLEGE CREST

The College Crest is enshrined within a lotus in full bloom to represent the cult of the devotion preached by Mahaprabhu Shri Vallabhacharya. At the centre of the Crest is a sacrificial fire, which symbolizes the Lord himself "Yagna Vai Vishnu". The Lord is reached by the three steps of the altar signifying KSHARA, AKSHARA AND POORNA PURUSHOTHAMA. The Volume at the foot of the altar stands for the Book of knowledge (the vedas) and the three flowers show the factors that conduce to the accumulation and propagation of knowledge, intelligence, action and material resources. The aim of Knowledge is the realization of the Supreme Truth and this is embodied in the College motto taken from Srimad Bhagavatam.

#### "SATYAM PARAM DHEEMAHI"

Let the truth uphold supreme in my consciousness (or) truth and the trancendental divinity uphold my awareness.

### कलाशाला प्रार्थना

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सत्यव्रतं सत्यपरं त्रिसत्यं सत्यस्य योनिं निहितं च सत्ये ।
सत्यस्यसत्यमृतसत्यनेत्रं सत्यात्मकं त्वां शरणं प्रपन्नाः ॥
श्रीमद्भागवतम् (10-2-26)
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वाणी गुणानुकथने श्रवनौ कथायां हस्तौ च कर्मसु मनस्तव पादयोर्नः ।
स्मृत्यां शिरस्तव निवासजगत्प्रणामे दृष्टिः सतां दर्शनेऽस्तु भवत्तनूनाम् ॥
श्रीमद्भागवतम् (10-10-38)

नमो भगवते तस्मै कृष्णायाद्भुतकर्मणे । रूपनामविभेदेन जगत्क्रीडति यो यतः॥

मङ्गलाचरणम्

#### **COLLEGE PRAYER**

Satya-vratam satya-param tri-satyam
Satyasya yonim nihitam cha satye
Satyasya satyam rita-satya-netram
Satyatmakam tvam saranam prapannah

Sri Bhagavatam (10-2-26)

Vani gunanukathane shravanau kathaayaam

Hastau cha karmasu manastava paadayornaha

Smrutyaam shirastava nivasa jagatpranaame

Drishti sataam darshanestu bhuvattanunaam

Sri Bhagavatam (10-10-38)

Namo bhagavate tassmai krishnaa
Yaadbhutakarmane!
Rupanaama vibhedena jagatkrida tiyo yataha
Tatwarthadeepanibandha Shastrartha Prakarana.

- Mangalacaranam

#### **PRAYER**

#### (A Translation)

We have sought you as our Protector, who is
The observer of truth; who is the abode of Truth,
Who is the absolute Truth who is the origin of Truth
Who is the truth of Truths; whose eyes are truth and
who is the incarnation of Truth.

Let our tongue be engaged in chanting your virtues,

Let our ears listen to your stories, let our

Hands be active with the work assigned by You, let

Our mind remember your feet, let our heads

Bow before all Your abodes, and let our vision be fixed

on Supreme who is nothing but Your body.

Our Salutations to Lord Krishna, who performs miracles for without differentiating form or name

He plays with every being in this world.

### वैष्णवजन

वैष्णवजन तो तेने कहीए जे पीड पराई जाणे रे, परदु:खे उपकार करे तोये मन अभिमान न आणे रे।

सकळ लोकमां सहुने वंदे, निंदा न करे केनी रे, वाच-काछ-मन निश्चल राखे, धन धन जननी तेनी रे।

समदृष्टिने तृष्णात्यागी, परस्त्री जेने मात रे, जिह्वा थकी असत्य न बोले, परधन नव झाले हाथ रे।

मोह-माया व्यापे नहीं जेने, दृढ वैराग्य जेना मनमां रे, रामनाम शुं ताळी रे लागी, सकळ तीरथ तेना तनमां रे।

वणलोभी ने कपटरहित छे, काम-क्रोध जेणे मार्या रे, / काम-क्रोध निवार्या रे, भणे नरसैयो तेनुं दर्शन करता कुळ एकोतेर तार्या रे।

#### THE TRUE VAISHNAV

Narasimha Metha belonging to the 16th Century was a great 'Vaishnav' saint of Gujarat. He not only wrote songs in praise of Sri Lord Krishna, but defined a true Vaishnav in his song "Vaishnav janato". The main theme of the song is the suffering at the sight of another's sad plight. Mahatma Gandhi who himself was a true Vaishnav had this song regularly at his prayer meeting.

It is the endeavor of the Management of our institution to encourage and propagate the percepts of our deep devotion and duty.

Vaishnav Jan To, Tene Kahiye Je The true Vaishnay is he who knows. Peed Paraaye Jaane Re Another brother's weals and woes. To his suffering brother, he gives his aid, Par Dukkhe upkaar kare toye Man abhiman na anne re Sans pride, sans thought of being repaid. Sakala lok maan Sahune Vandhe, He loves and respects one and all Ninda Na Kare kenire. From his lips harsh words on one do fall Vaach kaachh. Man nischal Raakhe For women and wealth, he cares never. Dhan-Dhan jananee theni re To his kin he remains a jewel forever. Sam-Drishtine trishna tyaagi The same to all, with no cravings of the mind. Par-sthree jene matha re In every woman, a mother he does find. Jihwa Thaki Asathya Na Bole Master of his language he never tells a lie Par-Dhan nav jhale haath re On another's wealth he casts not his eye Moha-Maaya vyaape nahi jene By passion and attachment, he is never bound. The spirit of renunciation in his heart be bound. Drida vairaagya jena man maan re

Ram-naam-shoon taali laagi For the Lord he pines, whose glory his heart

strings strum;

Sakal tirath tena tan ma re His body a pilgrim's garb has truly become

Van-Lobhi ne kapat rahitchhe He is neither avaricious nor vile.

Kaam-Krodh nivaarya re Wrath and desire, him do not defile.

Bhane Narsaiyyo tenu darshan karta Says Narsi, such a man as this.

Kul ekoter taarya re... Will attain the heaven to purest bliss.

- Translation by Mahatma Gandhi

#### **PLEDGE**

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

#### **JAIN PRAYER**

णमो अरिहंताणं Ņamō arihantāṇamं

णमो सिद्धाणं Ņamō siddhāṇam

णमो आयरियाणं Ņamō āyariyāṇam

णमो उवज्झायाणं Ņamō uvajjhāyāṇam

णमो लोए सव्वसाहुणं Ņamō lōē savva sāhūṇamं

एसो पंचणमोक्कारो Esopanchanamokkaro,

सव्वपावप्पणासणो Savvapāvappaņāsaņō

मंगलाणं च सव्वेसिं Mangalā nam ca savvēsim,

पढमं हवइ मंगलं। Paḍamama havaī maṅgalaṁ

#### JAIN MAHAMANTRA

TO

Arhats, the perfect souls embodied

Possessed of infinite cognitions

Knowledge, happiness and power

To Siddhas the Perfect

Souls in Nirvana

Formless and Bodiless free from

all Karmic attachment

To Acharyas, the Masters

of Adepts

in Spirituality

To Upadhayayas the Adepts

Guiding the Scholar ascetics

And

To all Sadhus, the Ascetics

Devoted to the Contemplation of Self

I Make Obeisance humble

### தாயின் மணிக்கொழ

#### பல்லவி

தாயின் மணிக்கொடி பார்ர் – அதைத் தாழ்ந்து பணிந்து புகழ்ந்திட வாரீர்! சரணங்கள்

ஓங்கி வளர்ந்ததோர் கம்பம் அதன் உச்சியின் மேல் வந்தே மாதரம் என்றே பாங்கின் எழுதித் திகழும் செய்ய பட்டொளி வீசிப் பறக்குது பாரீர்!

கம்பத்தின் கீழ் நிற்றல் காணீர் – எங்கும் காணரும் வீரர் பெருந் திருக்கூட்டம் நம்பற்குரியர் அவ்வீரர் – தங்கள் நல்லுயிர் ஈந்தும் கொடியினைக் காப்பார்! (தாயின்)

சேர்ந்ததைக் காப்பது காணீர் – அவர்
சிந்தையின் வீரர் நிரந்தரம் வாழ்க!
தேர்ந்தவர் போற்றும் பரத – நிலத்
தேவி துவஜம் சிறப்புற வாழ்க!
(தாயின்)

### தமிழ்த்தாய் வாழ்த்து

நீராருங் கடலுடுத்த நிலமடந்தைக் கெழிலொழுகும் சீராரும் வதனமெனத் தீகழ்பரத கண்டமிதீல் தெக்கணமும் அதிற்சிறந்த தீராவிடநல் தீருநாடும் தக்கசிறு பிறைநூதலும் தரித்தநறுந் திலகமுமே அத்தீலக வாசனைபோல் அனைத்துலகும் இன்பமுற எத்தீசையும் புகழ்மணக்க இருந்தபெருந் தமிழணங்கே! தமிழணங்கே!

உன் சீரிளமைத்திறம்வியந்து செயல்மறந்து

வாழ்த்துமே!

வாழ்த்துமே!

வாழ்த்துமே!

### வாழிய செந்தமிழ்

வாழிய செந்தமிழ் வாழ்க நற்றமிழர்!

வாழிய பாரத மணித் திருநாடு!

இன்றெமை வருத்தும் இன்னல்கள் மாய்க!

நன்மைவந் தெய்துக தீதெல்லாம் நலிக!

அறம் வளர்ந்திடுக மறம்மடி வறுக!

ஆரிய நாட்டினர் ஆண்மையோ டியற்றும்!

சீரிய முயற்சிகள் சிறந்துமிக் கோங்குக!

நந்தே யத்தினர் நாடோறும் உயர்க!

வந்தே மாதம் வந்தே மாதரம்!

# SHRIMATHI DEVKUNVAR NANALAL BHATT VAISHNAV COLLEGE FOR WOMEN (Autonomous)

CHROMEPET, CHENNAI - 600 044.

Owned and managed by Cork Industries Charities Trust

#### A BRIEF HISTORY OF THE COLLEGE

SHRIMATHI DEVKUNVAR NANALAL BHATT VAISHNAV COLLEGE FOR WOMEN owes its existence to the kind munificence of Shri. Nanalal Bhatt for which the foundation stone was laid in June 1968 by his Excellency the then Governor of Tamilnadu Shri Sardar Ujjal Singh under the Presidency of the then Vice-Chancellor of the Madras University Dr. A. Lakshmanaswamy Mudaliar. The College was formally inaugurated on 19.09.1968 by his Excellency the then Governor of Tamil Nadu, Shri Sardar Ujjal Singh.

Named after the revered wife of our Founder Chairman Shri Nanalal Bhatt and owned and Managed by the Cork Industries Charities Trust, the College caters to the needs of women students in and around South Chennai.

Looking back through the years to the day when the college started functioning with an initial area of 10 acres of campus site and building thereon with an area of 10,000 sq.ft. and three hundred students in P.U.C. class, we now record with legitimate pride that we have made prodigious strides within the short span of the decade the college forged ahead into a fully blossomed first grade Women's College. On 15.2.1972, a new annexe was opened. For the second time in the history of our college, we were quite fortunate to receive the blessings of His Holiness Jagathguru Sri Jayendra Saraswathi Swamigal who inaugurated another annexe on the western side to the college main building on 15.2.1983, which indeed has added to our moral support in our endeavours to further develop the institution.

An "Administrative Block" was further added to the western wing along with the construction of the first floor comprising of the Botany and Zoology laboratories with extra class rooms on 14th February 1984. The Second floor of this wing was completed during the academic year 1988-89. The opening ceremony of the new P.G. Block was held on 8.11.1990.

The Silver Jubilee year 1992-93 witnessed a landmark in our achievements when a long felt need was fulfilled - the Auditorium. The Silver Jubilee Auditorium stage was inaugurated on the 25th College Day (20.3.1993) A new Computer block was constructed to meet the increasing demand of computers for all majors and for M.Sc. I.T.

Our Prestigious "Autonomous Block" was unveiled on 23.1.2007. Well equipped "Media Block" and well facilitated Hostel were inaugurated in the month of June, 2011.

Sophisticated and Spacious (15000Sq.ft.) indoor Stadium was inaugurated on March 6th, 2014 by his Excellency Governor of Tamil Nadu, Shri. Rosaiah.

It is also with a great feeling of pride that we highlight the fact that year after year the results of the University Examinations, besides being quite encouraging, are also outstanding.

Apart from routine academic work, wide opportunities are offered to students in varied extracurricular activities.

The College was Accredited with "A" Grade by NAAC in 2003. Autonomous structure was introduced with effect from 2006-07 onwards. The College has been Re-accredited with "A" Grade by NAAC in 2011.

The vision to become a Research Centre has been fulfilled. From the Academic year 2012-13 onwards the college is upgraded to Research Centre by introducing M.Phil. & Ph.D. into the stream of courses offered.

In January 2018 our College has been re-accredited with A+ Grade by NAAC.

