



Saradha Gangadharan College

(Autonomous)

An Institution of Sri Saradha Gangadharan Educational Trust


Accredited with B++ grade by NAAC; Affiliated to Pondicherry University;

Recognized by the AICTE & UGC as a PG Institution; An ISO certified Institution

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

Mandatory Disclosure for the Session 2025-26

(As per AICTE Norms)

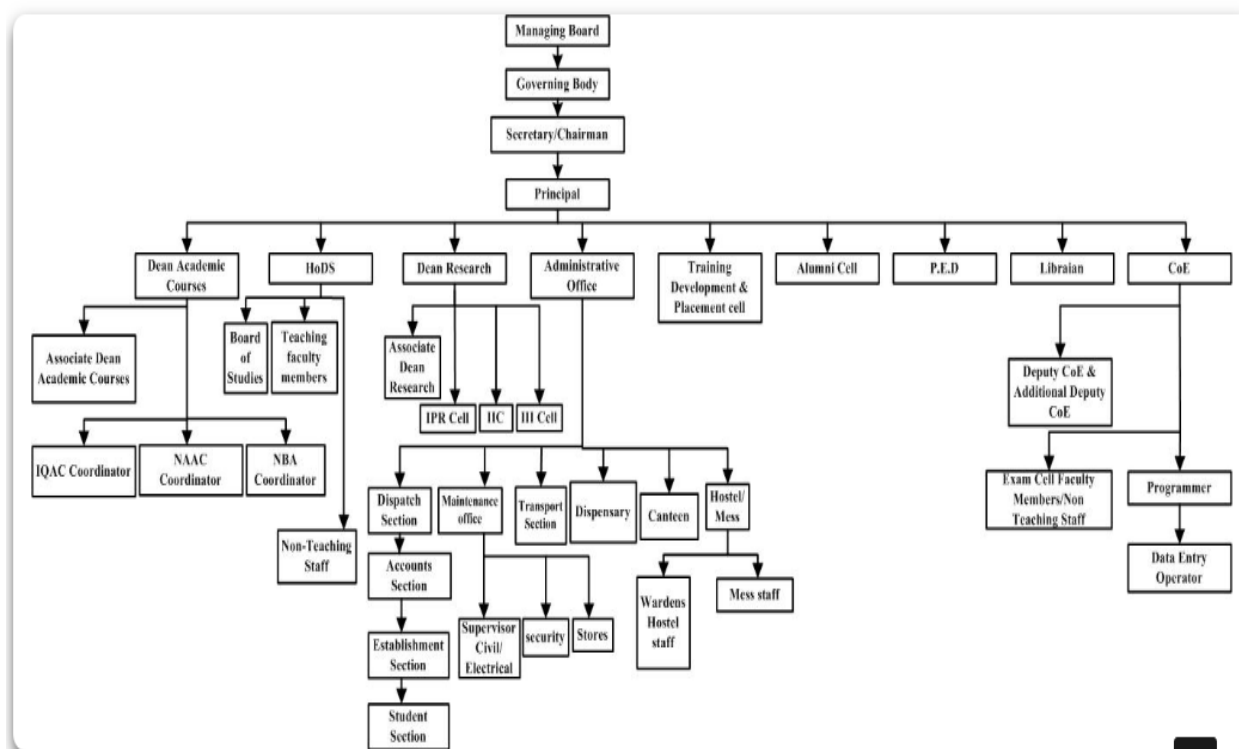
18.1	Name of Institution	SARADHA GANGADHARAN COLLEGE An Autonomous Institution affiliated to Pondicherry University
	Address of the Institution	Lake Road, Velrampet, Puducherry (Pondicherry), India 605 004.
	City & Pin Code	Puducherry & 605 004.
	State/UT	Puducherry
	Longitude & Latitude	11.914188596393446, 79.8028990355824 
	Phone number with STD Code	04132280156
	Fax number with STD Code	04132280156
	Office hours at the Institution	9:20 AM – 4:30 PM
	E-mail	info@sgc.edu.in, sgc_principal@sgcpdy.com
	Website	https://sgc.edu.in/
	Nearest Railway Station (dist in Km)	3Km
	Nearest Airport (dist in Km)	5Km
	Type of Institution	Private-Self Financed
	Category (1) of the Institution	Non-minority
	Category (2) of the Institution	Co-Education

