



THASSIM BEEVI ABDUL KADER COLLEGE FOR WOMEN

A Minority Institution Sponsored by Seethakathi Trust, Chennai
An Autonomous Institution Affiliated to Alagappa University, Karaikudi
Accredited by NAAC with "A" Grade (CGPA:3.16) & ISO 9001:2015 Certified Institution
Recognized by UGC by 2(f) & 12B
Kilakarai-623517, Ramanathapuram District, Tamilnadu

Academic Calendar

2021-22

بِسْمِ اللَّهِ الرَّحْمَنِ الرَّحِيمِ

In the name of the Almighty,
The Most Gracious, The Most Merciful!
All praise be to the Almighty only!

**Towards the end of the meeting recite this together with
the audience**

سُبْحَانَكَ اللَّهُمَّ وَبِحَمْدِكَ، أَشْهَدُ أَنْ لَا إِلَهَ إِلَّا أَنْتَ أَسْتَغْفِرُكَ وَأَتُوبُ إِلَيْكَ

Glory be to the Almighty and praise be to Him!

Glory be to YOU and all praise be to You!

I bear witness that there is no true GOD except YOU alone.

I ask your pardon and turn to YOU in repentance.

[Dua from the Hadith of Prophet Muhammad (PBUH)

Narrated by Abu Hurairah (Rali)

Source: Abu Dawud: 4859]

In the Name of Allah, the Most Gracious, the Most Merciful
Proclaim (Or Read :) In the name of thy Lord and Cherisher,
Who Created man, out of a Mere clot of congealed blood.
Proclaim! And thy Lord is Most Bountiful
He who taught the use of the pen
Taught man that which he knew not
Nay, but man doth transgress all bounds
In that he looketh upon himself as self-sufficient.
Verily, to thy Lord is the return of all.

Al Quran Sura 96: (verses 1 to 8)

Founded in 1988
G O No 1448 dated 12 September 1988

THASSIM BEEVI ABDUL KADER COLLEGE FOR WOMEN

(Sponsored by Seethakathi Trust, Chennai)
(Affiliated to Alagappa University, Karaikudi)

No. 8/93 & 94, Pearl Matriculation School Road,
Kilakarai,
Kilakarai Taluk
Ramanathapuram District - 623517.
Post Box No: 9

Office : (04567) 241933 / 241934

Cell : 9442617038

Hostel : 04567- 241906 / 241009

Fax : (04567) 243355

E-mail: principal.thassim.ac.in / tbakcw@gmail.com

Website : www.thassim.in

Year of Establishment: 1988

Autonomous – June 2005

Accredited by NAAC with “A” Grade(CGPA:3.16/4 point scale) - Oct 2019

ACADEMIC CALENDAR

2 0 2 1 - 2 2

(Hijri 1443 – 1444)

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Kilakarai-623517, Ramanathapuram District, Tamilnadu

HAND BOOK

1 Name

2 Class Sec.....

3 Roll No

4 Reg No

5 Date of Birth

6 Height

7 Weight

8 Blood Group

9 Address of the Parent / Guardian

.....

.....

.....

.....

Tel No (Res) (Off)

10 Name of the Class Teacher

11 Name of the Mentor



FOUNDER



**Marhoom Alhaj
Dr. B S ABDUR RAHMAN**

Born : 15.10.1927

Died : 07.01.2015

BOARD OF TRUSTEES

Chairman

Alhaj B S Ariff Rahman Buhari

Managing Trustee

Alhaj Dr Shuaib Alim
Alhaj M K Sathak Abdul Kader

Secretary

Alhaj Khalid A K Buhari

Treasurer

Alhaj M K Mohamed Hassan

Trustees

Alhaj S S M Ahamed Hussain
Alhaj Abdul Qadir A Rahman Buhari
Alhaj S A Quthubudeen
Alhaj M K M Seyed Mohamed Buhari
Alhaj Ahmed A Rahman Buhari
Alhaj Ashraf A Rahman Buhari

Correspondent

Dr Rahmathunisa Abdur Rahman

General Manager

Alhaj V N A Jalal

Deputy General Manager

Alhaj S Sheik Dawood Khan

AL FATHIHA

In the name of Allah, the Beneficent, the Merciful

All Praise is due to Allah, the Lord of the Worlds

The Beneficent, the Merciful

Master of the Day of Judgement

Thee do we serve and Thee do we beseech for help

Guide us on the right path

The path of those upon whom Thou hast bestowed favours

Not of those upon whom thy wrath is brought down

Nor of those who have gone astray.

Ameen!

-Al Quran(Chapter 1)

NATIONAL PLEDGE

India is my country; all Indians are my brothers and sisters.

I love my country and I am proud of its rich and varied heritage.

I shall always strive to be worthy of it.

I shall give my parents, teachers and all elders respect and treat everyone with courtesy.

To my country and my people, I pledge my devotion. In their well being and prosperity alone lies my happiness.

தமிழ் தாய் வாழ்த்து

நீராரும் கடலுடுத்த நிலமடந்தைக் கெழிலொழுகும்
 சீராரும் வதனமெனத் திகழ்பரதக் கண்டமிதில்
 தெக்கணமும் அதிற்சிறந்த திராவிடர்நல் திருநாடும்
 தக்கசிறு பிறைநுதலும் தரித்தநறுந் திலகமுமே
 அத்திலக வாசனைபோல் அனைத்துலகும் இன்பமுற
 எத்திசையும் புகழ்மணக்க இருந்தபெருந் தமிழணங்கே!
 தமிழணங்கே!
 உன் சீரிளமைத் திறம்வியந்து
 செயல்மறந்து வாழ்த்துதுமே!
 வாழ்த்துதுமே!!
 வாழ்த்துதுமே!!

மனோன்மணியம்* பெ.சுந்தரனார்

NATIONAL ANTHEM

Jana gana mana adhinayaka jaya he
 Bharata bhagya vidhata
 Punjab Sindh Gujarat Maratha
 Dravida Utkala Banga
 Vindhya Himachala Yamuna Ganga
 Uchchala Jaladhi taranga
 Tava shubha name jage
 Tava shubha asisa mage
 Gahe tava jaya gatha
 Jana gana mangala dayaka jaya he
 Bharata bhagya vidhata
 Jaya he jaya he jaya he
 Jaya jaya jaya jaya he!

-Rabindranath Tagore

FLAG SONG

Jhanda ooncha rahe amara

Vijayee Vishwa thiranga pyara

Sada shakti Barasanewala

PremaSudhaaranewala

Veeronko Harshanewala

Mathru Bhoomika than-man-sara

[Jhanda..]

Swatantratake bheeshana ranamen

Rakhhar balhe josh bade kshan-shan men

Kampe Shatru dekhkar man men

Mit jawe bhay sankat sara

Jhanda..]

Aavo pyare veero aavo

Dhuh dharom par bali-bali jawo

Yeksath sab milkar gavo,

Pyara Bharat Desh Hamara

[Jhanda..]

Iski shan jane ave

Chahe jaan bhalhi jave

Vishwa Vijay Karke dikhalave

Tab hove pran poorna hamara

[Jhanda..]

-Shyamal Gupta

கல்லூரிப் பண்

ஹஸ்பி (ஆ) ரப்பீ ஜல்லல்லாஹ்
 மாஃபீ (ஊ) கல்பீ (ஆ) கய்ருல்லாஹ்
 நூரு முஹம்மது ஸல்லல்லாஹ்
 லாயிலாஹா - ஹக்ரு
 லாயிலாஹா இல்லல்லாஹ்
 இறைவா உனது கருணையினால்
 இம்மை மறுமைப் பேறுகளைக்
 குறையா தெமக்குக் கொடுத்திடுவாய்!
 கொடுமையனைத்தும் தடுத்திடுவாய்!
 நிறைவாயுள்ள நலனீந்து
 நெஞ்சம் மலரச் செய்திடுவாய்!
 கறையாயுள்ள பகுதிகளைக்
 கழுவித் தூய்மை யாக்கிடுவாய்!
 பிறையாய்த் திகழும் எம் கல்லூரி
 பிறைபோல் வளர உதவிடுவாய்!
 நிறைவாம் சீதக்காதி பெயர்
 நின்றே நிலவும் நிறுவனத்தார்
 நிறைவே கொள்ளத் துணை புரிவாய்!
 நிலைபேறுடைய எம் கொள்கை
 குறையா தோங்க அருள் புரிவாய்!
 குறைகள் தீர்க்கும் கோமானே.
 அறிவுக்கடலாம் கஸ்ஸாலி
 அடையும் நெஞ்சின் விரிவைப் போல்
 அறிவின் ஒளியாய் எம் நெஞ்சை
 அழகாய் அமைப்பாய் அருளாளா
 செறியும் கல்வி எனக் கூட்டும்
 சீரிய நேரிய ஆசிரியர்
 அறியும் பெற்றோர் அனைவருக்கும்
 அருளைப் பொழிவாய் ரஹ்மானே!

COLLEGE PLEDGE

I solemnly declare that I shall abide by all the rules and regulations of the college as long as I study here.

I will not indulge in ragging and any other indisciplinary activity.

I shall give the utmost importance to cleanliness and help in maintaining the beauty of the college campus and the building there - in.

I shall refrain from defacing the walls of the college or hostel buildings.

I shall never cause even the slightest damage to any of the college or hostel property.

I shall honour the institution and help in the preservation and growth of its prestige

VISION

Achieving Candidly Eminent Distinction in the Realm of Women's Higher Education through TRUST – 'Teaching, Research, Uprightness, Service and Transformation'.

MISSION

Making the Nation Proud by Striving to Achieve Quality Higher Education for the Women an Affordable Reality through Steadfast Involvement, Gracious Munificence, Articulated Thoughts and Accelerating Resoluteness Generating Enviably Tomorrow (SIGMA TARGET).

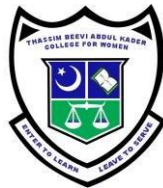
MOTTO

"Enter to Learn and Leave to Serve".

INSTITUTIONAL OBJECTIVES

1. To equip learners with adequate academic skills to search for, and interact with, study materials, through self learning and acquisition of appropriate study skills.
2. To train them, with effective mentoring of teachers committed to student care, in the use of a modern technology in the processes of learning.
3. To impart communicative skills in English in order to articulate their ideas before lay and specialist audiences.
4. To help learners to be socially involved, especially to understand prevalent injustices that Indian women, and Muslim women in particular, are forced to suffer without questioning.
5. To offer on-the-job training through effective internship programme organized with the help of well known and reputed institutes.
6. To incorporate in the curriculum the core values of national development, pursuit of excellence, imparting of skills at par with the best of global institutions of learning; laying a durable ethical foundation for quality education; and educational technology, and others specific to women's concerns.
7. To collaborate with institutions which pursue like- minded interests and concerns.

SIGNIFICANCE OF THE COLLEGE EMBLEM



The emblem of the college consists of a shield with three symbols in the centre. The **Crescent** and the **star** on the top left represents the **Divine Grace**. On the right, there is an **Open Book** depicting the **Holy Quran** to guide us on the right path.

At the bottom, there is a **Balance** representing the **Divine Justice** underneath the shield is a verse from the Holy Quran in English **ENTER TO LEARN LEAVE TO SERVE** The figures in the shield are placed with blue and green background - the colours signifying prosperity and spirituality. Thus, the emblem of Thassim Beevi Abdul Kader College for Women stands for Grace, Knowledge and Justice of the Almighty with which the whole universe is governed.

HISTORY OF THE COLLEGE

Thassim Beevi Abdul Kader College for Women, affiliated to Alagappa University, Karaikudi, is situated in the industrially backward town of Kilakarai, Ramanathapuram District. The college was founded in 1988 by Alhaj Dr B S Abdur Rahman Sahib sponsored by Seethakathi Trust, Chennai which has established various educational institutions par excellence in Tamil Nadu.

The Trust has been named after one of the greatest selfless benefactors of mankind, Seethakathi who lived in the 17th Century. He was a Merchant Prince and a great philanthropist born in Kilakarai. This college has been named after our founder's sister Mrs. Thassim Beevi and her husband Janab Abdul Kader. She and her husband died in an accident on 24th January 1977 while returning after attending the school day function at the Crescent Residential School, Chennai. Mrs. Thassim Beevi was a very enthusiastic lady, interested in the higher education for women.

The College was started with a sole aim of imparting higher education to all women of this locale, especially to the women of the minority community whose pitiable educational condition provoked our Founder to establish this college. It has been a boon to women, especially to Muslim community, for whom higher education was unreachable. Now that the college has completed its 31 years of dedicated educational service, many women have now passed through the portals of this institution with flying colours.

The College has been fulfilling the norms and guidelines of the University Grants Commission (UGC), All India Council for Technical Education (AICTE), the State Government of Tamil Nadu and affiliated to Alagappa University, Karaikudi. The college has been recognized by UGC under 2f and 12(B) Act of 1956 to receive financial assistance. The college has acquired for ISO 9001:2008 Certification issued on 11.03.2015 to 09.04.2018 and again gone for ISO 9001:2015 Certification issued on 20.11.2018 to 4.10.2021. During the third cycle of accreditation, the college bagged A grade with CGPA 3.16/4 point scale. The College which was started with the strength of just 65 students and a total of 11 staff members has grown steadily and at present it has above 1765 students enrolled in various disciplines of Arts and Sciences, both at the undergraduate, postgraduate levels and Research, with 104 members of faculty along with 72 members of non-teaching staff and with 11 technical staff.

Realizing the growth of science and technology in modern times and need of computers in our day-today life, the college offers both undergraduate and postgraduate Programmes in Arts, Humanities and Sciences to meet out the challenging demands of the placement sector. The college is extending its Institutional Social Responsibility (ISR) to neighbourhood villages and to the local community through Community Social Service (CSS) and the Seethakathi NGO under Seethakathi Trust.

GOVERNING BODY

NUMBER	CATEGORY	NAMES
5 Members	Management	Alhaj B Sariff Rahman Buhari Alhaj Khalid AK Buhari Dr Rahmathunisa Abdur Rahman Alhaj Abdul Qadir Rahman Buhari Alhaj Ahmed Abdur Rahman Buhari
1 Member	UGC Nominee	Dr Rita Singh Co-ordinator women's studies centre Faculty of social science Banaras Hindu University Varanasi-221002
1 Member	State Government Nominee	Regional Joint Director Of Collegiate Education Madurai
1 Member	University Nominee	Dr J Sujathamalini Associate Professor & Head i/c, Dept. of Special Education and Rehabilitation science, Alagappa University, Karaikudi
1 Member	Educationalist & Industrialist	Mr Mohamed Kasim Project Manager, IIT Mumbai
1 Member	Ex-Officio Member	Dr S Sumaya Principal, Thassim Beevi Abdul Kader College for Women, Kilakarai
1 Member	Senior Teacher of the College	Ms S. Muthumareeswari Assistant Professor, Department of Home Science, Thassim Beevi Abdul Kader College for Women, Kilakarai
2 Members	Representatives of the trust	Alhaj V NA Jalal Alhaj Sheik Dawood Khan

PROGRAMME OF STUDY 2021-22
(Choice Based Credit System)

PROGRAMMES OFFERED

PROGRAMMES	Year of Affiliation	Sanctioned Strength
UNDER GRADUATE DEGREE (3 Years)		
B. A English	1990-91	60
B. A Arabic	2017-18	60
B. Com	1988-89	60
B. Com with Computer Application	2008-09	60
B.B .A	2009-10	60
B. Com Professional Accounting	2021-2022	
B Sc Home Science-Nutrition and Dietetics	1992-93	40
B.Sc Mathematics	1999-2000	40
B .Sc Information Technology	2000-01	40
B. Sc Computer Science	2015-16	40
B .Sc Microbiology	2005-06	40
B .Sc Chemistry	2005-06	40
B .Sc Food Processing and Management	2013-14	35
B. Sc Psychology	2013-14	40
B .Sc Home Science – Fashion Designing	2016-17	40
B.Sc Cyber Security	2021-2022	40
B.C.A	2021-2022	40
POST GRADUATE DEGREE (2 Years)		
M. A English	1999 - 2000	36
M. Com	1993 - 94	36
Master of Computer Applications (2 years)	1994- 95	30
M .Sc Home Science - Nutrition and Dietetics	1999-2000	25
M. Sc Mathematics	2005 - 06	25
M .Sc Information Technology	2009-10	25

M. Sc Microbiology	2016-17	25
M. Sc Chemistry	2018-19	25
M.Sc Psychology	2018-19	25
M.Sc Computer Science	2021-2022	25
Ph D PROGRAMMES		
Ph. D Commerce	2011-12	Admissions followed as per UGC norms
Ph .D Mathematics	2021-2022	
Ph .D Home Science	2009-10	
Ph .D Computer Science	2011-12	
Ph .D English	2018-19	

Part I	Language I	Tamil I / II
		Arabic: Basic Arabic / IntermediateArabic
		Hindi I / II
Part II	Language II	English: Functional English / GeneralEnglish
Part IV	General Interest Courses	Environmental Studies Human Rights Values and Ethics Women Studies

OTHER PROGRAMMES**CERTIFICATE PROGRAMMES AT UNDER GRADUATE LEVEL****I Year**

- Spoken English

II Year

- | Idhazhiyal
- | Suttrulaviyal
- | Nattupuraviyal
- | Teaching skills
- | Teaching skills Practical
- | Spoken Hindi
- | Tourism
- | Tally
- | Event Management
- | Flash
- | Flash Lab
- | Web designing and Computer Graphics
- | Web designing and Computer Graphics Lab
- | Photoshop
- | Photoshop Lab
- | Auto CAD
- | Auto CAD Lab
- | Documentation Techniques in LATEX
- | Pictures and Colors Lab
- | Event Management
- | Clinical Dietetics
- | Food Processing and Food Preservation
- | Certificate in Bio fertilizer
- | Certificate in Aqua Culture
- | Certificate in Medical and edible mushroom cultivation
- | Water and Waste Water Treatment
- | Dairy Chemistry

ISLAMIC STUDIES PROGRAMMES

To impart religious knowledge and create awareness regarding the basic aspects and principles of Islam among Islamic students, the following programmes are conducted:

- “Diploma in Islamic Principles and Law” during first year
- “Diploma in Islamic History and Traditions” during second year
- “Diploma in Tajweed and Teachings of Quran” during third year Every year the students will be awarded with separate “Sanadh” for each programme.

