

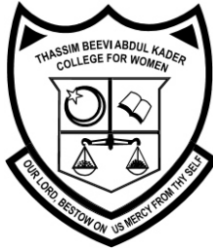
Thassim Beevi Abdul Kader College for Women

(Autonomous and Re-accredited)

Kilakarai - 623 517

Ramanathapuram district

Tamil Nadu



Academic

Calendar 2016 -2017

AL FATHIHA

In the Name of Allah, Most Gracious, 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.

Alquran Sura 96: a1 to a8

Founded in 1988

G O No 1448 dated 12 September 1988

THASSIM BEEVI ABDUL KADER COLLEGE FOR WOMEN

(Affiliated to Alagappa University, Karaikudi)

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

Post Box No: 9

(Sponsored by the Seethakathi Trust)

Office : (04567) 241933 / 241934 Resi. : (04567) 241473

Hostel : (04567) 241906 Cell : 9442617038

Fax : (04567) 243355

E-mail: principal@thassim.in

Website : www.thassim.in

Year of Establishment: 1988

Autonomous June 2005

Academic

Calendar 2016 -2017

THASSIM BEEVI ABDUL KADER COLLEGE FOR WOMEN
(Autonomous and Re-accredited)
KILAKARAI-623517, RAMANATHAPURAM DISTRICT
Hand Book

- 1. Name.....
- 2. Class
- 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 Resident Tutor
- 12. Name of the Academic Counselor

FOUNDER



Alhaj. Dr. B S Abdur Rahman

Born : 15.10.1927

Died : 07.01.2015

BOARD OF TRUSTEES

Marhom Alhaj Dr B S ABDUR RAHMAN
Founder

Alhaj Dr SHUAIB ALIM
Alhaj M K SATHAK ABDUL KADER
Managing Trustees

Janab KHALID A K BUHARI
Secretary

Alhaj M K MOHAMED HASSAN
Treasurer

Trustees

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

Alhaj V N A JALAL
General Manager

Alhaj S SHEIK DAWOOD KHAN
Deputy General Manager



Dr Rahmathunisha Abdur Rahman
Correspondent
TBAK College for Women
Kilakkarai.



Janab B S Ariff Rahman Buhari
Chairman
TBAK College for Women
Kilakkarai.



Janab Khalid A K Bhuhari
Secretary
TBAK College for Women
Kilakkarai.

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!

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.

தமிழ்த்தாய் வாழ்த்து

நீராருங் கடலுடுத்த நிலமடந்தைக் கெழிலொழுகும்
 சீராரும் வதனமெனத் திகழ்பரதக் கண்டமிதில்
 தெக்கணமும் அதிற்சிறந்த திராவிடநல் திருநாடும்
 தக்கசிறு பிறைநுதலும் தரித்தநறுந் திலகமுமே!
 அத்திலக வாசனைபோல் அனைத்துலகும் இன்பமுற
 எத்திசையும் புகழ்மணக்க இருந்தபெருந் தமிழணங்கே!
 தமிழணங்கே!

உன் சீரிளமைத் திறம்வியந்து
 செயல்மறந்து வாழ்த்துதுமே!

வாழ்த்துதுமே!

வாழ்த்துதுமே!

“மனோன்மணீயம்”பெ.சுந்தரம்பிள்ளை

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 hamara
Vijayee Vishwa thiranga pyara
Sada shakti Barasanewala
Prema-Sudha Sarasanewala
Veeronko Harshanewala
Mathru Bhoomika than-man-sara

[Jhanda..]

Swatantratake bheeshana ranamen
Lakhhar balhe josh kshan-kshan men
Kampe Shatru dekhkar man men
Mit jawe bhay sankata sara

[Jhanda..]

Aavo pyare veero aavo
Mathrubhumi par bali-bali jawo
Yeksath sab milkar gavo,
Pyara Bharat Desh Hamara

[Jhanda..]

Iski shan jane pave
Chahe jaan bhale hi jave
Vishwa Vijay Karke dikhalave
Tab hove pran poorna hamara

[Jhanda..]

- *Shyamlal 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 கஸ்ஸா க
 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 in disciplinary 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 scribbling or drawing figures of any kind on the walls of the college or hostel buildings.

I shall never cause 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 AND MISSION

(a) VISION Statement

The college is committed to provide leaders through high quality education that can help our students to be academically abreast of their peers in any other institution; professionally highly skilled; and ethically sensitive to the concerns of Indian women, chiefly of the Muslim community, in order to empower them to improve the quality of their life with a distinctively TBAKC identity; and eventually gain for them, through a higher academic status, pride of place in the Indian Society, and in the world.

(b) MISSION Statement

The mission will be achieved through a rigorous academic programme marked by high standards of individual attainment through self-effort; professional training through intensive internship challenges; real life exposure to the prevalent social constraints of poor women in the society around the college; and through widening the horizons of knowledge by fostering and active research culture among both learners and teachers.

(C) 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 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 center. 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 *Our Lord bestow on us mercy from thyself*. 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 most educationally and industrially backward town of Kilakarai, Ramanathapuram District. The college was founded in 1988 by Alhaj Dr B S Abdul Rahman Sahib sponsored by the Seethakathi Trust, Chennai which has established various educational institutions par excellence.

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 who was 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 27 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 from UGC and from other Central Resources.

The College has received the Best College Award from the Department of Youth Welfare Fora, Madurai Kamaraj University for student services for three academic years (2000-2001, 2001-2002 and 2002-2003). The college was upgraded with the status of autonomy Since 2005-06. The College has added yet another feather to its cap by being Nationally re-accredited with B Grade during 2009-2010(2.78/4 point scale) and again reassessed for reaccreditation in Jan, 2012-13 and the same grade was retained by the college. The college has gone for ISO 2008-9001 certification on 11.05.2012

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 1950 students enrolled in various disciplines of Arts and Sciences, both at the under-graduate and post-graduate levels, with 114 members of faculty along with 76 members of nonteaching staff and with 4 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 courses in Arts, Humanities and Sciences to meet out the challenging demands of the placement sector. The college is extending its services to downtrodden community through “Centre for Community Development, Women studies and Social Action” through the Seethakathi NGO.

The college proudly introduced two new departments in Psychology and Food Processing and Quality Control during 2013-14. The college had another feather to its Cap on Jan 20th 2014 by introducing National Council for Vocational Training Programme (NCVT) under the aegis of the Directorate General of Employment and Training, Madurai Region, Ministry of Labour and

MEMBERS OF THE GOVERNING BODY UNDER AUTONOMY

Number	Category	Names
5 Members	Management	Alhaj B S ARIFF RAHMAN BUHARI Dr RAHMATHUNISHA ABDUR RAHMAN Alhaj KHALID A K BUHARI Alhaj ABDUL QADIR RAHMAN BUHARI Alhaj AHMED ABDUR RAHMAN BUHARI
1 Member	UGC Nominee	Dr K S SUDUMAN MOHIDEEN Professor and Head of Economics (Retd) University of Madras, Chennai 600 005
1 Member	State Government Nominee	REGIONAL JOINT DIRECTOR OF COLLEGIATE EDUCATION Madurai.
1 Member	University Nominee	Dr P SUBAS CHANDRA BOSE Former Controller of Examinations, Bharathidasan University, No.15, Bankers' Colony, Kumaran Nagar, Tiruchirappalli 620 017 E-mail: subassm1951@gmail.com
1 Member	Educationalist& Industrialist	MR A K B NAWAZBABU (Joint Secretary Tamil Nadu Readymade Garments Assn)Director, S.A Knitwears (pvt)Ltd, Madurai
1 Member	Ex-Officio Member	Dr S SUMAYAA Principal, Thassim Beevi Abdul Kader College for Women, Kilakarai
2 Members	Seniors Teachers of the College	Dr R PUNITHA Associate Professor Head Department of Mathematics ThassimBeevi Abdul Kader College for Women, Kilakarai Dr.A.JASMINE, Head Department of Business Administration, ThassimBeevi Abdul Kader College for Women, Kilakarai
2 Members	Representative of the trust	Alhaj V N A JALAL Alhaj SHEIK DAWOOD KHAN

PROGRAMME OF STUDY (CBCS)

UG DEGREE PROGRAMME	Year of Affiliation	Sanctioned Strength
B Com	1988-89	60
B Sc Home Science (General)	1988-89	40
B Sc Computer Science	1988-89	40
B A English Literature	1990-91	60
B Sc Home Science-Nutrition, Food Service Management and Dietetics	1992-93	40
B Sc Home Science with Computer Applications (Vocational Subject)	1996-97	40
BSc Mathematics	1999-2000	40
B Sc Information Technology	2000-01	40
B Sc Chemistry	2005-06	40
B Sc Microbiology	2005-06	40
BA Tamil Literature with information Technonology	2005-06	50
B Com with Computer Applications	2008-09	60
B B A	2009-10	60
B Sc Psychology	2013-14	40
B Sc Food Processing And Quality Control	2013-14	40
B Sc General home Science with Textiles and Interior designing	2016-17	40
MASTER'S DEGREE PROGRAMME		
M Com	1993 - 94	36
Master of Computer Applications TN-05/BOA (MCA)APR(CS)/96 dt.6.10.1998 (MCA)	1994- 95	30
M Sc Home Science- Food Service Management and Dietetics	1999-2000	25
M A English	1999 - 2000	36
M Sc Mathematics	2005 - 06	25
M Sc Information Technology	2009-10	25
M Sc Bio- Technology	2009-10	20
M Sc Micro Biology	2016-17	20
M Phil in Commerce	2009-10	12
M Phil in Food and Nutrition (Regular)	2010-11	10

M Phil in Computer Science	2011-12	12
M Phil in Mathematics	2016-17	12
Ph D in Home Science - Nutrition and Dietetics (Regular and Part Time)	2010-11	8
Ph D in Computer Science	2011-12	8
Ph D in Commerce	2011-12	8
Ph D in Mathematics	2016-17	8
DIPLOMA PROGRAMME		
PG Diploma in Computer Applications (PGDCA)	1994-95	25
Diploma in Information Technology	2001-02	25
PG Diploma in E Commerce	2001-02	30
PG Diploma in Seaweed Farming and Processing	2005-06	15
PG Diploma in ERP Specialization in SAP	2008-09	25

1. The Programme B.Sc Home Science with Computer Application was converted to B.Sc General home Science with Textiles and Interior designing in the year 2016-2017.
2. The Programme B.Sc Computer Science was converted to B.Sc Information Technology in the year 2000-2001.
3. The Programme M.Sc Home Science- Food Service Management and Dietetics was converted to M.Sc Home Science Nutrition and Dietetics in the year 2010-2011.
4. MA English and Communication was converted to MA English in the year 2007-2008.
5. M.Sc Bio-Technology was converted to M.Sc Microbiology in the year 2016-2017.