18.2	Name of the Trust	Sri Saradha Gangadharan Educational Trust.
	Type of the Trust	Private
	Address of the Organization	Lake Road, Velrampet, Puducherry (Pondicherry), India 605 004.
	Registered with	
	Registration date	17.04.2025
	Website of the organization	https://sgc.edu.in/
18.3	Name of the Principal	Dr. S. Babu M.A.,M.Phil.,B.Ed.,Ph.D
	Address	Lake Road, Velrampet, Puducherry - 605 004.
	Phone number with STD Code	0413-2280156
	Fax number with STD Code	
	E-mail	Sgc_principal@yahoo.co.in
	Highest degree	Ph.D
	Field of specialization	Maritime History and Social History
18.4	Name of the affiliating University/ Board	Pondicherry University
	Address	R Venkat Raman Nagar, Kalapet Pondicherry - 605 014,
	Website	https://www.pondiuni.edu.in/
	Latest Affiliation period	2025

18.5. Governance:

i. Organizational Chart:

Organization Chart



ii. Grievance Redressal mechanism for Faculty, Staff and Students.

The institution has an effective mechanism to address grievances of students, faculty and staff members. A transparent system is followed to resolve issues related to evaluation, ragging, sexual harassment, and other academic matters. The college provides both **offline and online grievance submission facilities**. Continuous follow-up is carried out until the grievance is resolved satisfactorily.

Grievance Redressal Cell is established to understand the problems faced by students within the college and to redress them. The objectives of the cell are to:

- Create a platform where students feel to point out their problems, general drawbacks and limitations.
- Get suggestions from the Students for improvement.
- Give students the sense of participation in problem solving.
- Clear misunderstandings or false notions.
- Restructure policies in the light of grievances.

iii. Establishment of Anti-ragging Committee

Ragging is totally prohibited in our College, inside and / or outside the campus and anyone found guilty of ragging and / or abetting ragging whether actively or passively, or being a part of conspiracy to promote ragging, is liable to be punished under the provisions of any penal law for the time being in force. The following are the measures to curb ragging activities:

- Misconduct of any student either in spoken or written form or any action that has the effect of harming others.
- Indulging in indiscipline activities that cause physical or psychological harm or fear or apprehension
- Asking others to do things that they normally will not do and causes a sense of shame or emotional embarrassment.
- Any act that disrupts others academic activity.
- Financial extortion or forceful monetary burden on a fresher or any other student.
- Any act of physical abuse including sexual, homosexual assaults stripping of clothes, forcing obscene lewd acts and gestures causing physical and mental torture.
- Any act of abuse by spoken words, emails, posts, public insults to derive sadistic pleasure.
- Any act that affects the mental health and self confidence of any student with or without an intent to derive sadistic pleasure or priority over others.

S.No	Name of the Staff	Designation
1	Dr. S. Babu, Principal	Chairman
2	Mr. G. Pragash Yadhav, Asst. Prof. Dept. of BCA	Convener
3	Mr. S. Chandrasekar, DPE	Member
4	Dr. A. Anandakumar, Asst. Prof. & Head, Dept. of Management Studies	Member
5	Mrs. S. Sharmila Devi, Asst. Prof., Dept. of Commerce-UG	Member
6	Mr. R. Saravanan, Asst. Prof. & Head, Dept. of Maths-UG	Member
7	Mr. M. Jhon Jacob, Asst.Prof & Head, Dept. of IT	Member
8	Mrs. K. Kalaiyarasi, Asst. Prof., Dept. of Physics	Member
9	Mrs. S. Savitha, Asst. Prof., Dept. of Computer Science-UG	Member
10	Mr. J. Muralidharan, Asst. Prof., Dept. of Corporate Secretaryship	Member

iv. Establishment of Online Grievance Redressal Mechanism:

Webpage for Grievance Redressal is made available on college website

https://sgc.edu.in/sgc/stu_support#grc

v. Establishment of Grievance Redressal Committee in the Institution and Appointment of OMBUDSMAN by the Board:

S.No	Name of the Staff	Designation	Contact Details
1	Dr. S. Babu, Principal	Chairman	sgc_principal@yahoo.co.in 9361678999
2	Dr. S. Natarajan, Asso. Prof. of Commerce-PG	Member	shivasubu2009@gmail.com 9894586344
3	Mrs. R. Durga Devi, Asst. Prof. of Information Technology	Member	durgadevir@sgcpdy.com 9751251650
4	Dr. R. Muthamizh Selvi, Asso. Prof. of Mathematics-PG	Member	muthamizhmaths@sgcpdy.com 9787361999
5	Ms. R. Sivasankari, II-B.Com.	Special Invitee	ramanmalarr9@gmail.com 9944351911

vi. Establishment of Internal Complaints Committee:

Gender equality and the empowerment of women are essential human rights and play a vital role in fostering a peaceful, prosperous, and sustainable society. Saradha Gangadharan College is committed to promote gender equity and ensuring equal opportunities for its female faculty, staff, and students. The institution upholds a strict zero-tolerance policy against gender discrimination and sexual harassment on campus. To safeguard this commitment, the college has formed an Internal Complaints Committee (ICC) as per the guidelines of the Sexual Harassment of Women at Workplace (Prevention, Prohibition, and Redressal) Act, 2013, and the UGC Regulations, 2015 for higher educational institutions. The ICC serves as a dedicated platform to address complaints related to sexual harassment and provide support to those affected. Furthermore, Saradha Gangadharan College actively organizes gender sensitization programs, inviting distinguished speakers from various fields to discuss gender-related challenges and emphasize the significant role of women in society.