ONLINE COURSES AND DISTANCE EDUCATION

TBAKC enables student choice, flexibility, pace and effectiveness to learn from some of the most prestigious universities in which the student finds the opportunities.

The College provides leadership in higher education to its students from parent and other Universities and encourage, support and wherever necessary, regulate them to adhere to established norms in conducting courses of study. Takes holistic decisions and actions by bearing in mind its primary goal and remains accountable to students, teachers, employees, as a whole.

It enables opportunities from MoU established with various organizations viz.

Sl.No	Organizations	Programs
1	Spoken Tutorials IIT, Mumbai	Online Courses
2	NPTEL, IIT , Chennai	Online Courses
3	Alagappa University, Karaikudi	Distance Learning Program
4	E D I, Chennai	Women Entrepreneurial skills and activities training

6	Alagappa University Study Circle Coaching for Competitive Exams., Karaikudi	Central/State Level Competitive Examinations Coaching to UG/PG aspirants
7	ICTAcademy, Chennai	Faculty Training Programme in the areas of Informational & Communication Technology
8	Rotary Club of Ramnad	Health/Awareness Camp for Al- Mumin Children's Home and the Blue Collar Workers of TBAKC, kilakarai

Seethakathi Non-Government Organisation

This Seethakathi NGO under the Seethakathi Trust is functioning on the campus to empower downtrodden women of this district. The NGO is affiliated to Tamilnadu Corporation for Women Development Ltd, Chennai through *Mahalir Thittam*, under district administration Ramnad. We have formed 888 SHGS comprising 15,350 women under our care. We have 6 Field Level Workers and a District Coordinator monitoring the SHGS activities in our region.

NGO monitor and liaison various government projects such as UNDP in Tsunami affected coastal regions of our district in addition to the Period training programmes for skill development, capacity building, disaster management and livelihood activities for transforming their lives.

VILLAGE ADOPTION PROGRAMME

Thassim Beevi Abdul Kader College has adopted Mavilanthoppu, Kumbidumadurai in Thillaiyenthal Panchayat and Velanoor village in velanoor Panchayat near the College as part of discharging social responsibilities in upgrading the standard of living of the village residents by involving Students.

MEMBERS OF THE TEACHING STAFF

NAME OF THE STAFF	QUALIFICATION	DESIGNATION
Dr S Sumaya	M.Sc., M.Phil., Ph.D	Principal & Prof & Head / Dept. of Home Science
DEPARTMENT OF TAMIL		
Dr V Akila	M.A., M.Phil., Ph.D	Associate Prof. & Head
Dr R Visalatchi	M.A., M.Phil., Ph.D	Associate Prof.
Ms D. Prabhavathi	M.A., M.Phil	Assistant Prof.
DEPARTMENT OF ARABIC		
Ms M. Fathima Suraiya	M.A., M.Phil	Assistant Prof.
Ms K. Sabira Banu	M.A., M.Phil	Assistant Prof.
Ms.S. Abinathu Bahuna	B A	Tutor
Dr Sheeba Rehman	M.A., M.Phil., Ph.D	Assistant Prof.
Ms S. Rashima Jasmine	M A	Assistant Prof.
DEPARTMENT OF HINDI		
Ms J Sunitha	M.A., B.Ed., M.Phil	Assistant Prof. & Head
DEPARTMENT OF ENGLISH		
Dr M Ponmani	M.A., M.Phil., Ph.D., SET	Assistant Prof. & Head i/c
Ms B Seeni Rahfu Nisha	M.A	Assistant Prof.
Ms J Arthy	M.A., M.Phil NET	Assistant Prof.
Ms S Kavi Priya	M.A., M.Phil	Assistant Prof.
Ms K Suganthi	M.A., M.Phil	Assistant Prof.
Ms R Gowsalya	M.A	Assistant Prof.
Ms.K.Rizwana	M.A., M.Phil	Assistant Prof.

Ms S.Rasul Hasana	M.A	Assistant Prof.
Ms S.Noorul Rifaya	M.A	Assistant Prof.
Ms B.Sharmila	M.A .,M.phil	Assistant Prof.
Ms S.Vigneshwari	M.A .,M.phil	Assistant Prof.
Ms K.Jasmine Malar	M.A .,M.phil	Assistant Prof.
Ms N.Pargavi	M.A .,M.phil.,NET	Assistant Prof.
Ms S.Jermia Jenmarasi	M.A .,M.phil	Assistant Prof.
Dr C T Dhanya Mol	M.A .,PhD SET	Assistant Prof.
DEPARTMENT OF COMMERCE & BBA		
Dr A E G C Rajani	M.Com., M.Phil., Ph.D	Associate Prof. & Head
Dr A Jasmine	M.Com., M.Phil., M.Ed., Ph.D	Associate Prof.
Ms S Fathima Rustha	M.Com., M.Phil.,NET	Assistant Prof.
Ms K Mani Megalai	M.Com., M.Phil	Assistant Prof.
Ms S Manicka Vasuki	M.B.A., M.Com., SET	Assistant Prof.
Ms R Shibana	M.Com., M.B.A	Assistant Prof.
Dr I Priya	M.Com., M.Phil., Ph.D	Assistant Prof.
Ms S Ayeshath Umaira	M.Com	Assistant Prof.
Ms U Hema Priya	MBA	Assistant Prof.
Ms.M.Thaleeswari	M.Com	Assistant Prof
Ms A K M S Ishrath Faridha	M.Com	Assistant Prof
Ms P Sounthrya	M Com M Phil SET	Assistant Prof
Ms Deepa Lakshmi	M.Com	Assistant Prof
DEPARTMENT OF COMPUTER SCIENCE		
Dr M S Irfan Ahmed	MCA., M.Phil., Ph D	Professor, Head & Director

Ms P Senthil Kumari	MCA.,M.Phil.,PhD	Assistant Prof.& Head i/c
Ms S Panbarasi Fathima	MCA., M.Phil., SET	Assistant Prof.
Ms N Nagajothi	MCA., SET	Assistant Prof.
Ms B Thillai Eswari	M.Sc., M.Phil	Assistant Prof.
Ms D Usha Rani	MCA., M.Phil	Assistant Prof.
Ms J Fathima Kaleema	M.Sc., M.Phil	Assistant Prof.
Ms S Habeeb MohamedSathak Amina	MCA	Assistant Prof.
Ms K Vanitha	MCA	Assistant Prof.
Ms R Sudha Abirami	MCA., M.Phil., SET.,NET	Assistant Prof.
Ms B A Hadhijath Mahira	M.Sc	Assistant Prof.
Ms M Nagavalli	MCA.,M.Phil	Assistant Prof.
Ms K Annsheela	MCA	Assistant Prof.
Ms.A.Sumithra	MCA	Assistant Prof.
Ms.M.Dhivya	MCA	Assistant Prof.
Ms.Krishna Veni	M.Sc.,M.Phil	Assistant Prof.
Ms.S.Reena Parvin	M.Phil	Assistant Prof.
DEPARTMENT OF HOME SCIENCE		
Dr.S Muthumareeswari	M.Sc., M.Phil.,Ph.D	Associate Prof. &Head I/C
Ms R Lakshmi Shree	M.Sc., M.Phil	Assistant Prof.
Ms K M Buvaneswari	M.Sc., M.Phil., NET	Assistant Prof.
Ms K Kamala Jothy	M.Sc., M.Phil., NET	Assistant Prof.
Ms K Priya	M.Sc., M.Phil	Assistant Prof.
Ms J R Shiny Joe	M.Sc., M.Phil	Assistant Prof.

Dr Sagufta Ahmed	M.Sc., Ph.D	Assistant Prof.
Ms D Devi Sri	M.Sc. Agri., NET	Assistant Prof.
Ms.S.Aariba	M.Sc., M.Phil	Assistant Prof.
Ms.M.Fathima Nisha	M.Sc., M.Phil	Assistant Prof.
Ms.T.S.Abirami	M.Sc	Assistant Prof.
Ms.S.Kowsalya	M.Sc	Assistant Prof.
Ms.B.Susindra Devi	B.Tech	Assistant Prof.
Ms R Geetha	M.Sc., M.Phil	Assistant Prof.
Ms T Radhika	MSc NET	Assistant Prof.
Ms R Jaya Varshini	Msc.,	Assistant Prof.
DEPARTMENT OF MATHEMATICS		
Dr R Punitha	M.Sc., M.Phil., B.Ed., Ph.D	Associate Prof. & Head
Ms M Regina	M.Sc., M.Phil., B.Ed., PGDCA., SET	Assistant Prof.
Ms R Rajeshwari	M.Sc., B.Ed	Assistant Prof.
Ms R Sathya	M.Sc	Assistant Prof.

Ms G Saravana Priya	M.Sc	Assistant Prof.
Ms N Girija	M.Sc., B.Ed	Assistant Prof.
Ms R Srimathi	M.Sc., B.Ed	Assistant Prof.
Ms N Seyed Mariam Sumaya	M.Sc	Assistant Prof.
Ms A Thanisha Barvin	M.Sc	Assistant Prof

DEPARTMENT OF CHEMISTRY		
Dr K.Bavya Devi	M.Sc., Ph.D	Assistant Prof & Head
Dr M.Srimathi	M.Sc.,M.Phil.,Ph.D	Assistant Prof.
Ms P Indurani	M.Sc., M.Phil., B.Ed	Assistant Prof.
Ms N Priya	M.Sc	Assistant Prof.
Ms.M.Kokila	M.Sc., M.Phil	Assistant Prof.
Ms.J.Janani	M.Sc	Assistant Prof.
Dr A.Suvitha	M.Sc., Ph.D	Assistant Prof.
Ms A Prabavathi	M.Sc	Assistant Prof.
DEPARTMENT OF MICROBIOLOGY		
Ms H Noorul Samsoon Maharifa	M.Sc., M.Phil	Co-ordinator & Head
Ms K.Arunthathi	M.Sc.,Ph.D	Assistant Prof.
Ms G Hemapoojavalli	MSc PG Diploma	Assistant Prof.
Ms K Barakkath Nisha	M Sc	Assistant Prof.
Ms M Narayani	MSc	Assistant Prof.
Ms M Anusha	M Sc	Assistant Prof.
M P Mohamed Hajaral Begum	M Sc	Assistant Prof.

DEPARTMENT OF PSYCHOLOGY		
Ms K.R.Nanthini	M.Sc	Assistant Professor.
Ms A.Basmina	M.Sc	Assistant Professor.
Ms Z.Tehseem Fathima	M.Sc	Assistant Professor.
Ms Ziya Arun	M.Sc., SET	Assistant Professor.
Ms K Pavithra	M.Sc	Assistant Professor.
Ms R Rabeena Fathima	M.Sc	Assistant Professor.

DEPARTMENT OF LIBRARY		
Dr S Sirajunissa Begum	M.A., M.LISc., M.Phil., Ph.D	Chief Librarian
Ms P Sumathi	B.Com., M.LISc., M.Phil	Librarian

Non-Teaching Staff

NAME OF THE STAFF	QUALIFICATION	DESIGNATION
Office		
Mr H Syed Aziz Mohammed	M.Com., M.B.A., PGDPCA	Accounts Manager
Ms M Selvi	B.Sc	Assistant
Ms P Booma Devi	B.Com	Assistant
Ms N Nagalakshmi	B.Sc., M.A., B.Lit.	Assistant
Ms N Muneeswari	B.A	Jr. Assistant
Ms G Yogeswari	B.A., D.C.A	Typist
Ms V Tamil Selvi	M.Com	Jr. Assistant
Ms Y Barvin	M.Sc., M.Phil	Jr. Assistant cum Student Service & NCVT Coordinator
Ms.S.Syed Barakath Nisha	B.Sc	Data Entry Operator [Scholarship Section]
Mr M A Mujeeb Ahamed	BCom MBA	Cashier
Controller of Examination Sections		
Ms S Mythili	MCA	Typist
Ms H Jasmine Begam	MCA	Data Base Administrator
Ms N Usha Rani	B.Com(MBA)	Record Clerk
Ms V Theebiha	M.E	Technical Assistant
Ms M Theivakani	MCA	Data Entry Operator
Ms S Hemavathy	B.Sc	Data Entry Operator
Technical Assistants		
Ms G Gandhi	M.A	Technical Asst., Advance Training Kitchen Lab

Ms K Vasantha Rani	M.Sc	Chemistry Lab Assistant
Mr M.Jagadeesh	DIT	Technical Assistant
Ms M Seyed Hassan Fathima	B.Com	Psychology Lab Assistant
Ms U Sumathi	M.Sc	Biochemistry Lab Assistant
Ms R Durga Devi	MCA	Commerce Lab Assistant
Ms S Suganthi	B.Com CA	English Lab Assistant
Ms M Priyangadevi	MCA	Mathematics Lab Assistant
Ms S Fathima Suhaina	BSc	Fashion Design Lab
Ms H Fathima Farjuna	BE	CSC Lab
Ms S Hurul Firthows	MBA	IQAC System admin
Ms A Ishwarya	MSc	MB Lab Asst
Assistants		
Ms G Pomhari	M.A	Library Assistant
Ms A Sivakami	B.Com	Library Assistant
Ms G.Muthu selvi	MBA	e-Lib System admin
Ms M Chellammal	M com	Tuckshop
Attendants		
Ms V Panthamirtham		CIA Attendant
Ms T KamalaValli		CSc Attendant
Ms V M Renga Lakshmi	B.A	Library Attendant
Ms P Sumathi		Commerce Attendant
Ms K Muneeswari		Office Attendant
Ms V Mohana		Food Processing & managment Attendant
Ms N Venkateswari		English. Attendant
Ms R Rajeswari		Maths Attendant
Ms B Rajalakshmi		Microbiology Attendant

Ms C KarthigaDevi		Microbiology Attendant
Ms U Afrin Rehana		IQAC Attendant
Ms S Baby Shalini		COE Attendant
Ms P Selvi		C.Sc.,Attendant
Ms P Kovarthini		Tamil Attendant
Ms N Saratha		Che Att
Ms S Valarmathi		Psy Att
Ms R Hari Sudha	BSc	CIA Att
Ms R Sudha		HSc Att
Maintenance		
Mr N Dhana sekaran	ITI	Electrician
Mr S Balamurugan		Electrician
Mr A Noorul Ameen	B.E	Electrical Maintenance Engineer
Mr.R.Saravanan		Driver
Mr V Mohan		Carpenter
Mr S Muthu Naina Mohamed		Driver
Mr S Stella Mercy		House Keeper
Mr H Shahul Hameed Basha	Diploma	Maintenance Engineer

GOVERNANCE OF THE COLLEGE

EXTERNAL PEER TEAM for QMS

Dr M Selvam
Former Professor & Head Dept of International Business,
Alagappa University,
Karaikudi

Dr V. Manickavasagam
Dean, Faculty of Management, Senior Professor & Head,
Dept. of Corporate Secretaryship,
Alagappa University.

