



Saradha Gangadharan College

A unit of Saradha Gangadharan Educational Trust

[Accredited with B++ grade by NAAC (CGPA 2.92) in the Second Cycle;

Affiliated to Pondicherry University;

Recognized by UGC under Section 2(f) of the UGC Act 1956 as a PG Institution;

An ISO 9001:2015 Certified Institution

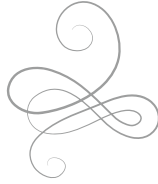
Local Chapter of SWAYAM]

Velrampet, Puducherry - 605 004. Ph: 0413 - 2280156

ACADEMIC CALENDAR

(JULY 2024 - JUNE 2025)

www.sgc.edu.in



Chairman

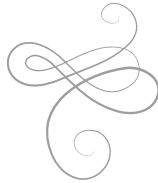
Sri. G. Swaminathan

Vice-Chairman

Dr. S. Pazhaniraja

Principal

Dr. S. Babu





Description of the Emblem



The Emblem of the Saradha Gangadharan College depicts the Lamp of knowledge flanked by the Bhagavad-Gita and a Swan. Knowledge, to which an educational institution has to be devoted, kindles the desire for "Truth" and "Goodness". "Truth" is symbolized by the Bhagavad-Gita-the Universal Celestial Song and "Goodness" by the Swan.

The Motto meaning "For Truth and Goodness" is inscribed below the emblem in Tamil, Sanskrit and French versions.

VISION



To be the Preferred UG and PG Educational Institution in Arts, Commerce and Science for Students in and around Puducherry by providing them with Value Education to realize their dreams and contribute to National Development.

MISSION



To ignite young minds with Quality Education powered with knowledge and skills, inculcate ethical, social, cultural, economic and environmental values, identify hidden talents, provide opportunities to realize their full potential and shape their personality for career excellence.

PREFACE



The Union Territory of Puducherry, finds its identity in history as Vedapuri (Place for higher learning), has been renowned as a centre of spiritual emancipation and educational excellence since the days of sage Agasthia, who chose this consecrated place for his Ashram of Higher learning and pursuit. Presently, its pristine glory is acclaimed globally through the philosophy of Sri Aurobindo and the Mother. Puducherry has the unique honour of having nurtured the 19th century Tamil poets Sri Subramania Bharathi and Sri Bharathidasan. In order to cater to the needs of hundreds of students showing interest in Basic Sciences, Humanities, Commerce and Management Studies, especially to those hailing from economically less privileged society, our Chairman cherished a desire to carve this Institution as a Centre of Learning in the name of his mother Smt. Saradha Gangadharan in the year 2001 with a visionary and missionary zeal. The propelling start of this institution opened the educational corridors to the peasant community of rural students in and around the Union Territory of Puducherry. The College, affiliated to Pondicherry University has 09 UG and 04 PG Programmes. Having a motto of **“Empowering Exceptional Minds”**, the institution has set its well-defined goals and is marching towards educational excellence. The proof of its adherence to standard lies in the milestone achievement of having **recognized by UGC under Section 2(f) of the UGC Act, 1956 as a PG Institution, an ISO 9001:2015 Certified Institution and also Accredited with B++ grade by NAAC with a CGPA of 2.92 in the Second Cycle.**

We are fortunate to have a supportive and visionary management which enables the holistic development of the students. The college plays a crucial role in nurturing civic-minded individuals. Committees like the Women Development Cell, National Service Scheme, Eco Club and Women Harassment and Prevention Cell against Sexual Harassment instill a climate of security and equality on campus. The students are empowered through value based education, discipline and varied extension activities. The College supports acquisition of knowledge by students through emphasis on interactive and participative learning. A distinctive feature of the College is the strong bond between teachers and students. The College is expanding the horizons of knowledge by networking itself with industries and educational institutions to provide a relentless pursuit of academic excellence through dedication and hard work. Prime importance is given to

activities such as peer teaching, group learning, project work, seminars and industrial visits to boost the skills of students at multifarious levels. The College is proud to be a flare of hope for the deserving yet socially and economically challenged students, a policy that was envisioned by our beloved Founder.

முகவுரை



இந்தியாவின் யூனியன் பிரதேசமான புதுச்சேரி, வரலாற்றில் வேதபுரி (உயர்கல்விக்கான இடம்) என்ற தனித்த அடையாளத்தோடு திகழ்கிறது. அகத்தியர் காலம் முதலே, புதுவை ஆன்மீகப் பேரெழுச்சிக்கும் கல்விக்கான ஊற்றுக்கண்ணாகவும் விளங்கிக் கொண்டிருக்கிறது. அதனால் இந்த புனித இடத்தை ஸ்ரீ அரவிந்தர் தனது உயர்கல்விக்கான இடமாக தேர்ந்தெடுத்தார்.

ஸ்ரீ அரவிந்தர் மற்றும் அன்னையின் தத்துவார்த்த சிந்தனைகளின் மூலம் புதுச்சேரியின் பழமை போற்றப்படுகிறது. 19ஆம் நூற்றாண்டின் மிகச் சிறந்த கவிஞர்களாகிய சுப்பிரமணிய பாரதி மற்றும் பாரதிதாசனும் வாழ்ந்த சிறப்பினையுடையதாகவும் புதுச்சேரி விளங்குகிறது.

பொருளாதார நிலையில் பின்தங்கியிருக்கும் நூற்றுக்கணக்கான மாணவர்களின் நலனை கருத்தில் கொண்டு அடிப்படை அறிவியல், மானுடவியல், வணிகம் மற்றும் மேலாண்மை போன்ற சிறந்த தரமான கல்வியை அளித்திட, 2001 ஆம் ஆண்டு எமது கல்லூரியின் தாளாளரால் தனது அன்னை ஸ்ரீ சாரதா கங்காதரன் பெயரில் தொடங்கப்பட்டது.