### COURSES OF STUDY (ENGLISH MEDIUM)

#### FOUNDATION COURSE FOR B.Sc., B.Com., BBA., BCA.,

#### PART I TAMIL/HINDI/SANSKRIT

PART II ENGLISH

#### **UG CORE COURSES:**

B.Sc. - Mathematics

B.Sc. - Home Science Clinical Nutrition and Dietetics

B.Sc. - Home Science Food Service Management & Dietetics

B.Sc. - Visual Communication

B.Sc. - Computer Science

B.Com. (General)

B.Com. (Corporate Secretaryship)

B.Com. (Accounting & Finance)

B.Com (Honours)

**B.Com** (Information System and Management)

B.Com (Banking Insurance and Management)

B.B.A.

B.C.A.

#### **PG CORE COURSES:**

M.A. - English

M.A. - Journalism and Communication

M.A. - Human Resources Management

M.Sc. (Applicable Mathematics)

M.Sc. (Bio Statistics)

M.Sc. (Physics)

M.Sc. (Chemistry)

M.Sc. - Plant Biology and Plant Bio Technology

M.Sc. (Computer Science)

M.Com.

M.Com. (Accounting and Finance)

Master of Social Work (MSW)

M.Sc. - Home Science - Food science, Nutrition and Dietetics

#### M.Phil., COURSES:

Statistics

**Physics** 

Plant Biology & Plant Bio -Technology

Commerce

#### **CHOICE BASED CREDIT SYSTEM**

All courses are offered under the Choice Based Credit System with the following structure

#### **UNDER GRADUATE COURSE STRUCTURE**

PART	PART COMPONENTS		BCA, B.Com. (Genl) B.Com,(CS) B.Com(ISM), BBA, B.Com(A&F)			B.Sc.		
		No.of Papers	Credit Per Paper	Total Credits	No.of Papers	Credit Per Paper	Total Credits	
PART I FOUNDATION COURSE	Language Tamil/hindi/sanskrit	2	3	6	4	3	12	
PART II FOUNDATION COURSE	English	2	3	6	4	3	12	
PART III	Core major (including practicals)	15+4	4/3	72	15-20	4/3	60	
	Core Elective	3	5	15	3	5	15	
	Core Allied	4	5	20	4	5	20	
PART IV	Non major electives/ basic Tamil advanced Tamil	2	2	4	2	2	4	
	Soft skills	4	3	12	4	3	12	
	Environmental studies	1	2	2	1	2	2	
	Value Education	2	1	2	2	1	2	
PART V	Extension Activities							
	1. Sports	-	1-5	1-5	-	1-5	1-5	
	2. N.C.C.	-	1-5	1-5	-	1-5	1-5	
	3. N.S.S.	-	1-5	1-5	-	1-5	1-5	
	4. Rotract 5. E.D.P.	-	1-5 1-2	1-5 1-2	-	1-5 1-2	1-5 1-2	
		-	1-2	1-2	-	1-2	1-2	
	6. Extra-Curricular (Speech/Music/ Dance etc.)	-	1-2	1-2	-	1-2	1-2	
PART VI	EDP	-	1-2	1-2	-	1-2	1-2	
	Extra-Curricular Activities (Fine Arts / Environ Club/Consumer Club/ Quiz/Debate)	-	1-2	1-2	-	1-2	1-2	
Total				140-144			140-144	

		В.С	om. (Honou	rs)
PART	COMPONENTS	No. of Papers	Credit Per Paper	Total Credits
PART I FOUNDATION COURSE	Language Tamil/Hindi/Sanskrit	2	3	6
PART II FOUNDATION COURSE	English	2	3	6
PART III	Core major	31	4	124
PART III	Project	1	8	8
Total (Part I,II,III)				144
	Non major electives/Basic Tamil/Advanced Tamil*	2	2	4
PART IV	EVS	1	2	2
	Value Education	1	2	2
				8
Total /Dart IV/				20
Total (Part IV)	Internship	3+2	2/4	14
PART V	Extension Activities			
PARIV	Sports	-	1-5	1-5
	NCC	-	1-5	1-5
	NSS	-	1-5	1-5
	Rotaract	-	1-5	1-5
PART VI	EDP	-	1-2	1-2
	Extra-Curricular Activities (Fine Arts/Environ Club/ Consumer Club/Quiz/Debate)	-	1-2	1-2
Total				167-171

- Extra credits for students enrolled in Fine Arts, EDP, Environ Club, Consumer Club, Quiz, Debate.
- Part VI is not included in the 140 credits required to obtain a degree.
- Students are encouraged to take NPTEL/SWAYAM-MOOC Courses and 1/2/3 credits will be given after successful completion of the examination and certification.

Students are trained in Advanced Communication and Presentation Skills for which 2 credits are awarded on successful completion of the course.

#### \*Basic Tamil 1&2/advance Tamil 1&2/non major electives

(a) Students who have not studied Tamil upto 12 std and taken a Non-Tamil language under part-1 shall take comprising of two courses (level will be at 6th standard).

- (b) Students who have studied Tamil upto 7 std and taken a Non-Tamil language under part-1 shall take advanced Tamil comprising of two courses.
- (c) Students who do not come under(a)&(b) can choose Non-major electives comprising of two courses.

#### POST GRADUATE COURSE STRUCTURE

Components	No. of Papers	Credit Per Paper	Total Credits
Core (including practical, project)	15	4	60
Elective core	5	3	15
Internship	1	2	2
English Communication	1	4	4
Extra disciplinary(MOOC)	1	4	4
Skill based elective	2	3	6
Total			91

#### ASSESSMENT MECHANISM UNDER AUTONOMY

Evaluation has two components:

- Continuous Internal Assessment (CIA)
- End Semester Examination (ESE)

#### **Continuous Internal Assessment**

Continuous assessment is carried out by the concerned faculty of the Department through continuous assessment tests, model examination, objective tests, quiz, seminars etc. All tests and examination are compulsory for a student.

Weightage (%) for CIA

#### **END SEMESTER EXAMINATION**

The end semester examination will be a comprehensive examination of 3 hours duration. Two End Semester examinations are conducted in a year - Odd semester examination in October / November and even semester examination in April / May. Practical examination / Project viva is held 3 weeks prior to the End semester examinations.

- An aggregate minimum of 40% in CIA and ESE is needed to be declared pass in a subject.
- There is no passing minimum for CIA.

A student will be permitted to take the End Semester Examination provided she has a minimum of 75% attendance.

#### Internship (for B.Com. Honours)

#### From 2012 Batch

- Two weeks of Internship at the end of the first, third and fifth Semesters.
- Four weeks of Internship at the end of the second and fourth Semesters respectively.
- 14 credits are given for internship.

#### From 2015 Batch

 35 days of Internship at the end of the second, fourth and fifth semester respectively

#### Effective from 2012

- External Examination Passing Minimum is 40 % for all UG courses except B.Com. (Honours) of the maximum marks prescribed for the paper for each Paper /Practical.
- External Examination, Passing Minimum is 50% (38/75) for Part - I, Part - II and (45/75) for Part - III of B.Com. (Honours) of the maximum marks prescribed for the paper for each Paper/ Practical
- External Examination Passing Minimum is 50% for all PG courses of the maximum marks prescribed for the paper for each Paper /Practical.
- There is no passing minimum for CIA

#### Effective from 2015

- External Examination Passing Minimum is 40% for all UG Courses except B.Com. (Honours) of the maximum marks prescribed for the paper for each Paper /Practical)
- External Examination, Passing Minimum is 50% (38/75) for Part I, Part II and Part III of B.Com. (Honours) of the maximum marks prescribed for the paper for each Paper/Practical
- External Examination Passing Minimum is 50% for all PG courses of the maximum marks prescribed for the paper for each Paper / Practical
- In the aggregate (CIA + ESE) a passing minimum of 40%, 50% for B.Com. (Hons), 50% for PG's is needed to be declared pass in a subject
- There is no passing minimum for CIA

#### **GRADING SYSTEM**

#### MINIMUM CREDITS TO BE EARNED:

For THREE year Programme : Best 140 Credits

(Part I and II: Languages, Part III Major, Elective, Allied

Part - IV Soft skills EVS & Value Education and

Part V : Extension activities)

#### MARKS AND GRADES:

Conversion of Marks to Grade Points and Letter Grade (Performance in a Course / Paper)

RANGE OF MARKS	GRADE POINTS	LETTER GRADE	DESCRIPTION
90-100	9.0-10.0	0	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	Α	Good
50-59	5.0-5.9	В	Average
40-49	4.0-4.9	С	Satisfactory
00-39	0	U	Re-appear
ABSENT	0	AAA	ABSENT

#### For a Semester:

GRADE POINT AVERAGE (GPA)

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

Sum of the credits of the courses in a semester

#### For entire programme:

CUMULATIVE GRADE POINT AVERAGE (CGPA)

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

Sum of the credits of the courses for the entire programme

#### **Instant Examination:**

- UG Those who are having only one paper as arrear in VI semester alone can write
- PG Those who have only one paper as arrear in IV semester alone can write

CGPA	GRADE	CLASSIFICATION OF FINAL RESULT
9.5-10.0	O+	First Class - Exemplary*
9.0 and above but below 9.5	0	First Class - Exemplary
8.5 and above but below 9.0	D++	F:
8.0 and above but below 8.5	D+	First Class with Distinction*
7.5 and above but below 8.0	D	Distillotton
7.0 and above but below 7.5	A++	
6.5 and above but below 7.0	A+	First Class
6.0 and above but below 6.5	А	
5.5 and above but below 6.0	B+	Second Class
5.0 and above but below 5.5	В	Second Class
4.5 and above but below 5.0	C+	Third Class
4.0 and above but below 4.5	С	TIIIU Ciass
0.0 and above but below 4.0	U	Re-appear

<sup>\*</sup> The candidates who have passed in the first appearance and within the prescribed semester of the UG Programme (Major, Allied and Elective courses alone) are eligible.

#### **Examination Fee:**

Students are informed that they have to fill in the application forms and remit the autonomous examination fee online through college website.

#### Note:

Payment of Fee and date of collection are subject to alteration.

#### **B.Sc. MATHEMATICS**

Semester	Paper	Title
Semester - I	Major - I Major - II Allied - I	Trigonometry and Analytical Geometry of Two Dimensions Differential Calculus Financial Accounting
Semester - II	Major - III Major - IV Allied - II	Classical Algebra Integral Calculus and Fourier Series Management Accounting
Semester - III	Major - V Major - VI Allied - III	Differential equations and Laplace transforms Three Dimensional Geometry Mathematical Statistics - I
Semester - IV	Major - VII Major - VIII Allied - IV Allied	Vector calculus, fourier transforms and Z transforms Statics Mathematical statistics - II Practical
Semester - V	Major - IX Major - X Major - XI Major - XII Elective - I	Modern algebra Real analysis Dynamics Graph theory Any one from the list of Electives
Semester - VI	Major - XIII Major - XIV Major - XV Elective - II Elective - III Practical	Linear algebra Complex analysis Programming language C Any one from the list of Electives Any one from the list of Electives Practical in 'C'

#### **B.Sc. COMPUTER SCIENCE**

Semester	Paper	Title
Semester - I	Paper - I Practical - I Practical - II	Digital Logic Fundamentals Digital lab Web Design tools
Semester - II	Paper - II Practical - II Practical - III	Object oriented programming in C++ Web Design Tools C++ programming lab
Semester - III	Paper - III Practical - V Practical - VI	Data structures and algorithms Data structures Lab using C++ Scripting Languages
Semester - IV	Paper - IV Practical - V Practical - VI	Microprocessors & Its applications Scripting Languages Microprocessor Lab
Semester - V	Paper - V Paper - VI Paper - VII Practical - VII Practical - VIII Elective - I	ASP .NET Programming Operating systems RDBMS using Oracle ASP .NET SQL & PL/SQL Any one from list of electives
Semester - VI	Paper - VIII Paper - IX Practical - IX Practical - X Elective - II Project Skill Based Elective	PHP Programming Programming in Java PHP Programming Java Programming Any one from list of electives Mini Project Skill based paper (Computing Skills)

## B.Sc. NUTRITION, FOOD SERVICE MANAGEMENT AND DIETETICS

Semester	Paper	Title
Semester - I	PART - I PART - II Major - I Major - II Allied - I	Language - I English - I Food Science Microbiology Chemistry - I
Semester - II	PART - I PART - II Major - III Major - IV Allied - II Allied Practical	Language - II English - II Human Physiology Micro Biology and Physiology Practical Chemistry - II Chemistry
Semester - III	PART - I PART - II Major - V Major - VI Allied - III Skill based Elective	Language - III English - III Family meal management Nutrition - I Biochemistry Basic Techniques of food production
Semester - IV	PART - I PART - II Major - VII Major - VIII Allied - IV	Language - IV English - IV Diet Therapy Nutrition and Diet Therapy Practicals Community Nutrition
Semester - V	Major - IX Major - X Major - XI Major - XII Elective - I	Human Development - I Food Service Management - I Nutrition - II Sports Nutrition Any one from the list of Electives
Semester - VI	Major - XIII Major - XIV Major - XV Elective - II Elective - III	Principles of Resource Management Food Service Management - II Principles of Interior Decoration Any one from the list of Electives Any one from the list of Electives