COLLEGE WORKING HOURS

Division I 8.30 am to 2.50 pm
Division II 10.30 am to 4.30 pm

DIVISION I

PROGRAMME OFFERED AT UNDER GRADUATE LEVEL (3 Years)

(Choice Based Credit System)

➤ B A English Literature
➤ B Com
➤ B Sc Food Processing and Quality Control
➤ B Sc Psychology
➤ B Sc Home Science Nutrition, Food Service Management and Dietetics
➤ B Sc General Home Science with Textiles and Interior designing
➤ B Sc Information Technology
➤ B Sc Mathematics
➤ B Sc Chemistry
➤ B Sc Microbiology

PROGRAMME OFFERED AT POSTGRADUATE LEVEL

(Choice Based Credit System)

➤ M A English
➤ M Com
➤ M. Sc Home Science Nutrition and Dietetics
➤ M. Sc Mathematics
➤ MCA (AICTE approved)

RESEARCH PROGRAMME (Regular)

➤ M Phil in Commerce
➤ M Phil in Home Science Food and Nutrition (Regular)
➤ M Phil in Computer Science
➤ M Phil in Mathematics

REGULAR AND PART TIME

➤ Ph D in Home Science Food and Nutrition
➤ Ph D in Commerce
➤ Ph D in Computer Science
➤ Ph D in Mathematics

DIVISION II**PROGRAMME OFFERED AT UNDER GRADUATE LEVEL**

(Choice Based Credit System)

➤ B A English Literature
➤ B Com with Computer Applications
➤ B B A
➤ B Sc Mathematics
➤ B Sc Food Processing and Quality Control

PROGRAMME OFFERED AT POST GRADUATE LEVEL

(Choice Based Credit System)

➤ M Sc Information Technology
➤ M Sc Micro Biology

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

➤ Certificate course in spoken English
--

II Year

➤ Idhazhiyal
➤ Suttrulaviyal
➤ Nattupuraviyal
➤ Spoken Hindi
➤ Tally 9.0 ERP
➤ Library & Information Science
➤ Photoshop
➤ Flash
➤ Web Designing & Computer Graphics
➤ Information Technology
➤ Auto CAD
➤ English for Communication
➤ Certificate in Apparel Designing
➤ Certificate in Clinical Dietetics
➤ Certificate in Food preservation

III Year

➤ Interior Decoration
➤ C
➤ Java
➤ Corel Draw
➤ Auto CAD
➤ Visual Basic
➤ Advanced Web Designing

DIPLOMA PROGRAMME [1 YEAR]

➤ English for Communication
➤ Micro Finance
➤ Web Designing & Computer Graphics

**CERTIFICATE PROGRAMME AT POST GRADUATE LEVEL
ADVANCED DIPLOMA COURSES (1 Year)**

➤ Web Designing and Computer Graphics
➤ LATEX
➤ Operations Research and LINDO / LINGO Packages

POST GRADUATE DIPLOMA COURSE

➤ Computer Application (PGDCA)
➤ ERP
➤ E-Commerce

ADD ON PROGRAMME

➤ Remedial Coaching Classes
➤ Coaching scheme for Entry in Services

ADD ON PROGRAMME

➤ IGNOU ODL and Convergence Scheme Programmes approved Study Centre, New Delhi.
➤ IGNOU TBAK Community College Kilakarai and Ramnad, offers a number of certificate, Diploma and Associate Degree Programmes

Muballiga (3 years programme) is offered as a necessary programme for all Muslim students enrolled in various degree programmes of the college.

IGNOU CERTIFICATE PROGRAMMES OPEN AND DISTANCE LEARNING (ODL) & CONVERGENCE SCHEME

CERTIFICATE PROGRAMME

- Certificate in Information Technology (CIT)
- Certificate in Primary School Mathematics (CTPM)
- Certificate in Teaching English (CTE)
- Certificate in Food and Nutrition (CFN)
- Certificate in Laboratory Techniques (CPLT)

DIPLOMA PROGRAMMES

- Diploma in Creative writing in English (DCE)
- Diploma in Computer Integrated Manufacturing(DCIM)
- Diploma in Nutrition and Health Education(DNHE)

UNDER GRADUATE PROGRAMME

- Bachelor of Preparatory Programme
- B A English
- B LIsc
- B C A
- B Com

POST GRADUATE PROGRAMME

- MA
- M C A
- M B A
- M Sc DFSM
- Master of Computer Application with Maths
- M LIsc

NCVT (National Council for Vocational Training) Directorate General Employment and Training (DGET)

Our College is identified as a NCVT, Vocational Training Provider (VTP). The need for giving emphasis on skill development, especially for the educated unemployment youth (both for rural and urban) has been highlighted in various forums.

The skill level and educational attainment of the work force determines the productivity, income levels as well as the adaptability of the working class in changing environment.

The list of Sector and Modules approved

- Computer Fundamentals, MS-Office, Internet and Soft SkillsTally
- Desktop Publishing
- Spoken English and Communication Skill
- Accounting
- Basics of Beauty and Hair Dressing
- CAD Illustrator Fashion Designing
- Basic Food Preservation
- Baker and Confectioner

SHIFT I

MEMBERS OF THE TEACHING STAFF

Name of the Staff	Qualification	Designation
Dr S Sumayaa	M Sc M Phil Ph D	Principal Prof & Head Dept. of Home Science
DEPARTMENT OF TAMIL		
Ms V Akila	M A M Phil (Ph D)	Assistant Prof. & Head
Ms R Visalatchi	M A M Phil (Ph D)	Assistant Prof.
Ms M Ali Fathima	M A M Phil	Assistant Prof.
Ms A Sansumari	M A M Phil B Ed	Assistant Prof.
DEPARTMENT OF ARABIC		
Ms S Naseema Farveen	MA B Ed Mphil	Head
Ms M Fathima Suraiya	M A Mphil	Assistant Prof.
Ms M Mahaboob Rani	Afzal-ul-ulama MA	Assistant Prof.
Ms M Reihanathil Adaviya	M A	Assistant Prof.
Ms M Vajeeha Begam	Aalima	Tutor
Ms K Sukria	Aalima	Tutor
DEPARTMENT OF ISLAMIC STUDIES		
Ms S Madheena Beevi	Aalima	Tutor
Ms J Jainambu Sulaiha	Aalima	Tutor
DEPARTMENT OF ENGLISH		
Ms B Zulaiha Shakeel	M A M Phil [Ph D]	Associate Prof & Head
Ms B Seeni Rahfu Nisha	M A	Assistant Prof
Ms C Rosy	M A M Phil	Assistant Prof
Ms R Rajalakshmi	M A M Phil	Assistant Prof
Ms K Jasmin Malar	M A M Phil	Assistant Prof
Ms U K Deepika	M A M Phil	Assistant Prof
Ms I Gayathri	M A M Phil	Assistant Prof
Ms B Benazir Begum	M A	Assistant Prof
MS K Seeni Mohamed Nachiya	M A B Ed	Assistant Prof
Ms P Jeyachitra	M A B Ed	Assistant Prof
Ms AR Dharsini Priyanka	M A B Ed	Assistant Prof
Ms S Mahuthun Nisha	M A	Assistant Prof

DEPARTMENT OF HOMESCIENCE		
Ms S Muthumareeswari	M Sc M Phil [Ph D]	Assistant Prof & Head I/C
Ms R Lakshmi Shree	M Sc M Phil [Ph D]	Assistant Prof
Ms K M Buvanewari	M Sc M Phil [Ph D] NET	Assistant Prof
Ms K Kamala Jothi	M Sc M Phil NET	Assistant Prof
Ms K Priya	M Sc M Phil	Assistant Prof
Ms A Arul Arasi	B Tech	Assistant Prof
Ms K Kavitha	M Sc [Ph D]	Assistant Prof
Ms G Kaleeswari	M Sc B Ed	Assistant Prof
Ms J R Shiny Joe	M Sc Mphil	Assistant Prof
Ms P Yohitha	M Sc	Assistant Prof
DEPARTMENT OF COMMERCE		
Dr A E G C Rajani	M Com M Phil Ph D	Associate Prof &Head
Dr K Buvanewari	M Com M Phil Ph D	Associate Prof
Dr A Jasmine	M Com M Phil M Ed Ph D	Associate Prof
Ms B Habisha	M Com M phil	Assistant Prof
Ms K Mani Mekalai	M Com M phil	Assistant Prof
Ms A Asan Banu	M Com M phil	Assistant Prof
Ms R Parameswari	M Com M phil	Assistant Prof
Ms R Shibana	M Com MBA [Mphil]	Assistant Prof
Dr I Priya	M Com Ph D	Assistant Prof
DEPARTMENT OF COMPUTER SCIENCE		
Dr A R Nadira Banu Kamal	M Sc M Phil Ph D	Professor&Head
Dr N Gowri	M Sc PGDCA MPhil PhD	Associate Prof
Ms S Panbarasi Fathima	MCA M Phil	Associate Prof
Ms N Nagajothi	MCA	Assistant Prof
Ms D Murugeswari	MCA M Phil	Assistant Prof
Ms A Radha	MCA M Phil	Assistant Prof
Ms Anwar R Shaheen	MCA M Phil	Assistant Prof
Ms B Thillai Eswari	M Sc M Phil	Assistant Prof
Ms D Usha Rani	MCA M Phil	Assistant Prof
Ms S Jeya Prabha	M Sc	Assistant Prof