புதுச்சேரி மற்றும் அதனைச் சுற்றியுள்ள குடும்பத்தின் அறிவுக்கு கண்ணான கல்வி என்ற வாயிற்கதவைத் திறந்து வைத்து, புதுவைப் பல்கலைக்கழகத்தின் அங்கீகாரம் பெற்ற நிறுவனமாக 09 இளங்கலைப் பாடப்பிரிவுகளும், 04 முதுகலைப் பாடப்பிரிவுகளும் வழங்கி வருகிறது. “தனித்துவமான மனநிலைகளை மேம்படுத்துதல்” என்ற கோட்பாட்டுடன், இக்கல்வி நிறுவனம் நன்கு வரையறுக்கப்பட்ட இலக்குகளை நிர்ணயித்து, கல்வியில் மேம்பட்டு விளங்குகிறது. இதற்கான சான்றாக அங்கீகரிக்கப்பட்ட முதுநிலை பட்ட மேற்படிப்பு நிறுவனமாக பல்கலைக்கழக மானியக் குழுவாலும் 2(f) UGC Act 1956, ISO 9001:2015 தரச்சான்றிதழ் பெற்ற நிறுவனமாகவும் இந்நிறுவனம் விளங்கி வருகிறது.

மாணவர்களின் முழுமையான வளர்ச்சிக்கு உதவும் ஒரு ஆதரவான மற்றும் தொலைநோக்கு நிர்வாகத்தை கொண்ட இந்நிறுவனம், நற்குடிமை (சமுதாயத்தை ஒருங்கிணைக்கும்) எண்ணம் கொண்ட மாணவர்களை வளர்ப்பதில், முக்கியப் பங்கு வகிக்கிறது. பெண்கள் மேம்பாட்டுக் குழு, நாட்டு நலப்பணித்திட்டம், சுற்றுச்சூழல் குழு, பெண்களுக்கு எதிரான குற்றங்கள் தடுப்புக்குழு போன்ற குழுக்கள் கல்லூரியின் வளாகத்தில் பாதுகாப்பு மற்றும் சமத்துவ சூழலை ஏற்படுத்துகின்றன. மதிப்பீட்டுக் கல்வி, ஒழுக்கம் மற்றும் பல்வேறு விரிவாக்க செயல்திறன்கள் மூலம் மாணவர்கள் மேன்மை பெற்று விளங்குகின்றனர். தொடர்புநிலை கற்றல் மற்றும் பங்கேற்பு கற்றலுக்கு முக்கியத்துவம் கொடுப்பதன் மூலம் மாணவர்கள் மேம்பட்ட அறிவைப் பெறுகின்றனர்.

கல்வி மேம்படுத்துதலில் தொடர்ச்சியான சிறப்பை அடைய, அர்ப்பணிப்பு மற்றும் கடின உழைப்பின் மூலம், தொழில் மற்றும் கல்வி நிறுவனங்களுடன் புரிந்துணர்வு ஒப்பந்தம் செய்து, அறிவார்ந்த எல்லையை அடைய கல்லூரி பயணித்துக் கொண்டிருக்கிறது. மாணவர்களின் பன்முகத் திறனை வெளிக்கொணரும் பொருட்டு சமவயது கற்றல், குழுகற்றல், திட்டம், கருத்தரங்குகள் மற்றும் தொழில்துறை நிறுவனத்தில் பயிற்சி உள்ளிட்ட விரிவாக்க நிகழ்வுகளால் மாணவர்களின் கல்வி மற்றும் திறன்கள் மேம்படுத்தப்படுகிறது. அன்பிற்கினிய தாளாளர் அவர்களின் கொள்கைப்படி, தகுதியான மற்றும் சமூக மற்றும் பொருளாதாரத்தில் பின்தங்கிய மாணவர்களின் கல்விச் சுடரை ஏற்றும் நம்பிக்கை தீபமாக திகழ்வதில் இக்கல்லூரி பெருமை கொள்கிறது.

COURSES OFFERED



Undergraduate

B.A English
B.Sc. Mathematics
B.Sc. Physics
B.Sc. Computer Science
B.C.A
B.Sc. Information Technology
B.Com.
B.Com. C.S
B.B.A

Postgraduate

M.Sc. Mathematics
M.Sc. Computer Science
M.Com.
M.A English

NATIONAL EDUCATION POLICY REGULATIONS : 2020

MAJOR HIGHLIGHTS



NEP Regulations are applicable to all Arts and Science Colleges affiliated to Pondicherry University from the Academic Year 2023 – 24.

Multi Disciplinary 4 years UG programmes with award of Honours degrees will be awarded with entry – exit facility.

The students in any programme may be considered for award of a Certificate (after 1 year of study), Diploma (after 2 years of study), UG Degree (after 3 years of Study), Honours Degree (after 4 years of study)

Along with Major, Minor disciplinary courses all students are expected to learn Multi-disciplinary courses, ability enhancement courses, skill focused vocational courses

Course work shall focus on learning outcomes expected by NEP.

Learning through Internships/Field studies/Community service, etc. is embodied in Curriculum.

Activity Based Learning for increased employability skills is the focus of Teaching- Learning process.

Colleges / Institutions shall develop network/MoUs with Industry, National Institutes for Training.

STRUCTURE OF ACADEMIC PROGRAMMES



All Academic Programmes offered under NEP shall be stylized in terms of credits. Each course/subject in a given Programme of study shall carry certain number of credits which will be awarded on completion of the said course.