#### B.C.A.

Semester	Paper	Title
Semester - I	Paper - I Practical - I Practical - II Allied - I	Programming in C Programming in C Lab Multimedia lab Maths - I
Semester - II	Paper - II Practical - III Practical - IV Allied - II	Internet Programming Internet programming lab Unix Lab Maths - II
Semester - III	Paper - III Paper - IV Paper - V Practical -V Practical - VI Allied - III	Object Oriented Programming with c++ Data Structures and Algorithms Internet of things C++ lab Data Structures lab Financial Accounting
Semester - IV	Paper - VI Paper - VII Paper - VIII Practical - VII Practical - VIII Allied - IV	Computer Architecture Database Management Systems Visual Programming VB & SQL Lab Tally and SPSS Lab Cost and Mangement Accounting
Semester - V	Paper - IX Paper - X Paper - XI practical - IX Practical - X Elective - I	Programming in Java Programming in PHP and MYSQL Operating System Java Programming lab PHP and MYSQL Lab Any one from the List of Electives
Semester - VI	Paper - XII Paper - XIII Elective - II Practical - XI Elective - III Practical - XII	Data communication and Networking Web Technology Any one from the List of Electives Web Technology Lab Any one from the List of Electives Mini Project

### B.Com. (GENERAL)

Semester	Paper	Title
Semester - I	Major - I Major - II Allied - I (Paper - I)	Financial Accounting - I Business Economics Business Statistics and Operations Research - I
Semester - II	Major - III Major - IV Allied - I (Paper - II)	Financial Accounting - II International Economics Business Statistics and Operations Research - II
Semester - III	Major - V Major - VI Major - VII Major - VIII Allied - II (Paper - I)	Corporate Accounting - I Business Management Business Law Banking Theory Law & Practice Computer Applications in Business - I
Semester - IV	Major - IX Major - X Major - XI Major - XII Allied - II (Paper - II)	Corporate Accounting - II Business Communication Company Law Financial Services Computer Applications in Business - II
Semester - V	Major - XIII Major - XIV Major - XV Major - XVI Core Elective -I	Cost Accounting Principles of Auditing Indirect Taxation Management Accounting Any one from the list of Electives
Semester - VI		Entrepreneurial Development Marketing Advanced Cost Accounting Any one from the list of Electives Any one from the list of Electives

### **B.Com.** (CORPORATE SECRETARYSHIP)

Semester	Paper	Title
Semester - I	Major - I Major - II Allied - I	Financial Accounting - I Management Principles Managerial Economics
Semester - II	Major - III Major - IV Allied - II	Financial Accounting - II Human Resources Management Business Communication
Semester - III	Major - V Major - VI Major - VII Major - VIII Allied - III	Corporate Accounting - I Company Law Secretarial Practice - I Elements of Insurance Statistics - I Computer Application in Business - I
Semester - IV	Major - IX Major - X Major - XI Major - XII Allied - IV	Corporate Accounting - II Company Law Secretarial Practice - II Banking Theory, Law and Practice Statistics - II Computer applications in business-II
Semester - V	Major - XIII Major - XIV Major - XV Major - XVI Elective - I	Cost Accounting Practical Auditing Income Tax Law& Practice - I Business Regulatory Framework Any one from the List of Electives
Semester - VI	Major - XVII Major - XVIII Major - XIX Elective - II Elective - III	Management Accounting Marketing Income Tax Law& Practice - II Industrial law & Public Relations Any one from the list of Electives

#### B.B.A.

Semester	Paper	Title
Semester - I	Major Paper-I Major Paper-II Allied Paper-I	Principles of Management Financial Accounting Managerial Economics
Semester - II	Major Paper-III Major Paper-IV Allied Paper-II	Human Resource Management and Organisational Behaviour Commercial Law Business Maths and Operations Research
Semester - III	Major Paper-V Major Paper-VI Major Paper-VII Major Practical-I Allied Paper-III Non-Major	Management Accounting Insurance for BPS Financial Accounting for BPS Computer Application In Business - I Business Statistics - I
	Elective	Stress management - II
Semester - IV	Major-VIII Major-IX Major-X Major Practical II Allied-IV	Corporate Law Retail Marketing For Bps Banking For Bps Computer Applications In Business - II Business Statistics - II
	Non-Major Elective	Stress management - I
Semester - V	Major Paper-XI Major Paper-XII Major Paper-XIII Major Paper-XIV Elective Paper-I	Financial Services Financial Management Business Law Operations Research Any one from the list of elective.
Semester - VI	Major Paper-XV Major Paper-XVI Major Paper-XVII Elective Paper-III Elective Paper-III Internship	Business Ethics and Values Organisational Psychology Total Quality Management Any one from the list of elective Any one from the list of elective Internship

### **B.Com. (INFORMATION SYSTEM AND MANAGEMENT)**

Semester	Paper	Title
Semester - I	Major - I Major - II Practical - I Allied - I	Accounting for Managers - I Internet Programming Internet Programming Business Communication
Semester - II	Major - III Major - IV Practical-II Allied - II	Accounting for Managers - II Programming in C Programming in C Business Environment
Semester - III	Major - IV Major - V Major - VI Major Practical - III Allied - III Skill based Elective	Programming in C Human Resource Management Accounting for Managers - I Programming in C Business Statistics - I Principles of Insurance
Semester - IV	Major - VII Major - VIII Major - IX Major Practical-IV Allied - IV Skill based Elective	Data Base Management Systems* Accounting for Managers - II Marketing Management RDBMS Business Statistics - II Environmental Studies
Semester - V	Major - X Major - XI Major - XII Major Practical-V Elective - I Value Education	Financial Management* Operations Research Visual Basic Programming Visual Basic Programming Any one from the list of Electives Value Education (Yoga)
Semester - VI	Major - XIII Major - XIV Major Practical-VI Elective - II Elective - III Soft Skills	Software Project Management E-Business Tally & SPSS Any one from the list of Electives Any one from the list of Electives Computing Skills Internship

### **B.Com.** (Banking Insurance and Management)

Semester	Paper	Title
Semester - I	Part - I Part - II Core Paper - I Core Paper - II Allied Paper - I Part - IV	Language Paper – I English Paper – I Financial Accounting Insurance Law And Regulation Business Statistics Yoga
Semester - II	Part - I Part - II Core Paper - III Core Paper - IV Allied Paper - II Part - IV	Language Paper – II English Paper – II Principles of Management Theory of Money And Banking Elements of Operations Research Environmental Studies Soft Skill – II
Semester - III	Core Paper - V Core Paper - VI Core Paper - VII Core Paper - VIII Allied Paper - III	Corporate Accounting Business Laws Banking Theory Law & Practice Business Communication Computer Applications In Business - I Environmental Studies Soft Skill – III NME – Retail Marketing - I
Semester - IV	Core Paper - IX Core Paper - X	Advanced Corporate Accounting Principles And Practice of Life Insurance
	Core Paper - XI Core Paper - XII Allied Paper - IV	Financial Services Company Law Computer Applications In Business - II Environmental Studies Soft Skill - IV

Semester - V Core Paper - XIII Marine And Rural Insurance Core Paper - XIV Retail Banking Core Paper - XV Fire And Motor Insurance Core Paper - XVI International Banking Elective Paper - I Any one from the list of Electives 1. Credit Management 2. Business Interruption Insurance Part - V Value Education Core Paper - XVII Semester - VI Insurance And Risk Management Core Paper - XVIII Rural Banking Core Paper - XIX Cost & Management Accounting Elective Paper - II 1. Health & Miscellaneous Insurance 2. Global Financial Markets Elective Paper - III Any one from the list of Electives 1. Treasury Management 2. Reinsurance Value Education Value Education

Extension Activities Extension Activities

#### **B.Sc. VISUAL COMMUNICATION**

Semester	Paper	Title
Semester - I	Core Major - I Core Major Practical - I Core Allied Practical - I	Introduction to Visual Communication Drawing - I Graphic Design - I
Semester - II	Core Major - II	Understanding the
	Core Major - III Allied Practical-II Core Major Practical-II	Communication Media Elements of Film Drawing &Graphic Design - II Miniature & Story Board
Semester - III	Core Major - IV Core Major - V Core Major Practical-III Allied Practical - III	Graphic Design and Reproduction Basic Photography Theory Photography - I Publication Design Skill based - Public Relations will be effective for the students admitted from 2016.
Semester - IV	Core Major - VI Core Major Practical-IV Core Major Practical-V Allied Practical - IV	Television & Radio Production Theory Television Production - I Writing for Media Web Designing
Semester - V	Core Major VIII	Film Theory
	Core Major IX	Advertising
	Core Project I	Film Appreciation
	Core Major Practical IV	Advanced Photography
	Core Major Practical V	3D Animation Television Production
	Core Elective Project I	Soft Skills
Semester - VI	Core Major X	Media Management And Organization
	Core Major XI	Media Culture And Society
	Core Major XII	Writing For Media
	Core Major Practical VII	Internship II
	Core Elective Project II	3DS MAX, Computer Graphics, Photography, Radio Production
	Core Elective Project III	Media Campaign
	Core Major Practical VIII	Television Production II
	Value Education	

### **B.Com (ACCOUNTING AND FINANCE)**

Semester	Paper	Title
Semester - I	Major - I	Financial Accounting
	Major - II	Principles of Management
	Allied - I	Business Statistics (Skill based)
Semester - II	Major - III	Advanced Financial Accounting
	Major - IV	Financial Markets
	Allied - II	Operations Research (Skill based)
Semester - III	Major - V	Corporate Accounting
	Major - VI	Business Law
	Major - VII	Modern Banking
	Major - VIII	Investment Management
	Allied - III	Business Economics
Semester - IV	Major - IX	Advanced Corporate Accounting
	Major - X	Legal Systems in Business - II
	Major - XI	Principles of Management
	Major - XII	Practical Auditing
	Allied - IV	International Economics
Semester - V	Major - XIII	Human Resource Management
	Major - XIV	Cost Accounting
	Major - XV	Income Tax Law and Practice- I
	Major - XVI	Financial Management
	Elective - I	Computer Applications and Business - I
Semester – VI	Major - XVII	Management Accounting
	Major - XVIII	Advanced Cost Accounting
	Major - XIX	Income Tax Law and Practice - II
	Elective - II	Computer Applications and Business - II
	Elective - III	Project & Viva - Voce

### B.Com. (HONS)

Semester	Paper	Title
Semester - I	Core Subjects	<ol> <li>Financial Accounting - I</li> <li>Business Law</li> <li>Business Statistics</li> <li>Business Economics</li> </ol>
Semester - II	Core Subjects	<ul><li>5. Financial Accounting - II</li><li>6. Company Law</li><li>7. Operations Research</li><li>8. International Trade</li></ul>
Semester - III	Core Subjects	<ol> <li>9. Business Mathematics</li> <li>10. Accounting Standards</li> <li>11. Banking and Insurance</li> <li>12. Corporate Accounting</li> <li>13. Entrepreneurial Development</li> <li>14. Computer Applications in Business - I</li> </ol>
Semester - IV	Core Subjects	<ul> <li>15. Business Statistics &amp; Operations Research</li> <li>16. Special Accounts</li> <li>17. Principles of Management</li> <li>18. Corporate Ethics and Governance</li> <li>19. Customer Relationship Management</li> <li>20. Computer Applications in Business - II</li> </ul>
Semester - V	Core Subjects	<ul> <li>21. Cost Accounting</li> <li>22. Logistics and Supply Chain Management</li> <li>23. Financial Management</li> <li>24. Income Tax, Law and Practice - I</li> <li>25. Practical Auditing</li> <li>26. Research Methodology</li> </ul>
Semester - VI	Core Subjects	<ul> <li>27. Accounting for Decision Making</li> <li>28. Human Resource Management</li> <li>29. Security Analysis and Portfolio Management</li> <li>30. Income Tax, Law and Practice - II</li> <li>31. Business Taxation</li> <li>32. Project and Viva-voce</li> </ul>

# B.Sc., DEGREE COURSE IN HOME SCIENCE CLINICAL NUTRITION AND DIETETICS

Semester	Paper	Title
Semester - I	Core Major-Paper I Core Major-Paper II Allied I- Paper I	Food Science Microbiology Chemistry - I
Semester - II	Core Major-Paper III Core Major-Paper IV	Human Physiology Microbiology & Physiology Practical
	Allied I - Paper II Allied I - Practical	Chemistry - II Chemistry - II
Semester - III	Core Major - Paper V Core Major - Paper VI Allied II - Paper III Non-Major Elective	Nutrition through Life cycle Nutrition - I Biochemistry Women and Health
Semester - IV	Core Major-Paper VII Core Major-Paper VIII	Medical Nutrition therapy Nutrition & Medical Nutrition therapy practical
	Allied III Paper IV Internship (one month)	Community Nutrition
Semester - V	Core Major-Paper IX Core Major-Paper X Core Major-Paper XI Core Major- Paper IV Elective I	Human Development - I Food Service Management - I Nutrition - II Sports Nutrition Entrepreneurial Development
Semester - VI	Core Major-Paper XIII Core Major-Paper XIV Core Major-Paper XV Elective II Elective III	Clinical Nutrition Food Service Management - II Clinical Nutrition Practical Health Psychology Human Development - II