Ms J Fathima Kaleema	M Sc M Phil	Assistant Prof
Ms G Angayarkanni	MCA B ED ME	Assistant Prof
Ms T Santhin	MCA	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	Assistant Prof
Ms S M Nooriya	M Sc M Phil DIT	Assistant Prof
Ms R Sathya	M Sc	Assistant Prof
Ms G Saravana Priya	M Sc B Ed	Assistant Prof
Ms J S Naseehath Fahima	M Sc	Assistant Prof
Ms R Sindhu	M Sc M Phil B Ed	Assistant Prof
Ms L Fierose Banu	M Sc B Ed	Assistant Prof
Ms G Muneeswari	M Sc B Ed	Assistant Prof
Ms N Girija	M SC B Ed Mphil	Assistant Prof
Ms R Srimathi	M Sc B Ed	Assistant Prof
Ms L Prisella Jennifar	Msc M Phil	Assistant Prof
DEPARTMENT OF MICROBIOLOGY & BIOTECHNOLOGY		
Ms H Noorul Samsoon Maharifa	M Sc [M Phil]	Assistant Prof. & HODI/C
Ms R Sannath Birthous	M Sc M Phil	Assistant Prof
M Ms K Ashwini	M Sc M Phil [Ph D]	Assistant Prof
Ms T Aliya Riswana	M Sc	Assistant Prof
Ms S Banu Priya	M Tech	Assistant Prof
Ms M Fathima	M Sc	Assistant Prof
Ms A Kathija Banu	M Sc	Assistant Prof
Ms M Subaitha Banu	M Sc	Assistant Prof
DEPARTMENT OF CHEMISTRY		
Dr. M.Srimathi	M Sc M Phil Ph D	Assistant Prof head
Ms P Indurani	M Sc M Phil	Assistant Prof
Ms S Gurubara Sunthara Devi	M Sc	Assistant Prof
Ms M Saranya	M Sc B Ed	Assistant Prof
DEPARTMENT OF FOOD PROCESSING & QUALITY CONTROL		
Ms Jayshree majumdar	M Tech	Assistant Prof
Ms G Rajalakshmi	M Sc	Assistant Prof

Ms M Vandandarajam	B Tech	Tutor
DEPARTMENT OF PSYCHOLOGY		
Ms S Dhanya Mol	M Sc M Phil	Assistant Prof & Head
Ms Sasmitha Muduli	M Sc	Assistant Prof
Ms G Aruna Kumari	M Sc	Assistant Prof
DEPARTMENT OF PHYSICAL EDUCATION		
Ms S Divya	M P Ed M Phil	Asst. Director of Physical Education
DEPARTMENT OF LIBRARY		
Dr S Sirajunissa Begum	MA M LSc M Phil Ph D	Chief Librarian
Ms P Sumathi	B Com M L I Sc M Phil DCS	Librarian
Ms R Sargunapathi	M A M L I Sc M Phil	Librarian

SHIFT-II

Name of the Staff	Qualification	Designation
Dr S Sumayaa	M Sc M Phil Ph D	Principal
Dr A Jasmine	M Com M Phil M Ed Ph. D	Co-Ordinator
DEPARTMENT OF TAMIL		
Ms M Ibrahim Beevi	M A M A B Ed M Phil	Assistant Prof
Ms M Radha	M A M Phil B Ed	Assistant Prof
DEPARTMENT OF ENGLISH		
Ms S Udaiya Nila	M A	Assistant Prof
Ms I Almas Banu	M A	Assistant Prof
Ms. Kansul Mahiriba	MA M Phil	Assistant Prof
Ms B Vasantha	MA M Phil	Assistant Prof
Ms J Aarthu	MA M Phil	Assistant Prof
Ms S Angel	MA	Assistant Prof
Ms N Priyadharshini	MA M Phil	Assistant Prof
DEPARTMENT OF COMMERCE		
Ms S Fathima Rustha	M Com M phil [MBA]	Assistant Prof
Ms C Pandi Sasikala	M Com [M Phil]	Assistant Prof
DEPARTMENT OF BUSINESS ADMINISTRATION		

Dr A Jasmine	M Com M Phil M Ed Ph D	Associate Prof & Head
Ms S Manicka Vasuki	MBA	Assistant Prof
Ms T Abinaya	M Com [M Phil]	Assistant Prof
Ms M Jeyanthi	M BA	Assistant Prof
DEPARTMENT OF COMPUTER SCIENCE		
Ms P Vashegari Devi	MCA	Assistant Prof
Ms M Manimekala	M Sc	Assistant Prof
Ms P Preethi	MCA	Assistant Prof
Ms M Saila Banu	M Sc Mphil	Assistant Prof
DEPARTMENT OF MATHEMATICS		
Ms L Radha	M Sc [Mphil]	Assistant Prof
Ms R Rajeshwari	M Sc B Ed	Assistant Prof
Ms M Priyadharshini	M Sc	Assistant Prof
Ms K Vinodhini	M Sc B Ed	Assistant Prof
DEPARTMENT OF PHYSICAL EDUCATION		
Ms R Kala	M P Ed M Phil	Asst. Director of Physical Education

DEANS OF THE INSTITUTION

Dr A E G C Rajani M Com M Phil Ph D

Dean of Arts

Ms S Panbarasi Fathima MCA M Phil

Dean of Science

CONTROLLER SECTION

Dr N Gowri M Sc PGDCA M Phil Ph D

Controller of Examination

Ms S Mythili MCA

Typist

Ms K Rajapriya MBA

Data Base Administrator

Ms H Jasmin Begam MCA

Data Base Administrator

Ms L Thakreema Byrose B Tech

Data Base Administrator

Ms N Usha Rani B Com [MBA]

Record Clerk

Ms S Hemavathy B Sc

Data Entry Operator

MEMBERS OF THE NON - TEACHING STAFF

Mr R Rajkumar

Office Superintendent

Mr H Syed Aziz Mohammed

Accounts Manager

Mrs A Y Jemila Begum

Cashier (Hostel)

Mrs M Selvi	Assistant
Mrs P Booma Devi	Assistant
Mrs N Nagalakshmi	Assistant
Mrs A Beema Rani	Cashier (College)
Mrs N Muneeswari	Junior Assistant
Ms G Yogeswari	Typist
Ms V Tamil Selvi	Jr. Assistant
Ms M Kalpana Devi	Record Clerk
Ms A Shaban Nisha	Receptionist
Ms Y Barvin	SS & NCVT Coordinator
Ms D Divya Bharathi	Computer Operator
Ms R Yogeswari	Programmer
Ms S Navaneetha	Data Entry Operator

ASSISTANTS AND ATTENDANTS

LIBRARY

Mrs D Jaleela Begum	Library Attendant
Mrs G Ponmari	Library Assistant
Mrs A Sivakami	Library Assistant

ASSISTANTS

Ms M Vandhana Rajam	FPQC- Technical Asst
Ms G Gandhi	Technical Asst, ATK Lab
Ms S Shasti Priya	System Administrator
Ms K Vasantha Rani	Chem Lab Assistant
Ms K Subhasini	Commerce Lab Asst
Ms G Ponmari	Lib. Asst
Ms A Sivakami	Lib. Asst
Ms S Indhumathi	IQAC, Data Entry Operator
Ms K Nithya	DTP centre Asst
Ms Priyanga	MB Lab Asst
Ms Mohamed Sumayaa	E-Lib Technical Asst

ATTENDANTS

Mr M Syed Hameed	Attendant
Mr S Subramaniyan	Off Attendant
Mr S Praveen	Off Attendant
Ms S Renga Lakshmi	Off Attendant
Ms V Panchamirtham	IQAC Attendant
Ms A Vennila	Chemistry Attendant

Ms Jaleela Begum	Lib Attendant
Ms P Selvi	COE Attendant
Ms K Sowmithira Valli	English Attendant
Ms P Sumathi	Commerce Att
Ms S Dhanalakshmi	C Sc Att
Ms Mari Selvi	C Sc Att
MS G Ayeshathu Shiba	C Sc Att
Ms Rajalakshmi	Psychology Att
Ms A Muthumari	Tamil Attr
Ms Priyanga	H Sc Lab att
Ms Seethalakshmi	FPQC lab
Ms Rajeswari	Maths Att
Ms K Muneeswari	Canteen Att
Ms V Mohana	Canteen Att
Ms A Vennila	Chemistry lab att
Ms Murugalakshmi	Canteen Att
P Shanmuga Valli	Lib Att
K Nashrath Begum	Lib Att
HOUSE KEEPERS	
Ms T Kamalvalli	House Keeper
Ms Sangareswari	House Keeper
OTHERS	
SECURITY	
Mr Raja Mohammed	Security
Mr Banka Prasad	Security
Mr Padam Lal	Security
SWEEPERS	
Mr A Andy	Sweeper
Mr T Thvasimani	Sweeper
Mr Sethuraman	Sweeper
Ms Kooriammal	Sweeper
Ms Prema	Sweeper
Ms Anna Pakiyam	Sweeper
Ms Krishnammal	Sweeper
Ms Selvi	Sweeper
Ms Arumuga Valli	Sweeper
Ms Pitchayammal	Sweeper
Ms Muthu	Sweeper

MEMBERS OF VISITING FACULTY

DEPARTMENT OF ENGLISH

Ms S Zahira Banu Assistant Professor of English
Sri Meenakshi Govt.Arts
College for Women
Madurai -625002

Dr A Brintha Devi Associate Professor of English
Prathyusha Institute of Technology
and Management, Thiruvallur

DEPARTMENT OF COMMERCE

Dr G Nedumaran Associate Professor
Department of International
business and commerce
Alagappa University
Karaikudi

DEPARTMENT OF HOMESCIENCE

Dr. Meera Kaur, PhD, RD, CDE Associate Professor,
Faculty of Medicine
University of Manitoba,
Winnipeg, Canada

Dr R Jagan Mohan Professor and Head, Department of
Food Product Development
Indian Institute of Crop Processing
and Technolgy [IICPT] (MOFPI),
Thanjavur-613005, Tamil Nadu

DEPARTMENT OF COMPUTER SCIENCE

Dr E Ramraj Professor
Department of Computer Science
and Engineering
Alagappa University, Karaikudi.