Dr M.G.Sethuraman
Professor,
Department of Chemistry,
Gandhigram Rural University
Gandhigram

INTERNAL QUALITY ASSURANCE CELL (IQAC)

Dr S Sumaya - Chairperson
Dr. S Muthumareeswari (Controller of Examination)
Ms Nagalakshmi

Members of Teaching Faculty

Ms B Seeni Rahfu Nisha
Ms K M Buvaneswari
Ms H Noorul Samsoun Maharifa
Ms S Naseema Farveen
Ms J Fathima Kaleema
Ms R Rajeswari

STATUTORY BODY**GOVERNING BODY**

Management
UGC Nominee
State Government Nominee
University Nominee
Educationalist & Industrialist
Ex-Officio member
Senior Teacher of the college
Representative of the Trust

ACADEMIC COUNCIL**University Nominees**

Dr K Sankaranarayanan Professor,
Department of Physics
Alagappa University,
Karaikudi

Dr K R Murugan
Professor & Head
Department of Social Work
Alagappa University,
Karaikudi

Dr S Chandramohan,
Professor,
Alagappa Institute of Management
Alagappa University,
Karaikudi

EXTERNAL EXPERTS

Dr R Latha Associate
Professor
Department of Home Science
Fatima College, Mary Land, Madurai

Ms J B Sharmila
Associate Professor & Head Department of Home Science
Sri Meenakshi Govt College for Women Madurai

Dr S Senthilkumar
Senior Scientist
Electrodics and Electrocatlysis Division
CSIR – Central Electrocatlysis Research Institute Karaikudi

Mr Gopi Rajendhiran
Consultant Psychologist
Ahana Hospitals,
Madurai

BOARD OF STUDIES

Dr.S.Rajaram
Professor, Dept. of Tamil,
Alagappa University,
Karaikudi
Nominated to : Tamil

Dr.M.Abdul Khadar
Associate Professor,
PG& Research Dept. of Arabic,
Jamal Mohammed College, Tiruchirappalli
Nominated to : Arabic

Dr.A.Safamma
Assistant professor & Head,
Dept. of Hindi,
American College, Madurai
Nominated to : Hindi

Dr.V.Vinod Kumar
Professor & Head,
Dept. of English,
Bharathidasan University,
Tiruchirappalli
Nominated to : English

Dr.S.Vanitha
Assistant Professor,
Dept. of Commerce and Financial Studies, School of Business Studies,
Bharathidasan University,
Tiruchirappalli
Nominated to : Commerce

Dr.A.Thirumani Devi
Professor & Head,
Dept. of Food Science and Nutrition,
Avinashilingam institute for Home Science and Higher Education
for Women, Coimbatore
Nominated to : Home Science

Dr.K.Mahesh, MCA ,M.Phil, Ph.D,
Professor, Dept. of Computer Applications,
Alagappa University,
Karaikudi.
Nominated to : Computer Science

Dr.S.Thambidurai
Professor,
Dept. of Industrial Chemistry,
Alagappa University,
Karaikudi
Nominated to : Chemistry

Dr.C.Ganesamoorthy
Professor,
Dept of Mathematics,
Alagappa Univeristy,
Karaikudi
Nominated to : Mathematics

Dr.A.Arun
Associate Professor & Head i/c,
Dept. of Microbiology,
Alagappa University,
Karaikudi
Nominated to : Microbiology & Biotechnology

Dr. N. Arunachalam,
Professor.
Alagappa University,
Karaikudi
Nominated to : Psychology

Dr.S.Thanuskodi
Professor & Head, Dept. of Library and Information Science,
Alagappa University,
Karaikudi
Nominated to : Library

FINANCE COMMITTEE

Dr S Sumaya (Principal)
Mr Mohamed Kassim
Project Manager, IIT Mumbai

NON-STATUTORY COMMITTEE LIST

PLANNING & EVALUATION COMMITTEE

Mr. S. Sheik Dawood Khan (Deputy General Manager)
Dr. S. Sumaya (Principal)
Dr. M. S. Irfan Ahmed (Director)
Mr. H. Syed Aziz Mohammed (Accounts Manager)
Ms. B. Seeni Rahfu Nisha (IQAC Coordinator)

GRIEVANCE REDRESSAL COMMITTEE

Dr. S. Sumaya (Principal)
IQAC Coordinator and Members
All HODs

EXAMINATION COMMITTEE

Dr. S. Sumaya (Chief Controller of Examination)
Dr. S Muthumareeswari (Controller of Examination)
CIA & ESE

Ms. S Kavi Priya (English)(Chief Superintendent)
Ms. S Habeeb Mohamed Sathak Amina (Computer Science)(Chief Superintendent)

ADMISSION AND PUBLIC RELATIONS COMMITTEE

Dr. M S Irfan Ahmed (Director)
Ms. B Seeni Rahfu Nisha (IQAC Coordinator)
Dr. R Visalatchi (Tamil)
Dr. P Sumathi (Library)
Ms. G Saravana Priya (Mathematics)
Ms. K Jasmine Malar (English)
Ms. R Sudha Abirami (Computer Science)
Ms. K Sabira Banu (Arabic)

LIBRARY COMMITTEE

Dr Sumaya (Principal)
Dr. S. Sirajunnissa Begum (Library)
Dr. P. Sumathi (Library)
All HoDs

STUDENT WELFARE COMMITTEE

Ms. N Priya (Chemistry)
Ms. P. Soundarya (Commerce)
Ms. A. Basmina (Psychology)
Ms. K. Rizwana (English)
Ms. P. Mohammed Hajaral Begum (Microbiology)

ANTI-RAGGING & SEXUAL HARASSMENT COMMITTEE

Dr S Sumaya (Principal)
All HoDs
Student Council Advisors

EXTRA-CURRICULAR & YOUTH WELFARE FOR A COMMITTEE

Ms S Manicka Vasuki (BBA)
Ms. P. Indurani (Chemistry)
Ms .K. Priya (Home Science)
Ms .N .Seyed Mariyam Sumaya (Mathematics)
Ms .R. Gowsalya (English)
Ms .A. Krishna Veni (Computer Science)
Ms. R. Rabeena Fathima (psychology)
M. Narayani (Microbiology)

ACADEMIC ADMINISTRATIVE AUDIT COMMITTEE

IQAC
HoDs
Internal Auditors

QUALITY CIRCLE & COMMITTEE LIST**PLANNING AND MONITORING BOARD**

Alhaj S .Sheik Dawood Khan (Deputy General Manager)

Dr. S. Sumaya (Principal)

Dr. M. S Irfan Ahmed (Director)

Mr. Mohamed Kashim Khan (Project Manager, IIT)

All HoD's

IQAC Coordinator

Student Council Representatives

Council President

Vice President /Secretary

CURRICULUM DEVELOPMENT

Dr. M S Irfan Ahmed (Director)

Dr. A E G C Rajani (Commerce)

Dr. A Jasmine (Commerce)

Ms. M Regina (Mathematics)

All HoDs

INTERNAL COMPLAINTS

Alhaj S. Sheik Dawood Khan (Deputy General Manager)

Dr. S. Sumaya (Principal)

Dr. M. S. Irfan Ahmed (Director)

Dr. A. E .G. C. Rajani (Commerce)

Ms. B. Seeni Rahfu Nisha (IQAC Coordinator)

RESEARCH COMMITTEE

Dr .M. S. Irfan Ahmed (Director)

Dr . K. Bavya devi (Research Head)

Dr .A. Suvitha(Coordinator)

Dr. I. Priya (Commerce)

PURCHASE COMMITTEE

Mr. S Sheik Dawood Khan (Deputy General Manager)

Dr . S. Sumaya (Principal)

Ms. M. Regina (Mathematics)

Ms. B. Seeni Rahfu Nisha (IQAC Coordinator)

Mr. H. Syed Aziz Mohammed (Accounts Manager)

Ms. N. Munesswari (Jr Assistant-Office)

PARENT-TEACHER ASSOCIATION

Ms. M Regina (Mathematics)
Ms. S Shiny Jeo (Home Science)
Ms. M Dhivya (Computer Science)

STAFF DEVELOPMENT

Ms. J Arthy (English)
Ms. D. Usha Rani (Computer Science)

Ms. R. Srimathi (Mathematics)
Ms. K. Kamalajothy (Home Science)
Ms. K. R. Nanthini (Psychology)
Ms. A. Prabavathi (Chemistry)

STUDENT COUNCIL ADVISOR

Dr. V. Akila (Tamil)
Ms. M. Fathima Suraiya (Arabic)

NSS PROGRAMME OFFICERS

Ms. R. Sudha Abirami (Computer Science)
Ms. D. Prabhavathi (Tamil)
Ms. M. Kokila (Chemistry)
Ms. R. Sajitha Rubini (Mathematics)

RED RIBBON CLUB & YOUTH RED CROSS

Dr. M. Srimathi (Chemistry)
Ms. T. S. Abirami (Home Science)
Ms. K. Suganthi (English)

ROTARACT

Dr. R. Visalatchi (Tamil)
Ms. S. Kowsalya (Home Science)
Ms. S. Vigneswari (English)

SCHOLARSHIPS

Ms. Y. Barvin (government)
Ms. S. Seyed Barakath Nisha (Assistant)

PLACEMENT CELL & CAREER GUIDANCE CELL

Dr M S Irfan Ahmed (Director)
Ms. D. Devi Shri (Home Science)-Coordinator
Ms. K Annsheela –Placement Admin (Computer Science)
Ms. Dr A Suvitha (Chemistry)
Ms. S Rasul Hasana (English)
Ms. U Hema Priya (Commerce)
Ms. A Thanisha Barveen (Mathematics)
Ms. T S Abirami (Fashion Designing)
Ms. M Thaleswari (Commerce)
Ms. M Anusha (Chemistry)
Ms. R Geetha (Nutrition &Dietetics)

Ms. Ziya Arun(Psychology)

ALUMNAE ASSOCIATION

Ms. A K M S Israth Faridha (Commerce)

Ms. K Jasmine Malar (English)

Ms. A Sumithra (Computer Science)

Ms. S Kowsalya (Home Science)

Ms. S Ayeshath Umaira (BBA)

Ms. Barakath Nisha (Microbiology)

WOMEN EMPOWERMENT CELL

Dr. P Senthil Kumari (Computer Science)

Dr. Sheeba Rehman (Arabic)

Ms. Ziya Arun(Psychology)

COLLEGE CALENDAR/ PROSPECTUS/ VIEWBOOK/ MAGAZINE

Ms. K Vanitha (Computer science)

Ms. J Janani (Chemistry)

Ms. K Pavithra (Psychology)

EDITORIAL BOARD/COLLEGE ANNUAL REPORT

Dr. M Ponmani (English)

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Ms. C T Danya Mol (English)

Ms. S Jermia Jenmarasi(English)

TRANSPORT

Dr. P Sumathi (Library)

Ms. G Saranava Priya (Mathematics)

GUEST HOUSE INCHARGE

Ms. A Yasmin (Deputy Hostel Warden)

INFRASTRUCTURE & MAINTENANCE

Alhaj S Sheik Dawood Khan

IQAC

Accounts Manager

Maintenance Engineering

Technician

Electrician

INSTITUTIONAL INNOVATION COUNCIL (TBIIC)-MHRD

Dr. M S Irfan Ahmed (Director)

Dr. K Bavya Devi (Chemistry) Coordinator EDP, ATAL,Project
Proposals

Ms. B Sharmila (English)-Member

Startups, CIIC proposals

Dr. S Muthumareeswari (Home Science) -Coordinator

Ms. M Nagavalli (Computer Science)

Mahatma Gandhi National Council of Rural Education (MGNCR)

Dr. A Jasmine (BBA) Coordinator
Ms. R Sudha Abirami (Computer science)

Innovation and Incubation

Ms. R Lakshmi Shree (Home Science)-Coordinator
Ms. M Fathima Nisha (Home Science)
Ms. B Susindra Devi – (Home Science)

RESULT ANALYSIS COMMITTEE

Principal
Director
COE
HoD's
IQAC

FEEDBACK COMMITTEE

Ms K Mani Mekalai (Commerce)
Ms K Sabira Banu (Arabic)
Ms M Iswarya (Computer Science)
Ms S Aariba (Home Science)
Ms K Rizwana (English)

ICT

Ms B Thillai Eswari (Computer Science)
Ms A Sumithra (Computer Science)
Ms N Pargavi(English)
Ms S Shiny Joe (Home Science)
Ms A Prabavathi (Chemistry)

ENTREPRENEURSHIP DEVELOPMENT CELL

Dr K Bavya Devi (Coordinator)
Dr I Priya (Commerce)
Ms R Rajeswari (Mathematics)
Ms N Priya (Chemistry)
Ms B Sharmila (English)
Ms R Geetha (Home Science)
Ms A Krishnaveni (Computer Science)
Ms K Pavithra (Psychology)

ERP

Ms N Nagajothi(Computer Science)-Coordinator
Ms G Lingadharshini (Accounts and Academics)
Ms V Theebiha (COE related Activities)

Shaftic Technolog& Website Updation

Ms S Habeeb Mohamad Sathak Amina (Coordinator)

Faculties System Coordinators

Ms D Usharani (Computer Science)

Ms J Fathima Haleema (Computer Science)

System Incharges

Mr M Jagadeesh - Senior Grade System Admin

Ms V Theebiha – System Admin

Ms S Fathima Suhaina – Smart Board Classroom, Projector,
Department Laptops In-charge

Ms R Durga Devi – Department of Commerce Lab & other department
labs

Software Development Team

Ms J Fathima Haleema

Ms S Habeeb Mohamad Sathak Amina

Ms R Sudha Abirami

Ms M Dhivya

ISO PROCEDURE MANUAL

Dr. R Punitha (Mathematics)

Ms. J Sunitha (Hindi)

STUDENT COUNCIL OFFICE BEARERS

NAME OF THE POST	NAME OF THE STUDENT	DEPARTMENT
College President	N. Ajmaul Reema	III B.Sc HSc Nutrition & Dietetics
Vice-President	Umar Aysha Imthiyaz	III B.Sc Psychology
Secretary	M. Srubasri	III B.Com CA
Joint Secretary	A.Syed Fathima	III B.A Arabic
Secretary for Sports	S.Musahid Zaseera	III B.Sc Microbiology
Secretary for NSS	S. Dharani	II B.Sc Mathematics
Secretary for Transport	S.Priyadharshini	III B.Sc H.Sc Fashion Designing
Secretary for IQAC	C.Yazhini	II B.A English
Secretary for CSS	A.Safrin Fahiya	III B.Sc IT
Secretary for ECO Club	J R Musabbiha	III B.A Arabic
Secretary for Dramatics	A.Anurithi	II B.Sc Chemistry

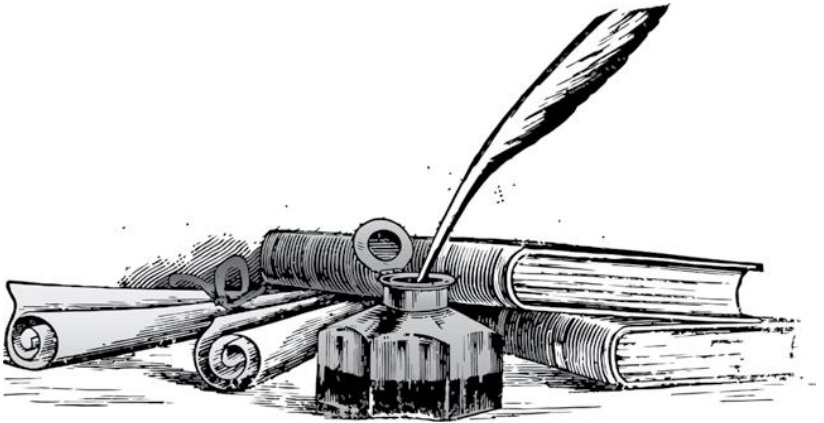
RESTRICTED HOLIDAYS

Two days restricted holidays to be chosen from out of the festival occasions furnished below, have been granted to all the staff members in addition to the 12 days causal leave in a calendar year.