Breakup of Credits and Courses: Every Undergraduate (UG) programme offered by a College shall confirm to the Structure specified by the UGC's Framework, 2023. A student of 3 year UG programme is mandated to complete a minimum of 120 credits and the student of 4 year Honors degree shall complete 160 credits. An UG student shall complete the following courses under different heads as listed below:

1. Major Disciplinary Courses
2. Minor Disciplinary Courses
3. Multi Disciplinary Courses
4. Ability Enhancement Courses
5. Skill Enhancement Courses
6. Value added/Common Courses
7. Internships and Community Service based projects
8. Research Project work for (Honors degree)

NEP Framework has specified the minimum number of credits that a Bachelor student has to earn in $\frac{3}{4}$ year period. Table 1 specifies the number of credits and number of courses that a 3 year UG student and a 4 year UG (Hons) Degree student is expected to complete in 3 and 4 year duration respectively.

TABLE
BREAK UP OF CREDITS AND COURSES

S.No.	Component	3 Year Degree	4 Year Hons Degree
1	Major Disciplinary Courses	60 Credits (15 Courses of 4 credits each)	80 Credits (20 Courses of 4 credits each)
2	Minor Discipline Courses	24 Credits (6 Courses of 4 credits each)	32 Credits (8 Courses of 4 credits each)
3	Multi-Disciplinary Courses	9 Credits (3 Courses of 3 credits each)	9 Credits (3 Courses of 3 credits each)
4	Ability Enhancement Courses	8 Credits (4 Courses of 2 credits each)	8 Credits (4 Courses of 2 credits each)
5	Skill Enhancement Courses	9 Credits (3 Courses of 3 credits each)	9 Credits (3 Courses of 3 credits each)
6	Common Value added Courses	8 Credits (4 Courses of 2 credits each)	8 Credits (4 Courses of 2 credits each)
7	Community Science	2 Credits (1 field based course)	2 Credits (1 field based course)
8	Research Dissertation Project		12 Credits (Project report & Background subjects)
9	Total (3year) credits required	120 credits	160 credits 1

EVALUATION

Total Marks: 100

All Credit courses are evaluated for 100 marks. Internal Assessment component is for 25 marks and the End Semester University exam is for 75 marks. In case of Practicals, Project work etc., it is 50:50 marks for Internal and End-Semester Exams.

Break up of Internal Assessment marks:

Total Internal Assessment mark for a theory subject is 25 marks. The breakup is:

- a) Mid Semester Exam (one) - 20 Marks
- b) Percentage of Attendance - 5 Marks
- Total - 25 Marks

Marks for Attendance is as follows:

- Below 75% - 0
- 75% - 80% - 1
- 80% - 85% - 2
- 85% - 90% - 3
- 90% - 95% - 4
- 95% - 100% - 5

Internal Test Scheme:

Principal of the College schedules the Mid-Semester Exam for all courses during 8/9th week of start of classes. All faculty members are expected to conduct this Mid-Semester exam for 1.30 hr duration and evaluate, upload the marks to Controller of Examinations of University. Colleges are also requested to preserve the answer books of Mid-Semester exams until declaration of results by the University.

Internal Assessment marks for Practicals/Project work/ Internships subjects:

Faculty member in-charge of Lab practicals shall evaluate the practical subjects for 50 marks. The break up is as follows:

- a) Observation note/Demo note/ Work dairy - 20
- b) Practical Record/Internship Report - 30
- Total - 50

End-Semester University Exam:

Controller of Examinations (COE) of Pondicherry University schedules the End-Semester exams for all theory and practical subjects based on University calendar.

A detailed Exam Time Table shall be circulated to all Colleges atleast 15 days before the start of exams mostly during 15/16th week of the Semester. Question Papers shall be set externally based on BOS approved syllabus. All students who have a minimum of 70% attendance are eligible to attend the end-semester exams. The breakup of end semester marks:

a) Theory subjects (Sec A, Sec B and Sec C) Question from all units of syllabus	75 marks
b) Practical /Internship project work Subjects (Based on Practical Exams /Presentation / Viva)	50 marks

Consolidation of Marks and passing Minimum

Controller of Examinations of the University consolidates the Internal Assessment marks uploaded by the Colleges and marks secured by students in end-semester examination. The total marks will be converted into letter grades as shown in the following Table

As per NEP Regulations, the passing minimum is 50% marks (IA + End semester put together) However, Pondicherry University considers 40% marks as pass during first 3 years of study and students who secured less than 50 will be awarded 'P' (Pass Grade).

Arrear Exam:

A student who failed to secure 50% marks in aggregate is declared as Failed and he is eligible to take up supplementary examination by registering to the said course in the following Semester. All other candidates who failed due to shortage of attendance, those who are seeking to improve the grade shall repeat the course.

Code of Conduct and Discipline Rules for students

1. Each and every student admitted in a programme of the college has to strictly follow the rules and regulations of the college.
2. Students are expected to uphold the prestige of the college and are strictly prohibited from participating in any activity that would be detrimental to the interest of the college.
3. All students are expected to attend the classes regularly without fail.
4. Students should dress neatly and properly inside the campus. Students should wear only formal dresses within the campus. The following dresses should strictly be avoided
 - a. **Boys: Patched Jeans, T-Shirt, Black Shirt, Designed Shirt, Printouts in shirt (ad like) etc. The boys are expected to have a Neat hair cut, no chains other than gold and No Bracelets are allowed.**
 - b. **Girls: Black Saree, Black Salwar Kameesh (wearing of a thupatta is a must) leggings, Tight Wears, Netted sleeves, Netted shawls, etc.**
5. Every student should inculcate and self discipline in and out of the classroom.
6. Late coming should be avoided.
7. Cell phone is strictly prohibited in the college.
8. Wandering in the veranda or standing in the canteen during the class hours is totally not encouraged.
9. Any student disturbing the class-room atmosphere or causing inconvenience in any form to the teacher or to other students will be suspended from attending classes and he/she will be marked absent and appropriate action will be initiated against the student.
10. Any student found causing damage to the property of the college will be liable for disciplinary action and he/she should bear the repair/replacement charges of the damaged property. In case of failure to identify the student who is responsible for the damage, the college will collect the repair/replacement charges from the group of students

occupying the area where the damage is identified.