#### M.Com.

Semester	Paper	Title
Semester-I	PCO/CT/1001	Advanced Corporate Accounting and Accounting Standards
	PCO/CT/1002	Advanced Management Accounting and Decision Making
	PCO/CT/1003	Marketing Management
	PCO/CT/1004	Advanced Management Theory
	PCO/CE/1001	Managerial Economics
Semester-II	PCO/CT/2005	Advanced Cost Accounting
	PCO/CT/2006	Quantitative Techniques for Business Decisions
	PCO/CT/2007	Corporate Laws
	PCO/CT/2008	Business Environment and Policy
	PCO/CE/2002	Services Marketing
	PCO/NE/2EC1	Any one from the list of Electives
Semester-III	PCO/CT/3009	Entrepreneurship and Small Business Promotion
	PCO/CT/3010	Human Resource Management
	PCO/CT/3011 PCO/CP/3001	Research Methodology Fundamentals of Information
	FCO/CF/3001	Technology (Practicals)
	PCO/CE/3003	Labour Legislations
	PCO/NE/3FT2	Internship
Semester-IV	PCO/CT/4012	Organizational Behaviour
		Advanced Financial Management
	PCO/PR/4001	(Revised)
	F CO/FR/4001	Project & VIVA-VOCE (Research Methodology)
	PCO/CE/4004	Customer Relationship Management (Revised)
	PCO/CE/4005	Financial Markets and Services

#### M.Com. ACCOUNTING AND FINANCE

Semester	Paper	Title
Semester - I	Core Core Core Elective  Skill based elective	International Financial Management Cost Estimation and Control Financial Management Advanced Corporate accounting and Accounting Standards Accounting Information systems (or) Managerial Economics Teaching Skills
Semester - II	Core Core Core Elective Soft Skills	Financial and Cost Audit Income Tax Law and Practice Quantitative Techniques for Business Decisions Information Systems Audit (or) Financial Markets and Institutions Internship SWAYAM (MOOC)
Semester - III	Core Core Core Elective Skill based elective	Indirect Taxes Fundamentals of Information Technology Research Methodology Strategic Cost Management (or) Working Capital Management Accounting for Decision Making (or) Insurance and Risk Management Research Skills
Semester - IV	Core Core Core Core Core Elective Core Core Core Extra Disciplinary	Business Analytics Security Analysis and Portfolio Management Strategic Management Project Plus Viva-Voce Income Tax and Tax Planning (or) Indian Financial System Financial Derivatives International Banking and Global Financial Markets SWAYAM (MOOC)

# M.Sc. COMPUTER SCIENCE

Semester	Paper	Title
Semester - I	Core-T1 Core-T2 Core-T3 Elective-I Core-P1: Practical-I Core-P2: Practical-II	Theory of Computation Advanced Java Programming Programming in PHP Any one from list of Electives Advanced Java Programming Lab PHP Programming Lab
Semester - II	Core-T4 Core-T5 Core-T6 Elective-II Elective-III Core-P3: Practical-III Core-P4: Practical-IV	Design and Analysis of Algorithms Digital Image Processing Data Science Using Python Any one from the list of Electives Any one from the list of Electives Digital Image Processing Lab Data Science Using Python Lab
Semester - III	Core-T7 Core-T8 Core-T9 Elective-IV Elective-V Core-P5: Practical-V Core-P6: Practical-VI	Mobile Communication Data Mining Digital Image Processing Any one from the list of Electives Any one from the list of Electives Data Mining Lab Digital Image Processing Lab
Semester - IV	Case Study-Practical-I	Project & Viva Voce  Any one from list of elective (practicals)  Any one from list of elective (practicals)

# M.Sc. APPLICABLE MATHEMATICS

Semester	Paper	Title
Semester - I	Major - I Major - II Major - III Elective - I Practical	Algebra - I Real Analysis Programming in C++ Any one from the list of Electives Computational Laboratory - I
Semester - II	Major - IV Major - V Major - VI Elective - II Practical	Algebra - II Topology Programming in Java Any one from the list of Electives Computational Laboratory - II
Semester - III	Major - VII Major - VIII Major - IX Elective - III Practical	Complex Analysis Differential Equations Classical Mechanics Any one from the list of Electives Computational Laboratory - III
Semester - IV	Major - X Major - XI Elective - IV Elective - V Project	Functional Analysis  Differential Geometry & Tensor calculus  Calculus of variations and Integral Equations  Data Base Management Systems  Project

# **MASTER OF SOCIAL WORK**

Semester	Paper	Title
Semester - I	Major - I Major - II Major - III Elective - I Practical - I	Social Work Profession Social Work with Individuals Social Work with Groups Introduction to Psyciology Field Work Practicum
Semester - II	Major - IV Major - V Elective - II Elective - III Practical - II	Communities Organisation & Social Action Social Work Research & Statistics Social Welfare Administration Counselling Theory and Practice Field Work Practicium Summer Placement
	Elective - I	Basic Counselling Skills offered for other Departments (M.Com) Summer Placement
Semester - III	Major - VI Major - VII	Industrial Productions and Employee Welfare / Community Health Human Resource Management/ Mental Health
	Major - VIII Elective - IV Practical - III Non-Major	Labour Legislation / Medical Social Work Social Policy and Social Legislation Field Work Practicum & Study Tour
	Elective - II	Youth and Life Skills offered for other Department (M.Com)
Semester - IV	Major - IX	Contemporary Practices in HRM / Working with families, Children &Elderly
	Major - X	Organizational Behaviour and Organisational Development / Psychiatric Social work
	Elective - V Major	Corporate Social Responsibility
	Practical - IV Project Value Addition	Field Work Practical RESEARCH PROJECT Block Placement
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# M.Sc. DEGREE COURSE IN HOME SCIENCE-FOODS SCIENCE, NUTRITION & DIETETICS

Semester	Paper	Title
Semester - I	CORE T II CORE T III CORE T III CORE P I ELECTIVE I	Advanced Food Science Advanced Human Physiology Nutrition Through Developmental Stages Advanced Food Science Practical Food Microbiology & safety
Semester - II	CORE T IV CORE T V CORE T VI CORE P II ELECTIVE II	Research Method and statistics Nutritional Biochemistry Advanced Dietetics Advanced Dietetics Practical Food Product Development
Semester - III	CORE T VII CORE T VIII CORE T IX CORE P III ELECTIVE III	Advanced Human Nutrition-Macro nutrients Nutrition in Critical Care Performance Nutrition Analytical Techniques Instrumentation and Clinical Biochemistry
Semester - IV	CORE T XI CORE T XII CORE T XII ELECTIVE IV ELECTIVE V	Advanced Human Nutrition-Micro nutrients Public Health Nutrition Dissertation Advanced Food Service Management Basic Concepts in Home Science

# M.Sc. PLANT BIOLOGY AND BIOTECHNOLOGY

Subject	Subject Code	Title of the Paper
Semester - I	Major - I Major - II	Algae, Fungi, Microbiology Bryophytes, Pteridophytes, Gymnosperms and Paleobotany
	Major Elective - I Major Elective - II Major Practical - I	Any one from the list of Electives
Semester - II	Major - III Major - IV	Plant Anatomy, Embeyology, Palynology Taxomomy of Angiosporms and Economic Botony
	Major - V Major Elective - III Major Practical - II	Cell Biology Any one from the list of Electives Practical - II
Semester - III	Major - VI	Genetics, Plant Breeding and Evaluation
	Major - VII Major - VIII Major Elective - IV Major Practical - III	•
Semester - IV	Major - IX	Plant Physiology and Bio-chemistry
	Major - X Major Elective - V Major Practical - IV Major Project	•

# M.A. JOURNALISM AND COMMUNICATION

Semester	Paper	Title
Semester - I	Major - I Major - II Major Practical - I-III Major - IV Elective - I	Introduction to Communication Basic Journalism Media Skills - I (Print Journalism) Development Communication Community Journalism
Semester - II	Major - V Major - VI Major Practical - II-VII Major - VIII Elective - II NME	Media Law & Ethics Radio Journalism Media skills - II (Radio Journalism) Film Studies PR & Corporate Communication Public Relation's
Semester - III	Major IX Major Practical - III  Major - XI Major - XII Core Elective - III Core Elective - IV  NME	TV - Journalism Media Skills - III (Television Journalism Practical) Photo Journalism Communication Research Method Tamil Society, History, Politics Performing Arts and Communities Practical Event Management - Practical
Semester - IV	Major - XIII Major - XIV Major - XV Core Elective - V	Media Organizational Management Advertising Research Project Practical - II PR campaign practical Soft skills

# M.Sc. BIOSTATISTICS

Subject	Subject Code	Title of the Paper
Semester - I	Major - I	Probability and Distribution Theory
	Major - II	Statistical Inference - I
	Major - III	Population Studies
	Major Elective -IV Major - V	Any one from the list of Electives Statistical computing - I
Semester - II	Major - VI	Statistical Inference - II
	Major - VII	Applied Regression Analysis
	Major - VIII	Research Designs and Analysis
	Major Elective - IX	Any one from the list of Electives
	Major - X	Statistical Computing - II
Semester - III	Major - XI	Applied Multivariate analysis
	Major - XII	Sample Survey Designs
	Major - XIII	Survival Analysis
	Major - XIV	Epidermiological Methods
	Major Elective -XV	Any one from the list of Electives
Semester - IV	Major - XVI	Clinical Trials and Data Mining
	Major Elective - XVII	Any one from the list of Electives
	Major Elective - XVIII	Any one from the list of Electives
	Major - XIX	Statistical Analysis using
	Major - XX	R Language Project and Viva-voce
	Major //	1 Tojoot and viva vooc

# M.A. HUMAN RESOURCE MANAGEMENT

Subject	Paper	Title of the Paper
Semester - I	Major - I	Managerial Concepts
	Major - II Major - III Major - IV Elective - I	Organizational Behaviour Human Resources Management Business Communication Computing Skills for HR Managers
Semester - II	Major - V	Performance Management
	Major - VI Major - VII Major - VIII Elective - II NME - I	Research Methods Labour Laws Managerial Economics SPSS Stress Management
Semester - III	Major - IX	Strategic Management
	Major - X Major - XI Elective - III	Industrial Relations & Labour Welfare Management Training and Development Counselling Skills for Managers
	Major - XII NME - II	Total Quality Management Personality Enrichment
Semester - IV	Major - XIII	Compensation Management
	Elective - VI	Entrepreneurship Development International Human Resource Management Project work & Viva-Voce

# M.A. ENGLISH

Semester	Subject Code	Title
Semester - I	Major - I Major - II Major - III Major - IV Elective - I	Chaucer and Elizabethan age Age of Milton and Neoclassical age The Romantic and Victorian Age Indian English Literature World Literature in Translation
Semester - II	Major - V Major - VI Major - VII Major - VIII Elective - II NME - I	American Literature English Language and Linguistics American Literature New Literatures Literary Approaches and Copy Editing English for Careers
Semester - III	Major - IX Major - X Major - XI Elective - III Elective - IV NME - II	Shakespeare Studies Literary Criticism and Literary Theory Popular Culture Studies English Language Teaching Short Stories Spoken English
Semester - IV	Major - XII Major - XIII Major - XIV Elective - V	Writings by and on Women Literary Criticism and Literary Theory - II Modern South Indian Literature in Translation Film Studies Project

# M.Sc. PHYSICS

Semester	Paper	Title of the Paper
Semester - I	Paper - I Paper - II Paper - III Paper - IV	Mathematical Physics Classical Mechanics and Relativity Quantum Mechanics - I Integrated Electronics and Microprocessor
Semester - II	Paper - V Paper - VI Paper - VII Elective - I	Quantum Mechanics - II  Electromagnetic Theory and Plasma Physics Computational Methods and Programming Any one From the List of Electives
Semester - III	Paper - VIII Paper - IX Elective - II Elective - III	Statistical Mechanics Nuclear and Particle Physics Any one From the List of Electives Any one From the List of Electives
Semester - IV	Paper - X Elective - IV Elective - V	Condensed Matter Physics Any one From the List of Electives Any one From the List of Electives