Dr T Meyyappan Professor
Department of Computer Science
and Engineering
Alagappa University, Karaikudi.

DEPARTMENT OF MATHEMATICS

Dr R Vembu Associate Professor
SBK College Aruppukottai 626101

Dr E S Lakshmi Narayanan Associate Professor
School of Mathematics
MK University, Madurai

DEPARTMENT OF TAMIL

Dr Ivanjali Associate Professor
Department of Tamil
American College Madurai 625 020

Dr M Pandi Head, Department of Tamil
Alagappa University, Karaikudi.

DEPARTMENT OF MICROBIOLOGY

Dr N Prabakaran Assistant Professor Department of
Zoology and Microbiology Govt.
Arts and Science College, Karur

DEPARTMENT OF CHEMISTRY

Mr V Murugesan Professor, Register and Director
B S Abdur Rahman University,
Chennai.

DEPARTMENT OF PSYCHOLOGY

Dr S Kadhiraan Head & Associate Professor
Department of Psychology
Periyar University

DEPARTMENT OF PHYSICAL EDUCATION

Dr R Senthil Kumaran Director of Physical Education
Alagappa university, Karaikudi

QUALITY CIRCLES

Quality Circles constituted for the academic year 2016 - 2017 will function from 13 June 2016 till the last working day of the same academic year. List of Coordinators and members of various bodies are listed below:

INTERNAL QUALITY ASSURANCE CELL (IQAC)

Ms B Seeni Rahfu Nisha

Mr R Raj Kumar

Dr N Gowri

Ms S M Nooriya

Ms B Habisha

Ms A Radha

Ms K M Buvaneswari

Ms H Noorul Samsoun Maharifa

Ms S Jayshree Majumdar

INTERNAL ACADEMIC AUDIT CELL (IAAC)

Dr A R Nadira Banu Kamal

Dr A E G C Rajani

Dr S Sirajunisa Begum

Ms N Gowri

Ms S Panbarasi Fathima

Dr R Punitha

Ms B Zulaiha

Ms S Muthumareeswari

Ms S Dhanya Mol

EXTRA CURRICULAR ACTIVITIES

Ms A Asan Banu

Ms A Arul Arasi

Ms I Almas Banu

Ms M Reihanathil Adaviya

Ms K Ashwini

Ms J Jainambu Sulaiha

Ms T Abinaya
Ms M Saranya
MS L Prisilla Jennifer

STAFF DEVELOPMENT

Dr K Buvaneswari

Ms M Ibrahim Beevi
Ms A Kansul Mahiribha
Ms N Girija
Ms T Aliya Riswana
Ms G Angayarkanni

STUDENT DEVELOPMENT

Ms M Priyadharshini

Ms M Saila Banu
Ms M Fathima
Ms G Rajalakshmi
Ms B Kirubasri

RESEARCH

Dr M Srimathi

Ms R Lakshmi Shree
Ms B Thillai Eswari
Ms U K Deepika
Ms J S Naseehath Fahima
Ms Shaini Joe
Ms I Priya

PLACEMENT CELL

Ms D Murugeswari

Ms K Kavitha
Ms K Vinothini
Ms A Sansumari
Ms M Saranya

STUDENT COUNSELLING

Ms M Fathima Suraiya

Ms M Ali Fathima
Ms G Aruna Kumari

CELL FOR ENTREPRENEUR DEVELOPMENT

Ms C Pandi Sasikala

Ms R Sargunapathi

Ms S Madhina Beevi

Ms M Jeyanthi

YOUTH WELFARE FORA

Ms Anwar R Shaheen

Ms A R Dharshini Priyanka

Ms S Gurubara Sunthara Devi

Ms G Muneeswari

YOUTH RED CROSS

Ms S Manicka Vasuki

Ms P Vashegari Devi

Ms S Angel

RED RIBBON CLUB

Dr A Jasmine

Ms M S Jaya Prabha

Ms R Sindhu

EXTENSION ACTIVITIES CSS

Ms K Manimekalai

Ms P Jeyachitra

Ms R Srimathi

ECO CLUB & EVS

Ms R Rajeshwari

Ms M Radha

Ms M Sasmita Muduli

Ms S Banu Priya

ROTARACT & ANTI RAGGING COMMITTEE

Ms V Akila

Ms L Radha

Ms S Divya

ALUMNAE

Ms K Kamalajothy

Ms R Shibana

Ms S Mahuthun Nisha

Ms M Fathima

PARENT TEACHER ASSOCIATION

Ms M Manimekala

Ms R Parameswari

Ms P A Yohitha

CAREER ORIENTED PROGRAMME

Ms M Ibrahim Beevi

Ms K Priya

Ms R Srimathi

EDITORIAL BOARD

Ms I Gayathri

Ms K Jasmin Malar

Ms R. Rajalakshmi

Ms M Fathima Suraiya

Ms A Sansumari

Ms N Priyadharshini

VALUE EDUCATION

Ms M Mahaboob Rani

Ms S Madhina Beevi

Ms M Reihanathil Adaviya

REMEDIAL PROGRAMME

Ms P Sumathi

Ms B Benazir Begam

Ms R Sannath Birthous

Ms R Shibana

Ms J Jainambu sulaiha

GRIEVANCE REDRESSAL CELL

Dr Rahmathunisa Abdur Rahman

Alhaj Khalid A K Buhari

Alhaj V N A Jalal
Alhaj S Sheik Dhavud Khan
Dr S Sumayaa

STUDENT COUNCIL ADVISORS

Ms S Naseema Farveen (Div - I)
Ms S Fathima Rustha (Div - II)

END SEMESTER EXAMINATIONS

Dr K Buvaaneswari
Ms M Regina

GENERAL DUTIES

ADMISSION

Dr A R Nadira Banu Kamal
Dr A E G C Rajani
Dr A Jasmine
Dr R Punitha
Ms B Zulaiha
Ms S Muthumareeswari
Ms V Akila
Dr M Srimathi
Ms S Dhanya Mol
Ms S Jayshree Majumdar

INFRASTRUCTURE

Mr H Syed Aziz Mohammed
Ms V Tamil Selvi
Ms S Madeena Beevi
Ms M Ali Fathima

PURCHASE

Mr R Raj Kumar
Dr S Sirajunisa Begum
Ms N Nagalakshmi
Ms N Muneeswari
Ms S Divya

COLLEGE CALENDAR

Ms G Saravana Priya

Ms K Priya

Ms M Saila Banu

GRADUATION DAY REPORT

Ms S Mahuthun Nisha

LOG BOOK & ANNUAL REPORT

Ms M Regina

Ms C Rosy

STAFF MEETING MINUTES

Ms J Arthy

PROSPECTUS & VIEW BOOK

Ms A R Dharshini Priyanka

Ms P Booma Devi

PRESS

Ms R Visalatchi (Tamil)

Ms S Udaya Nila (English)

STAFF CLUB

Ms R Sathya

Ms P Vashegari Devi

DISADVANTAGED GROUP WELFARE

PRIVATE SCHOLARSHIP

Ms A Beema Rani

Ms M Ali Fathima

Ms J Jainambu Sulaiha

Ms M Kalpana Devi

Ms A Y Jemila Begum

Ms G Ponmari

Ms S Shasti Priya

BACKWARD CLASS AND OTHER GOVERNMENT SCHOLARSHIP & DIFFERENTLY ABLED PEOPLE WELFARE

Ms Y Barvin

Ms R Kala

Ms S Divya

Ms Jamuna (Assistant)

Ms K Vasantha Rani

Ms K Subhasini

Ms K Kanchana Devi

MOTHER TERESA OFF CAMPUS PROGRAMME

Ms N Nagajothi

Ms M Radha

NSS OFFICERS

Ms R Visalatchi

Ms T Santhini

Ms G Kaleeswari

Ms P Indhu Rani

MEDIA COMMITTEE AND COLLEGE BULLETIN

Ms D Usha Rani

MS L Prisilla Jennifer

TRANSPORT

Ms G Saravana Priya

Ms M Radha

ICTACT

Ms N Nagajothi

Ms G Muneeswari

Ms Jeya Keerthi

Ms P A Yohitha

TOUR COMMITTEE

Ms R Sathya

M M Mahaboob Rani

Ms R Kala

Ms A Sansumari

Ms A Shaban Nisha

WEBSITE

Ms J Fathima Kaleema

Ms P Preethi

Ms P Mohamed Mahaboob Sumaya

EVENT MANAGERS

Ms S Madhina Beevi

Ms B Benazir Begum

Ms M Ali Fathima

Ms R Parameswari

Ms J S Naseehath Fahima

Ms P Preethi

Ms R Kala

Ms M Vandhana Rajam

Ms M Sasmita Muduli

Ms S Gurubara Sunthara Devi

Ms T Abinaya

Ms S Banu Priya

Ms R Sargunapathi

Ms K Kavitha

GENERAL DISCIPLINE

Ms S Divya

Ms R Kala

Ms C Deepa Santhini

STUDENT COUNCIL MEMBERS (DIVISION I)

College President	: Ms M Mubin Zulfalim Psychology
Vice President	: Ms M Syed Samiya III Microbiology
General Secretary	: Ms U Ammathul Mahira III Food Processing
Joint Secretary	: Ms S Najima Begam III IT A
Secretary for Sports	: Ms A Nusrathul Bushra III Maths A
Secretary for NSS	: Ms C Ramya II Chemistry
Secretary for Rotaract	: Ms S Vhisali III B Com CA
Secretary for CED	: Ms H Rafaith Nusra II M Com
Secretary for Youth Welfare	: Ms H M Khatheerja III Microbiology
Secretary for Transport	: Ms Z Nilofar Subaitha III BA English
Secretary for Dramatics	: Ms J Mohamed Fahima III Home Science CA
Secretary for career guidance	: Ms S Ishwarya III Maths A
Secretary for Red Ribbon Club	: Ms S Rofina Parveen III Nutrition
Secretary for IQAC	: Ms B Jawaha II MA English
Secretary for COP	: Ms S Shafiqul Farinas III Psychology
Secretary for Eco Club	: Ms D Ameena Beave III Maths A
Secretary for Library	
Commissions service	: Ms M Fathima Hathiya Rifana III BA English
Secretary for CSS	: Ms M Y Fathima Faseeha III IT B