11. Students are strictly forbidden from taking part in any activity exploring prejudice to the objectives of college.
12. Students indulging in violence by self or by coercion, directly /indirectly, such as hunger strike for enforcing their will on the college, will be liable for punishment.
13. Every student should wear the identity card issued during admission in the campus and should also produce the same to the authorities on demand.
14. A student will be expelled from the college under the following circumstances;
 - a. Unsatisfactory performance and progress in academics.
 - b. Participation in anti-national, political and illegal activities.
 - c. Instigating and participating in strike/misbehavior/ misconduct of any type.
 - d. Disobedience and deviation from the rules of the college
 - e. Indulging in any form of ragging.
 - f. Disturbing the regular classes and
 - g. Under the influence of alcohol in the campus
15. Any type of dues to the college will disqualify a student to attend classes/ to appear for examinations.
16. Withdrawal from a programme is allowed only under special circumstances and with proper authorized request from the parents.
17. Students are strictly prohibited from smoking, chewing gums and paan and consuming any type of alcoholic beverages or intoxicating drugs inside the campus. Such Students will be summarily expelled from the college.
18. If a student continues to misbehave even after warning, suspension, mentoring, etc., this will reflect in the Conduct Certificate.
19. Students remain inside the campus till the closing hour including Tea & Lunch Break.

Attendance Rules

- ❖ Students should not absent themselves without proper leave letter.
- ❖ The leave letter must be approved by the parent with signature.
- ❖ Absence without proper leave letter will be considered as unauthorized absence and for each one such they will lose two times attendance, (One session absence will be treated as one day and one day absence will be treated as 2 days, etc.), in addition to payment of fine. Fine either for a session or for a day will be Rs.20/-
- ❖ Absentee students with proper leave letter submitted “in time” will be marked “A”, without leave letter as “UA”. For each such “UA” the student will be penalized as stated above. Leave letters should be submitted to the Head of the Department through the class teachers.
- ❖ Students must earn minimum of 70% of attendance to appear in the end semester examinations.
- ❖ **Long Absence:** A student after a long spell of absence or after a gap of a semester or so wants to join back should submit an affidavit stating the reason for that long absence and what he / she was doing during that period. They will be allowed to continue the programme after completing all the formalities stipulated by the University provided if there is a vacancy in that semester.

Each student should write a minimum of two tests in all the papers prior to University Examinations. Poor performance will be viewed seriously and the poor progress will be reported to the parents.

Detention:

A student who does not fulfill the eligibility criteria to appear for examination, of non completion of satisfactory term work, deficiency in attendance, failure to pay the examination fees or clear dues to the college, shall be treated as defaulter and he / she will not be permitted for the examination and will be detained in the same class. To continue in the same class special permission has to be obtained from the University after paying the Re-admission fee to the University. Such student will not be allowed to appear for examination even after submission of examination form and fees without approval from the University.

ACADEMIC FACULTY AND ADMINISTRATIVE STAFF

Dr. S. Babu, M.A., M.Phil., B.Ed., Ph.D

PRINCIPAL

S.No	Name of the Staff	Qualification	Designation
Department of Mathematics - PG			
1	Dr. M.Geetha	M.Sc., M.Phil., Ph.D.	Asst.Prof / Head
2	Dr. A. Anna Sheela	M.Sc., M.Phil., Ph.D.	Associate Professor
3	Dr. R. Muthamizhselvi	M.Sc., M.Phil., B.Ed., Ph.D.	Asst.Prof
Department of Commerce - PG			
1	Mr. S. Kumar	M.Com.,M.Ed.,NET	Asst.Prof / Head
2	Dr. S.Natarajan	M.Com.,M.Phil.,M.B.A.,Ph.D.,SET	Associate Professor
3	Dr. S.Pandurangan	M.Com., M.Phil.,M.F.M.,B.Ed.,Ph.D.SET	Asst.Prof
Department of Computer Science - PG			
1	Dr. S. Kavitha	M.C.A.,M.Phil.,Ph.D.	Asst.Prof / Head
2	Mrs. B. Venba	M.Sc., M.Phil., M.Tech	Asst.Prof
3	Mrs. D. Saraswathi	M.Sc., M.Phil.,SET.,NET	Asst.Prof
Department of English - PG & UG			
1	Mrs. S. Parameshwari	M.A., M.Phil., SET., NET	Asst.Prof / Head
2	Mr. N. Ganesh	M.A.,M.Phil., B.Ed., SET., NET	Asst.Prof
3	Dr. M. Kanika Priya	M.A., M.A(Ling)M.Phil., Ph.D, PGDTE	Asst.Prof
4	Dr. T. V. Subbulakshmi	M.A., M.Phil., Ph.D.	Asst.Prof
5	Mrs. P. Anitha	M.A., M.Phil	Asst.Prof
6	Mrs. M. Rajeswari	M.A., B.Ed., M.Phil., CTET	Asst.Prof
7	Ms. S. Shanthi	M.A., B.Ed., M.P.A., NET., CTET	Asst.Prof
8	Mrs. B. Narmadha	M.A., M.Phil	Asst.Prof
9	Ms.M. Divya	M.A.,NET	Asst.Prof
10	Ms. N. Harithaa	M.A.,NET	Asst.Prof
11	Dr. M. Doss	M.A.,M.Ed.,Ph.D., PGDTE	Guest Faculty
Department of Computer Science - UG			
1	Mrs. S. Nithiya	M.Tech.,NET	Asst.Prof / Head
2	Dr. Prasad Koti	M.Tech.,Ph.D	Asst.Prof
3	Mrs. D. Sarvani	M.C.A.,SET.,NET	Asst.Prof
4	Mrs. S. Savitha	M.C.A.,M.Phil	Asst.Prof
5	Mr.S. Gopinath	M.C.A.,M.Phil., M.Tech	Asst.Prof
6	Mr. P. Seetharaman	M.C.A., PGDCA	Asst.Prof