# M.Sc. CHEMISTRY

Semester	Paper	Title of the Paper
Semester - I	Core T - II Core T - III Core T - III Elective - I Core P - I	Organic Chemistry - I Inorganic Chemistry - I Physical Chemistry - I Any one from the list of Electives Organic Chemistry Practical - I
Semester - II	Core T - IV Core T - V Core T - VI Elective - II Core P - II	Organic Chemistry - II Inorganic Chemistry - II Physical Chemistry - II Any one from the list of Electives Inorganic Chemistry Practical - I
Semester - III	Core T - VII Core T - VIII Core T - IX Elective - III Core P - III	Organic Chemistry - III Inorganic Chemistry - III Physical Chemistry - III Any one from the list of Electives Inorganic Chemistry Practical - II
Semester - IV	Core T - X Elective - IV Elective - V Core P - IV	Organic Chemistry - IV  Any one from the list of Electives  Any one from the list of Electives  Physical Chemistry Practical

# M.Phil. (PHYSICS)

Subject Code	Subject
MPPH 1	Research Methodology
MPPH 2	Advanced Topics in Physics
MPPH E 1	X-ray crystallography
MPPH E 2	Crystal Growth
MPPH PR	Dissertation

# M.Phil. (COMMERCE)

Subject Code	Subject
MPCO 1	Research Methodology
MPCO 2	Advanced Financial Management
MPCOE 1	International Marketing
MPCOE 2	Human Resource Management
MPCOE 3	Banking and Financial, International
	Development Services
	Entrepreneurship Development

# M.Phil. (STATISTICS)

Subject Code	Subject
MPSTE 1	Advance Multivariate Analysis
MPSTE 2	Applied Regression Analysis
MPSTE 3	Categorical Data Analysis
MPSTE 4	Survival Analysis
MPST 1	Research Methodology
MPST 2	Advanced Statistical Inference

# M.Phil. (PLANT BIOLOGY & PLANT BIO-TECHNOLOGY)

Subject Code	Subject
MPPB1	Research Methodology
MPPBA1	Applied Botany
MPPBE1	Algal Biotechnology (or)
MPPBE2	Fungal Biotechnology
MPPBPR	Research work for dissertation

# NON MAJOR ELECTIVE OFFERED BY VARIOUS DEPARTMENTS

UG - (2018-2019)

Department	Title of the Paper		
Department	Sem - III	Sem - IV	
MATHEMATICS	Mathematics for Competitive Exams - I	Mathematics for Competitive Exams - II	
Nutrition	Women and Health - I	Women and Health - II	
FOOD SCIENCE	Women and Health - I	Women and Health - II	
COMP. SCI	Fundamentals of Database Concepts	Basics in Query Language	
VISCOM	Advertising (Photography)	Digital Art - II (Photography)	
B.COM (G)	Basic of retail marketing - I	Basic of retail marketing - II	
B.COM (CS)	Micro Finance-I	Micro Finance - II	
B.COM (A&F)	Consumer Protection – I	Consumer Protection - II	
B.COM(HONS)	Consumer Protection – I	Consumer Protection - II	
B.COM ISM	HTML	HTML Practical	
ВВА	Stress Management - I	Stress Management - II	
BCA	Fundamentals of Programming Language	Basics in Object Oriented Concepts	

# LIST OF ELECTIVE PAPERS FOR UG

Departments	Electives
B.Sc. Mathematics	Numerical Methods Formal Languages and Automata Theory Operation Research Discrete Mathematics Fuzzy Sets and Their Applications
B.Sc. (Home Science) Clinical Nutrition And Dietetics	Entrepreneurial Development Health Psychology Human Development - II
B.Sc. (Home Science) Nutrition, Food Service Management And Dietetics	Entrepreneurial Development Health Psychology Human Development - II
B.Sc. Computer Science	Computer Graphics Resource Management Techniques E-Commerce, Cloud Computing Security in Information Technology
B.Sc. (Visual Communication)	Content Writing, Photography/CG/TVP/3D Media Campaign
B.Com. (General)	Income tax Law & Practice - I Income tax Law & Practice - II Financial Management Custom Relationship Management Human Resource Management
B.Com. (Corporate Secretaryship)	Entrepreneurial Development Industrial Law & Public Relation Institutional Training and Project Financial Management Customer Relationship Management
B.Com. (Honours)	No Electives
B.Com. (Accounting And Finance)	Computer Application in Business - I Computer Application in Business - II, Project Customer Relationship Management Indirect Taxation
B.Com. (Information System & Management)	Research Methodology, Banking, Project Customer Relationship Management Indirect Taxation
B.B.A.	Research Methodology, Banking, Project Customer Relationship Management Indirect Taxation
B.C.A.	Software Engineering and Testing, Resource Management Techniques E-Commerce, Cloud Computing Security in Information Technology Computer Graphics

# **ELECTIVE PAPERS FOR PG**

Departments	Electives
M.A. English	World Literature in Translation Approaches to Literature and Copy Editing Literature Analysis, Approaches and Applications, Copy Editing, Film Studies
M.A. Journalism	Community Journalism PR & Corporate Communication
M.A. Human Resource Management	Computer Skills for manager Practicals Essentials of Spoken Presentation Skills Management Effectiveness, Counseling Skills for Manager, Entrepreneurial Development International HRM
M.Sc. Biostatistics	Statistical Genetics, Categorical Data Analysis Exploratory Data Analysis using SPSS SAS Programming Forecasting and Decision Making Techniques
M.Sc. Physics	Spectroscopy, Nanoscience and Nanotechnology, Crystal Physics, Microprocessor and Microcontroller Material Science
M.Sc. Chemistry	Polymer Chemistry, Nano Chemistry, Electro Chemistry, Research Methodology, Analytical Techniques in Chemistry
M.Sc. Plant Biology and Biotechnology	Plant Pathology, Application of Algae Molecular Biology and Genetic Engineering Bioinstrumentation and Bioinformatics Phaermacognosy
M.Sc. Applicable Mathematics	Probability and Distribution Mathematical Statistics, Operation Research Calculus of Variations and Integral Equations Database Management System, Fluid Dynamics, Stochastic Processes, Graph Theory
M.Sc. Computer Science	Computer Architecture, System Software Soft Computing, WAP & XML Essentials of System Analysis and Design Software Testing, Cryptography Distributed Operating System Information Security, UML
M.Com.	Managerial Economics, Service Marketing Labour Legislation, Customer Relationship Management Financial Marketing and Services
Master Of Social Work	E-Commerce Fundamentals of Taxation

#### **CONDITIONS OF ELIGIBILITY FOR ADMISSION:**

### 1. Age Limit:

Applicant for the B.A., B.Sc./B.Com. degree courses applicant should have competed 16 years and 6 months on 1st July of the admission year.

- 2. No student will be enrolled or permitted to attend classes until the fees due by her have been paid. This will be strictly adhered to.
- The College authorities reserve to themselves the right to increase the tuition and other fees at the commencement of each academic year if necessary.
- 4. Candidates are informed that the original certificates produced at the time of admission will not be returned under any circumstances in the middle of their studies in this College. They are asked to take extracts of all certificates including examination marks duly attested by a responsible person of the Gazetted rank before they submit their certificates in the College.
- 5. Admission secured on false statements by suppression of facts will be canceled on detection at any time.
  - Admission is subject to verification of mark certificates by the Director of Government Examinations and if the mark certificate if found to be Bogus, admission is liable for cancellation besides criminal action being taken.
- 6. Students belonging to the Scheduled Caste and Scheduled Tribe and other Backward communities should produce community certificates from an officer of the Revenue Department not lower in rank than a Deputy Tahsildar along with the application form, Community certificates should have be obtained not earlier than one year. The original should be produced at the time of admission. This will not be returned on any account.
- 7. Applicants who receive the provisional admission card must appear before the Principal with her parent or guardian and must be ready to pay the fees on the date indicated therein and should produce the following certificates when the admission is confirmed by Principal. Failure to pay fees on the date or to produce the necessary certificates will entail in the forfeiture of the seat.

- A) The list of marks obtained at the public Examination and university pass certificate are (original of provisional) necessary to secure recognition from the Madras University for candidates.
- B) Medical and vaccination certificates.
- C) Income Certificate.
- D) Community Certificate (in case of Scheduled Caste or Scheduled Tribe or Backward class applicant only.) in original.
- Application for extension of time for payment of fee will neither be acknowledged nor entertained. Entitlement card from the Harijan Welfare Department or permanent Community Certificate in original (in case of scheduled Tribe only) for non-payment of fees.
- 9. Candidate and her parent / guardian should submit a declaration in the prescribed form at the time of admission.
- 10. The admitted students should obey the rules and regulations in force and the college reserves the right to dismiss a student in case of disobedience.

#### SCHOLARSHIPS OF PRIVATE ENDOWMENTS

#### Note:

- 1. The Scholarship and Fee Concession holders should be aware of the facts as per the latest G.O. that they should put in not less than 75% of the term days, and that in case it is not satisfied the Scholarship will be withheld even though the students may satisfy the other criteria. This percentage may be relaxed in case of sudden sickness to be certified to the satisfaction of the sanctioning authority by competent medical authorities.
- 2. In the event of not recording 75% attendance by the students of colleges, the grant of scholarships for the next year of study shall be withdrawn.

#### **RULES OF ATTENDANCE**

- 1. Regular attendance is required of the students to appear for the University Examination.
- 2. On no account should a student abstain from attending classes. Unless prior permission is granted. The student may be granted permission by the Principal or Staff in-charge only if convinced of the bonafide reason stated. The parents are requested not to encourage their daughters in abstaining from classes. The students should submit their leave letters countersigned by the parent or guardian in the prescribed form available in the College Office before availing leave. When the absence is due to unforeseen causes an application for leave must be submitted as soon as possible and in no case later than the first-day of return to the College Application for sick-leave for more than two-days should be accompanied by a medical certificate.
- The leave applications should be submitted through the staff incharge of attendance. When the concerned staff is on leave, the students should -submit the leave applications to the department concerned.
- Abstaining from classes without leave letters will be severely dealt with.
- Attendance for P.T. Classes and meetings are compulsory for all students including those coming from remote places. Students who are physically unfit should produce a medical certificate to that effect.

#### **RULES OF GENERAL DISCIPLINE**

- Students should be in their class rooms before the commencement of the classes. The students on no account should leave the college premises till the classes are over.
- 2. All students must attend the prayer every day.
- 3. All students must attend all meetings and extra-curricular activities conducted in the college.
- 4. It is expected of every student to wish the Principal and members of the staff. Any breach of etiquette of propriety of good conduct offending the good name of the institution will be taken serious notice of the Principal.
- 5. Even outside the College the students are expected to behave and conduct themselves in a manner that will raise the esteem of the College in the public mind.
- Students should not stand in groups on the corridors during class hours.
- 7. Students should not loiter about on the corriders during class hours.
- Students should not talk in loud tones on the corridors intentionally
  or unintentionally when the Principal or a member of the staff
  passes by or even otherwise.
- 9. Students should cultivate the habit of looking at the notice boards daily. Ignorance of any such notice thus posted will not be accepted as an excuse for failing to comply with it, since all circulars relating to competitions, payment of fees, scholarships, concessions, etc. Will be put up on the notice boards only.
- 10. The students are to dress neatly and modestly. They can wear Sarees, Half-sarees, or Chudidhar with Duppatta.
- 11. Personal hygiene and keeping the environment clean, neat and tidy will be insisted upon. Sufficient care should be exercised while using the toilet.
- 12. Collection of money or selling of tickets of any nature should not be done without the permission of the Principal.
- 13. No student should break the rules and regulations laid by the college. Indiscipline, arrogance and injurious habit in a student will call for severe punishment.

- 14. Organised absence from classes and soliciting absence from other students are serious breaches of discipline, This will be severely dealt with.
- Under the Tamil Nadu Government Education Rules the Principal is empowered to inflict fine, withhold attendance certificate and suspend or expel any students if considered necessary by her to do so.
- 16. The parents are requested to co-operate with the Principal and the members of the staff, if the student is to be corrected. Every students expected to co-operate with the Principal and staff and do her best to contribute to build a good reputation for the college.
- 17. Each student is being provided with one identity card every year. The student is expected to have this care with her always. Only on production of this card, students will be issued the hall ticket for the University examinations. This is all the more important that the student should produce the card if the student needs any certificate from the Head of the Institution of the Department/ Office.
- 18. In the interest of helping maximum number of students regarding issue of railway concession, the students are advised to come in 4 coming from the same area (as there is provision for it). They should approach the office 10 days before the expiry date of the concession.

#### **MOBILE PHONES:**

- 1. Students are not permitted to carry and use Mobiles Phones or ipods inside the college campus.
- 2. Violation of this rule will lead to serious disciplinary action.

#### **ACADEMIC**

- 1. A series of tests will be conducted regularly by each department followed by Model examinations.
- 2. All students should regularly take all the tests and examinations conducted in all subjects. If not, the course of action will be determined by the authorities concerned.
- 3. Academic performance and attendance will be intimated to the parent/guardian through the progress sheets.
- 4. A student has to acquire a minimum of Seventy Five percent attendance of the total working days prescribed by the college, for University examinations.