S. NO	RELIGIOUS HOLIDAYS	DD/MM/YY	DAY
1.	Varalakshmi Viratham Onam	20.08.2021	Friday
2.	Aadi Perukku	03.08.2021	Tuesday
3.	Rig Upakarma	21.08.2021	Saturday
4.	Gayatri Japam	23.08.2021	Monday
5.	Sri Jayanthi (Janmashtami)	30.08.2021	Monday
6.	Hijra New Year	09.08.2021	Monday
7.	SamaUpakarma	09.09.2021	Thursday
8.	All Souls Day	02.11.2021	Tuesday
9.	Deepavali Nonbu	04.11.2021	Thursday
10.	Xmas Eve	24.12.2021	Friday
11.	Karthikai Deepam	19.11.2021	Friday
12.	New Year Eve	31.12.2020	Friday
13.	Arudhra Dharshanam	20.12.2021	Monday
14.	Thai Pusam	18.01.2022	Tuesday
15.	Maasi Magam	16.02.2022	Wednesday
16.	Ash Wednesday	02.03.2022	Wednesday
17.	Maha Shivarathri	01.03.2022	Tuesday
18.	Maundy Thursday	14.04.2022	Thursday
19.	Ramzan 1st day	02.04.2022	Saturday
20.	Chitra Pournami	16.04.2022	Saturday

Academic Calendar

2021-2022



DAY	DATE	DAY ORDER	AUGUST 2021	NO OF WORKING DAYS
			PARTICULARS	
Sunday	1		Friendship Day	
Monday	2			
Tuesday	3			
Wednesday	4			
Thursday	5			
Friday	6			
Saturday	7		National Handloom Day	
Sunday	8			
Monday	9		Reopen and orientation for II & III Year UG & PG students	1
Tuesday	10		Reopen and orientation for II & III Year UG & PG students	2
Wednesday	11	I	Subject Orientation	3
Thursday	12	II	International Youth Day Subject Orientation	4
Friday	13	III	International Left Handers Day	5
Saturday	14	IV		6
Sunday	15	-	Independence Day	-
Monday	16	V		7
Tuesday	17	VI		8
Wednesday	18	I		9
Thursday	19	II	World Photography Day& World Humanitarian Day	10
Friday	20		Muharram	-
Saturday	21		Onam	-
Sunday	22		Raksha Bandhan	-
Monday	23	III		11
Tuesday	24	IV		12
Wednesday	25	V		13
Thursday	26	VI	Women's Equality Day	14
Friday	27	I		15
Saturday	28	II		16
Sunday	29	-	National Sports Day	-
Monday	30	-	Krishna Jayanthi Small Industry Day	-
Tuesday	31	III		17
TOTAL NUMBER OF WORKING DAYS				17

DAY	DATE	DAY ORDER	SEPTEMBER 2021	NO OF WORKING DAYS
			PARTICULARS	
Wednesday	1	IV	TBAK COLLEGE FOR WOMEN National Nutrition Week	18
Thursday	2	V	World Coconut Day Day of Onam Festival	19
Friday	3	VI	Skyscraper Day	20
Saturday	4	I		21
Sunday	5	-	Teacher's day International Day of Charity	-
Monday	6	II	Submission of Monthly report to IQAC	22
Tuesday	7	III		23
Wednesday	8	IV	International literacy day (css)	24
Thursday	9	V		25
Friday	10	--	Vinayaga Chaturthi World Suicide Prevention Day (WSPD)	-
Saturday	11	VI		26
Sunday	12	-		-
Monday	13	I		27
Tuesday	14	II	World First Aid Day	28
Wednesday	15	III	Engineer's Day International Day of Democracy	29
Thursday	16	IV	World Ozone Day	30
Friday	17	V		31
Saturday	18	VI		32
Sunday	19	-		-
Monday	20	I	PTA Meeting for I UG and I PG	33
Tuesday	21	II	PTA Meeting for I UG and I PG International Day of Peace	34
Wednesday	22	III	Induction Program for I UG and I PG World Rose Day	35
Thursday	23	IV	Induction Program for I UG and I PG	36
Friday	24	V		37
Saturday	25	VI	World Pharmacists Day	38
Sunday	26	-		-
Monday	27	I	I Internal Commences / II UG and IIPG World Tourism Day World Rivers Day	39
Tuesday	28	II	World Rabies Day	40
Wednesday	29	III	World Heart Day	41
Thursday	30	IV	I Internal Commences for III UG World Translation Day	42
TOTAL NUMBER OF WORKING DAYS				25

DAY	DATE	DAY ORDER	OCTOBER 2021	NO OF WORKING DAYS
			PARTICULARS	
Friday	1	V	International Coffee Day, World Vegetarian Day	43
Saturday	2	-	Gandhi Jayanti, International Day of Non-Violence	-
Sunday	3	-		-
Monday	4	VI	World Animal Day	44
Tuesday	5	I	Submission of Monthly report to IQAC World Teachers' Day	45
Wednesday	6	II		46
Thursday	7	III		47
Friday	8	IV	Indian Air Force Day	48
Saturday	9	V	Last date for CIA -I Mark Submission of II PG World Post Office Day	49
Sunday	10	-	World Mental Health Day	-
Monday	11	VI	International Day of the Girl Child	50
Tuesday	12	I		51
Wednesday	13	II	Last date for CIA -I Mark Submission of II UG	52
Thursday	14	-	Ayudha Pooja	-
Friday	15		Alhaj Dr.B S Abdur Rahman's Birthday & Dr.APJ Abdul Kalam's Birthday Vijaya Dhasami	-
Saturday	16	III	World Food Day (Department of Home Science)	53
Sunday	17	-		-
Monday	18	IV	Last date for CIA -I Mark Submission of III UG	54
Tuesday	19	-	Milad-un-Nabi	-
Wednesday	20	V		55
Thursday	21	VI		56
Friday	22	I		57
Saturday	23	II		58
Sunday	24	-		-
Monday	25	III		59
Tuesday	26	IV		60
Wednesday	27	V		61
Thursday	28	VI		62
Friday	29	I	II Internal Commenes for II UG and II PG	63
Saturday	30	II		64
Sunday	31	-	National Unity Day	-

TOTAL NUMBER OF WORKING DAYS 22

DAY	DATE	DAY ORDER	NOVEMBER 2021	NO OF WORKING DAYS
			PARTICULARS	
Monday	1	III		65
Tuesday	2	IV	II Internal Commenes for III UG	66
Wednesday	3			67
Thursday	4	-	Deepavali	-
Friday	5		Submission of Monthly report to IQAC	68
Saturday	6	V		69
Sunday	7	-		-
Monday	8	VI	World Radiology Day	70
Tuesday	9	I		71
Wednesday	10	II		72
Thursday	11	III	National Education Day	73
Friday	12	IV	Last date for CIA -II Mark Submission of II PG	74
Saturday	13	V	World Kindness Day	75
Sunday	14	-	Children's Day	-
Monday	15	VI	Last date for CIA -II Mark Submission of II UG	76
Tuesday	16	I		77
Wednesday	17	II		78
Thursday	18	III		79
Friday	19	IV	Last date for CIA -II Mark Submission of III UG International Men's Day	80
Saturday	20	V		81
Sunday	21	-	World Television Day	-
Monday	22	VI		82
Tuesday	23	I	ESE Practical Commences for II UG and III UG & II PG	83
Wednesday	24	II		84
Thursday	25	III		85
Friday	26		National Law Day	86
Saturday	27	IV		87
Sunday	28	-		-
Monday	29	V		88
Tuesday	30	VI		89
TOTAL NUMBER OF WORKING DAYS				25

DAY	DATE	DAY ORDER	DECEMBER 2021	NO OF WORKING DAYS
			PARTICULARS	
			Last Working Day for II & III UG and II PG	90
Wednesday	1	I	World First Aids Day (NSS)	
Thursday	2	II	National Pollution Control Day	91
Friday	3	III		92
Saturday	4	IV	Indian Navy Day	93
Sunday	5		Submission of Monthly report to IQAC	
Monday	6	V	ESE Theory Commences for II ,III Year UG and PG	94
Tuesday	7	VI		95
Wednesday	8	I		96
Thursday	9	II	Anti-Corruption Day	97
			Human Rights Day ((Women Empowerment Cell)	98
Friday	10	III	Submission of Timetable for Even Semester	
Saturday	11	IV		99
Sunday	12			
Monday	13	V		100
Tuesday	14	VI		101
Wednesday	15	I		102
Thursday	16	II		103
Friday	17	III		104
Saturday	18	IV	Minorities Right Day (Scholarship)	105
Sunday	19			
Monday	20	V		106
Tuesday	21	VI		107
			National Mathematics Day (Department of Mathematics)	108
Wednesday	22	I		
Thursday	23	II		109
Friday	24			
Saturday	25		Christmas	
Sunday	26			
Monday	27	III	ESE Practical Commences for I UG and I PG	110
Tuesday	28	IV		111
Wednesday	29	V		112
Thursday	30			
Friday	31		New Year's Eve	
TOTAL NUMBER OF WORKING DAYS				23

DAY	DATE	DAY ORDER	JANUARY 2021	NO OF WORKING DAYS
			PARTICULARS	
Saturday	1		New Year	
Sunday	2			
Monday	3		Model Examination For All Students	
Tuesday	4		World Braille Day	
Wednesday	5			
Thursday	6			
Friday	7			
Saturday	8			
Sunday	9			
Monday	10		Last Working Day For I U And I PG	
Tuesday	11		Road Safety Day	
Wednesday	12		National Youth Day	
Thursday	13			
Friday	14		Pongal	
Saturday	15		Indian Army Day	
Sunday	16			
Monday	17			
Tuesday	18			
Wednesday	19			
Thursday	20			
Friday	21		Foundation Day	
Saturday	22			
Sunday	23		Netaji Subhas Chandra Bose Jayanti	
Monday	24		National Girl child Day	
Tuesday	25		National Tourism Day	
Wednesday	26		Republic Day	
Thursday	27			
Friday	28			
Saturday	29			
Sunday	30		Martyr's Day	
Monday	31			
TOTAL NUMBER OF WORKING DAYS: 7				

DAY	DATE	DAY ORDER	FEBRUARY 2021	NO OF WORKING DAYS
			PARTICULARS	
<i>Tuesday</i>	1		ESE Theory Commences for all UG and PG	
<i>Wednesday</i>	2			
<i>Thursday</i>	3			
<i>Friday</i>	4		World Cancer Day	
<i>Saturday</i>	5			
<i>Sunday</i>	6			
<i>Monday</i>	7			
<i>Tuesday</i>	8			
<i>Wednesday</i>	9			
<i>Thursday</i>	10			
<i>Friday</i>	11			
<i>Saturday</i>	12			
<i>Sunday</i>	13		World Radio Day	
<i>Monday</i>	14			
<i>Tuesday</i>	15			
<i>Wednesday</i>	16			
<i>Thursday</i>	17			
<i>Friday</i>	18			
<i>Saturday</i>	19		Chhatrapati Shivaji Maharaj Jayanti	
<i>Sunday</i>	20		World Day of Social Justice	
<i>Monday</i>	21		International Mother Language Day	
<i>Tuesday</i>	22			
<i>Wednesday</i>	23	I	Even Semester begins for UG & PG Students	1
<i>Thursday</i>	24	II	Central Excise Day	2
<i>Friday</i>	25	III		3
<i>Saturday</i>	26	-	Value Added Program	4
<i>Sunday</i>	27	-		-
<i>Monday</i>	28	IV	ESE Theory Commences for all UG and PG	
TOTAL NUMBER OF WORKING DAYS				4

MARCH 2021				NO OF WORKING DAYS
DAY	DATE	DAY ORDER	PARTICULARS	
Tuesday	1	IV	National Nutrition Week BRAK COLLEGE FOR WOMEN	6
Wednesday	2	V	World Coconut Day Day of Onam Festival	7
Thursday	3	VI	Skyscraper Day	8
Friday	4	I		9
Saturday	5	-	Teacher's day International Day of Charity	10
Sunday	6	II	Submission of Monthly report to IQAC	-
Monday	7	III		11
Tuesday	8	IV	International literacy day (css)	12
Wednesday	9	V		13
Thursday	10	--	Vinayaga Chaturthi World Suicide Prevention Day (WSPD)	14
Friday	11	VI		15
Saturday	12	-		-
Sunday	13	I		-
Monday	14	II	World First Aid Day	16
Tuesday	15	III	Engineer's Day International Day of Democracy	17
Wednesday	16	IV	World Ozone Day	18
Thursday	17	V		19
Friday	18	VI		20
Saturday	19	-		21
Sunday	20	I	PTA Meeting for I UG and I PG	-
Monday	21	II	PTA Meeting for I UG and I PG International Day of Peace	22
Tuesday	22	III	Induction Program for I UG and I PG World Rose Day	23
Wednesday	23	IV	Induction Program for I UG and I PG	24
Thursday	24	V		25
Friday	25	VI	World Pharmacists Day	26
Saturday	26	-		27
Sunday	27	I	I Internal Commences / II UG and IIPG World Tourism Day World Rivers Day	-
Monday	28	II	World Rabies Day	28
Tuesday	29	III	World Heart Day	29
Wednesday	30	IV	I Internal Commences for III UG World Translation Day	30
Thursday				31
TOTAL NUMBER OF WORKING DAYS				26

DAY	DATE	DAY ORDER	APRIL 2021	NO OF WORKING DAYS
			PARTICULARS	
Friday	1	IV		32
Saturday	2	-	Value Added Program	33
Sunday	3	-		-
Monday	4	V		34
Tuesday	5	VI	CIA I Commences	35
Wednesday	6	I		36
Thursday	7	II	World Health Day(RRC)	37
Friday	8	III		38
Saturday	9	-		-
Sunday	10	-		-
Monday	11	IV		39
Tuesday	12	V		40
Wednesday	13	VI		41
Thursday	14	-	Tamil New year & Dr.B.R.Ambedkar's Birthday MahavirJeyanthi	-
Friday	15	-	Good Friday	-
Saturday	16	-	Value Added Program	42
Sunday	17	-		-
Monday	18	I	World Heritage Day	43
Tuesday	19	II		44
Wednesday	20	III		45
Thursday	21	IV		46
Friday	22	V	World Earth Day	47
Saturday	23	-	World Book Day Value Added Program	48
Sunday	24	-		-
Monday	25	VI		49
Tuesday	26	I		50
Wednesday	27	II		51
Thursday	28	III		52
Friday	29	IV	International Dance Day	53
Saturday	30	-	Value Added Program	54
TOTAL NUMBER OF WORKING DAYS				23

DAY	DATE	DAY ORDER	MAY 2021	NO OF WORKING DAYS
			PARTICULARS	
Sunday	1	-	May Day	-
Monday	2	-	Ramzan	-
Tuesday	3	V		55
Wednesday	4	VI		56
Thursday	5	I	CIA II Commences	57
Friday	6	II		58
Saturday	7	-	World Health Day(RRC) Value Added Program	59
Sunday	8	-	Mother's Day	-
Monday	9	III	Birthday of Ravindranath	60
Tuesday	10	IV		61
Wednesday	11	V		62
Thursday	12	VI		63
Friday	13	I		64
Saturday	14	-		-
Sunday	15	-		-
Monday	16	II		65
Tuesday	17	III		66
Wednesday	18	IV		67
Thursday	19	V		68
Friday	20	VI		69
Saturday	21	-	Value Added Program	70
Sunday	22	-	World Earth Day	-
Monday	23	I	World Book Day ESE Practical Commences	71
Tuesday	24	II		72
Wednesday	25	III		73
Thursday	26	IV		74
Friday	27	V		75
Saturday	28	-		76
Sunday	29	-		
Monday	30	VI		77
Tuesday	31	I		78
TOTAL NUMBER OF WORKING DAYS				24

DAY	DATE	DAY ORDER	JUNE 2021	NO OF WORKING DAYS
			PARTICULARS	
<i>Wednesday</i>	1	II		79
<i>Thursday</i>	2	III	Last working day for all UG & PG	80
<i>Friday</i>	3			
<i>Saturday</i>	4			
<i>Sunday</i>	5			
<i>Monday</i>	6		ESE Theory Commences	
<i>Tuesday</i>	7			
<i>Wednesday</i>	8			
<i>Thursday</i>	9			
<i>Friday</i>	10			
<i>Saturday</i>	11			
<i>Sunday</i>	12			
<i>Monday</i>	13			
<i>Tuesday</i>	14			
<i>Wednesday</i>	15			
<i>Thursday</i>	16			
<i>Friday</i>	17			
<i>Saturday</i>	18			
<i>Sunday</i>	19		Father's Day	
<i>Monday</i>	20			
<i>Tuesday</i>	21			
<i>Wednesday</i>	22			
<i>Thursday</i>	23			
<i>Friday</i>	24			
<i>Saturday</i>	25			
<i>Sunday</i>	26			
<i>Monday</i>	27			
<i>Tuesday</i>	28			
<i>Wednesday</i>	29			
<i>Thursday</i>	30			
TOTAL NUMBER OF WORKING DAYS				2