Department of Computer Applications

1	Ms. F.Jeno Sandana Brina Rouvier	M.C.A.,M.Phil.,SET	Asst.Prof / Head
2	Dr. S. Sathya	M.Sc.,M.Phil.,Ph.D	Asst.Prof
3	Mrs. M. Valli	M.Sc., M.Phil	Asst.Prof
4	Mr. G. Pragash Yadhav	M.Sc., M.Phil., PGGA	Asst.Prof
5	Mr. P. Hari Prasath	M.C.A., M.Phil	Asst.Prof
6	Dr.R Brintha	M.C.A., Ph.D., SET	Asst.Prof

Department of Information Technology

1	Mr. M. John Jacob	B.Tech.,M.C.A.,NET	Asst.Prof / Head
2	Mrs. P. Amudha	M.C.A.,M.Phil., SET, NET	Asst.Prof
3	Mrs. R. Durga Devi	M.Sc., M.Phil	Asst.Prof
4	Dr.L.Suriya Kala	M.C.A.,M.Phil.,Ph.D., SET	Asst.Prof
5	Mr. R. Kamalakannan	M.C.A., M.Tech	Asst.Prof
6	Mr. G. Renganathan	M.C.A., NET	Asst.Prof

Department of Commerce - UG

1	Dr.T.Muthukumar	M.Com.,M.Phil.,M.B.A.,Ph.D.,SET,NET	Associate Professor/Head
2	Dr. S.Sankar	M.Com.,M.Phil.,M.B.A.,M.S.W.,Ph.D	Associate Professor
3	Dr. K. Anuradha	M.Com.,M.Phil.,Ph.D.,M.B.A.,NET	Associate Professor
4	Mrs. S. Rajaselvi	M.Com.,M.Phil.,M.B.A.,SET, NET	Asst.Prof
5	Mr. S. Prakash	M.A.,M.Phil., MBA.,NET.,SET	Asst.Prof of Economics
6	Mr. M. Gowthaman	M.Com (B.F.),M.B.A(Fin),,NET	Asst.Prof
7	Dr. N. Premgeetha	M.C.S., PGDHRM., M.Phil., Ph.D	Asst.Prof
8	Dr. D. Silambarasan	M.Com., M.Phil., Ph.D	Asst.Prof
9	Ms. K. Thara Jayasri	M.Com.	Asst.Prof
10	Mrs. S. Bhavatharini	M.Com., M.Phil., PGD (Co-op),,	Asst.Prof

Department of Corporate Secretaryship

1	Mrs. S. Sharmila Devi	M.Com.,M.Phil.,NET, SET	Asst.Prof / Head
2	Mr. N.M. Sivarajan	M.S.,M.Phil.NET	Asst.Prof of Economics
3	Mr. J. Muralidharan	M.Com.,M.Phil.,M.B.A.,B.Ed.	Asst.Prof
4	Dr. K. Selvadurgadvi	M.Com B.Ed., M.Phil., Ph.D.,	Asst.Prof
5	Dr. G. Radhika	M.Com., M.Phil.,M.B.A.,Ph.D	Asst.Prof
6	Ms. G. Ponni	M.Com	Asst.Prof
7	Mrs. R. Gowri	M.Com., M.Phil	Asst.Prof
8	Dr. M. Suresh Babu	M.B.A., Ph.D., SET., NET	Asst.Prof

Department of Management Studies

1	Dr. A. Ananda Kumar	M.B.A., MHRM., M.Phil., Ph.D.	Asst.Prof / Head
2	Mrs. R. A. Mageshwari	MBA., PGDHRM., PGDCA., NET., SET	Asst.Prof
3	Mrs. V. Ann	M.A(Eco.), M.B.A., M.P.M., M.Phil (Mgt.), M.A (Human Rights), PGDHRM., SET	Asst.Prof
4	Dr. D. Shoba	M.B.A., MPhil., Ph.D., NET	Asst.Prof
5	Mrs. A. Datchayani	M.B.A, NET	Asst.Prof

Department of Tamil

1	Dr.N.Hemamalathi	M.A., M.Phil., Ph.D.	Associate Professor/Head
2	Dr. S. Dhandapani	M.A., M.Phil., M.A (Edn), B.Ed., Ph.D., SET.	Asst.Prof
3	Dr. R. Manikandan	M.A., Ph.D., NET	Asst.Prof

Department of French

1	Mr. S. Balavignesh	M.A.	Asst.Prof
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Department of Hindi

1	Dr. J. Surendran	M.A., Ph.D.	Part-time Faculty
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Department of Mathematics - UG

1	Mr. R. Saravanan	M.Sc., M.Phil., SET	Asst.Prof / Head
2	Dr. S.Sankeetha	M.Sc., M.Phil., B.Ed., SET., Ph.D.	Asst.Prof
3	Mrs. P. M. Vijayalakshmi	M.Sc., M.Phil.	Asst.Prof
4	Dr.S. Parimala	M.Sc., M.Phil., M.Ed., Ph., D., SET	Asst.Prof
5	Mrs.M. Revathi	M.Sc., M.Phil., SET	Asst.Prof
6	Dr. J. Indhumathi	M.Sc., M.Phil., Ph.D	Asst.Prof