- 5. Every student on the college rolls is assigned to the care of the department members who assist and advise her on any matter, personal or academic.
- All talented students will be given sufficient encouragement for progress in their respective activities. Such students, should come forward willingly to participate in extracurricular activities. The parents are requested to encourage such healthy activities.

#### THE COLLEGE LIBRARY

- 1. Library is primarily intended for the use of the students, the members of the Teaching Staff and the Administrative Staff of the College. The library is following open access system.
- 2. PG Library will remain open on all working days from 9.30 a.m. to 5.30 p.m.
- 3. During the terminal holidays, the library will remain open on the week days from 10 a.m. To 1 p.m.
- On receiving a book, the student must examine it at once and call the librarian's attention to any damage found in it. If she fails to do so, she will be held responsible for any damage that may be afterwards detected.
- 5. Reader shall not write, damage or make any mark on any book, manu script or map belonging to the library.
- 6. No tracing or mechanical reproduction shall be made without the expressed permission of the Principal.
- 7. Books borrowed shall be returned at the end of 7 days the due date of which will be stamped on the-book issued. The book may, how ever, be renewed for a further period provided:
  - i) No other member has applied for it in the meantime.
  - Not more than three consecutive renewals are allowed for the same book.
- 8. A student who fails to return the Library material on the prescribed day will be fined Re.1/- for every day of fault.
- 9. Reference books must not be removed from the Library without special permission of the Principal.
- 10. All books must be returned to Library on the notified date before the close of each term. Failure to do so may entail withholding the award of certificates in respect of student.

- 11. Before leaving the Library, readers shall return to the Librarian at the counter, any book, manuscripts or map which they had taken for consultation from her. All other publications taken out from shelves for consultation should be left on the reading table.
- 12. Readers shall be responsible for any damage done to the books belonging to the Library and be required to replace such. books damaged or pay the value there of.

If one book of a set is damaged, the borrower or reader may be called upon to replace the whole set. In case of loss of any book which the borrower is unable to replace by another good copy she will be required to pay an additional charge of 100% of the published price of the books as procurement charges.

- 13. Silence should be strictly observed in the Library.
- 14. Students using the Library are prohibited from engaging in conversation or conducting themselves in any manner that may distract the attention of others in the Library. Failure to observe this rule will result in severe disciplinary action.
- 15. Bags, Umbrellas, boxes and such other materials shall be left out side the library.
- 16. Students are not allowed to Lend the books of the Library to others.
- 17. Books will be issued on producing ID Card.
- 18. The library may accept donation of manuscripts, books, periodicals, pamphlets etc., from individuals, Governments, Institutions, Societies, etc. with the approval of the Principal. Such donation will become the absolute property of the college.
- 19. A register is available at the counter for recording suggestions regarding the new books that could be added to the Library.
- 20. The Librarian will be glad to receive any suggestions from the readers towards the improvement of Library Service. Always remember if you do not find what you want, ask the Librarian to help you, The Librarian is for your service. Follow the correct procedure and help' us to serve you better.

#### **BOOK BANK**

The object of the scheme is to provide text-books to poor and deserving students. The Book-Bank is a special section attached to the main Library. Books will be issued on loan to deserving students. Current text books on all subjects are available on loan.

A student borrowing books from the Book-Bank shall be fully responsible for their safe custody. The books should not be marked, written upon or damaged. In the event of any damage or loss, she shall replace it with a new copy of the book or pay such compensation as may be decided by the Principal. The borrowers are not allowed to sub-lend the books.

All books on loan must be returned before the end of March each year. If the books are not returned in time she will not be eligible to borrow books in future. Her original certificates will be issued only on the production of a clearance certificate from the Librarian.

The Librarian may recall any book at any time even if the normal period of loan has not expired.

The Principal may exclude, at her discretion from the Privileges of the Book-Bank any borrower for the infringement of the rules.

#### **LABORATORIES**

Students while joining their Practicals should handle the apparatus carefully. All breakages, losses, etc., must be reported to the Lecturers concerned as soon as they occur. The cost of the things, so broken or lost will be recovered from the students concerned. The College is not responsible for any accident to the student due to careless handling of equipments / Chemicals.

#### THE COLLEGE UNION

All the students of the college shall be members of the Union. The associations for different subjects will function under the auspices of this union and the members of the associations will be those who study the subject concerned.

The President and Secretary of the Union and Secretaries of the different Associations will be elected by the members of the Union. The nominations for these posts will be called for within fifteen days after the regular work of the college has started.

The office of the Union and Associations will take the advice from Union Staff Vice President and the concerned association Vice President in the performance of the duties.

Every member of the union is expected to take an active part in the activities of the different associations.

All activities of the Union and other associations will be conducted under the general supervision of the Principal.

#### **COLLEGE MAGAZINE**

The Principal will be the Editor of the magazine assisted by the Editorial Board, consisting of the remembers of staff and students.

#### **PRIZES**

There are proficiency prizes for every subject in all classes. Prizes are being awarded for all types of extra curricular activities.

Proficiency Prizes shall be awarded to student getting the highest total in the University Examination in their degree course.

#### CAREER GUIDANCE AND PLACEMENT CELL

The placement cell, driven by enthusiasm and hard work functions full time, for interaction with industry. Placement Cell advises students on career options and provides latest information on training opportunities and employment vacancies. We have campus interviews and a large number of students are placed in reputed companies every year.

## MANAGEMENT COMMITTEE MEMBERS

1. Smt. Mamta D.Bhatt Chairman 2. Shri. Chandrakant M.Tolia Secretary 3. Shri. S.N.Bhatt **Chairman Cork Industries Charities Trust** 4. Shri, Kiran S.Bhatt Member 5. Shri. Nimish C.Tolia **Joint Secretary** Smt. Bhavana Shah Member 6. 7. Dr.(Smt.) D.Thangam Seshan **Academic Advisor & Member** 8. Dr.(Smt.) G.Rani **Academic Advisor & Member** Shri. P.B.Ramanujam 9. Member 10. Dr.(Tmt.) R. Geetha **Principal** 

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University of Madras.

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9.	Dean Training & Placement	Tmt. R. Vasumathi
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11.	Controller of Examinations	Dr. C. P. Sumathi
12.	Dean Planning & Communication	Dr. R. Savithri

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#### VICE-PRINCIPAL

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Mrs. Fathima Farhana .S .I, M.Com.,

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Mrs. Sridevi. K, M.Com., M.Phil.,

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Mrs. A. Saranya, M.Com., M.Phil.,

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# DEPARTMENT OF COMMERCE - INFORMATION SYSTEM & MANAGEMENT

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Ms. R. Harini, M.Com., M.Phil.,

Ms. V. Keerthana, M.Sc., M.Phil.,

Ms. A. Anitha, M.Com., M.Phil.,

Ms. V. Sangeetha, M.Com., M.Phil.,

# DEPARTMENT OF COMMERCE -BANKING & INSURANCE MANAGEMENT

**Ms. Balakamakshi T.Y,** M.A, M.Com., M.Phil., (Head of the Department)

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Mrs. H.S. Rupa, MBA, PGDMM

Mrs. K. Meenakshi, MBA, M.Com., PGDHRM, M.Phil.,

Mrs. P. Brindha, MBA, M.Phil.,

### DEPARTMENT OF HOME SCIENCE

#### DEPARTMENT OF CLINICAL NUTRITION AND DIETETICS

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Mrs. R. Swarnakarthika, M.Sc., Chemistry

Mrs. R. Subaratinam, M.Sc., M.Phil.,

Mrs. P. Umamaheswari, M.Sc.,

Mrs. M. Aruna, M.Sc.,

Mrs. T. Sivapriya, M.Sc., M.Phil.,

# DEPARTMENT OF NUTRITION, FOOD SERVICE MANAGEMENT AND DIFFETICS

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Ms. Sarah Priscilla.S, M. Sc.,

Ms. Sorna Suganya .N, M.Sc.,

Ms.Lakshmi, M. Sc., M.Phil.,

Mrs. Mahalakshmi S, M. Sc.,

Mrs. Malathi, M.Sc., M.Phil.,

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### **DEPARTMENT OF VISUAL COMMUNICATION**

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S. Sujatha, M.A.,

B. Sri Sowmiya, M.A.,

Sadiya Halima, M.A.,

Mr. Selva Pandian, Editor

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Mr. Subhramaniyan .A, MA, JMC

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Dr. S. Subbulakshmi, M.Com., M.Ed., M.Phil., M.B.A, Ph.D,

Associate Professor

Dr. D. Lalitha, M.Com., M.Phil., Ph.D

Dr. S. Seetha, M.Com., M.Phil., M.B.A, Ph.D

Mrs. T. Anitha, M.Com., M.Phil., M.B.A

#### PG DEPARTMENT OF SOCIAL WORK

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(Head of the Department)

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Mrs. Sudhasenthil, M.Sc., M.Phil.,

Mrs. S.Jayalakshmi, M.Sc., M.Phil., HDCA

Mrs. S.Jayalakshmi, M.Sc., M.Phil.,

# PG DEPARTMENT OF PLANT BIOLOGY AND BIO-TECHNOLOGY

Dr. (Mrs.) L. Sheeja, M.Sc., B.Ed., M. Phil., & Ph.D (Head of the Department)

Dr. (Mrs.) D. Lakshmi, M.Sc., M.Phil., & Ph.D

Dr. Mrs. A. K. Rathna Kumari, M.Sc., B.Ed., M.Phil., & Ph.D

Mrs. E. V. Sheena, M.Sc., M. Phil.,

### PG DEPARTMENT OF BIO-STATISTICS

Mrs. V. Suriya, M.Sc., M.Phil., (Head-in-Charge)

Mrs. S. Abeena Shantini, M.Sc., M.Phil.,

Mrs. B. Janani, M.Sc., M.Phil.,

Mrs. H. Kamini, M.Sc., M.Phil.,

## PG DEPARTMENT OF HUMAN RESOURCE MANAGEMENT

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Mrs. R. Sridevi, B.Sc., M.B.A, M.Phil.,

Mrs. M. Nagamalar, M.B.A, M.Phil.,

## PG DEPARTMENT OF PHYSICS

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Dr. G.Rajasudha, M.Sc., M.Phil., Ph.D

Dr. V.P.Subhasini, M.Sc., M.Phil., PGDCA, Ph.D

Dr. G. Subhashree, M.Sc., M.Phil., Ph.D.

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Ms. R. Archana, M.A, B.Ed., M.Phil., (Head of the Department)

Ms. V. Shantha, M.A, M.Phil., M.A. (Pub. Admn), M.Ed., (English)

Dr. K. Bhavani, M.Sc., M.Ed., M.Phil., M.A, Ph.D

Ms. Hyrun Fathima Nousheen, M.A, M.Phil.,

## PG DEPARTMENT OF COMPUTER SCIENCE

**Dr. C.Victoria Priscilla,** MCA, M.Phil., Ph.D- Associate Professor (Head of the Department)

Dr. N. Priya, MCA, M.Phil., Ph.D

Dr. M. Maha Devi, MCA, M.Phil., Ph.D

Ms. K. Chithra, MCA, M.Phil.,

#### PG DEPARTMENT OF CHEMISTRY

Dr. S. Suguna, M.Sc., M.Phil., Ph.D (Head of the Department)

Dr. R. Indira, M.Sc., B.Ed., M.Phil., Ph.D

Dr. T. Preethi, M.Sc., Ph.D

Mrs. P. Gowthami, M.Sc., M.Phil.,

#### PG DEPARTMENT OF ACCOUNTING & FINANCE

**Dr. S.Kamakshi,** M.Com., M.Phil.,ICWA (Inter), M.Music, Ph.D (Head of the Department)

Ms. P. Amirtha, M.Com., M.Phil., M.B.A

# PG DEPARTMENT OF HOMESCIENCE-FOOD SCIENCE, NUTRITION AND DIETETICS

Dr. Renu Agarwal, M.Sc., M.Phil., MBA, Ph.D

(Head of the Department)

Mrs. R. Vijaya Vahini, M.Sc., M.Phil.,

## E-EDU GOVERN DEPARTMENT (TEACHING)

Mrs. N.V.Vijayalakshmi , M.Sc.(IT), M.Phil., (Head-In-Charge)

Mrs. V. Hema Malini, M.Sc.(IT), M.Phil., MBA

Mrs. T. Ezhil Sindhu, M.Sc.(IT), M.Phil.,

Mrs. M.Ezhilarasi, M.C.A, M.Phil.,

Mrs. S. Ramya, M.Sc.(IT)

Mrs. Priya, M.Phil., M.C.A

Mrs. Divya Sterlin, M.Phil., M.C.A

#### STUDENT COUNSELLOR

Mrs. Nandini Narayanan, MSW

#### **NON-TEACHING STAFF**

### **OFFICE**

Mr. C. Sathya Seelan, B.E, M.Sc(IT)-Chief Operating Officer

#### **E-EDU GOVERN DEPARTMENT**

Mrs R. Chitra Senior Programmer & System

Administrator

Mrs. R. Jayalakshmi Programmer
Mrs. R. Kiruthika Programmer
Mr. D. Arun Kumar

Mr. D. Arun Kumar Network Engineer

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Mrs. C.Vijayalakshmi Chief Accounts Officer

Miss. A. Praneetha Accountant
Mrs. V. Kavitha Accountant
Miss. J. Asuvini Accountant

#### ADMINISTRATIVE DEPARTMENT

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Mrs. S. Sangeetha
Miss. K. Archana
Miss. R. Bhuvaneshwari
Mrs. E.P. Renugadevi
Office-Administrative Asst.
Office-Administrative Asst.
Office-Administrative Asst.
Office-Administrative Asst.