STUDENT COUNCIL MEMBERS (DIVISION II)

College President	: Ms M Navfiya, III English
General Secretary	: Ms M Muwafica, III BBA
Joint Secretary	: Ms D B Vishali, III B Com CA
Secretary for Sports	: Ms M Sangeetha III B Sc Maths
Secretary for NSS	: Ms M Grace Sangeetha, II B Sc Maths
Secretary for Rotaract	: Ms A Hajjathul Farusha, III B Sc Maths
Secretary for Youth Welfare	: Ms M Nihla Mariyam, III BBA
Secretary for Transport	: Ms D Bharathi, II B Sc Maths
Secretary for Dramatics	: Ms S Aminath Madhiha, II BBA
Secretary for IQAC	: Ms H Vajeetha Begum, III BA English
Secretary for Library	
Commissions service	: Ms J Shifan nisha, III B Com CA
Secretary for CSS	: Ms M Kathija Banu, III BA English

CENTRE FOR COMMUNITY DEVELOPMENT, SOCIAL ACTION AND WOMEN STUDIES

This Centre is concentrating on extension activities of the college through the following:

Seethakathi Non-Government Organisation:

This NGO is operating in our campus since September 2002. Through this NGO we have formed 946 Self-Help groups and 48 Panchayat Level Federations. All its activities are taken care by “Mahalir Thittam” a Government body working under Tamil Nadu Women Development Corporation, Chennai. Through our NGO we conduct various skill training and vocational training programmes to the SHG women. All the 946 SHGs are credit rated and linked with Nationalised Banks. We also conduct Awareness Programmes and Free Medical Camps for the self-help groups through Yousuf Zulaika Hospital.

SEETHAKATHI NGO

Mrs. Qurrath Jameela	- President
Mrs Mariam Habeeb	- Vice-President
Alhaj S Sheik Dawood Khan	- Secretary
Mrs Dr S Sumayaa	- Project Officer
Mr J Thiruthanikumaran	- District Co-ordinator
Mr H Syed Aziz Mahammed	- Accountant cum Manager
Mrs A Beema Rani	- Cashier
Mrs Deivakani	- Cluster Co-ordinator
Mrs Kunjaram	- Cluster Co-ordinator
Mrs Meiyyswari	- Cluster Co-ordinator
Mrs Saibunisha	- Cluster Co-ordinator
Mrs Sudhalakshmi	- Cluster Co-ordinator
Mrs Anbarasi	- Cluster Co-ordinator

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, (90 10 210 Dt. 25.03.1988 proceedings No.D.33646/02/88 Dt. 184/88)

List of Religious Festivals for Restricted holidays

S.No	Religious Holidays	DD/MM/YY	Day
01	Shabe Bharath	23 May2016	Monday
02	Ramzan 1st day / 27th day	07 June 2016	Tuesday
03	Aadi Perukku	2 Aug 2016	Tuesday
04	Varalakshmi Vatham	12 Aug 2016	Friday
05	Rig / Yajur Upakarma	17 Aug 2016	Wednesday
06	Gayatri Japam	19 Aug 2016	Friday
07	Sri Jayanthi (Janmashtami)	25 Aug 2016	Thursday
08	Sama Upakarma	4 Sep 2016	Sunday
09	Hijra New Year	10 Oct 2016	Thursday
10	All Souls Day	2 Nov 2016	Wednesday
11	Deepavali Nonbu	28 Oct 2016	Friday
12	Karthikai Deepam	12 Dec 2016	Monday
13	Vaikunda Ekadashi	1 Jan 2017	Monday
14	Xmas Eve	24 Dec 2016	Saturday
15	Arudhra Dharshan	11 Jan 2017	Wednesday
16	New Year Eve	31 Dec 2016	Saturday
17	Bhogi	13 Jan2017	Friday
18	Thai Pusam	10 Feb 2017	Friday
19	Ash Wednesday	1 Mar 2017	Wednesday
20	Maasi Magam	11 Mar2017	Saturday
21	Maha Shivarathri	24 Feb 2017	Friday
22	Maundy Thursday	24 Mar2017	Thursday
23	Chitra Pournami	10 may2017	Wednesday
24	Mohideen Andavar Urs.	-	-

*ACADEMIC
CALENDAR
2016-2017*

ODD SEMESTER 2016 - 2017

Day	Date	June 2016 Significance of the Day	Day Order	No. of Working Days
Wed	01	Staff Development Orientation		
Thu	02			
Fri	03			
Sat	04			
Sun	05	World Environment Day		
Mon	06			
Tue	07	Ramzan fasting starts		
Wed	08			
Thu	09			
Fri	10			
Sat	11			
Sun	12			
Mon	13	Reopen for staff		
Tue	14	World Blood Donor day		
Wed	15			
Thu	16	Reopen and Orientation for UG & PG II & III Year Students Certificate Course Orientation		1
Fri	17	Orientation - Day II		2
Sat	18		I	3
Sun	19			
Mon	20	UG I Year Reporting PTA Meeting	II	4
Tue	21	Orientation for I Year International Yoga Day	III	5
Wed	22	Orientation - Day II	IV	6
Thu	23	Bridge Course for I UG Commences	V	7
Fri	24		VI	8
Sat	25			
Sun	26			
Mon	27		I	9
Tue	28		II	10
Wed	29		III	11
Thu	30		IV	12

Total Number of Working days: 12

"The guts of teaching is simple ... it is the relationship between a teacher and a group of kids."

-Professor Howard Wilson,

Day	Date	July 2016 Significance of the Day	Day Order	No. of Working Days
Fri	01		V	13
Sat	02	Last Date for payment of College fee Bridge Course for I UG ends	VI	14
Sun	03	Ramzan & Mid Semester Holidays		
Mon	04			
Tue	05			
Wed	06			
Thu	07			
Fri	08			
Sat	09			
Sun	10			
Mon	11	World Population Day	I	15
Tue	12	Last date for payment of fees with fine	II	16
Wed	13		III	17
Thu	14		IV	18
Fri	15		V	19
Sat	16		VI	20
Sun	17			
Mon	18	I PG, M.Phil & Ph.D Programme in H.Sc/C.Sc/ Commerce/Mathematics Reporting	I	21
Tue	19		II	22
Wed	20		III	23
Thu	21		IV	24
Fri	22		V	25
Sat	23			
Sun	24			
Mon	25		VI	26
Tue	26		I	27
Wed	27		II	28
Thu	28		III	29
Fri	29	Founder's Commendation Day- Lecture	IV	30
Sat	30		V	31
Sun	31			

Total Number of Working days: 19

*The teacher must orient his work not on yesterday's development
in the child but on tomorrow's.*

-Lev Vygotsky

Day	Date	August 2016 Significance of the Day	Day Order	No. of Working Days
Mon	01		VI	32
Tue	02		I	33
Wed	03		II	34
Thu	04		III	35
Fri	05		IV	36
Sat	06		V	37
Sun	07			
Mon	08		VI	38
Tue	09		I	39
Wed	10		II	40
Thu	11		III	41
Fri	12	International Youth Day	IV	42
Sat	13			
Sun	14			
Mon	15	Independence Day		
Tue	16		V	43
Wed	17		VI	44
Thu	18		I	45
Fri	19		II	46
Sat	20		III	47
Sun	21			
Mon	22		IV	48
Tue	23		V	49
Wed	24		VI	50
Thu	25	Krishna Jeyanthi		
Fri	26		I	51
Sat	27			
Sun	28			
Mon	29	National Sports Day	II	52
Tue	30		III	53
Wed	31		IV	54

Total Number of Working days: 23

*“Example is not the main thing in influencing others. It is the only thing.”
-Albert Schweitzer*

Day	Date	September 2016 Significance of the Day	Day Order	No. of Working Days
Thu	01		V	55
Fri	02		VI	56
Sat	03		I	57
Sun	04			
Mon	05	Teacher's Day Ganesh Chaturthi		
Tue	06		II	58
Wed	07		III	59
Thu	08	International Literacy Day	IV	60
Fri	09		V	61
Sat	10			
Sun	11			
Mon	12			
Tue	13	Bakrid		
Wed	14	World First Aid Day		
Thu	15		VI	62
Fri	16		I	63
Sat	17		II	64
Sun	18			
Mon	19		III	65
Tue	20		IV	66
Wed	21		V	67
Thu	22		VI	68
Fri	23		I	69
Sat	24		II	70
Sun	25			
Mon	26		III	71
Tue	27		IV	72
Wed	28		V	73
Thu	29		VI	74
Fri	30		I	75

Total Number of Working days:21

“Good, better, best. Never let it rest. 'Til your good is better and your better is best.”

- St. Jerome

Day	Date	October 2016 Significance of the Day	Day Order	No. of Working Days
Sat	01		II	76
Sun	02	Gandhi Jayanthi		
Mon	03		III	77
Tue	04		IV	78
Wed	05		V	79
Thu	06		VI	80
Fri	07		I	81
Sat	08			
Sun	09			
Mon	10	Saraswathi Pooja & Ayudha Pooja		
Tue	11	International Girl Child Day Vijayadashami		
Wed	12	Muharram		
Thu	13		II	82
Fri	14		III	83
Sat	15		IV	84
Sun	16			
Mon	17		V	85
Tue	18		VI	86
Wed	19		I	87
Thu	20		II	88
Fri	21		III	89
Sat	22		IV	90
Sun	23			
Mon	24		V	91
Tue	25		VI	92
Wed	26		I	93
Thu	27		II	94
Fri	28			
Sat	29	Diwali		
Sun	30			
Mon	31		III	95

Total Number of Working days: 20

*“The purpose of education is to replace an empty mind
with an open one”*

-Malcolm Forbes

Day	Date	November 2016 Significance of the Day	Day Order	No. of Working Days
Tue	01	ESE Practical Commences	IV	96
Wed	02		V	97
Thu	03		VI	98
Fri	04		I	99
Sat	05		II	100
Sun	06			
Mon	07		III	101
Tue	08		IV	102
Wed	09		V	103
Thu	10		VI	104
Fri	11	Last working day for all UG & PG II year Students	I	105
Sat	12			
Sun	13			
Mon	14			
Tue	15			
Wed	16			
Thu	17			
Fri	18	Last Working Day for I PG		
Sat	19	ESE Exams begin		
Sun	20			
Mon	21			
Tue	22			
Wed	23			
Thu	24			
Fri	25			
Sat	26			
Sun	27			
Mon	28			
Tue	29			
Wed	30			
Thu	31			

Total Number of Working days: 10

"Failure will never overtake me if my determination to succeed is strong enough."