Department of Physics

1	Mr. K.Manivannane	M.Sc., M.Phil., SET	Asst.Prof/Head
2	Mrs. K. Kalaiyarasi	M.Sc., M.Phil., B.Ed	Asst.Prof
3	Mrs. K. Sivakama Sundari	M.Sc., M.Phil., B.Ed., SET	Asst.Prof

Department of Chemistry

1	Mrs. R. Sathana	M.Sc., B.Ed.	Part-time Faculty
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Department of Physical Education

1	Mr. S. Chandrasekar	M.P.Ed., M.Phil	D.P.E
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Department of Library

1	Mrs. A. Attiya	M.L.I.S.	Librarian
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LAB			
1	Mr. A. Manikandan	M.Sc	Lab Instuctor
2	Mrs. S. Parameswari	M.Sc	Lab Instuctor
ADMINISTRATIVE STAFF			
Secretarial Wing			
1	Mrs. P. Prabha	M.Sc., B.Ed	PA to Principal
ADMINISTRATIVE STAFF			
1	Mr. G. Senthil Kumar	B.Tech	System Engineer
Accounts Wing			
1	Mr. V. Veerabathiran	M.Com.	Accountant
2	Mr. V. Sakthivel	M.A	Cashier
Administrative Assistant			
1	Mrs. M. Kalaiselvi	M.B.A	Administrative Asst
Lab Assistant			
1	Mr. V. Viswanathan	B.Sc	Lab Asst-Physics
2	Mr. K. Magesh	B.A., PGDCA	Lab Asst-C.S
Office Assistant			
1	Mrs. J. Kalaiselvi	B.Com	Office Assistant
Security Officer			
1	Mr. G. Ramasamy	B.A	Security Officer
Sub-Staff			
1	Mr.R. Sankar		Sergeant
2	Mr. K. Gurunathan		Driver
3	Mrs.T. Saroja		Sub-Staff
4	Mrs. K. Gangalakshmi		Sub-Staff
5	Mrs. A. Arokiamarie		Sub-Staff
6	Mrs. K. Rukkumani		Sub-Staff
7	Mrs. R. Malathi		Sub-Staff
8	Mrs. K. Banumathy		Sub-Staff
9	Mrs. S. Sudha		Sub-Staff
10	Mr.M. Rajasekar		Sub-Staff
11	Mr. V. Ramalingam		Sub-Staff
12	Mr. R. Angappan		Sub-Staff
13	Mr. T. Nadarajan		Electrician

Extension Activities

Wing	Position	Officer Incharge
Women Empowerment Cell	Ex-Officio Chairperson	Dr.S. Babu, Principal Dr. M. Geetha, Asst. Prof/ Head- PG Dept of Maths
Sexual Harassment Prevention Cell	Ex-Officio Chairperson	Dr. S. Babu, Principal Mrs. S. Sharmiladevi, Head/ Asst. Prof of BCom (CS)
SC/ST Cell	Designated Officer	Mrs. S. Rajaselvi, Asst. Prof of Commerce
Placement Cell	Placement Officer	Mrs. N. Ann, Asst Prof of BBA
NSS	Programme Officer Co-ordinator	Dr. K. Selvadurgadevi Asst. Prof. of B.Com. (CS)
NCC	NCC Officer	Fg offr. D. Silambarasan, Associate NCC Officer Asst. Prof of Commerce
Red Cross Red Ribbon Club	Designated Officer	Mrs. R. Mageshwari, Asst. Prof of Management Studies
EDP Cell	Coordinator	Dr. S. Sankar, Asso. Prof of Commerce
Rotaract	Coordinator	Dr. S. Dhandapani Asst. Prof of Tamil

WARNING ON RAGGING

As per the orders passed by the Honorable Supreme Court of India in W.P No. 656/1998 and UGC Regulations - 2009 (letter No: F-1-16/20079CPP-II, Dt: 17.06.2009), **Ragging is a criminal offence and it is strictly prohibited in our Institution.** If any student indulges in any form of ragging he/she is liable to be punished in accordance with these regulations. **(Dismissal from the college and immediate Police action)**

Ragging related offences may be reported to the Nodal Officer-
Dr. S. Babu, Principal - Mobile No. 93616 78999

JULY 2024		
Date	Day	Particulars
1	Monday	
2	Tuesday	
3	Wednesday	
4	Thursday	
5	Friday	
6	Saturday	Holiday
7	Sunday	Holiday
8	Monday	
9	Tuesday	
10	Wednesday	Commencement of Classes for II, III Year UG & II Year PG
11	Thursday	
12	Friday	
13	Saturday	Holiday
14	Sunday	Holiday
15	Monday	
16	Tuesday	
17	Wednesday	Moharam - Holiday
18	Thursday	
19	Friday	
20	Saturday	Holiday
21	Sunday	Holiday
22	Monday	
23	Tuesday	
24	Wednesday	Commencement of Classes for I Year UG
25	Thursday	
26	Friday	
27	Saturday	Holiday
28	Sunday	Holiday
29	Monday	
30	Tuesday	
31	Wednesday	

No. of working days-15

August 2024		
Date	Day	Particulars
1	Thursday	
2	Friday	
3	Saturday	Holiday
4	Sunday	Holiday
5	Monday	
6	Tuesday	
7	Wednesday	
8	Thursday	
9	Friday	Last Date of Payment of fee without fine
10	Saturday	Holiday
11	Sunday	Holiday
12	Monday	
13	Tuesday	
14	Wednesday	
15	Thursday	Independence Day - Holiday
16	Friday	Le Jure Transfer Day - Holiday
17	Saturday	Holiday
18	Sunday	Holiday
19	Monday	
20	Tuesday	
21	Wednesday	
22	Thursday	
23	Friday	
24	Saturday	Holiday
25	Sunday	Holiday
26	Monday	
27	Tuesday	
28	Wednesday	
29	Thursday	
30	Friday	
31	Saturday	Holiday