S.No	Name of the Staff	Designation	Contact Details
1	Dr. S. Sankeetha, Asso. Prof., Dept. of Maths-UG	Presiding Officer	ssankeethamaths@sgcpdy.com 9486471724
2	Dr. R. Brintha, Asst. Prof., Dept. of BCA	Member	brintha@sgcpdy.com 9486953934
3	Mr. N. Ganesh, Asst. Prof., Dept. of BA(English)	Member	ganeshliterature@gmail.com 9629124030
4	Mrs. P. Prabha, PA to Principal	Member	pa_pri@sgcpdy.com 9345661663
5	Mrs. A. Attiya, Librarian	Member	atthiya@sgcpdy.com 8903140044
6	Mr. B. Sharukesh, II-B.Com.	Student Member	skesh7784@gmail.com 8124956046
7	Ms. R. Harini, II-B. Sc(CS)	Student Member	ini27003@gmail.com 9994176954
8	Ms. N. Harini, II-B Sc(Physics)	Student Member	hariniusha2005@gmail.com 9360564206
9	Dr. L. Vijayakumar, Chairman, Benevolent Trust, Puducherry.	Member from non-Govt. Organization	benevolenttrust@gmail.com 9629316672

vii. Establishment of SC/ST Committee:2025-26

In line with the affirmative policy of Government of India, Saradha Gangadharan College has resolved that the affirmative policies, programmes, schemes, facilities would be provided to the persons belonging

to socially, Educationally and economically weaker sections of the society.

The SC/ST Cell of Saradha Gangadharan College, Puducherry was constituted in the year 2017. The college is committed to provide an environment that promotes diversity and respects everyone regardless of Caste, colour, religious belief or cultures. While maintaining diversity of all kinds, it also commits to ensuring protection of everyone including SC/STs and acting as per the provisions of constitution of India in such matters.

S.No	Name of the Staff	Designation
1	Mrs. S. Raja Selvi, Asst. Prof. of Commerce	Nodal Officer
2	Mrs. K. Kalaiyarasi, Asst. Prof. of Physics	Member
3	Dr. Prasad Koti, Asso. Prof. of Computer Applications	Member
4	Mr. S. Prakash, Asst. Prof. of Economics	Member
5	Mr. Gowthaman, Asst. Prof. of Corporate Secretaryship	Member

viii. Internal Quality Assurance Cell: 2025-26


Saradha Gangadharan College

ORDER

Date : 01.08.2024

The Internal Quality Assurance Cell is reconstituted with effect from 01.08.2024 with the following members :

Sl.No.	Category	Designation	Name
1.	Head of the Institution/ Chairperson	Principal	Dr. S. Babu
2.	Senior Admin Officer	Administrative Staff	Mrs. P. Prabha
3.	Teaching Faculty Representative	Head, Dept of Commerce-PG	Mr. S. Kumar
4.		Head, Dept. of Commerce -UG	Dr. F. Muthukumar
5.		Head, Dept. of BCA	Ms. F. Jeno Sandana Brina Rouvier
6.		Head, Dept of Mathematics-UG	Mr. R. Suravanan
7.		Head, Dept of Physics	Mr. K. Manivannan
8.		Head, Dept. English -UG	Mrs. S. Parameswari
9.		Head, Dept. of Corporate Secretaryship	Dr. K. Anuradha
10.		Head, Dept. of Computer Science-UG	Mrs. S. Nithya
11.		Head, Dept. of Management Studies	Dr. A. Anandakumar
12.		Asst. Prof of Computer Science-UG	Mrs.S. Savitha
		Director of Physical Education	Mr. S. Chandrasekar
13.		Asst. Prof of IT	Mr. R. Kamalakannan
14.		Member from Management	Vice-Chairman
15.	Local Society	Dr. J. Sukumar, Retd. Principal of SGC & MGGAC	
16.		Dr. R. Azhagiah, Associate Professor, Dept. Of Commerce, KMGIPSR	
17.	Students	Selvi, Priyanshee , II B.A English	
18.		Selvan, M. Yuvanraj, II B.Sc. Computer Science	
19.		Selvan, V. Senthilkumarar, II B.Com-B	
20.	Industry Representative	Mr. K. Prem Raja, Managing Director, Providence Mall	
21.		Mr. K. Anandan, Head Operations, AP Management Consultants, Puducherry	
22.	Alumni	Mr. S. Karthik, Batch 2019-2022	
23.	PTA	Mr. R. Selvan, P/o. Jeyandan, II B.Com.-A	
24.	Coordinator	Mr. M. John Jacob , Head, Dept. of IT	