EXAMINATION RULES**For the year 2021-2022****ASSESSMENT- Batches 2019 -22 & 2020-23, 2021-24**

- I. a) Assessment of the students is two - fold, consisting of Continuous Internal Assessment (CIA) and End Semester Examination (ESE)

S.No	Particulars	Under Graduates		Post Graduates	
		Break up	Passing Minimum	Break up	Passing Minimum
1.	CIA:ESE PART-I,II &III	40:60		40:60	
2.	CIA Passing Minimum		35%		40%
3.	ESE Passing Minimum		35%		40%
4.	Total Passing Minimum		40%		50%
5.	PART IV CIA	-	-	NA	NA
6.	PART IV ESE Passing Minimum		0%	NA	NA
7.	Syllabus ValidityPeriod	FIVE YEARS AFTER COMPLETION			

COMMON CREDIT STRUCTURE FOR UNDERGRADUATE PROGRAMME

S.No	Part	Course	Sem-I	Sem-II	Sem-III	Sem-IV	Sem-V	Sem-VI	Total No.of Credits
1	I	Tamil/Arabic/ Hindi	6	6	-	-	-	-	12
2	II	English	6	6	-	-	-	-	12
3	III	Core Course	8	6	8	12	10	16	60
		Allied	5	5	5	5	-	-	20
		Elective					10	5	15
4	IV	Non-Major Elective			2	2			4
		Skill Based Elective	2	2	2	2	2	2	12
		Environmental Studies		2					2
		Human Rights			2				2
		Values and Ethics				2			2
		Women Studies						2	2
5	V	Extension Activities			2				2
6		Extra Credit		2	2	2	2	2	10
		Total	27	27+2	21+2	23+2	24+2	23+2	145+10

STRUCTURE FOR PG [2 – YEARS PROGRAMME]

Course	Sem I	Sem II	Sem III	Sem IV	Total Credits
Core	$4(3T + 1P) \times 5 = 20$	$4(3T + 1P) \times 5 = 20$	$4(3T + 1P) \times 5 = 20$	$3(2T + 1P) \times 5 = 15$ or $1(\text{Project}) \times 15 = 15$	75
Elective	$1 \times 5 = 5$	$1 \times 5 = 5$	$1 \times 5 = 5$	-	15
Extra Credit	$1 \times 2 = 2$	$1 \times 2 = 2$	$1 \times 2 = 2$	$1 \times 2 = 2$	8
Total	25 + 2	25 + 2	25 + 2	15 + 2	90+8

STRUCTURE FOR MCA [3- YEARS PROGRAMME]

Sem	Core	Elective	Extra Credit	Total
I	$(5T \times 4) + (2P \times 3)$	-	-	26
II	$(3T \times 4) + (2P \times 3)$	2×4	2	26+2
III	$(3T \times 4) + (2P \times 3)$	2×4	2	26+2
IV	$(4T \times 4) + (2P \times 3)$	1×4	2	26+2
V	$(4T \times 4) + (2P \times 3)$	1×4	2	26+2
V I	Project – 12	-	2	12+2
	Total Credits			142+10

STRUCTURE FOR CERTIFICATE PROGRAMME

Course	Hours	Credits
Theory	30	5
Practical	50	5
Total	80	10

STRUCTURE FOR DIPLOMA PROGRAMME [1 YEAR]

Course	Hours	Credits
Theory	30	6
Theory	30	6
Practical	30	6
Total	90	18

CIA COMPONENTS FOR UG & PG (THEORY)

Three Written tests / Project reviews are to be conducted out of which the average of best two will be considered as Test average / Review average for CIA

To retain Internal & External split up for UG and PG as 40:60

For courses with both theory and lab, theory shall be conducted for 15 marks and practical shall be conducted for 10 marks for each CIA

CIA SPLIT UP FOR UG		CIA SPLIT UP FOR PG	
Evaluation Criteria	Mark	Evaluation Criteria	Mark
Written Test Average	25	Written Test Average	25
Quiz [I Yr] / Assignment [II Yr] / Seminar [III Yr]	5	Seminar	5
Class Participation	5	Class Participation	5
Attendance	5	Attendance	5
Total	40	Total	40

CIA SPLIT UP FOR LAB COURSE (UG & PG)	
Evaluation Criteria	Mark
Test Average	25
Lab Participation	5
Record	5
Attendance	5
Total	40

ESE SPLIT UP FOR LAB COURSE (UG & PG)	
Evaluation Criteria	Mark
Performance	40
Record	10
Viva-Voce	10
Total	60

EVALUATION CRITERIA FOR PROJECT [UG]

CIA		ESE	
Evaluation Criteria	Mark	Evaluation Criteria	Mark
Review Average	25	Record	20
Report / Record	10	Presentation	20
Attendance	5	Viva voce	20
Total	40	Total	60
Grand Total - 100			

EVALUATION CRITERIA FOR PROJECT [PG]

CIA		ESE	
Evaluation Criteria	Mark	Evaluation Criteria	Mark
Review Average	75	Record	40
Report / Record	20	Presentation	30
Attendance	5	Viva voce	30
Total	100	Total	100
Grand Total - 200			

EVALUATION CRITERIA FOR INTERNSHIP [UG & PG]

ESE	
Evaluation Criteria	Mark
Work Involvement	30
Skill Development	40
Report	25
Attendance	5
Total	100

CIA QUESTION PAPER PATTERN FOR WRITTEN TEST [UG & PG]

Part – A	Objective Type (3 Questions)	$3 \times 1 = 3$
Part – B	Either – or (3 Questions)	$3 \times 4 = 12$
Part – C	Open Choice (1 out of 2 questions)	$1 \times 10 = 10$
Total		25 Marks

**ESE QUESTION PAPER PATTERN FOR UG & PG
(ONLINE AND OFFLINE)**

Part – A	Multiple Choice (2 Qns from each unit)	$10 \times 1 = 10$
Part – B	Either – or (1 Qn from each unit)	$5 \times 4 = 20$
Part – C	Open Choice (3 out of 5 qns; 1 qn from each unit)	$3 \times 10 = 30$
Total		60 Marks

**ESE QUESTION PAPER PATTERN FOR PART-IV [THEORY]
(ONLINE AND OFFLINE)
[NON-MAJOR ELECTIVES, SKILL BASED ELECTIVES AND
GENERAL INTEREST COURSES]**

Part – A	Multiple Choice Questions	$20 \times 1 = 20$
Part – B	Either – or Type [from all the five units]	$2 \times 5 = 10$
Part – C	Open Choice –Two out of three questions to be answered	$2 \times 10 = 20$
Total		50 Marks

**ESE EVALUATION CRITERIA FOR PART-IV [PRACTICALS]
[NON-MAJOR ELECTIVES AND SKILL BASED
ELECTIVES]**

Evaluation Criteria	Marks
Performance	30
Record	10
Viva-voce	10
Total	50

**ESE PATTERN FOR CERTIFICATE, DIPLOMA AND
EXTRA CREDIT COURSE (ONLINE AND OFFLINE)**

Part - A	No Choice (2 Qns from each unit)	$10 \times 2 = 20$
Part - B	Either – or (1 Qn from each unit)	$5 \times 7 = 35$
Part - C	Open Choice (3 out of 5 qns ; each unit)	$3 \times 15 = 45$
Total		100

**EVALUATION CRITERIA FOR SKILLS FOR
EMPLOYABILITY DEVELOPMENT COURSE**

Group Discussion	40
Writing Skills	30
Oration	25
Attendance	5
Total	100 Marks

EVALUATION CRITERIA FOR NSS / CSS

Activities Participated	30
Work Involvement	40
Discipline	25
Attendance	5
Total	100 Marks

c. CIA Improvement Test:

A student, who is unable to secure the passing minimum in CIA of any course in a semester can appear for **ONE** CIA improvement test by making a request to the course teacher and HoD concerned.

d. Want of CIA Marks

A student who cannot get through in any theory or practical paper for want of CIA marks even though she gets the minimum in the summative examinations, after the completion of the course may be permitted to appear for the supplementary exam by foregoing the CIA marks provided.

- ✓ She has appeared for at least two internals out of three
- ✓ maximum of two such appearances in a programme

Special Provision

If a student lacks in internal marks, she may be given chance for improvement of internal marks in the consecutive semesters instead of repeating the semester

II. Attendance

Every 5% of attendance above 75% will be awarded one mark in CIA and the **final marks allotted for attendance** in CIA will be calculated as below

*Attendance %	Marks	** Attendance %	Marks
96 - 100	5	92 - 100	3
91 - 95	4		
86 - 90	3		
81 - 85	2	84 - 91	2
76 - 80	1	76 - 83	1
Less than 76	0	Less than 76	0

* For all students who attended classes from the first day of re-opening

** For those **I semester** students who got admission after a month from the date of opening (Percentage calculation is from their date of admission)

III. Condonation Rules

Attendance %	Condonation Fee Rs	Eligibility
65 - 75	150	*Approval to appear for current semester
60 -65	300	*Approval to appear for next semester as arrear
Less than 60	-	Repeat semester

Subject to Appeals committee's decision

- ✓ Due consideration can be given for late admissions **only in the First semester**
- ✓ Students having attendance less than 75% (the minimum prescribed) in any programme cannot sit for the ESE in that semester.
- ✓ If a student has lost her attendance on genuine medical grounds, she can apply for **condonation** to the Appeals Committee immediately after returning to the college. Appeals Committee's decision will be final.
- ✓ Candidate can seek condonation of shortage of attendance **only once for 2 year**

programmes **and twice for other** programmes during the entire duration of the programme.

IV. Evaluation

Result Awarding Committee is to decide gracing norms of ESE results

S.No	Programme	Semester	Nature of Valuation	Provision for Transparency	Provision for Revaluation
1	UG	1-4	Single	Yes	No
2.	UG	5 & 6	Double	No	No
3.	PG	All Semesters	Double	No	No
4.	M.Phil	All semesters	Double	No	No

For arrear papers (1-4 semesters) of UG revaluation is allowed Third Valuation:

In double valuation if the difference in marks in both the valuations is more than 15% the paper will be sent for the third valuation. If the difference arises for 1/3rd of the class the entire paper of that course will be sent for the third valuation.

V. Grading

The Consolidated Statement of Grades, in addition to the GPs and the GPAs for each semester show the CGPA [Cumulative Grade Point Average] for the entire programme. It also carries the classification of the student's performance and all necessary explanations to make it clear to every one to whom it might be presented by the student as per the guidelines of Government of Tamil Nadu.

**SEMESTER GRADING SCALE UG 2017
onwards**

Marks	Grade Point	Letter Grade	Classification of Final Result
95 and above	10	O+	First Class - Exemplary
90 – 94	9.4	O	
85 – 89	8.9	D++	First Class - Distinction
80 – 84	8.4	D+	
75 – 79	7.9	D	
70 – 74	7.4	A++	First Class
65 – 69	6.9	A+	
60 – 64	6.4	A	
55 – 59	5.9	B+	Second Class
50 – 54	5.4	B	
45 – 49	4.9	C++	Third Class
40 – 44	4.4	C+	
Below 40	0	RA	Reappear

SEMESTER GRADING SCALE PG 2017 onwards

Marks	Grade Point	Letter Grade	Classification of Final Result
95 and above	10	O+	First Class - Exemplary
90 – 94	9.4	O	
85 – 89	8.9	D++	First Class - Distinction
80 – 84	8.4	D+	
75 – 79	7.9	D	
70 – 74	7.4	A++	First Class
65 – 69	6.9	A+	
60 – 64	6.4	A	
55 – 59	5.9	B	Second Class
50 – 54	5.4	C	
Below 50	0	RA	Reappear

OVERALL FINAL RESULT UG 2017 onwards

Marks	Grade Point	Letter Grade	Classification of Final Result
95 & Above	10	O+	First Class - Exemplary *
90 – 94	9.4	O	
85 – 89	8.9	D++	First Class - Distinction*
80 – 84	8.4	D+	
75 – 79	7.9	D	
70 – 74	7.4	A++	First Class
65 – 69	6.9	A+	
60 – 64	6.4	A	
55 – 59	5.9	B+	Second Class
50 – 54	5.4	B	
45 – 49	4.9	C++	Third Class
40 – 44	4.4	C+	
Below 40	0	RA	Reappear

$$\text{Grade Point Average (GPA)} = \frac{\sum (C_r \times GP_r)}{\sum C_r}$$

*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. Absence from an examination shall not be taken as an attempt

OVERALL FINAL RESULT PG 2017 onwards

Marks	Grade Point	Letter Grade	Classification of Final Result
95 & Above	10	O+	First Class - Exemplary *
90 – 94	9.4	O	
85 – 89	8.9	D++	First Class - Distinction*
80 – 84	8.4	D+	
75 – 79	7.9	D	
70 – 74	7.4	A++	First Class
65 – 69	6.9	A+	
60 – 64	6.4	A	
55 – 59	5.9	B	Second Class
50 – 54	5.4	C	
Below 50	0	RA	Reappear

$$\text{Grade Point Average (GPA)} = \frac{\sum (C_r \times GP)}{\sum C_r}$$

*The candidates who have passed in the first appearance and within the prescribed semester of the PG Programme (Major and Elective courses alone) are eligible. Absence from an examination shall not be taken as an attempt

V. Supplementary Exams

Supplementary Exams will be conducted for all final semester students within one month of publication of April End Semester results.

VI. CURRICULUM DEVELOPMENT CELL (CDC)

RECOMMENDATIONS Dr. M.S. Irfan Ahmed,
Director - Prof. Of computer Science, Research &
Industry Institute Relations & Academic Affairs
submitted the resolutions for

Item 1: New degree programs from the Academic Year 2021-22 subject to the affiliation by Alagappa University B.Com Professional Accounting, B. Sc Cyber Security, and BCA & M Sc Computer Science

Item 2: Change in the CIA & ESE Evaluation for UG and PG Programme during the Academic Year 2021 – 2022 upon need due to COVID-19 pandemic

Item 3: In addition to the supplementary exam for final years, all the outgoing / out-gone and current students are permitted to apply for Instant Examination/supplementary (courses may be from first to final semester) in the COVID-19 situation.

The Instant Examination will be normally conducted within 15 days of declaration of results of the examination.