No. of working days-20

September 2024		
Date	Day	Particulars
1	Sunday	Holiday
2	Monday	Last date of payment of fee with fine
3	Tuesday	
4	Wednesday	
5	Thursday	
6	Friday	
7	Saturday	Holiday
8	Sunday	Holiday
9	Monday	I IA Examinations for II, III year UG & II PG
10	Tuesday	
11	Wednesday	
12	Thursday	
13	Friday	
14	Saturday	Holiday
15	Sunday	Holiday
16	Monday	Milad-Un-Nabi-Holiday
17	Tuesday	
18	Wednesday	
19	Thursday	
20	Friday	
21	Saturday	Holiday
22	Sunday	Holiday
23	Monday	I IA Examinations for 1 year UG & PG
24	Tuesday	
25	Wednesday	
26	Thursday	
27	Friday	
28	Saturday	Holiday
29	Sunday	Holiday
30	Monday	

No. of working days-20

October 2024		
Date	Day	Particulars
1	Tuesday	
2	Wednesday	Gandhi Jayanthi-Holiday
3	Thursday	
4	Friday	
5	Saturday	Holiday
6	Sunday	Holiday
7	Monday	
8	Tuesday	
9	Wednesday	
10	Thursday	
11	Friday	
12	Saturday	Ayutha Pooja - Holiday
13	Sunday	Holiday
14	Monday	Holiday
15	Tuesday	
16	Wednesday	
17	Thursday	
18	Friday	
19	Saturday	Thursday Time Table
20	Sunday	Holiday
21	Monday	
22	Tuesday	
23	Wednesday	
24	Thursday	
25	Friday	
26	Saturday	Friday Time Table
27	Sunday	Holiday
28	Monday	
29	Tuesday	
30	Wednesday	Diwali Eve- Holiday
31	Thursday	Diwali - Holiday

No. of working days-21

November 2024		
Date	Day	Particulars
1	Friday	
2	Saturday	Holiday
3	Sunday	Holiday
4	Monday	Second IA Examinations for II, III year UG & II year PG
5	Tuesday	
6	Wednesday	
7	Thursday	
8	Friday	
9	Saturday	Holiday
10	Sunday	Holiday
11	Monday	
12	Tuesday	
13	Wednesday	
14	Thursday	
15	Friday	End of Classed for II, III year UG & II year PG
16	Saturday	Holiday
17	Sunday	Holiday
18	Monday	
19	Tuesday	
20	Wednesday	
21	Thursday	
22	Friday	
23	Saturday	Holiday
24	Sunday	Holiday
25	Monday	Second IA Examinations for I year UG & PG, Commencement of University Examinations for II, III year UG & II year PG.
26	Tuesday	
27	Wednesday	
28	Thursday	
29	Friday	
30	Saturday	Holiday

No. of working days-21

December 2024		
Date	Day	Particulars
1	Sunday	Holiday
2	Monday	
3	Tuesday	
4	Wednesday	End of Classes for 1 year UG & PG
5	Thursday	Commencement of University Examinations for 1 year UG & PG
6	Friday	
7	Saturday	Holiday
8	Sunday	Holiday
9	Monday	
10	Tuesday	
11	Wednesday	Winter vacation commences
12	Thursday	
13	Friday	
14	Saturday	Holiday
15	Sunday	Holiday
16	Monday	
17	Tuesday	
18	Wednesday	
19	Thursday	
20	Friday	
21	Saturday	Holiday
22	Sunday	Holiday
23	Monday	
24	Tuesday	
25	Wednesday	Christmas Holiday
26	Thursday	
27	Friday	
28	Saturday	Holiday
29	Sunday	Holiday
30	Monday	
31	Tuesday	

No. of working days-03

January 2025		
Date	Day	Particulars
1	Wednesday	New Year Holiday
2	Thursday	Commencement of Classes for all years
3	Friday	
4	Saturday	Holiday
5	Sunday	Holiday
6	Monday	
7	Tuesday	
8	Wednesday	
9	Thursday	
10	Friday	
11	Saturday	
12	Sunday	Holiday
13	Monday	Bogi - Holiday
14	Tuesday	Pongal - Holiday
15	Wednesday	Thiruvalluvar Day - Holiday
16	Thursday	Uzhavar Thirunal - Holiday
17	Friday	
18	Saturday	Holiday
19	Sunday	Holiday
20	Monday	
21	Tuesday	
22	Wednesday	
23	Thursday	
24	Friday	
25	Saturday	Holiday
26	Sunday	Holiday
27	Monday	
28	Tuesday	
29	Wednesday	
30	Thursday	
31	Friday	Last Day for payment of fee without fine

No. of working days-19

February 2024		
Date	Day	Particulars
1	Saturday	Holiday
2	Sunday	Holiday
3	Monday	
4	Tuesday	
5	Wednesday	
6	Thursday	
7	Friday	
8	Saturday	Holiday
9	Sunday	Holiday
10	Monday	
11	Tuesday	
12	Wednesday	
13	Thursday	
14	Friday	
15	Saturday	Holiday
16	Sunday	Holiday
17	Monday	
18	Tuesday	
19	Wednesday	
20	Thursday	
21	Friday	Last Day for payment of fee with fine
22	Saturday	Holiday
23	Sunday	Holiday
24	Monday	
25	Tuesday	
26	Wednesday	
27	Thursday	
28	Friday	