Dr. S. BABU, M.A., M.Phil., B.Ed., Ph.D.
Principal
Saradha Gangadharan College

ix. Establishment of Women Grievance/Gender Equality Committee: 2025-26

S.No	Name of the staff	Designation	Contact
1.	Dr. Shoba D	Coordinator	8122557565
2.	Dr. Premgeetha N	Member	8124084850

18.6. Programmes

i. Name of Programmes approved by AICTE	BCA, BBA
ii. Name of Programmes Accredited by NBA	Not Applicable
iii. Status of Accreditation of the courses	NAAC – B++ grade with 2.92 CGPA on four point scale https://sgc.edu.in/assets/docs/NAAC%20Certificate%20-%202%20cycle.pdf

iv. Total Number of Courses	02
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For each Programme the following details are to be given:

Name	Number of seats	Duration	Cut off marks/rank of admission during the 2025-26
BCA	50	3 years	
BBA	50	3 years	

vi. Fee (as approved by the State Government)	Fees is fixed as per the consensual agreement of the State Government. i) BCA- https://sgc.edu.in/sgc/ug_bca ii) BBA- https://sgc.edu.in/sgc/ug_bba
ii. Name and duration of programme having twinning and collaboration with foreign university and being Name and duration of programme(s) having Twinning and Collaboration with Foreign University(s) and being run in the same Campus along with status of their AICTE approval. If there is Foreign Collaboration, give the following details	
Not Applicable	

18.7. Faculty 2025-26

i. Course/Branch wise list Faculty members

ii. Permanent Faculty: 18

iii. Adjunct Faculty: 2

iv. Permanent Faculty: Student Ratio: (1:5)

Sl. No.	Name	Qualification	Designation
Department of Computer Applications			
1	Dr. S. Sathya	M.Sc.,M.Phil.,Ph.D	Asso. Prof / Head
2	Ms. F.Jeno Sandana Brina Rouvier	M.C.A.,M.Phil.,SET	Asst.Prof
3	Mrs. S. Nithiya	M.Tech.,NET	Asst.Prof
4	Mrs. P. Amudha	M.C.A.,M.Phil., SET., NET	Asst.Prof
5	Mr. G. Renganathan	M.C.A., NET	Asst. Prof
6	Dr.R Brintha	M.C.A., Ph.D., SET	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	Dr. V. Ann	M.A(Eco), M.B.A., M.P.M., M.Phil	Asst. Prof

		(Mgt.), M.A (Human Rights), PGDHRM., SET	
4	Dr. D. Shoba	M.B.A., MPhil., Ph.D., NET	Asst. Prof
5	Dr. A. Datchayani	M.B.A, Ph.D., NET	Asst. Prof
Department of Tamil			
1	Dr. S. Dhandapani	M.A.,M.Phil.,M.A (Edn),B.Ed., Ph.D.,SET.	Asso. Prof /Head
2	Dr.N.Hemamalathi	M.A., M.Phil.,Ph.D.	Asso. Prof
3	Dr. R. Manikandan	M.A., Ph.D., NET	Asst. Prof
Department of French			
1	Mr. S. Balavignesh	M.A.	Asst. Prof
Department of Hindi			
1	Dr. J. Surendiran	M.A., Ph.D.	Part-time Faculty
Department of Mathematics - UG			
1	Dr. S.Sankeetha	M.Sc., M.Phil.,B.Ed., SET., Ph.D.	Asso.Prof / Head
2	Dr. A. Anna Sheela	M.Sc., M.Phil., Ph.D.	Asso.Prof
3	Dr.S. Parimala	M.Sc.,M.Phil., M.Ed., Ph.,D., SET	Asst. Prof
4	Dr. S. Nithya	M.Sc., M.Phil.,Ph.D	Asst. Prof (Part-time)

18.8. Profile of Principal

Name : Dr. S. Babu

Date of Birth : 20-02-2961

Education Qualifications: M.A., M.Phil.,B.Ed., Ph.D.