VII. Certificate Programmes

S.No	Particulars	Requirement
1.	ESE Max. Marks	100
2.	ESE Passing Minimum	35%
3.	Attendance Minimum	75%
4.	Syllabus Validity	3 Years after completion

GRADING SCALE - CERTIFICATE PROGRAMMES

Marks	Grade Point	Letter Grade	Classification of Final Result
95 & Above	10	O+	First Class - Exemplary *
90 – 94	9.4	O	
85 – 89	8.9	D++	First Class - Distinction*
80 – 84	8.4	D+	
75 – 79	7.9	D	
70 – 74	7.4	A++	First Class
65 – 69	6.9	A+	
60 – 64	6.4	A	
55 – 59	5.9	B+	Second Class
50 – 54	5.4	B	
45 – 49	4.9	C++	Third Class
40 – 44	4.4	C+	
35 – 39	3.9	C	
Below 35	0	RA	Re - Appear

* The candidates who have passed in the first appearance and within the prescribed semester of the certificate Programme are eligible. Absence from an examination shall not be taken as an attempt

VIII. ONLINE EXAMINATIONS

A. Attendance

Attendance to be adopted for the students for online Examinations due to COVID – 19

Attendance%	Marks
<60%	0
60%-70%	2
70%-80%	3
80%-90%	4
90%-100%	5

B. Condonation

Condonation Rules to be adopted for the students for online Examinations due to COVID – 19

Attendance%	Condonation Fee Rs	Eligibility
60 above	-	Approval to appear for current semester
40-60	1000	Approval to appear for current semester
Below 40	-	Repeat semester

Procedure to be adopted for the students for online Examinations

1. End Semester Examinations (ESE) conducted through online Mode (<https://liveexam.co.in>)
2. End Semester Examinations (ESE) conducted for all UG and PG students in online mode during pandemic as per Govt directions
3. Time duration is 3 hours for 60 marks papers and 2 hours for 50 marks paper
4. It is the responsibility of students to ensure proper internet facility
5. Students shall upload the answer in the evaluation portal in PDF , MS WORD, JPEG format etc
6. If they are unable to upload the answers in the evaluation portal, they can send the answer scripts by speed post or by E- mail within the stipulated time to the college and also inform the same to the course /class teacher and HoD immediately. The same shall be immediately informed through department email to the office of COE and by whatsapp to the COE / Chief superintendent
7. Student must have the acknowledgement receipt. If the answer scripts are notreceived on time then she must produce the acknowledgement receipt
8. If they have any difficulty in viewing the Question Paper contact the course teacher/ HoD immediately
9. Course teacher/ Class teacher / HoD can contact either the Chief superintendentof Examinations /COE office /Controller of Examinations
10. For Online examination, *single internal evaluation is done*

IX. Act of Malpractices in Examination and Punishments Awarded

A candidate indulging in any of the following acts in the examination hall will be considered as committed malpractice in the examination and booked for the same:

- i. Possession of** printed / Xerox / written materials pertaining / not pertaining to the day's examination, or pertaining to the examination already appeared by the candidate in the form of book or loose sheets that have been either made use of or not made use of in the examination.
- ii. Possession of** Programmable Calculators, Mobile Phones, Pagers, Organizers, Digital memory pad etc. with / without matters related to the day's examination stored in them and made use of them or not in the examination.
- iii. Writing** any matter, formula, definitions, sketches, pertaining / not pertaining to the day's examination, in any part of the candidate's body, dress, instrument box, calculator cover, wall, table, drawing board, question paper, hall ticket etc. and made use of them or not in the examination.
- iv. Writing** any appeal to Examiner offering money or any irrelevant matters in the answer book, attaching money in answer books and giving contact address, telephone numbers etc.
- v. Writing** the register number anywhere in the answer book or additional sheets other than in the fly slip.
- vi. Enclosing** empty additional sheets, wasting the exam stationery want only.
- vii. Writing** the examination without valid hall ticket.
- viii. Noting** down the answers of problems in her question paper before leaving the Hall.

- ix. Tearing off** sheets from the answer book.
- x. Keeping** with them, Tables, Hand books, Code books etc. which are not permitted by the COE and Chief Superintendent for the day's examination and made / not made use of them in the examination.
- xi. Talking** with neighbours, showing signs or signals to others in the hall / verandah
- xii. Copying from** printed / Xerox / handwritten bits / sheets / book / programmable calculators, organizers, digital memory pad etc. in the examination
- xiii. Exchanging** with neighbours hall tickets, question papers, scales, calculator, instrument box etc. with any formula, answers, sketches, hints related to the day's examination written on them.
- xiv. Showing** the answer book / additional sheet to the neighbours or allowing them to copy.
- xv. Giving / Getting** the main answer book or additional sheet to / from neighbor for copying.
- xvi. Writing** cine songs, stories, poems or drawing sketches irrelevant to the subject in the answer book or additional sheet.
- xvii. Writing** the examination even after the final bell, not obeying to hall superintendent's instructions
- xviii. Striking off** all the pages including the correct answers written by her in the answer book, when being caught for any act of malpractice.
- xix. Telling** the answer or formula related to any of the question to others writing the same examination.

- xx.** **Inserting** pre-written additional sheet(s) having matters related to the subject of the day's examination into the main answer book.
- xxi.** **Replacing** the answer book supplied in the hall by pre-prepared answer book brought by the candidate herself or got from outsiders.
- xxii.** **Writing** answers in main answer book or additional sheets from outside the hall and passing the same to any candidate writing the examination for replacement /attachment.
- xxiii.** **Refusing** to give written statement, refusing to receive show cause notice, absenting from enquiries, running away from examination hall when caught for any malpractice, trying to destroy the evidences by tearing / swallowing / erasing / throwing away the bits, materials etc
- xxiv.** **Writing** filthy / indecent / vulgar words or sketching obscene figures etc in the answer book or additional sheets attached.
- xxv.** **Acts** of threats, violence, creating disturbance inside / outside the examination hall, preventing other candidates from entering the hall, misbehaviour with the supervising staff etc.
- xxvi.** **Repetitive** action of malpractice either in the same sitting or indifferent sittings in the period of her study.
- xxvii.** **Taking away** with her the written answer book, without handing over the same to the Hall Superintendent.
- xxviii.** **Trying to take away or damage** other candidate's answer book
- xxix.** **Violating** any other special rules / regulations prescribed

then and there by the COE.

- xxx.** **Impersonation** - Arranging some other person to write the examination for the candidate (or) attempting to write the examination for somebody else
- xxxi.** **Assaulting Physically** or attempting to attack any examination staff while being caught/ booked for any malpractice.
- xxxii.** **Causing damage** to examination records.
- xxxiii.** **Arranging outside persons** to terrorise the examination staff.
- xxxiv.** **Leaving the examination hall** with the question paper of the day's examination before the expiry of the period prescribed by the COE (normally 45 minutes from the commencement of exam), inspite of the warning of Hall Superintendent / Additional (or) Chief Superintendent.
- xxxv.** **Causing damage** to the belongings of Examiners, as an act of vengeance.
- xxxvi.** **The candidates** who had been booked under any of the above mentioned malpractice will be enquired by an Enquiry Committee headed by the Chief Superintendent of the examination center and punishments will be awarded by the Disciplinary Action Committee constituted by the Principal depending on the nature & severity of the malpractice.
- xxxvii.** **Punishment** The following are the punishments being awarded to such students:
- All papers of the concerned semester written by the candidate in that sitting including practicals will be cancelled.
 - All Papers written by the candidate in that sitting (all semester papers including practicals)
 - All papers written by the candidate in that sitting (all

semester papers including practicals) will be cancelled and the candidate will be debarred for two / four more ESE, as the case may be.

- All papers written by the candidate in that sitting (all semester papers including practicals) will be cancelled and the candidate will be debarred for six more ESE. In addition to which legal/disciplinary action will be taken by the institution against that candidate.

General Rules & Regulations

All Students shall abide by the rules and regulations laid down for their discipline and development.

1. Students are required to be neatly dressed in shalwars/sarees in keeping with Indian culture and in white uniform chudithar for special occasions
2. Costly jewels should not be worn in the campus .The institute is not responsible for any loss.
3. Students are required to participate in assembly prayer and in all the activities and functions of the institute and observe order at all times.Absenting on such occasions will considered as misconduct.
4. Organising meetings,entertainments and collecting money for any purpose in the campus without the permission of the HOD are prohibited.
5. Students Should read the notice board carefully everyday.
6. Visitors are not allowed during working hours.
7. All students are expected to be in the premises of the institute during the working hours.
- 8.Day scholars should not undertake any transactions on behalf of the

students in the hostel.They are not permitted in the hostel premises.

9. The institute does not entertain any letter or other postal transactions on behalf of the day scholars.

10. Discipline needs to be observed in class rooms and campus.

11. All the applications for leave must be submitted to the class teachers two days in advance except in case of illness or other unforeseen causes. Leave applications should be written in the prescribed format and duly attested by parents/guardians/warden and they should be submitted to the head of the department by the end of the week.

12. When a student represents the institute in sports, NSS, Academic related activities etc., during the test period and there by misses any test the average mark for the tests performed will be taken, provided she submits the permission letter in time.

13. Parents will be informed about the class performance and behavior of their wards, as and when the need arises.They are required to respond to the college acknowledging receipt of all the communications, explaining the steps taken by them to rectify the situation.

14. Results of all semester examinations will be hosted in the website www.thassim.in .

15.Parents and guardians must notify changes in their address promptly in office. They must inform the HODs within two weeks when their wards discontinue their studies.

16. Candidates are requested to take sufficient number of attested copies of their certificates before submitting the originals in the office. After admission the original certificates will be returned to the students in the first week of August.

17. Disciplinary action will be taken if a student involves in malpractice during continuous internal assessment tests and comprehensive semester Examinations.

Rules and Regulations for using mobiles and Laptops inside the Institute Campus

- Laptops shall be used only for the purpose of education.
- Use of phones ,cameras,etc ., is prohibited during the class hours inside the campus.if found in contravention,they will be confiscated.
- Students should not use mobile phones while attending meetings,workshops,functions and other activites of the institute.
- Laptops must be used as a tool for education. If used for any other purposes like watching movies,surfing social sites,immediate action will be taken.
- The following list gives examples of sort of materials or activities that will be regarded as unacceptable by the usage of laptops,mobile phones
- Under disciplinary actions, the college has the right to fine, suspend or even expel a student from the institute in the interest of the institution

DISCIPLINARY RULES

- 1 When a student meets a member of the teaching staff of the college or any member of the Management within or outside the college campus, she should greet them.
- 2 No student shall leave the class room during the lecture, without the permission of the teacher.
- 3 Students should not be found loitering in the corridors or campus or wander on the campus during the class hours. If they don't have class, they should go and read books in the Library.
- 4 During the class hours students shall not report at the office under the pretext of paying fees, getting information etc.
- 5 Habitual negligence of college work, dishonesty, obscenity in deeds, words or any other acts of misconduct will lead to severe disciplinary actions.
- 6 When the Principal or the teacher or a visitor enters the class, the students must keep standing until the staff invites them to sit.

- 7 Students are forbidden from attending or organizing any meeting in the college. They should not collect money for any purpose without the permission of the Principal. They should not circulate any notice or petition among themselves or paste it anywhere in the college premises without the written permission from the Principal.
- 8 Students are not to deface the furniture, the walls or any part of the college premises and should not spill ink anywhere or litter the classrooms and grounds with papers.
- 9 Students are expected to maintain decency and decorum in their behaviour and dress. Students should dress neatly and modestly. Their dress should always be in keeping with the tradition and culture of our country. Students shall wear non-transparent sarees and blouses that fully cover their abdomen and back or wear loose pyjama and kurtha with dupatta.
- 10 Any damage done to the college property will have to be set right by those who are responsible for it.
- 11 Regular Attendance is compulsory for all the class hours. The following actions are strictly prohibited and any violation of the mentioned rules will result in dismissal/suspension of the student from the college.
 - Ragging of any kind and magnitude inside or outside the college campus.
 - Any kind of wild, noisy, disturbing behaviors and celebrations on the campus.
 - Tampering with the contents, misuse of the college identity cards.
 - Loud and noisy consultations, discussions and animated conversations inside the college and library during the working hours.
 - Any kind of malpractice like cheating, bribing, gambling, Copying in examinations, giving false declaration, spreading rumors, unfounded accusations, writing, printing, distributing, displaying unauthorized notice of any kind on the campus or anywhere else.
 - Inviting strangers and unauthorized persons inside the cam without any written permission from the Principal.
 - Using Mobile Phones or any Electric gadgets on the campus.

ANTI – RAGGING

According to the order of Supreme Court and Ragavan Committee report Anti- Ragging Committee and Anti- Ragging Squads are formed to curb the incident of ragging on the campus.

The Committee includes the Principal, Vice Principals, Deans of Arts & Sciences, Student Council members, two representatives from Parent - Teacher Association. Various necessary measures are taken to safeguard and protect the juniors and also to inculcate strong ethical values among all the students. This has come into effect from 2010-11 onwards.

True extract of the proceedings of the conference on Elimination of Ragging in colleges organized at Raj Bhavan on 23.7.2009. Students affected by ragging can call the No.1800 180 5522 and register their complaints. The Anti-Ragging Helpline is a nationwide, toll free number where students, parents, hostel workers or anybody will be able to call 24x7 any time of the day or night even without giving the caller's name. On getting a complaint call, they will respond within minutes by informing the College authorities, and keep a close watch on the situation and if necessary, they will inform the police. The police in turn will be obliged to file an FIR as soon as the complaint has been registered.

All the students are encouraged to inform the helpline for every incident or even an apprehension of ragging at any level. Even if a student has directly gone to their head of institutions and made a complaint, they may register a complaint with the helpline as well.

The helpline (1800-180-5522) will be operated round-the-clock and function as a watchdog. Once a student calls and registers a complaint, the process of giving him assistance will start within 15 minutes.

In Addition to National helpline facility, the Ramnad district Anti-ragging and eve-teasing cell has got a separate mobile no: 9488810086 and Email-ID :antiraggingcellrmd@gmail.com for students and public use.

For further contact

Contact Address : Ramnad district Anti Ragging Cell, SP Office, Ramnad.

ANTI RAGGING - CORE COMMITTEE

1. Principal
2. Vice Principal
3. Deans of Arts and Sciences
4. Student Council Members
5. Two representatives from Parent - Teacher Association

ROTARACT CLUB

- To enhance knowledge and understanding of community needs, problems and opportunities.
- To formulate and develop activities for serving the Community.
- To provide personal development opportunities for members.
- To provide training to develop the skills of members.
- To motivate young people for eventual membership in Rotary.

STUDENT COUNCIL

- To develop a positive attitude and promote harmonious relationship among students.
- To perk up the student – faculty relationship.
- To inculcate team spirit, accomplish assigned tasks.
- To improve the student's general welfare and morale.
- To build a sense of self – respect and strengthen personal responsibility.

STUDENT WELFARE

- To Conduct the Orientation Programme for all the Students
- Assisting the Students in their learning process
- Conducting the exit meeting for all the final year students.
- Addressing and solving their various issues.
- Conducting the soft skill Programme for all the final year UG & PG students.

NSS PROGRAMME

- Development of the student's personality, and promote the unity and integrity of the nation by bringing together young people from diverse geographical and socio-cultural backgrounds.
- Development of the personality of students through community service.
- Understand the community in which the students work.
- Understand themselves in relation to their community.
- Develop among themselves a sense of social and civic responsibility.

ALUMNAE ASSOCIATION

- Annual alumnae meet.
- Working alumnae database.
- Alumnae data collections.
- Maintaining alumnae social media.
- Alumnae Sports Event.
- Alumnae Entrepreneurs Stall.

INCUBATION AND INNOVATION CELL

- To give multiple exposure opportunity for students to take part and understand the importance of Innovation
- Inculcating entrepreneurship skills and mindset and encouraging taking startups an alternative career option.
- To Develop Cognitive Ability for Technology Students
- To conduct various innovation and entrepreneurship related activities prescribed by central MHRD Innovation council.
- Identify and reward innovations and share success stories.

YOUTH RED CROSS & RED RIBBON CLUB

- International Day Against Drug Abuse & Illicit Trafficking Rally.
- International Youth Day /Anniversary of Geneva Conventions.
- World First Aid Day Celebration.
- International Girl Child Day Awareness.
- Global Hand Washing Day Awareness.

IT POLICY POLICY AND PROCEDURE FOR THE USE OF INFORMATION TECHNOLOGY (IT) RESOURCES

1) Purpose

TBAK College for women is committed to creating a teaching and learning environment that supports the effective and innovative use of information technology. This Policy and Procedures applies to anyone who uses College information technology (IT) resources. The resources covered by this Policy and Procedures include, but are not limited to, computer hardware and software, mobile communication devices, telephone and data networks, College websites, and electronically stored data. This Policy and Procedures supports an information technology environment that meets the mission of the College in teaching, learning, and administration by promoting:

- a) Integrity, reliability, availability, and performance of IT resources
- b) Assurance that IT resources are used for their intended purposes
- c) Procedures for addressing policy violations

Access to IT resources is a privilege, not a right or guarantee. The College reserves the right to extend, limit, restrict, or deny privileges and access to information technology resources. All information technology users are bound by all applicable local, state, and national laws. This Policy and Procedures identifies related College policies and procedures that are associated with appropriate use of technology resources and the protection of College data.

The College provides a wide range of IT resources to support the teaching and learning mission and actively protects the information technology environment. The College is not responsible for information and materials residing on non-College systems or available over publicly accessible networks.

2) Website

The College website is the most prominent marketing tool for public-facing communications. It contains information for and about the College community and is a mechanism for communication, publication, and collaboration in support of the mission of the College. The College maintains oversight of all website access and content, including all official webpages and associated web-based services developed by or for the College. The College website content is recognized as official published work.

IT Manager / HOD is responsible for the website user experience. Any changes or modifications to website content require the submission of a “Website Change Request Form” and approval by the Principal.

3) Social Media

- The College social media sites and accounts serve as an additional means of electronic communication for the College.
- Use of College socialmedia accounts is limited to authorized users for approved College business.
- Users must be aware of the legal risks of using social media. If any user posts comments with libellous, defamatory, offensive, discriminatory, harassing, or obscene remarks, the user will be held responsible.
- Creation or use of College social media sites and accounts requires approval by the Principal.
- All College policies and procedures related to harassment, plagiarism, commercial use, security, unethical conduct, and laws prohibiting theft, copyright and licensing infringement, unlawful intrusions, and data privacy laws should be followed when using social media accounts.
- Student and employee personal social media accounts are not subject to this Policy and Procedures.