- Og Mandino

EVEN SEMESTER-2017

Day	Date	November -December 2016 Significance of the Day	Day Order	No. of Working Days
Wed	30	Even Semester Begins	I	1
Thu	01	World AIDS Day	II	2
Fri	02		III	3
Sat	03		IV	4
Sun	04			
Mon	05		V	5
Tue	06		VI	6
Wed	07		I	7
Thu	08		II	8
Fri	09		III	9
Sat	10	Human Rights day		
Sun	11			
Mon	12		IV	10
Tue	13	Milad-un-Nabi		
Wed	14		V	11
Thu	15		VI	12
Fri	16		I	13
Sat	17		II	14
Sun	18			
Mon	19		III	15
Tue	20		IV	16
Wed	21		V	17
Thu	22		VI	18
Fri	23	Farmer's Day	I	19
Sat	24			
Sun	25	Christmas		
Mon	26		II	20
Tue	27		III	21
Wed	28	December Delights		22
Thu	29			23
Fri	30	Mega Alumnae Meet		24
Sat	31		IV	25

Total Number of Working days: 25

*“Coming together is beginning; keeping together is progress;
working together is success”*

- Henry Ford

Day	Date	January 2017 Significance of the Day	Day Order	No. of Working Days
Sun	01			
Mon	02		V	26
Tue	03		VI	27
Wed	04		I	28
Thu	05		II	29
Fri	06		III	30
Sat	07		IV	31
Sun	08			
Mon	09		V	32
Tue	10		VI	33
Wed	11		I	34
Thu	12	National Youth Day	II	35
Fri	13	Bhogi		
Sat	14	Pongal		
Sun	15			
Mon	16	Uzhavar Tirunal		
Tue	17		III	36
Wed	18		IV	37
Thu	19		V	38
Fri	20		VI	39
Sat	21		I	40
Sun	22			
Mon	23		II	41
Tue	24		III	42
Wed	25	Indian Voter Day	IV	43
Thu	26	Republic Day		
Fri	27		V	44
Sat	28			
Sun	29			
Mon	30	Mahatma Gandhi's Martyrdom Day	VI	45
Tue	31		I	46

Total Number of Working days: 21

“Success is not final, failure is not fatal: it is the courage to continue that counts”
- Winston Churchill

Day	Date	February 2017 Significance of the Day	Day Order	No. of Working Days
Wed	01		II	47
Thu	02		III	48
Fri	03		IV	49
Sat	04		V	50
Sun	05			
Mon	06		VI	51
Tue	07		I	52
Wed	08		II	53
Thu	09		III	54
Fri	10		IV	55
Sat	11			
Sun	12			
Mon	13		V	56
Tue	14		VI	57
Wed	15		I	58
Thu	16		II	59
Fri	17		III	60
Sat	18		IV	61
Sun	19			
Mon	20		V	62
Tue	21		VI	63
Wed	22		I	64
Thu	23		II	65
Fri	24		III	66
Sat	25			
Sun	26			
Mon	27		IV	67
Tue	28	National Science Day	V	68

Total Number of Working days: 21

“Success is simple. Do what's right, the right way, at the right time”

-Arnold H. Glasow

Day	Date	March 2017 Significance of the Day	Day Order	No. of Working Days
Wed	01		VI	69
Thu	02		I	70
Fri	03		II	71
Sat	04		III	72
Sun	05			
Mon	06		IV	73
Tue	07		V	74
Wed	08	International Women's Day	VI	75
Thu	09		I	76
Fri	10		II	77
Sat	11			
Sun	12			
Mon	13		III	78
Tue	14		IV	79
Wed	15	World Consumer Day	V	80
Thu	16		VI	81
Fri	17		I	82
Sat	18		II	83
Sun	19			
Mon	20		III	84
Tue	21		IV	85
Wed	22	World Day of Water	V	86
Thu	23		VI	87
Fri	24		I	88
Sat	25			
Sun	26			
Mon	27		II	89
Tue	28		III	90
Wed	29		IV	91
Thu	30		V	92
Fri	31		VI	93

Total Number of Working days: 24

“Success is nothing more than a few simple disciplines, practiced every day”

-Jim Rohn

Day	Date	April 2017 Significance of the Day	Day Order	No. of Working Days
Sat	01		I	94
Sun	02			
Mon	03		II	95
Tue	04		III	96
Wed	05		IV	97
Thu	06		V	98
Fri	07	World Health Day	VI	99
Sat	08			
Sun	09			
Mon	10	ESE Practical Commences	I	100
Tue	11		II	101
Wed	12		III	102
Thu	13		IV	103
Fri	14	Good Friday, Tamil New Year		
Sat	15		V	104
Sun	16			
Mon	17	Last Working day	VI	105
Tue	18			
Wed	19			
Thu	20	ESE Exam Begins		
Fri	21			
Sat	22	World Earth Day		
Sun	23	World Books Day		
Mon	24			
Tue	25			
Wed	26			
Thu	27			
Fri	28			
Sat	29			
Sun	30			

Total Number of Working days: 12

"Learning is finding out what you already know. Doing is demonstrating that you know it. Teaching is reminding others that they know just as well as you. You are all learners, doers, teachers ..." -Richard Bach, American Author

Day	Date	May 2017 Significance of the Day	Day Order	No. of Working Days
Mon	01	International Labour Day		
Tue	02			
Wed	03			
Thu	04			
Fri	05			
Sat	06			
Sun	07			
Mon	08	International Red Cross Day		
Tue	09			
Wed	10			
Thu	11			
Fri	12			
Sat	13			
Sun	14			
Mon	15			
Tue	16	National Technology Day		
Wed	17			
Thu	18			
Fri	19			
Sat	20			
Sun	21			
Mon	22			
Tue	23			
Wed	24			
Thu	25			
Fri	26			
Sat	27			
Sun	28			
Mon	29			
Tue	30			
Wed	31			

“Education is not the filling of a pail, but the lighting of a fire.”

-William Butler Yeats

EXAMINATION RULES
For the year 2016-17
ASSESSMENT- Batch 2016-19

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		M.Phil	Passing Minimum
		Break up	Passing Minimum	Break up	Passing Minimum	Break up	
1.	CIA:ESE PART-I,II &III	40:60		40:60		25:75	
2.	ESE Passing Minimum		35%		40%		40%
3.	Total Passing Minimum		40%		50%		50%
4.	PART IV CIA	-	-	NA	NA	NA	NA
5.	PART IV ESE		40%	NA	NA	NA	NA
6.	Syllabus Validity Period	FIVE YEARS AFTER COMPLETION					

ASSESSMENT - Batch 2014-17 & 2015-18

S.No	Particulars	Under Graduates		Post Graduates		M.Phil	Passing Minimum
		Break up	Passing Minimum	Break up	Passing Minimum	Break up	
1.	CIA:ESE PART-I,II &III	40:60		40:60		25:75	
2.	CIA Break up (Theory)	Test : 30 Quiz(I)/ Assignment (II) /Seminar (III)- 5 Attendance -5	35%	Test : 30 Quiz-5 Assignment- 5 Seminar- 5 Attendance -5	40%	Test : 35 Seminar- 5 Assignment- 5 Attendance -5	40%
3.	CIA Break up (Practical)	Test : 30 Record - 5 Attendance -5	35%	Test : 40 Record - 5 Attendance -5	40%		
4.	ESE Passing Minimum		35%		40%		40%
5.	Total Passing Minimum		40%		50%		50%
6.	PART IV CIA			NA	NA	NA	NA
7.	PART IV ESE		40%	NA	NA	NA	NA
8.	Syllabus Validity Period	FIVE YEARS AFTER COMPLETION					

b. 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.

c. 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 three internals out of five and Maximum of two such appearances in a program.
- Student not fulfilling the above conditions has to repeat the semester to get CIA minimum.

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.

IV. Evaluation

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

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 everyone to whom it might be presented by the student as per the guidelines of Government of Tamil Nadu.

Grading Scale - UG

Marks	Grade Point	Letter Grade	Classification of Final Result
95 and above	10	O+	First Class - Outstanding
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	Re- Appear

Grading Scale - PG & M.Phil

Marks	Grade Point	Letter Grade	Classification of Final Result
95 and above	10	O+	First Class - Outstanding
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	Re- Appear

VI. Supplementary Exams

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

VII. Career Oriented Programme

S.No	Particulars	COP
1	CIA:ESE	40:60
2	CIA Passing Minimum	35%
3	ESE Passing Minimum	35%
4	Total Passing Minimum	35%
5	Attendance Requiremen	75% Minimum
6	Syllabus Validity	3 Years after completion

GRADING SCALE- CERTIFICATE PROGRAMMES:

Marks	Grade Point	Letter Grade	Classification of Final Result
95 and above	10	O+	First Class - Outstanding
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 40	0	RA	Re- Appear

VIII. 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 wantonly.

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 A

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 in different sittings in the course 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), in spite 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.

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 classroom during a 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 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 shall not deface the furniture, the walls or any part of the college premises and shall not spill ink on the floors 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 during the class hours,

Any violation of the above mentioned rules will result in dismissal/suspension of the student from the college. The following actions are strictly prohibited and

- 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 and library identity cards
- Loud and noisy consultations, discussions and animated conversations inside the college and library during the working times
- 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 campus without any written permission from the Principal.
Using Mobile Phones or any Electric gadgets on the campus.
- Using Mobile Phones or any Electric gadgets on the campus.