#### **COE OFFICE**

Ms. V.Jayalakshmi Data Entry Operator Mrs. L.Kavitha Data Entry Operator Mrs. K.Preeja Data Entry Operator

Mrs. C.Malarkodi Accountant

Ms. R.Revathy

#### PLACEMENT CELL

Mrs. R.Vasumathi, Dean Training & Placement Mrs. K.Menaka, Placement Co-ordinator

#### PHYSICAL EDUCATION

Mr. J.Ramkumar Physical & Sports Director

Mrs. Devi Assistant
Mrs. C. Seethalakshmi Assistant

## **TECHNICAL ASSISTANTS-Computer Laboratory**

Ms. A. Srilekha

Mrs. P. Mohana

Mrs. S. Padma

Mrs. K. Indira

Mrs. B. Pavithra

Mrs. Sona Maslin Mary

Mrs. G. Girija

Mrs. Kavithanjali

Miss. C.Kavitha

#### LAB ASSISTANTS

Mrs G.Kanmani

Mr. E.Senthil Kumar

Mrs M.Geetha

Mrs. S.Kumudha

Mrs. Lakshmi Priya

Ms. Shameem Banu

Miss. R. Yuvarani

#### **LIBRARIAN**

Mrs. K.Lalitha, Library Assistant

Mr. V.Sathish , Library Assistant

Mrs. S.Jayanthi, PG Library Assistant

#### **HOSTEL**

Dr. A.S.Fathimaa Bee, Warden

Ms. G.Keerthana, Asst. Warden

Ms. L.Lakshmi, Asst. Warden

#### **DAY CARE**

Mrs. Suganthiya

Mrs. Bharathi

#### **ATTENDER**

Mr. K.V. Baskar

Mr.S.Kannan

Mr.G.Baskar

Mr.D.Prabhakar

Mr.P.Rajagopal

Mr.S.Kadar-Sports

#### **HOUSE KEEPING**

Mrs. Geetha Sweeper Mrs. Yesamma Sweeper Mrs. S Dhatchayani Sweeper Mrs. R.Saraswathi Sweeper Mrs. S.Baby Kalavathy Sweeper Mrs. J.Sara Sweeper Mrs. A.Mary Sweeper Mrs. V.Alamelu Sweeper Mrs. A. Vani Sweeper

#### **ACADEMIC ORGANISATIONS**

College Academic Council Secretary

Principal Dr. R. Geetha

Vice Principal Dr. C. Victoria Priscilla

University Academic Council Member Dr. R.Savithri

Controller of Examinations Dr. C.P.Sumathi

**Deputy Controller of Examinations** Dr. S.Alamelu

UGC Nodal officer Dr. R.Radha

Deputy Nodal officer Dr. J.R.Bhanumathi Internal Quality Assurance Cell Dr. G.Vijayasree -

Co-ordinator

Dr. C. S. Vijava

Tmt. R.Vijaya

Dr. S. Sivagama sundari

Dean Research Dr. R.Siva Member Dr. N.Priva

Dean of Arts & Languages Dr. J.R.Bhanumathi

Dean Mathematical Sciences Tmt. R.Vijaya

Dean of New Age Sciences and

Technology Dr. RenuAgarwal Dr R Savithri Dean Commerce

Dr. S.Lakshmi Dean of Student Affairs Dean Resident students Dr. N.Gajalakshmi

Dr. D.Lalitha Dean Extension Activities

Tmt.R.Vasumathi

Dean Training &Placement

**Ethics Committee** Principal Vice Principal Dr.C.S.Vijaya Dr.N.Priya Mr. S.Sridhar -

Grievance Redressal Committee

Superintendent

Sailakshmi, III B.Com A&F

Principal Vice Principal Dr.S.Lakshmi

Dr.A.K.Rathnakumari

Anti-Ragging Redressal Committee Principal

Secretary
Dr. L.Sheeja
Ms. P.Manjusha
Sailakshmi - Student

Union President

Local Police Inspector

Sexual Harassment Committee Chairman

Principal

Vice Principal Dr. Subbulakshmi

Scholarship Committee Dr. S.Hemalatha - Convenor

Tmt. PriyaBhandavi

Tmt. R.Harini Tmt. V.M.Geetha Tmt. M.Rekha Tmt. Hemamalini Tmt. B.Janani

Sports Committee Mr. Ramkumar-Physical Director

Tmt. Seethalakshmi

Tmt. Devi

Tmt. V. Gayathri Tmt. Bindhu

Hostel Committee Dr. N. Priya

Tmt. Sudha Senthil

Golden Jubliee Celebration Committee Principal - Convenor

Vice Principal Dr. C.S. Vijaya

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Fine Arts Committee Dr. C.Durga

Tmt. S.Anitha Tmt. R.Dhivya

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PRO Dr. Padmavilasini

Tmt. K.Sivasankari

National Service Scheme Dr. A. Suganthi Annathai

Ms. V ArunaAbirami

National Cadet Corps Dr. A.Parvin

Tmt. V.Gayathri

Rotaract Tmt. Vimala Vasudevan

M. Lavanya

Dr. Kowsalya Devi

Health coordinator Tmt. P.UmaMaheswari

Tmt. N.Anbarasi Mrs. Bala Kamatchi

Certificate courses &

Yoga Co-ordinators Tmt. Aruna

Tmt. R.Srividhya Ms. R.Divya

Quiz club Ms. K.Hemamalini - Convenor

Tmt. S.Jeevitha

Consumer club Mrs. Mahishasuramarthini

- Convenor

Mrs. K.Meenakshi

Environ Club Tmt. Sheena

Tmt. Agnel Sherin

EDP & Women Entrepreneurship Tmt. P.Gajalakshmi-Convenor

Tmt. K. RehanaFathima

EDI Tmt. Amirtha

Staff club Secretary Dr. A.K.Rathnakumari

Tmt. S.Jayalakshmi

Student Union Vice presidents Dr. K.Shyamala

Tmt. K.Lakshmi Tmt. R.Archana

Student Counsellor Tmt. Nandini Narayanan

# WORKING DAYS IN 2018 - 2019 FOR EVENING COLLEGE

ODD SEMESTER				
Month	No. of Working Days			
June	12			
July	26			
August	24			
September	23			
October	21			
Total	106			
10101	100			
EVEN SEM	<u>'</u>			
	<u>'</u>			
EVEN SEM	MESTER			
EVEN SEM Month	MESTER  No. of Working Days			
EVEN SEM Month November	MESTER  No. of Working Days  8			
EVEN SEM  Month  November  December	MESTER  No. of Working Days  8  19			

5

104

**NOTE:** HOLIDAYS SUBJECT TO ALTERATION

April

Total

Afternoon	Afternoon	۸						
NG)				BF	REAK			
BLE (EVENI	TIME TABLE (EVENING) Forenoon	=						
TIME TAE		=						
		_						
	Dav Order		Day 1	Day 2	Day 3	Day 4	Day 5	Day 6

JUNE 2018 Odd Semester				
Date	Day	Particulars	Working Day	
01/06/18	Friday			
02/06/18	Saturday			
03/06/18	Sunday			
04/06/18	Monday			
05/06/18	Tuesday			
06/06/18	Wednesday			
07/06/18	Thursday			
08/06/18	Friday	College Reopens		
09/06/18	Saturday			
10/06/18	Sunday			
11/06/18	Monday			
12/06/18	Tuesday			
13/06/18	Wednesday			
14/06/18	Thursday			
15/06/18	Friday	Ramzan-Holiday		
16/06/18	Saturday			

JUNE 2018				
Date	Day	Particulars	Working Day	
17/06/18	Sunday			
18/06/18	Monday		1	
19/06/18	Tuesday		2	
20/06/18	Wednesday		3	
21/06/18	Thursday		4	
22/06/18	Friday		5	
23/06/18	Saturday		6	
24/06/18	Sunday			
25/06/18	Monday		7	
26/06/18	Tuesday		8	
27/06/18	Wednesday		9	
28/06/18	Thursday		10	
29/06/18	Friday		11	
30/06/18	Saturday		12	

JULY 2018				
Date	Day	Particulars	Working Day	
01/07/18	Sunday			
02/07/18	Monday		1	
03/07/18	Tuesday		2	
04/07/18	Wednesday		3	
05/07/18	Thursday		4	
06/07/18	Friday		5	
07/07/18	Saturday		6	
08/07/18	Sunday			
09/07/18	Monday		7	
10/07/18	Tuesday		8	
11/07/18	Wednesday		9	
12/07/18	Thursday		10	
13/07/18	Friday		11	
14/07/18	Saturday		12	
15/07/18	Sunday			
16/07/18	Monday		13	

JULY 2018				
Date	Day	Particulars	Working Day	
17/07/18	Tuesday	CAT-I	14	
18/07/18	Wednesday	CAT-I	15	
19/07/18	Thursday	CAT-I	16	
20/07/18	Friday	CAT-I	17	
21/07/18	Saturday	CAT-I	18	
22/07/18	Sunday			
23/07/18	Monday		19	
24/07/18	Tuesday		20	
25/07/18	Wednesday		21	
26/07/18	Thursday		22	
27/07/18	Friday		23	
28/07/18	Saturday		24	
29/07/18	Sunday			
30/07/18	Monday		25	
31/07/18	Tuesday		26	

AUGUST 2018				
Date	Day	Particulars	Working Day	
01/08/18	Wednesday		1	
02/08/18	Thursday		2	
03/08/18	Friday		3	
04/08/18	Saturday		4	
05/08/18	Sunday			
06/08/18	Monday		5	
07/08/18	Tuesday		6	
08/08/18	Wednesday		7	
09/08/18	Thursday		8	
10/08/18	Friday		9	
11/08/18	Saturday		10	
12/08/18	Sunday			
13/08/18	Monday		11	
14/08/18	Tuesday		12	
15/08/18	Wednesday	Independence day - Holiday		
16/08/18	Thursday	CAT-II	13	

AUGUST 2018				
Date	Day	Particulars	Working Day	
17/08/18	Friday	CAT-II	14	
18/08/18	Saturday	CAT-II	15	
19/08/18	Sunday			
20/08/18	Monday	CAT-II	16	
21/08/18	Tuesday	CAT-II	17	
22/08/18	Wednesday	Bakrid -Holiday		
23/08/18	Thursday		18	
24/08/18	Friday	Varalakshmi Vratham - Holiday		
25/08/18	Saturday		19	
26/08/18	Sunday			
27/08/18	Monday		20	
28/08/18	Tuesday		21	
29/08/18	Wednesday		22	
30/08/18	Thursday		23	
31/08/18	Friday		24	

SEPTEMBER 2018				
Date	Day	Particulars	Working Day	
01/09/18	Saturday		1	
02/09/18	Sunday	Sri Krishna Jayanthi - Holiday		
03/09/18	Monday		2	
04/09/18	Tuesday		3	
05/09/18	Wednesday	Teachers Day	4	
06/09/18	Thursday		5	
07/09/18	Friday		6	
08/09/18	Saturday		7	
09/09/18	Sunday			
10/09/18	Monday		8	
11/09/18	Tuesday		9	
12/09/18	Wednesday		10	
13/09/18	Thursday	Vinayagar Chathurthi - Holiday		
14/09/18	Friday		11	
15/09/18	Saturday		12	
16/09/18	Sunday			

SEPTEMBER 2018				
Date	Day	Particulars	Working Day	
17/09/18	Monday		13	
18/09/18	Tuesday		14	
19/09/18	Wednesday		15	
20/09/18	Thursday		16	
21/09/18	Friday	Muharram - Holiday		
22/09/18	Saturday		17	
23/09/18	Sunday			
24/09/18	Monday	CAT-III	18	
25/09/18	Tuesday	CAT-III	19	
26/09/18	Wednesday	CAT-III	20	
27/09/18	Thursday	CAT-III	21	
28/09/18	Friday	CAT-III	22	
29/09/18	Saturday		23	
30/09/18	Sunday			

OCTOBER 2018				
Date	Day	Particulars	Working Day	
01/10/18	Monday		1	
02/10/18	Tuesday	Gandhi Jayanthi - Holiday		
03/10/18	Wednesday		2	
04/10/18	Thursday		3	
05/10/18	Friday	End Semester Practical Exams Begins	4	
06/10/18	Saturday		5	
07/10/18	Sunday			
08/10/18	Monday		6	
09/10/18	Tuesday		7	
10/10/18	Wednesday		8	
11/10/18	Thursday		9	
12/10/18	Friday		10	
13/10/18	Saturday		11	
14/10/18	Sunday			
15/10/18	Monday		12	
16/10/18	Tuesday		13	