General Precautions

- Do not dine on the computer table/desk/stall.
- Do not use computer table as a storage area.
- Never keep food or drink near/next to your computer/laptop.
- Cords, cables, and removable storage devices must be inserted gently and carefully into the computer/laptop. Follow this while removing them also.
- Students should never carry their laptops while the screen is open, unless directed to do so by a teacher.
- In order to conserve, battery life Computer/Laptops should be shut down properly when the task is over.
- Do not deface Laptops/computers. They must remain free of any writing, drawing, stickers, or labels.
- Laptops must never be left unlocked or in any uncared area.
- Students are responsible for keeping their laptop's battery fully charged before commencement of work on each day.
- Failure to comply with the General Precautions will result in being required to check out the student laptop and the student may not be allowed to bring laptop to the college till the completion of her studies.

General Guidelines

- Students must get prior permission from the HOD to use laptops in the college premises and the permission letter must be handed over to the Students council advisors.
- Student shall bring computers purely for the educational benefit (if otherwise required as per syllabus) and not for entertainment. They are not to be used for playing games, watching movies, or videos, communicating via social media sites or for any other recreational/entertaining uses.
- Students are responsible for the ethical and educational use of the technology resources of the College.

- Transmission of any material that is in violation of any federal or state law is prohibited. This includes, but is not limited to the following: confidential information, copyrighted material, threatening or obscene material and computer viruses.
- Do not reveal your full name, phone number, home address, social security number, credit card numbers, password or passwords of other people. Remember that storage is not guaranteed to be private or confidential.
- If you inadvertently happen to access a web site that contains obscene, pornographic or otherwise offensive material, notify a teacher, Network Administrator or Principal immediately so that such sites can be blocked from further access.
- Use or possession of hacking software is strictly prohibited and violators will be subjected to disciplinary action.
- Students are responsible at all times for their laptops.

APPLICATION FOR LEAVE

1. A student requiring leave for only one hour or a portion of an hour must apply for it to the teacher concerned before the period begins.
2. A student requiring leave for a whole day must apply for it in the prescribed form to the Class Teacher & HOD and copy of the letter shall reach the office on the same day.
3. Application for leave of absence should reach the class teacher before the classes begin on the day for which the leave is applied.

PROJECT WORK

Students undergoing project work must satisfy the norms and conditions laid by the authorities under whom they take up the project work

- B Sc Home Science Nutrition and Dietetics and M Sc Home Science Nutrition and Dietetics, B.Sc Food Processing and management students undertake the project work in Hospitals, Hotels, Food Industries
- B Sc Information Technology, B Sc Computer Science, M Sc Information Technology and MCA students take up the projects work in Computer Centre, Industries and Companies.
- M Sc Mathematics students take up the projects work in relevant areas.
- B Sc Microbiology and MSc Microbiology students identify challenging societal problems and plan his project work in discipline of microbiology with broader perspective to develop innovative solutions for such problems.
- B Sc Chemistry and MSc Chemistry students take up the projects work in Industries, Chemical laboratories etc.
- B Com and M Com students take up project work in Banks, Industries & Companies
- B.Sc and M.Sc Psychology students partake in project in areas related to human behavior thought processes and emotions
- BBA students take up project work in Banks, Industries & Companies
- BA and MA English students take up projects on Language and Literature.

EXCURSIONS, PICNICS AND STUDY TOUR

- 1 Students are not permitted to organize or conduct excursions or picnics without the knowledge and consent of the Principal.
- 2 Study tours organized by the respective departments are compulsory.
- 3 All the students going on excursions shall obtain written consent from the parents in the prescribed form.
- 4 A detailed programme of travel, stay, and places of visit, names of participants and other details should be submitted to the Principal, before proceeding on a tour or excursion.
- 5 No student from another class will be permitted to join a class going on an excursion, without the permission of the Principal
- 6 Students are not permitted to take any valuable things when they go for study tour.College authority will not be responsible for any loss of such things.

LIBRARY

The college library was established in the year 1988 with just 600 books to its credit. Now it has about 28,908 books and more than 212 periodicals including National & International Journals. The library has innovative infrastructure facilities like AUTOLIB software with modern technology such as DSpace serves with Wi-Fi connections and the library system includes central and the departmental libraries. Our College Library membership with British Council, AIRC (American Information Resource Center) Chennai, DELNET & N-List, NPTEL Digital Video Library and National Digital Library (free access). Library Security System-CCTV camera can be used in libraries to monitor the student activities in the library.

Library Facilities:

- Open access system is followed.
- Library hours are allotted for the students during working hours.
- The college library runs a book bank for the benefit of the poor students.

- Library Provides
 - Reprography facility and it charges Rs.1/- per copy
 - Printout facility and it charges Rs.3/- (word format) & Rs.5/- (image format)
- Alumnae, mothers of Pearl School students and teachers of the local schools, community college staff and Housewives of Kilakarai can make use of the college library after the college working hours.
- Library accepts donations of manuscripts, books and journals etc., which are found useful to the students
- Library provides two tokens for each student for book transactions

Library Timings:

- Library will remain open on all days, except Sundays.
 - Monday to Friday - 8.30 a.m. to 5.30 p.m.
 - Saturday - 8.30 a.m. to 1.30 p.m.
 - Examination days - 8.30 a.m. to 5.30 p.m.
- Extended Library Hours
 - Monday to Saturday - 6.30pm to 9.00pm
- Book transaction hours and on all working days in Lunch break and Library hours
 - 08.30am to 09.00am
 - 09.50am to 10.00am
 - 10.50am to 11.00am
 - 11.50am to 12.00pm
 - 12.50pm to 01.00pm

During the class hours books will not be issued or received from the students.

General Rules:

- Silence should be strictly observed in the library.
- Bags/belongings are not allowed inside the library
- All the students & staff members must bring the ID Card issued by the college while using the library
- Members are required to carry their Identity card at all times and must show them at the request of the library staff. It is essential to submit Identity Card during checkout and check-in transactions of library.

- On entering the library, only paper and pen can be taken in for reference work. The ID card and brown cover or newspaper shall be taken in when books have to be borrowed
- Reference books, magazines and journals will be issued for over night only.
- The books are to be left on the reading table and need not be replaced in the shelves after reading or reference.
- All books and journals must be returned on or before the due date.
- Library books are to be used with utmost care and to be returned without any damage.
- Students should not write or draw anything on the books, periodicals and newspapers.
- The newspaper(s) should be folded properly after reading and kept back in the designated place.
- Loss of tickets should be reported to the Librarian immediately & Rs.25/- should be paid for each ticket that is lost. All payment shall be paid at the college office and receipt shall be shown to the librarian, but fines should be paid to the Library.
- If the students are in need of the books during examination, they can make use of the library books by getting permission from the authority concerned.
- Usage of mobile phones is not permitted inside the library
- Students & Staff must produce the Identity Cards while borrowing the books/journals etc.,

Category	Issue of Books	Book Bank
UG Students	Two Books	Two Books
PG Students	Five Books	Five Books
M Phil Students	Five Books	Four Books
Ph D Scholars	Seven Books	-
Class Toppers	Two Books (additional)	-
Teaching Staff	Ten Books	-
Office Staff	Five Books	-
Lab Technicians, Lab Asst. & Attendant	Two Books	-
Alumnae & Other Institution Members	Two Books	-

- Members should check the book thoroughly for missing pages, chapters, pictures etc. while borrowing the books and report the matter to the circulation staff

Reservation

- A loaned book may be reserved by members. Availability will be informed to members by e-mail and /or over intercom facility
- If the reserved publication is not taken within 5 days, it is given to another member in queue or is put back on its shelf.
- A member cannot reserve more than two books

Return of Books

- Books due on the holiday should be returned the next morning and no fine will be collected
- All the students must return the books before receiving their examination hall tickets.
- All books must be returned to the library before the end of the semester.
- Staff / Students those who are availing medical leave / study leave / long leave, you are requested to return the library books and collect the No dues certificate from librarians. Students those who are not returned/renewal the books after the due date will be charged an overdue charge of Rs1/-per day

Renewal

- This category is applied to Staff & Students. Checked out books can be renewed before/on the due date. Books have to be brought physically to the library for each renewal
- Three consecutive renewals allowed. After three renewals, the book has to be returned back to the library. The same can be reissued after a week from the date of return, if it is available in the library.

Lost and Damaged Publications

- Members must replace the book if lost with latest edition along with overdue charges.
- If any book lost, the members must pay the actual book cost plus Rs 200/- as additional charge.
- Damaged books shall not be accepted and it has to be replaced.

Rules for Class Toppers

Facility for class toppers of UG, PG and MPhil students:

To motivate students who perform exceedingly well in the semester examinations. Top three students from each class of all branches are provided with a facility to borrow additional 2 books from the Library. This facility would provide an opportunity to the toppers to refer better quality text books which automatically enhances their level of knowledge and academic performance.

- Toppers of 2nd year are chosen on the basis of marks scored in 1st & 2nd semester exam
- Toppers of 3rd year are chosen on the basis of marks scored in 3rd & 4th semester exam

**LIST OF GOVERNMENT SCHOLARSHIPS
ELIGIBILITY CRITERIA & SCHOLARSHIP AMOUNT
UNDER GRADUATE STUDENTS**

S. NO	SCHEME CATEGORY	ELIGIBILITY CRITERIA	SCHOL-ARSHIP AMOUNT
1	Post Matric Scholarship Scheme for Minorities	<ol style="list-style-type: none"> Candidates belonging to Minority Community Previous Year Percentage $\geq 50\%$ Parent's Income should be ≤ 2 Lakh www.scholarships.gov.in 	Rs. 8,700/- (Hosteller) Rs. 6,000/- (Day Scholar) per annum
2	Central Sector Scholarship Scheme	<ol style="list-style-type: none"> Eligible for UG First Yearonly Previous Year Percentage $\geq 80\%$ Parent's Income should be ≤ 2 Lakh www.scholarships.gov.in 	Rs. 10,000/- per annum
3	Tamilnadu Educational Trust Scholarship Scheme	<ol style="list-style-type: none"> Admission for UG First Yearonly Previous Year Percentage $\geq 80\%$ Parent's Income should be ≤ 2 Lakh offline 	Rs. 6,000/- per annum
4	Adi Dravidar and Tribal Welfare Scholarship for SC/ST Students	<ol style="list-style-type: none"> Candidates belonging to SC/ST Community Parent's Income Should be ≤ 2.5 Lakh www.escholarship.tn.gov.in 	Rs. 4950/- (Day Scholar- Arts) Rs. 6,450/- (Day Scholar -Science) Rs. 8190/- (Hosteller- Arts) Rs. 9690/- (Hosteller- Science) per annum
5	Adi Dravidar Bright Student Award	<ol style="list-style-type: none"> Candidates belonging to SC/ST Community Secured > 575 Marks in +2 examination offline 	Rs. 3,000/- per annum

6	Post Matric Scholarship Scheme for Disability	<ol style="list-style-type: none"> 1. Disability $\geq 40\%$ Certificate 2. Parent's Income Should be ≤ 2 Lakh www.scholarships.gov.in 	Rs. 6,000/- per annum (Initial percentage of disability)
7	Sports Development Authority of Tamil Nadu Scholarship Scheme (SDAT)	<ol style="list-style-type: none"> 1. Candidate Pursuing any degree in Tamil Nadu. 2. Should have achieved first three places in individual event and 1st or 2nd place in games. 3. Parent's Income should be ≤ 2 Lakh <p style="text-align: center;">offline</p>	Rs.13,000/- per annum
8	Kishore Vigyanik Protsahan Yojana (KVPPY)	<ol style="list-style-type: none"> 1. Awarded by aptitude test 2. Students Pursuing in I year B.Sc. Mathematics/ Chemistry/Microbiology 3. Minimum 60% marks in +2 Examination <p style="text-align: center;">http://kvpy.iisc.ernet.in</p>	Rs.20,000/- per annum
9	CII-SKAMeritCum-Means Scholarship for UG	<ol style="list-style-type: none"> 1. Parent's Income should be ≤ 2 Lakh (PAN Holder) 2. Minimum 60% marks in +2 examination 3. Students Pursuing I Year B.Sc. Food Technology/ Microbiology, Nutrition and Home Science <p style="text-align: center;">offline</p>	Actual Tuition Fee of the course + Allowance for purchase of books + Allowance for Hostel accommodation
10	Inducian Merit Cum Scholarship	<ol style="list-style-type: none"> 1. Candidates pursuing UG Degree 2. Previous Year Percentage $\geq 80\%$ <p style="text-align: center;">offline</p>	Rs.600/- to 2200/- per month
11	Internshala Career Scholarship For Girls	<ol style="list-style-type: none"> 1. Candidates pursuing UG/ PG/M.Phil./Ph.D. 2. Age between 17 and 23 <p style="text-align: center;">http://bit.ly/ICSG-19</p>	Rs.25000/- per year

POST GRADUATE STUDENTS

S. NO	SCHEME CATEGORY	ELIGIBILITY CRITERIA	SCHOLARSHIP AMOUNT
1	Merit Cum Means Scholarship for Professional and Technical Courses CS for Minority Students	<ol style="list-style-type: none"> Candidates belonging to Minority Community Previous Year Percentage $\geq 50\%$ Parent's Income should be ≤ 2 Lakh Admission in professional course www.scholarships.gov.in	Rs. 25,000/- per annum (Day Scholar)Rs. 30,000/- per annum (Hosteller)
2	Post Matric Scholarship Scheme for Minorities	<ol style="list-style-type: none"> Candidates belonging to Minority Community Previous Year Percentage $\geq 50\%$ Parent's Income should be ≤ 2Lakh www.scholarships.gov.in	Rs. 8,700/- (Hosteller)Rs. 6,000/- (Day Scholar) per annum
3	Adi Dravidar and Tribal Welfare Scholarship for SC/ST Students	<ol style="list-style-type: none"> Candidates Belonging to SC/ST Community Parent's Income Should be ≤ 2.5Lakh www.escholarship.tn.gov.in	Rs. 4950/- (Day Scholar-Arts) Rs. 6,450/- (Day Scholar-Science) Rs.8190/- (Hosteller-Arts) Rs.9690/- (Hosteller-Science) per annum
4	Post Matric Scholarship Scheme for Minorities Disable Students	<ol style="list-style-type: none"> Disability $\geq 40\%$ Certificate Parent's Income should be ≤ 2 Lakh www.scholarships.gov.in	Rs. 6,000/- per annum (Initial percentage of disability)
5	Sports Development Authority of Tamil Nadu Scholarship Scheme (SDAT)	<ol style="list-style-type: none"> Candidate Pursuing any degree in Tamil Nadu. Should have achieved first three places in individual event and 1st or 2nd place in Team Games. Parent's Income should be ≤ 2 Lakh www.sdat.tn.gov.in	13,000/- per annum

6	National Board of Higher Mathematics (NBHM)	1. Awarded by aptitude test 2. Students pursuing M.Sc. Mathematics I Year 3. 50% in B.Sc. Mathematics offline	Rs. 6,000/- per month
7	Post-Graduate Indira Gandhi Scholarship for Single Girl Child	1. Girl students without having any brother or the sister. 2. PG-I year student only. www.scholarships.gov.in	Rs.3,100/- per month
8	Post Graduate Scholarships for Professional Courses for SC/ST Candidates	1. Candidates belonging to SC/ST Community 2. Parent's Income should be \leq 2 Lakh 3. Admission in Professional course www.scholarships.gov.in	Rs.10,000/- per annum
9	Pragati Scholarship Scheme For Girls For Technical Courses	1. Admission in Professional course (1 Year) 2. Parent's Income should be \leq 8 Lakh www.scholarships.gov.in	Rs.30,000/- Per annum

FELLOWSHIP FOR M.Phil./Ph.D. STUDENTS

S. NO	SCHEME CATEGORY	ELIGIBILITY CRITERIA	SCHOL-ARSHIP AMOUNT
1	Adi Dravidar Ph.D. Scholarship for SC/ST Students	1. Candidates belonging to SC/ST Community 2. Parent's Income should be \leq 2.5 Lakh 3. Previous Year Percentage \geq 50% offline	Rs.50,000/- per annum
2	Maulana Azad National Fellowship for Minority Students (M.Phil./Ph.D.)	1. Candidates belonging to Minority Community 2. Candidates should be in regular and full time 3. Parent's Income should be \leq 2 Lakh 4. Previous Year Percentage \geq 50% www.ugc.ac.in	Rs.25,000/- per annum

COMMON DOCUMENTS TO BE SUBMITTED FOR SCHOLARSHIP

1. Scholarship Application Form
2. Photo (2)
3. Copy of Previous Year Mark Sheet
4. Income Certificate (Recent)
5. Community Certificate
6. Nativity Certificate
7. Copy of Bank Pass book First Page
8. Copy of Aadhar card
9. Bonafide Certificate
10. Copy of College fee receipt
11. Previous Year Attendance Certificate
12. Sports Achievement Certificate (for SDAT scholarship)
13. Disability Certificate (for Disability scholarship)

Further Details Refer National Scholarship Web

Portal : www.scholarships.gov.in

The following are the various other scholarships given by the various Trusts in Kilakarai and Chennai

1. Baithulmal (Kilakarai)
2. Parent Teacher Association Scholarship (TBAKC)
3. Sharjah Indian Muslim Association (SIMAN)
4. KECT (Kilakarai Educational Charitable Trust), Kilakarai

SPORTS FACILITIES

Gym, Yoga, Volleyball, Table Tennis, Athletic track & field, Ball Badminton, Relay, Kabaddi, Kho Kho, Tennikoit

TRANSPORT FACILITIES

Students who wish to travel by college bus will have to register their names in the college office at the time of their admission. Bus fee should be

paid in the beginning of each semester. Bus fees once paid will not be refunded. Our College buses ply to Rameshwaram Athiyuthu, Irumeni, Narippayur, sayalkudi, R.S.Mangalam, Thiruppalaikudi, Panaikulam, Alagankulam, Pirappan Valasai, Mudukulathur, Sikkal, Ervadi, Periyapattam, Paramakudi, Aappanur, Kadaladi and Sirupodhur to Kilakarai via Ramanathapuram. Also two vans are available for students residing in Kilakarai.