No. of working days-20

March 2025		
Date	Day	Particulars
1	Saturday	Holiday
2	Sunday	Holiday
3	Monday	First IA Examinations for all classes
4	Tuesday	
5	Wednesday	
6	Thursday	
7	Friday	
8	Saturday	Holiday
9	Sunday	Holiday
10	Monday	
11	Tuesday	
12	Wednesday	
13	Thursday	
14	Friday	
15	Saturday	Holiday
16	Sunday	Holiday
17	Monday	
18	Tuesday	
19	Wednesday	
20	Thursday	
21	Friday	
22	Saturday	Holiday
23	Sunday	Holiday
24	Monday	
25	Tuesday	
26	Wednesday	
27	Thursday	
28	Friday	
29	Saturday	Holiday
30	Sunday	Holiday
31	Monday	Ramzan - Holiday

No. of working days-20

April 2025		
Date	Day	Particulars
1	Tuesday	
2	Wednesday	
3	Thursday	
4	Friday	
5	Saturday	Holiday
6	Sunday	Holiday
7	Monday	
8	Tuesday	
9	Wednesday	
10	Thursday	
11	Friday	
12	Saturday	Holiday
13	Sunday	Holiday
14	Monday	Tamil New Year - Holiday
15	Tuesday	
16	Wednesday	
17	Thursday	
18	Friday	Good Friday - Holiday
19	Saturday	Holiday
20	Sunday	Holiday
21	Monday	
22	Tuesday	
23	Wednesday	
24	Thursday	
25	Friday	
26	Saturday	Holiday
27	Sunday	Holiday
28	Monday	
29	Tuesday	
30	Wednesday	

No. of working days-20

May 2025		
Date	Day	Particulars
1	Thursday	May Day - Holiday
2	Friday	
3	Saturday	Holiday
4	Sunday	Holiday
5	Monday	Second IA Examinations for all Classes
6	Tuesday	
7	Wednesday	
8	Thursday	
9	Friday	
10	Saturday	Holiday
11	Sunday	Holiday
12	Monday	
13	Tuesday	
14	Wednesday	
15	Thursday	
16	Friday	
17	Saturday	Holiday
18	Sunday	Holiday
19	Monday	
20	Tuesday	
21	Wednesday	End of Classes for Even Semester
22	Thursday	
23	Friday	
24	Saturday	Holiday
25	Sunday	Holiday
26	Monday	
27	Tuesday	
28	Wednesday	
29	Thursday	
30	Friday	
31	Saturday	Holiday

No. of working days-14

June 2025		
Date	Day	Particulars
1	Sunday	Holiday
2	Monday	
3	Tuesday	
4	Wednesday	
5	Thursday	
6	Friday	
7	Saturday	Holiday
8	Sunday	Holiday
9	Monday	
10	Tuesday	
11	Wednesday	
12	Thursday	
13	Friday	
14	Saturday	Holiday
15	Sunday	Holiday
16	Monday	
17	Tuesday	
18	Wednesday	
19	Thursday	
20	Friday	
21	Saturday	Holiday
22	Sunday	Holiday
23	Monday	
24	Tuesday	End of Summer vacation
25	Wednesday	
26	Thursday	
27	Friday	
28	Saturday	Holiday
29	Sunday	Holiday
30	Monday	

IMPORTANT DAYS

S.No	DATE	NAME OF THE NATIONAL/INTERNATIONAL DAY	ORGANISING DEPARTMENT /UNIT
1	July-15	World Youth Skills Day	Skill Development Centre
2	August-15	Independence Day	NSS
3	August-20	Communal Harmony Day	NSS,YRC, RRC & Rotaract
4	August-29	National Sports Day	Sports & Games Club
5	August-30	Small Industry Day	EDP Cell
6	Sept- 05	Teachers Day	All Depts
7	Sept- 08	International Literacy Day	Dept.of Tamil
8	Sept-21	International Day of Peace	Dept. of Hindi & French
9	Sept-27	World Tourism Day	Dept. of English - UG
10	October-2	Gandhi Jayanthi - International Non - Violence Day	Dept. of Corporate Secretaryship
11	October-21	Vallabai Patel Birthday	Dept. of Com.Science-UG
12	Nov-11	National Education Day	Dept. of Com.Science-PG
13	Nov-25	Intl. Day of Elimination of Violence Against Women	Women Harrassment Prevention Cell
14	Nov-26	Constitution Day	Dept. of Commerce - PG
15	Dec-01	World Aids Day	YRC & RRC
16	Dec-03	International Day of Disabled	Rotaract
17	Dec-10	International Human Rights Day	Dept.of Com. PG, UG & BBA
18	Dec-14	National Energy Conservation Day	Dept. of Physics
19	Dec-11	National Mathematics Day	Dept.of Maths - UG & PG
20	Jan-12	National Youth Day	Department of BCA
21	Jan-26	Republic Day	NSS
22	Feb-28	National Science Day	Department of Physics
23	March-08	International Women's Day	Womens Cell
24	March-15	World Consumer Rights Day	Dept. of Commerce
25	March-21	World Poetry Day	Dept. of English, Tamil, Hindi, French
26	March-22	World Day of Water	Dept. of English - PG
27	April-06	Founder's Day	All Staff
28	April-16	World Entrepreneurs Day	Dept. of BBA
29	April-21	World Creativity And Innovation Day	Dept. of Information Tech
30	April-26	World Intellectual Property Rights Day	Dept. of Corporate Secretaryship
31	Jan-21	International Yoga Day	Yoga Education Centre

Personal Details of the Student

A : Late Coming Register

Name of the Student :

Class :

[illegible]

C. Remarks on Parents Visit / Meet

[illegible]