OCTOBER 2018				
Date	Day	Particulars	Working Day	
17/10/18	Wednesday	End Semester Practical Exams Ends	14	
18/10/18	Thursday	Ayudha Pooja - Holiday		
19/10/18	Friday	Vijaya Dasami - Holiday		
20/10/18	Saturday		15	
21/10/18	Sunday			
22/10/18	Monday	End Semester Arrear Exams Begin	16	
23/10/18	Tuesday		17	
24/10/18	Wednesday		18	
25/10/18	Thursday		19	
26/10/18	Friday		20	
27/10/18	Saturday	Last Working Day for students	21	
28/10/18	Sunday			
29/10/18	Monday	End Semester Exams Begins	22	
30/10/18	Tuesday	Last Working Day for Staff	23	
31/10/18	Wednesday			

NOVEMBER 2018 Even Semester II			
Date	Day	Particulars	Working Day
01/11/18	Thursday		
02/11/18	Friday		
03/11/18	Saturday		
04/11/18	Sunday		
05/11/18	Monday		
06/11/18	Tuesday	Deepavali - Holiday	
07/11/18	Wednesday	Deepavali Nonbu - Holiday	
08/11/18	Thursday	Gujarathi New Year - Holiday	
09/11/18	Friday		
10/11/18	Saturday		
11/11/18	Sunday		
12/11/18	Monday		
13/11/18	Tuesday		
14/11/18	Wednesday	End Semester Exams Ends	
15/11/18	Thursday		
16/11/18	Friday		

NOVEMBER 2018			
Date	Day	Particulars	Working Day
17/11/18	Saturday		
18/11/18	Sunday		
19/11/18	Monday		
20/11/18	Tuesday		
21/11/18	Wednesday		
22/11/18	Thursday	College Reopens	1
23/11/18	Friday		2
24/11/18	Saturday		3
25/11/18	Sunday		
26/11/18	Monday		4
27/11/18	Tuesday		5
28/11/18	Wednesday		6
29/11/18	Thursday		7
30/11/18	Friday		8

DECEMBER 2018			
Date	Day	Particulars	Working Day
01/12/18	Saturday		1
02/12/18	Sunday		
03/12/18	Monday		2
04/12/18	Tuesday		3
05/12/18	Wednesday		4
06/12/18	Thursday		5
07/12/18	Friday		6
08/12/18	Saturday		7
09/12/18	Sunday		
10/12/18	Monday		8
11/12/18	Tuesday		9
12/12/18	Wednesday		10
13/12/18	Thursday		11
14/12/18	Friday		12
15/12/18	Saturday		13
16/12/18	Sunday		

DECEMBER 2018			
Date	Day	Particulars	Working Day
17/12/18	Monday		14
18/12/18	Tuesday		15
19/12/18	Wednesday		16
20/12/18	Thursday		17
21/12/18	Friday	Madras University Valuation Begins	18
22/12/18	Saturday		19
23/12/18	Sunday		
24/12/18	Monday		
25/12/18	Tuesday	Christmas - Holiday	
26/12/18	Wednesday		
27/12/18	Thursday		
28/12/18	Friday		
29/12/18	Saturday		
30/12/18	Sunday		
31/12/18	Monday		

	JANUARY 2019			
Date	Day	Particulars	Working Day	
01/01/19	Tuesday	New Year - Holiday		
02/01/19	Wednesday	College Reopens after valuation	1	
03/01/19	Thursday	CAT I	2	
04/01/19	Friday	CAT I	3	
05/01/19	Saturday	CAT I	4	
06/01/19	Sunday			
07/01/19	Monday	CAT I	5	
08/01/19	Tuesday	CAT I	6	
09/01/19	Wednesday		7	
10/01/19	Thursday		8	
11/01/19	Friday		9	
12/01/19	Saturday		10	
13/01/19	Sunday	Bhogi - Holiday		
14/01/19	Monday	Pongal - Holiday		
15/01/19	Tuesday	Thiruvalluvar Day - Holiday		
16/01/19	Wednesday	Uzahavar Thirunal - Holiday		

JANUARY 2019			
Date	Day	Particulars	Working Day
17/01/19	Thursday		11
18/01/19	Friday		12
19/01/19	Saturday		13
20/01/19	Sunday		
21/01/19	Monday		14
22/01/19	Tuesday		15
23/01/19	Wednesday		16
24/01/19	Thursday		17
25/01/19	Friday		18
26/01/19	Saturday	Republic Day - Holiday	
27/01/19	Sunday		
28/01/19	Monday		19
29/01/19	Tuesday		20
30/01/19	Wednesday		21
31/01/19	Thursday		22

FEBRUARY 2019			
Date	Day	Particulars	Working Day
01/02/19	Friday		1
02/02/19	Saturday		2
03/02/19	Sunday		
04/02/19	Monday	CAT-II	3
05/02/19	Tuesday	CAT-II	4
06/02/19	Wednesday	CAT-II	5
07/02/19	Thursday	CAT-II	6
08/02/19	Friday	CAT-II	7
09/02/19	Saturday		8
10/02/19	Sunday		
11/02/19	Monday		9
12/02/19	Tuesday		10
13/02/19	Wednesday		11
14/02/19	Thursday		12
15/02/19	Friday		13
16/02/19	Saturday		14

FEBRUARY 2019			
Date	Day	Particulars	Working Day
17/02/19	Sunday		
18/02/19	Monday		15
19/02/19	Tuesday		16
20/02/19	Wednesday		17
21/02/19	Thursday		18
22/02/19	Friday		19
23/02/19	Saturday		20
24/02/19	Sunday		
25/02/19	Monday		21
26/02/19	Tuesday		22
27/02/19	Wednesday		23
28/02/19	Thursday		24

MARCH 2019			
Date	Day	Particulars	Working Day
01/03/19	Friday		1
02/03/19	Saturday		2
03/03/19	Sunday		
04/03/19	Monday	CAT-III	3
05/03/19	Tuesday	CAT-III	4
06/03/19	Wednesday	CAT III	5
07/03/19	Thursday	CAT-III	6
08/03/19	Friday	CAT-III	7
09/03/19	Saturday		8
10/03/19	Sunday		
11/03/19	Monday		9
12/03/19	Tuesday		10
13/03/19	Wednesday		11
14/03/19	Thursday		12
15/03/19	Friday	End Semester Practical Exam begins	13
16/03/19	Saturday		14

MARCH 2019			
Date	Day	Particulars	Working Day
17/03/19	Sunday		
18/03/19	Monday		15
19/03/19	Tuesday		16
20/03/19	Wednesday		17
21/03/19	Thursday		18
22/03/19	Friday		19
23/03/19	Saturday		20
24/03/19	Sunday		
25/03/19	Monday		21
26/03/19	Tuesday		22
27/03/19	Wednesday		23
28/03/19	Thursday	End Semester Practical Exam ends	24
29/03/19	Friday	End semester Arrear Exam Begins	25
30/03/19	Saturday		26
31/03/19	Sunday		

APRIL 2019			
Date	Day	Particulars	Working Day
01/04/19	Monday		1
02/04/19	Tuesday		2
03/04/19	Wednesday		3
04/04/19	Thursday		4
05/04/19	Friday	Last Working day for students	5
06/04/19	Saturday		6
07/04/19	Sunday		
08/04/19	Monday	End Semester Exams Begins	7
09/04/19	Tuesday	Last working day for Staff	8
10/04/19	Wednesday		
11/04/19	Thursday		
12/04/19	Friday		
13/04/19	Saturday		
14/04/19	Sunday	Tamil New Year & Dr.Ambedkar's Birthday - Holiday	
15/04/19	Monday	_	
16/04/19	Tuesday		

<b>APRIL 2019</b>			
Date	Day	Particulars	Working Day
17/04/19	Wednesday	Mahavir Jayanthi - Holiday	
18/04/19	Thursday		
19/04/19	Friday	Good Friday - Holiday	
20/04/19	Saturday		
21/04/19	Sunday		
22/04/19	Monday	End Semester Exam Ends	
23/04/19	Tuesday		
24/04/19	Wednesday		
25/04/19	Thursday		
26/04/19	Friday		
27/04/19	Saturday		
28/04/19	Sunday		
29/04/19	Monday		
30/04/19	Tuesday		

MAY2019						
Date	Day	Particulars	Working Day			
01/05/19	Wednesday	May Day - Holiday				

MAY 2019					
Date	Day	Particulars	Working Day		

### **OUR NATIONAL ANTHEM**

Jana gana mana adinayaka jaya he Bharatha bhagya vidhata Punjab sindhu gujarata maratha Dravida uthkala vanga Vindhya himachala yamuna ganga Uchala jaladhi taranga Tava subha name jage Tava subha asisha mage Gahe tava jaya gatha Jana-gana mangala dayaka jaya he Bharata bhagya vidhata Jaya he! Jaya he! Jaya he! Jaya, Jaya, Jaya he

Thou art the ruler of minds of people.

Thou Dispenser of India's destiny.

The name rouses the hearts of the Punjab Sindhu

Gujarat and Maratha of Dravid Orissa and Bengal.

It echoes in the hills of the Vindhyas and Himalayas

Mingles in the music of Jamuna and Ganga

And is chanted by the wave of the Sea.

They pray for Thy blessing and sing Thy praise

Thou Dispenser of India's destiny

Victory, Victory, Victory to Thee.

# SHRIMATHI DEVKUNVAR NANALAL BHATT VAISHNAV COLLEGE FOR WOMEN (AUTONOMOUS),

CHROMEPET, CHENNAI - 600 044.

#### GENERAL INSTRUCTION

(For parent's reference)

**PUNCTUALITY:** Student should be punctual in attending the college. Severe action will be taken against the late comers. Student should also attend the Practical Classes regularly on time.

**ATTENDANCE:** As per standing Instructions of the University of Madras, a student will be permitted to appear for the University Examination only if the student secures 75% of attendance in the year and the conduct of the student has been satisfactory. Students who fall to fulfill the above conditions will be detained without information.

**RAGGING:** In any form has been banned by the Government of Tamil Nadu. Any student Indulges in ragging inside or outside the Campus will be dismissed and such student will not be admitted in any Educational Institution. Apart from that she will be liable for Criminal action and punishment will be, imprisonment for TWO years and a fine of Rs.10,000/-, hence students are strictly instructed to desist from such activities.

**DISCIPLINE:** Students should maintain discipline inside the Class Rooms, Campus and outside the College (at Railway Station, Trains, Bus Stops and in other places). Any information received about their indiscipline and misbehaviour will be investigated and severe disciplinary action will be taken against the students found guilty.

**DRESS CODE:** Every student is expected to be decently dressed.

LEAVE: If the student wants to avail of any leave, she should obtain prior sanction from the Class-in-charge/HODs concerned in advance. In unforeseen circumstances, necessary intimation should be sent to the Principal through Post/Telegram indicating the number of days for which leave is required. When the student attends class after leave. a conformation letter signed by the parent should be submitted to the Class-in-charge/HOD to get the leave sanctioned, Leave letters submitted after availing leave will not be accepted. The printed leave application forms should be obtained from the college office.

**TESTS & ASSIGNMENTS:** Students are instructed to take seriously, Periodical Tests and Assignments. Absence from tests and delay in

submitted assignments will not be tolerated and a leave fine will be collected.

**PARENT'S SUPPORT:** Parents are requested to watch closely the performance, regularity, conduct and character of their wards, and also make periodical visits to the College and meet the Principal and Staff-in-charge at least once in a month to know about the regularity and progress of their wards.

**PROGRESS REPORTS:** showing the marks secured by the students in the periodical Tests and Attendance particulars will be sent for the information of parents. If the performance of the student is not up to the expectations, parents should take appropriate remedial action.

**COMMUNICATION FROM THE COLLEGE:** Whenever, communication is sent from the College asking the parents to meet the Principal, they should meet the Principal. If the parents do not respond to the communication, such students will not be permitted to attend classes.

**ADDRESS CHANGE:** Any change in address should be reported to the office immediately.

Parents are requested to extend their full Co-operation to the Principal and Staff in their efforts to maintain discipline, decorum and proper behaviour of the students and to keep up the good name of the Institution.

**CELL PHONES:** In the interest of the students and the Institution, the college has banned the used of cell phone by the students inside the Campus. Violation of the above order dealt with stem action by the College authorities.

#### **UNDERTAKING**

Sir/Madam,

I assure that I will follow the above Instructions scrupulously and will be regular in attending classes,

Address for Communication

SIGNATURE OF THE STUDENT (Name in BLOCK LETTERS)

Sir/Madam,

I have noted the above instructions, I stand guarantee for the good conduct of my ward.

SIGNATURE OF THE PARENT/GUARDIAN