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
- .3 Application for leave of absence should reach the class teacher before the classes begin i.e. before 8.30 a.m. or 10.30 p.m. for Division I & Division II respectively on the day for which the leave is applied.

END SEMESTER EXAMINATIONS AND PROGRESS REPORT

1 There will be two End Semester Examinations in an academic year

2 A student shall clear all the dues in the department, college and hostel in order to receive her hall ticket for writing the ESE.

3 A Progress Report will be sent to the parent/guardian after each of the examinations, giving the progress in studies of each student and of the attendance gained by her.

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, Food Service Management and Dietetics and M Sc Nutrition and Dietetics students undertake the project work in Hospitals, Hotels, Food Industries and in Community Nutrition
- B Sc Home Science with Computer Applications students take up the project work in Textile Industries, Dietetics, Pre Schools and in Interior Decoration
- B Sc Information Technology and MCA students take up the projects work in Computer Centre, Industries and Companies.
- B Sc and M Sc Mathematics students take up the projects work in relevant areas as advised by the staff concerned.
- B Sc Microbiology students take up the projects work in relevant areas as advised by the staff concerned.
- B Sc Chemistry students take up the projects work in Industries, Chemical laboratories etc.
- B Com and M Com students take up the project work in Banks, Industries & Companies
- B A and MA English Literature students take up the projects in Journalism and Mass Media

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.
- 4 The Staff Shall Submit a detailed programme of travel, stay, and places of visit, names of participants and other details 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 held responsible for any kind of loss.

GENERAL INTEREST COURSES

Keeping in mind the importance to impart knowledge on moral values, Safety of Women, Environmental issues and Human rights problems, the following general interest courses are included in the syllabus

S.NO	COURSES	SEMESTER
1.	Environmental Studies	II
2.	Human Rights	III
3.	Values and Ethics	IV
4.	Women Studies	V

MUBALLIGA COURSE

The three year course is being conducted exclusively for Muslim students for the purpose of imparting religious knowledge and to make awareness among them regarding the basic aspects and principles of the religion and to lead a life accordingly. Three hours per week is allotted for the classes. The college Alimas and Arabic teachers will handle the classes. Muballiga exam will be conducted, once in every year. At the end of the third year, they will be awarded with "Muballiga" Diploma.

LIBRARY

The College library was established in the year 1988 with just 600 books to its credit. Now it has about 25,832 books and more than 201 periodicals including National & International Journals and is computerized. The library system includes the central and the Departmental Libraries. Our college is a member of the British Council, AIRC (American Information Resource Center) Chennai, DELNET & N-List.

General Rules:

- Open access system is followed.
- 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. Each student is given two library tickets indicating the name and class.
- 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

The library will remain open on all days, except Sundays.

- Monday to Friday - 8.15 a.m. to 9.15 p.m.
- Saturday - 8.30 a.m. to 4.30 p.m.
- Examination days - 8.15 a.m. to 9.30 p.m.

Book transaction hours on all working days

10.15am - 10.30pm

1.10pm 2.00pm

4.30pm - 5.00pm

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

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.

Library hours are allotted to all the students during working hours.

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.

The college library runs a book bank for the benefit of the poor students.

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.

The Library has reprography facility and it charges of Rs.1/- per copy

Alumnae, mothers of the Pearl Montessori School students, teachers of the local schools, and housewives of Kilakarai can make use of the college library after the college working hours

The library accepts donations of manuscripts, books and journals etc., which are found useful to the students

Usage of mobile phones is not permitted inside the library.

Students & Staff must produce the Identity Cards while borrowing the books

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

① 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

① A loaned publication may be reserved by members. Availability will be informed to members by e-mail and /or over intercom facility.

- ① 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.
- ① A member cannot reserve more than two items.

Return of Books

Books due on the holiday should be returned the next morning and no fine will be collected

Books returned after the due date will be charged an overdue charge of Rs1/-per day.

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

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

- ① Members must replace the book if lost with latest edition along with overdue charges.
- ① If any book lost, the members must pay the actual book cost plus Rs 200/- as additional charge
- ① Damaged books shall not be accepted and it has to be replaced.

RULES REGARDING PAYMENT OF FEES

Fees prescribed for the semester shall be paid as per the schedule given in the calendar. The due dates will also be put up on the notice board from time to time.

If the fees are not paid before the last opportunity given for payment, the name of the student will be struck off the rolls of the college with effect from the date following the expiry of that period and the student lose the benefit of attendance. If the dues are paid then the student will be admitted, after the payment of re-admission fees of Rs 500/- .

Fees will be received at the college office counter from 9.30 am to 4.30 pm on all working days. Students are advised to keep all fee receipts for future reference and for getting refund of caution deposit

RULES CONCERNING CERTIFICATES PROGRAMME CERTIFICATE

A fee of Rs 25/- will be charged whenever a Programme Certificate is applied by the student during the course of her study.

BONAFIDE CERTIFICATE

A fee of Rs 10/- will be charged whenever a Bonafide Certificate is applied by the student during the course of her study.

CONDUCT CERTIFICATE

Conduct Certificate will be issued to the student on submission of an application at the end of the Programme only and not in the middle of a Programme. Application for both Transfer and Conduct Certificate should be made immediately after a student leaves the

TRANSFER CERTIFICATE

A fee of Rs 100/- will be charged for the issue of Transfer Certificate and Conduct Certificate. These will be issued on the production of the clearance certificate. Charges for the issue of duplicate copy of any certificate will be Rs.10/-

ISSUE OF CERTIFICATES

- 1 Transfer Certificate will be issued only after payment of all dues with a fee of Rs.100/- on the production of the clearance certificate.
- 2 A student, past or present, who applies for transfer, character and mark certificates will be charged Rs.100/-. This is applicable to those who apply for the certificates immediately after completion of the Programme. For others a search fee of Rs.100 per year shall be charged.
- 3 Generally a notice of 24 hours is necessary for the issue of a certificate.
- 4 No Certificates will be sent by post unless the transport charges are paid before or along with an authorization letter.
- 5 It shall be the responsibility of the students to claim the refund of the Caution Deposit immediately after completion of the course. Thereafter refund shall be made until the convocation day. The caution Deposit will not be refunded under any circumstances.

SCHOLARSHIPS

The following scholarships are available for the eligible students:

- 1 National Loan Scholarship
- 2 National Merit Scholarship (Central Sector Scholarship)
- 3 National Scholarships to Children of School Teachers.
- 4 Government of India Scholarships to Scheduled Caste, Scheduled Tribe.
- 5 Government of India loan to Scheduled Caste, Scheduled Tribe.
- 6 Government of India Scholarship for the Physically handicapped
- 7 Scholarships to the Children of Ex-Servicemen.

- 8 Scholarships to the Children and dependents of Defense Service personnel.
- 9 Scholarships to Children of Burma repatriates
- 10 State Scholarships for Backward Class Students
- 11 State level Scholarships to the Children of N G O of Police Department up to the rank of Sub Inspectors and below the rank of Sub Inspectors who are the members of F P F.
- 12 Tamil Nadu Educational Trust (Merit Scholarship).
- 13 Minority welfare Scholarship.
- 14 Agricultural Labour welfare Board Educational Assistance.

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

1. Thassim Beevi Educational Endowment Scholarship (TBEES)
2. Baithulmal (Kilakarai)
3. Parent Teacher Association Scholarship (TBAKC)
4. Sharjah Indian Muslim Association (SIMAN)
5. MEPCO Scholarship (Muslim Educational Promotion Council)
6. Yousuf Zulaikha Trust, Chennai
7. KECT (Kilakarai Educational Charitable Trust), Kilakarai
8. Govt. Sector for Aadhi Dravida Tribal Scholarship
9. Tamilnadu Educational Trust Scholarship for meritorial students
10. Central sector scholarship

Minority Scholarship

1. TAMCO Scholarship for Minorities, loan for professional course
2. Maulana Azad Educational Scholarship scheme
3. IDB Scholarship scheme
4. Ramanathapuram Muslim Aid Society Scholarship for minority

For the attention of SC/ST and SC Converts *Income Limit*

SC Rs.2.5 lakhs

ST & Converts Rs.2 lakhs

Eligible amount of tuition fees reimbursed by Government.

Sl.No	Courses	Amount(Rs.)
1	BA/MA	1350
2	B Sc	2850
3	B COM/M COM	2850
4	B Sc Microbiology Home Science Nutrition & Dietetics Computer Science	4750
5	M SC Food Service Management & Dietetics	4750
6	MCA	4750
7	PGDCA	4750
8	BBA	4750

Documents to be submitted

1. **Scholarship Application**
2. **Community Certificate**
3. **Income Certificate (Original-recent)**
4. **Mark Statement (Previous year)**
5. **Bank Pass Book (Xerox copy)**
6. **Nativity Certificate**
7. **Non receipt of other scholarship**
8. **First Graduate certificate**

Government Scholarships

Post Matric Scholarship & Merit Cum Means scholarships are the **Government scholarships** minority students for further details refer National Scholarship Web Portal of the Government of India under URL www.scholarships.gov.in

All the Renewal of the Scholarship Applications should reach the office before 10 Oct. 2016 for fresh 30 Sep. 2016.

STUDENTS AMENITIES

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

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 and Paramakudi, to Kilakarai via Ramanathapuram. Also two vans are available for students residing in Kilakarai.

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 with in 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 students. 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.

COLLEGE CHOIR

We have a college choir, wherein the students are given practice for Arabic, Tamil and English songs.

THASSIM BEEVI ABDUL KADER COLLEGE FOR WOMEN, KILAKARAI

LAST DATE FOR PAYING FEES

Semester	Nature of fee	Without Penalty	With Penalty
ODD Semester	College & Hostel	July 2	July 12
	Transport	June 27	July 11
EVEN Semester	College & Hostel	December 10	December 20
	Transport	December 5	December 6 to 15

THASSIM BEEVI ABDUL KADER COLLEGE FOR WOMEN Kilakarai - 623517, Ramanathapuram.