STUDENTS AMENITIES

Apart from the general facilities, the day scholars as well as the hostel students are provided with the following amenities.

STUDENTS SERVICE CENTRE

Students service centre of the college offers various services to the students including photocopy, DTP facilities and printout at a nominal cost.

STUDENTS COUNCELLING CENTRE

Students experience stress due to academic, social, family and financial problems. We have a counselling centre ALOHA (the zone of comfort) run by the Department of Psychology which is open for both students and staff to create a safe space to share their issues and get support without fear of judgement. There is a peer group which is responsible for identifying problems of the students, which facilitate the students to share their issues without hesitation to open up their need for counselling. We do have an external counselling adviser for our college who visits the college whenever called for. Besides, Quality Circle for Counselling meets regularly to indentify the need and arrange counselling sessions. An Alumna of the college Ms. Bajeela Azad, life coach and Hypnotist, gives counselling to the students online and offline

COLLEGE TUCKSHOP

A Tuck shop is situated inside the College Campus where all notebooks, record papers and stationery items are sold to students at a fair price.

COLLEGE CANTEEN

There is a canteen within the campus. Refreshments are served in the canteen on all working days. Day Students can have their lunch in the canteen on a nominal rate.

MASJID

There is a Beautiful Masjid in the college premises for Prayers. Five times obligatory prayers are regularly conducted with Jamath. Every Thursday after Magrib Tafseer class is conducted for hostel students. Everyday Quran Halqa is conducted by hostel Aalimas & students in the Masjid.

PHOTOCOPY FACILITY

A Reprographic system is installed in the college library for the benefit of the students at the nominal rate.

BROWSING FACILITY

All the students can make use of 2Mbps Broad Band, which is available throughout the College campus BSNL 100 mbps Leased line with WiFi facilities

**THASSIM BEEVI ABDUL KADERCOLLEGE
FOR WOMEN**

Kilakarai, Ramanathapuram - 623 517

ODD Semester Fee particulars for the year 2020 - 21

Pro-gramme	Faculty	Programmes	1st Year [I Se-mes-ter]	2nd Year [III Se-mes-ter]	3rd Year [V Se-mes-ter]
UG	Arts	BA Arabic	12000	14000	14,000
		BA English	13,000	14,000	14,000
	Commerce & Management	B Com	14,000	14,000	14,000
		BCom Professional Accounting	15,000		
		B Com with CA BBA	15,000	16,000	16,000
	Pure Science & Life Science	B Sc Maths	14,000	16,000	16,000
		B Sc Chemistry B Sc Microbiology B Sc Psychology B Sc H Sc Nutrition & Dietetics	15,000	16,000	16,000
		B Sc Food Processing & Management			
		B Sc Fashion Designing	19,000	19,000	19,000
		B Sc Computer Science B Sc Information Technology	16,000	19,000	19,000
	Computational sciences & IT	BCA BSc Cyber Security	16,000 16,000	19,000	19,000

PG		M A English	12,000	13,250	-
		M Com			
		M Sc Maths	12000	15,250	-
		M Sc Chemistry M Sc Psychology M Sc H Sc Nutrition & Dietetics	13,000	15,250	
		M Sc Microbiology	15,000	18,750	-
		M Sc Information Technology		18,750	-
		Master of Computer Applications [MCA] [AICTE Approved]		21,250	21,250
		Msc Computer Science			
M Phil & Research	Arts	M Phil in English	21,250	--	--
	Commerce	M Phil in Commerce			
	Science	M Phil in Mathematics			
		M Phil in H Sc Food & Nutritions			
Computer	M Phil in Computer Science				
<p>Note: Fees once paid will not be refunded under any grounds</p> <p>Principal - TBAKC</p> <p style="text-align: right;">Secretary - SKT</p>					

**THASSIM BEEVI ABDUL KADER
COLLEGE FOR WOMEN**

Kilakarai, Ramanathapuram - 623 517

Hostel ODD semester Fee particulars for the year 2020 - 21

Particulars	Dormitory	Non AC	AC
I Year	17,100	19,200	28,100
II Year	-	19,000	26,000
III Year	-	19,000	26,000

Mess Fee : Mess fee Rs.3,000/- per month [or] Rs.18,000/-per semester.Note: Fees once paid will not be refunded under any grounds

Principal - TBAKC

Secretary - SKT

THE HAJANI MARIAM BEEVI

HOSTEL FOR WOMEN

OFFICE BEARERS

WARDEN	:	Dr S Sumayaa
CO-ORDINATOR	:	Mrs J Fathima Kaleema

RULES AND REGULATIONS OF THE HAJANI MARIYAM BEEVI THAIKAPPA HOSTEL FOR WOMEN

The Hostel on the campus provides residential facilities for 300 Students.

1. A Student seeking admission to the Hostel shall be submitting her application in the prescribed form, which can be had at the college office on payment of Rs. 100/-per person.
2. The Application for admission to the Hostel shall sign a declaration agreeing to abide by all rules and regulations of the Hostel and the instructions.
3. The Hostel fees should be paid in the form of Demand draft in favor of TBAK College Hostel, Kilakarai drawn on Indian Overseas Bank (or) State Bank of India, Payable at Kilakarai branch.
4. The Hostel shall be under the supervision of the Principal as Warden assisted by the Deputy Warden and Floor Wardens.
5. Residents can vacate the Hostel only with the prior permission from the authorities. No refund will be made for the Hostel fees under any grounds.
6. Resident will not absent herself from the classes without permission of the Co-ordinator and floor warden.
7. Residents should not enter the Hostel rooms during class hours.
8. Residents will not be permitted to meet their visitors during class hours.

9. Residents are not allowed to use electrical appliances of any kind other than the lights and fans provided in their rooms.
10. The Warden on the recommendation of the Deputy Warden shall make admission to the Hostel or removal from the Hostel.
11. The Deputy Warden shall make the allotment of rooms to the Residents at the beginning of the year and residents shall not change their rooms without the permission of the Deputy Warden. The Deputy Warden may re-allot the rooms at any time without assigning any reason.
12. Residents should avoid bringing guests to the Hostel.
13. Members of the Hostel shall on no account deal directly with or find fault with the servants of the Hostel. Any misbehaviors or failures of duty on the part of hostel servants should be brought to the notice of the Deputy Warden for necessary action.
14. No resident is permitted to be absent from the college except with the permission of the Warden, Deputy Warden or Floor Wardens.
15. No resident may absent herself from the Hostel during study hours without the permission of the Deputy Warden or Floor Warden. Permission should be obtained in advance.
16. Residents shall not in any way tamper with the electrical fittings or use electric heaters or radios or tape recorders. It is an offence to keep lights and fans ON when there is no one in the room.
17. Misconduct or breach of rules renders the offender liable to fine, suspension and dismissal from the hostel and college.
18. In case of sickness and emergency the inmates can contact the Deputy Warden before 7.00 pm every day and consult the Lady Doctor in Yousuf Zulaikha Medical Centre. The Residents should produce a letter of consent from the Parents/guardian for leaving the hostel. Without the consent from the parents they will not be allowed to leave from the hostel.
19. Residents should stay only in the sickroom (when they are sick)
20. Hostellers should get prior permission from the Warden, Deputy

Warden / Floor Warden before leaving the campus for academic work outside the college.

21. Maintenance of hostel property is the collective responsibility of the residents of the hostel. If a room is damaged or its furnishings are damaged / lost, the residents are financially responsible. Deliberate destruction of hostel property will attract penalty ranging from fine to expulsion from hostel.
22. Visitors Day timing: 9 am to 4 pm, 1st and 3rd Sunday of every month.
23. Entertainment timing: every Friday 7 pm to 8 pm, every Sunday 4 pm to 7 pm (except during internal timing).
24. Ground timing: 5 pm to 6 pm.
25. Study timing: every day 7 pm to 8 pm and 9.15 pm to 10.15 pm.
26. Attendance timing: 4:30 pm and 9 pm.
27. All monthly charges should be paid before the tenth of every month. Failure to pay on the due date will involve a penalty of Rs.5/- perday.
28. When a resident is away from the hostel no rebate in mess charges shall be allowed unless she has taken leave for 10 days continuously with prior permission of Principal or leave letter.
29. Non-vegetarian and vegetarian mess shall be run on providing system (as per menu list).
30. During summer vacation for faculty performing duties & responsibilities and for the students staying in the hospital to appear for arrear/supplementary exams, the number of days of boarding in the hostel will be calculated based on the total expenditure incurred for the menu days and divided among the inmates

SISTER INSTITUTIONS

1. B S Abdur Rahman
University, Vandalur,
Chennai – 600 048.
Phone No: (044)
22751375
2. Crescent Matriculation Higher
Secondary School for Girls, Pycrofts
Garden Road, Chennai – 600 006.
Phone No: (044) 28274616
3. Islamic Studies and Cultural
Centre, Seethakathi Trust,
No 4: Buhari Towers, Morries
Road, Chennai - 600 006
4. Crescent Residential Matriculation Higher
Secondary School for Boys, Seethakathi
Estate, Vandalur Chennai – 600 048.
Phone No: (044) 22750350, 22750351
5. Kilakarai Buhari Aalim Arabic College,
(Affiliated to B S Abdur Rahman
University) Crescent Engineering College
Campus, Seethakathi Estate, Vandalur,
Chennai – 600 048.
Phone No: (044) 22751375 , 22751347
6. Crescent Career Guidance and Coaching
Centre, Seethakathi Estate, Vandalur,
Chennai – 600 048.
Phone No: (044) 22751375, 2275134
7. Madurai Crescent Matriculation
Higher Sec. School for Girls,
Seethakathi Nagar , Kallampatti,
Madurai- 625 014.
Phone No: (0452) 2478343

- 8 Crescent Teacher Training
Institute Madurai Crescent
Education Campus Seethakathi
Nagar, Kallampatti, Madurai –
625 014.
Phone No: (0452) 2090156,2470398
- 9 Crescent School of Nursing
Madurai Crescent Education
Campus, Seethakathi Nagar,
Kallampatti, Madurai – 625 014.
Phone No: (0452) 2470456
- 10 Crescent College of Education
Madurai Crescent Education
Campus,
Seethakathi Nagar, Kallampatti, Madurai – 625
014. Phone No: (0452) 2470399
- 11 Nagore Crescent Matriculation Higher
Secondary School for Girls, Samba
Thottam, Mudukku Thazhai Lane, Nagore,
Nagai District.
Phone No: (0431) 250640,250934
12. K T M S Hamid Sahib Girls’
Home, Madurai Crescent
Education Campus,
Seethakathi Nagar, Kallampatti, Madurai – 625
014. Phone No: (0452) 2470399
13. Crescent Hospital,
Madurai Crescent Education Campus,
Seethakathi Nagar, Kallampatti, Madurai – 625
014. Phone No: (0452) 2470399
14. Al – Mumin Seethakadhi Children
Home, Sakkarakottai, District –
Ramanadhapuram, Phone No:
9442617042

GLOBAL DOCUMENT VERIFICATION SYSTEM

CERTIFICATE VERIFICATION GOES ONLINE

THASSIM BEEVI ABDUL KADER COLLEGE

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support@directverify.in
+91 90946 16161

For Further Assistance Contact:
CONTROLLER OF EXAMINATION OFFICE
0456-7241933

TELEPHONE NUMBERS

Office	:	04567 – 241933
Reception	:	04567 – 241934
Hostel	:	Cell : 9442617038 04567-241906 & 241009

INTERCOM NUMBERS

THASSIM BEEVI ABDUL KADER COLLEGE FOR WOMEN, KILAKARAI					
INTERCOM NUMBERS					
NUMBERWISE					
S NO	NUMBER S	ROOM	S NO	NUMBERS	ROOM (LAB'S)
OFFICE					
1.	110	Reception	25	151	Library (Reading Hall)
2.	111	Trustee Room	26	131	Computer NET Lab
3.	112	Office Room	27	134	Electronic Lab
4.	113	Principal Room	28	139	Commence Lab
5.	137	Director Room	29	141	Computer Lab MCA
6.	115	Dean Science	30	144	Research lab
7.	114	Dean Arts	31	145	Microbiology Lab
8.	148	COE Office	32	153	Chemistry Lab
9.	149	Camp-IT	33	154	FPQC Lab
DEPARTMENT			OTHER		
10.	132	Tamil			
11.	123	Arabic & Hindi	34	116	CIA Room
12.	124	Physical Education	35	117	Warden office
13.	125	BBA	36	118	Main Gate
14.	126	Psychology	37	119	IGNOU
15.	127	Mathematics	38	122	Computer Service Centre
16.	128	Commerce	39	130	Hostel Mess Hall
17.	129	Chemistry	40	136	Xerox(DTP Centre)
18.	140	Microbiology	41	137	Placement
19.	142	Home Science	42	138	IQAC
20.	143	English	43	147	Conference Hall
21.	146	Computer Science	44	155	Tuck Shop
22.	135	Textile	45	156	Canteen
23.	150	Library (Ground Floor)	46	157	Electrician Room
24.	152	Library (E-library)			

ASSIGNMENT

T I M E T A B L E

Hour	1	2	3	4	VAP	5
Day Order	9.15 am - 10.00 am	10.00 am - 10.45 am	10.55 am - 11.40 am	11.40 am - 12..25 pm	12.25 pm - 1.25 pm	01.55 pm - 02.40 pm
I						
II						
III						
IV						
V						
VI						

VALUE ADDED PROGRAMME

Muballiga / CC / Spoken English	12.25 pm -01.25pm	Department	12.25 pm-01.25 pm	Department
I/III/V DO	I Year –Muballiga (Muslim Students)	Islamic Studies	I Year – Physical Education / Cultural (Non -Muslim Students)	Tamil
II/ IV/VI DO	Spoken Tutorials/ Extra Credit	All the Departments	For all I year students	
I/III/V DO	II Year –Certificate course(Theory)	All the Departments	For all II year students	
II/ IV/VI DO	II Year –Muballiga	Islamic Studies	II year-Soft skills (Non-Muslim Students)	Placement & career Guidance
All-day orders	III Year –Muballiga	Islamic Studies	III year-Soft skills (Non-Muslim Students)	Placement & career Guidance
All-day orders	All PG students	All the Departments	NET/ SET/ TNPSC /Research work	

Saturday	1	2	3	4	5	6	Department
I	Spoken English			Major classes/ Remedial			English
II	Certificate course / Practical			Major classes/ Remedial			All the Departments
III	Spoken Tutorials/ Extra credit			Employability Skills			
PG	Research Work			Spoken Tutorials/Extra Credit			