I Semester Fee particulars for the year 2016-17 [with effect from 2016-17]

PARTICU- LARS	BA English & B Com	BBA, B Com CA, B Sc Maths, Chemistry, Microbiology, Psychology, H Sc NFSM & D, H Sc Text & ID, Food Processing	B Sc C Sc & IT	M A English & M Com	M Sc Maths & Nutrition & Dietetics	M Sc Micro biology & IT	M C A	M Phil in Commerce, Maths, Home Science & Computer Science	Ph D in Commerce, Maths, Home Science & Computer Science
Tuition fee	7000	8500	10500	7500	9000	11500	14000	11500	11500
Special fee	1500	1500	2500	1500	1500	2500	2500	4500	4500
Lab fee	2000	2500	2500	2500	2500	2500	3000	2500	2500
Development fee	1000	1000	1000	1000	1000	1000	1000	1000	1000
University fee	200	200	200	200	200	200	200	200	200
Total	11700	13700	16700	12700	14200	17700	20700	19700	19700

MISCELLANEOUS FEE PARTICULARS FOR THE YEAR 2016-17 [I Year Students]

PARTICULARS	BA English & B Com	BB A, B Com CA, B Sc Maths, Chemistry, Microbiology, Psychology, H Sc NFSM & D, H Sc Text & ID, Food Processing	B Sc C Sc & IT	MA English & M Com	M Sc Maths & Nutrition & Dietetics	M Sc Micro biology & IT	MCA	M Phil in Commerce, Maths, Home Science & Computer Science	Ph D in Commerce, Maths, Home Science & Computer Science
MISCELLANEOUS FEE									
Sports Uniform fee	1000	1000	1000	1000	1000	1000	1000	1000	1000
Students Insurance Premium	300	300	300	300	300	300	300	300	300
Total	1300	1300	1300	1300	1300	1300	1300	1300	1300
I Semester Total	13000	15000	18000	14000	15500	19000	22000	20000	20000

Note : Scarf fee Rs.550/- additionally collected from Muslim Students
Fees once paid will not be refunded under any grounds

II Semester Fee particulars for the year 2016-17 [with effect from 2016-17]

PARTICU- LARS	BA English & B Com	BBA, B Com CA, B Sc Maths, Chemistry, Microbiology, Psychology, H Sc NFSM & D, H Sc Text & ID, Food Processing	B Sc C Sc & I T	M A English & M Com	M Sc Maths & Nutrition & Dietetics	M Sc Micro biology & I T	M C A	M Phil in Commerce, Maths, Home Science & Computer Science	II Semester Fee							
									Tuition fee	Special fee	Lab fee	Development fee	Alumnae fee	Convocation fee	II Semester Total	TOTAL FEE PER ANNUM
									7000	8500	10500	7500	9000	11500	14000	11500
									1500	1500	2500	1500	1500	2500	2500	4500
									2000	2500	2500	2500	2500	2500	3000	2500
									1000	1000	1000	1000	1000	1000	1000	1000
																1000
																1000
									11500	13500	16500	12500	14000	17500	20500	21700
									24500	28500	34500	26500	29500	36500	42500	42500

Note : Fees once paid will not be refunded under any grounds

III Semester Fee particulars for the year 2016-17 [with effect from 2016-17]

III Semester Fee							
PARTICULARS	BA English & B Com	BBA, B Com CA, B Sc Maths, Chemistry, Microbiology, Psychology, H Sc NFSM&D, H Sc Text & ID, Food Processing	B Sc C Sc & I T	M A English & M Com	M Sc Maths & Nutrition & Dietetics	M Sc Micro biology & I T	M C A
Tuition fee	7000	8500	10500	7500	9000	11500	14000
Special fee	1500	1500	2500	1500	1500	2500	2500
Students Insurance premium	300	300	300	300	300	300	300
III Semester Total	8800	10300	13300	9300	10800	14300	16800

IV Semester Fee particulars for the year 2016-17 [with effect from 2016-17]

Tuition fee	7000	8500	10500	7500	9000	11500	14000
Special fee	1500	1500	2500	1500	1500	2500	2500
Placement fee				1000	1000	1000	
Alumnae fee				1000	1000	1000	
Convocation fee				1000	1000	1000	
IV Semester Total	8500	10000	13000	12000	13500	17000	16500
TOTAL FEE PER ANNUM	17300	20300	26300	21300	24300	31300	33300

V Semester Fee particulars for the year 2016-17 [with effect from 2016-17]

PARTICULARS	BA English &B Com	BB A,B Com CA, B Sc Maths, Chemistry, Microbiology, Psychology, H Sc NFSM&D, H Sc Text & ID,Food Processing	B Sc C Sc & IT	M C A
V Semester Fee				
Tuition fee	7000	8500	10500	14000
Special fee	1500	1500	2500	2500
Students Insurance premium	300	300	300	300
Placement fee	500	500	500	500
V Semester Total	9300	10800	13800	17300

VI Semester Fee particulars for the year 2016-17 [with effect from 2016-17]

Tuition fee	7000	8500	10500	14000
Special fee	1500	1500	2500	2500
Placement fee	500	500	500	500
Alumnae fee	1000	1000	1000	1000
Convocation fee	1000	1000	1000	1000
IV Semester Total	11000	12500	15500	19000
TOTAL FEE PER ANNUM	20300	23300	29300	36300

THE HAJIANI MARIAM
BEEVI THAIKAPPA
HOSTEL FOR WOMEN

OFFICE BEARERS

WARDEN : Dr S Sumayaa
DEPUTY WARDEN : Mrs J Fathima Kaleema
FLOOR TUTORS : Ms G Aruna Kumari
Ms M Jeyanthi

THE HAJIANI MARIYAM BEEVI THAIKAPPA HOSTEL FOR WOMEN

The Hostel on the campus provides residential facilities for 400 students.

- 1 The Hostel shall be under the supervision of the Principal as Warden assisted by the Deputy Warden and Floor Wardens.
- 2 The Warden on the recommendation of the Deputy Warden shall make admission to the Hostel or removal from the Hostel.
- 3 The Deputy Warden shall make the allotment of rooms to the students at the beginning of the year and students 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.
- 4 All monthly charges should be paid before the tenth of every month. Failure to pay on the due date will involve a penalty of Re.1/- per day.
- 5 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 or leave letter.
- 6 Students should avoid bringing guests to the Hostel.
- 7 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.
- 8 No money should be collected from the members of the Hostel except with the permission of the warden.
- 9 No resident is permitted to be absent from the college except with the permission of the Warden, Deputy Warden or floor wardens.
- 10 No student may absent herself from the Hostel during study hours without the permission of the Deputy Warden or floor tutors. Permission should be obtained in advance.
- 11 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.
- 12 Non-vegetarian and vegetarian mess shall be run on sharing system.

13 Misconduct or breach of rules renders the offender liable to fine, suspension and dismissal from the hostel and college.

14 In case of sickness and emergency the inmates can contact the Deputy Warden before 7.15 am 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 the hostel.

15 Sick students should stay only in the sick room.

16 Hostellers should get prior permission from the Warden, Deputy Warden / Floor Tutors before leaving the campus for academic work outside the college.

HOSTAL FEE PARTICULARS FOR THE YEAR 2016-2017

PARTICULARS	I SEMESTER			II SEMESTER		
	Dormitory	4 Bedded Non A/C	4 Bedded A/C	Dormitory	4 Bedded Non A/C	4 Bedded A/C
Admission fee	100	100	100			
Room rent fee	3000	3500	13000	3000	3500	13000
Establishment fee	6500	6500	6500	6500	6500	6500
Mess fee	16500	16500	16500	16500	16500	16500
Bed Spread fee	2000	2000	2000			
Total	28100	28600	38100	26000	26500	36000

Note: Fees once paid will not be refunded under any grounds.

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, Seethkathi 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

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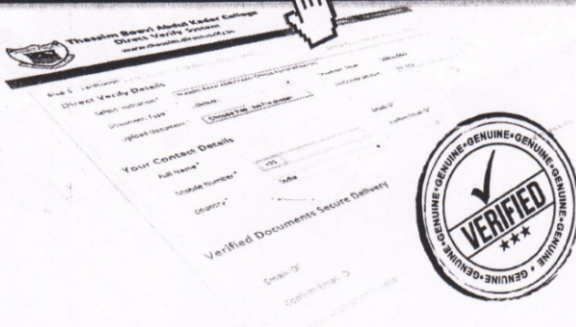
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CONTROLLER OF EXAMINATION OFFICE
0456-7241933

Assignment

Date

Day

Date

Day

TELEPHONE NUMBERS

Office	: 04567 241933
Reception	: 04567241934
Cell	: 9442617038
Hostel	: 04567241906 & 241009

INTERCOM NUMBERS

Reception	: 110 & 111
Principal	: 112
Office	: 113
Dean I	: 114
Dean II	: 115
CIA Section	: 116
Hostel	: 117
Gate	: 118
Chemistry Lab	: 119
Library Ground Floor	: 120
Department of Arabic	: 122
Dept of Physical Education	: 123
Instrumentation Lab	: 124
Dept of Chemistry & Microbiology	: 125
Dept of Mathematics	: 126
Dept of Commerce	: 127
Department of Tamil	: 128
Service Room	: 129
Electronic Lab	: 130
CCDSA & CCG and CC	: 131
IQAC	: 134
Dept of Library	: 135
Lecturer Hall	: 136
Computer Lab	: 137
Research Room	: 138
Dept of Home Sci	: 139
Dept of English	: 141
Dept of Com.Sci	: 142
Com.Sci Lab MCA	: 143
Conference Hall	: 144
Controller's Office	: 146
ESRM	: 147
	: 148
	: 149

TIME TABLE

DIVISION I

Hour Day Order	1	2	3	4		Break	5	6	
I									
II									
III									
IV									
V									
VI									

TIME TABLE

DIVISION II

Hour Day Order	1	2	3	Break	4	5	6	
I								
II								
III								
IV								
V								
VI								