Work Experience

Teaching : 33 years

Research: 34 years

Area of Specialization: Maritime History and Social History

https://sgc.edu.in/sgc/principal_profile

18.9 Fee:

i. No. of Fee waivers granted with amount and name of students:

Totally 25 students fee has been waived off by the Management and other organizations during AY 2025-26.

ii. Number of scholarship offered by the Institution, duration and amount:

18.10 Admission (2025-26) : 97

i. Number of seats sanctioned with the year of approval:

Level	Course	Intake Approved For 2025-26	Year of starting
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UG	Bachelor of Computer Applications (BCA)	50	2001
UG	Bachelor of Business Administration (BBA)	100	2002

ii. Number of Students admitted under various categories each year in the last three years: 2025-26

iii. Number of applications received during last year for admission under management Quota and number admitted: Not Applicable.

18.11 Admission Procedure:

i. Mention the admission test being followed, name and address of the Test Agency and its URL (website): https://sgc.edu.in/sgc/admission_guide#

ii. Number of seats allotted to different test Qualified candidates separately (AIEEE/JEE/CET (State Conducted test/ university test/ CMAT)/Association Conducted test etc.)

iii. Calendar for admission against Management/vacant seats:

- Applications from eligible candidates made in the prescribed form only will be considered.
- Application form and Prospectus can be had from the College Office on payment of Rs.200/-
- Application form will be issued in the name of the candidate seeking admission. It is not transferable.
- Applicants must fill in the applications legibly in their own handwriting.
- Applicants and their parents/guardians shall be solely responsible for the declarations made in the applications. If, at any time, it is found that an application is incorrect or inaccurate or incomplete, the student shall forfeit his/her seat.
- Late or incomplete applications or applications containing false information will be summarily rejected.
- Interview card announcing the time and date of interview will be sent only to those provisionally selected for admission to the course applied for.
- The provisionally selected candidate will have to be present himself/herself along with his/her parent/guardian for interview with the Principal on the date and time mentioned in the interview card.
- The provisional admission will be automatically cancelled if the candidate with parents / Guardians fails to turn up for the interview on the specified date.
- At the time of interview the candidates should produce the following certificates in original:
 - ✓ Transfer and Conduct Certificates
 - ✓ Mark List of the qualifying examination
 - ✓ Residence and Nativity Certificates
 - ✓ Community Certificate
 - ✓ Certificate in support of the claim for reservation under different categories
 - ✓ Cumulative Health Record issued by the Student Health Officer.

- Selected candidates must pay the fees immediately after the interview, if admission is confirmed. Extension of time will not be granted for payment of fees under any circumstances.
- A student once enrolled for a course is expected to complete the same. He/She may not withdraw from the college without informing the Principal in writing. He/She will be liable to pay the fees for the whole of that academic year.
- Fees are subject to change without notice.
- The administration of the College reserves the right to effect any changes in the admission policy, fees structure, rules and regulations deemed necessary in the interest of students and the institution.
- Applicants who attempt to bring pressure or recommendations will be summarily disqualified. During the course fees should be paid within 15 days from starting of each semester, failure in which will attract fine of the required fees is not paid on time, their names will be removed from the rolls of the college.

iv. Last date of request for applications: 10 May, 2025

v. Last date of submission of applications: 30 August 2025.

vi. Dates for announcing final results: NA

vii. Release of admission list (main list and waiting list shall be announced on the same day):NA

viii. Date for acceptance by the candidate (time given shall in no case be less than 15 days):
NA

ix. Last date for closing of admission: (Spot Counseling) & Starting of the Academic session: 04 August 2025.

x. The waiting list shall be activated only on the expiry of date of main list: NA

xi. The policy of refund of the fee, in case of withdrawal, shall be clearly notified:

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extension://efaidnbmnnnibpcajpcgiclfndmkaj/https://sgc.edu.in/assets/docs/UGC_Guidelines_Fee_Refund_Policy.pdf

18.12. Criteria and Weightages for Admission:

i. Describe each Criterion with its respective weightages that is Admission Test, marks in qualifying examination.

As per consensual agreement between Government of Puducherry for the Academic Year 2025-26.

ii. Mention the minimum level of acceptance, if any: 10+2.

iii. Mention the cut off levels of percentage and percentile score of the candidates in the admission test for the last three years.

iv. Display marks scored in test and in aggregate for all candidates who were admitted:

18.13. List of applicants

List of candidates whose applications have been received along with percentile / percentage score for each of the Qualifying the examination in separates Categories for open seat. List of Candidates who have applied along with percentage / percentile score for management Quota seats.

18.14. Results of admission under management Seats / vacant Seats

i. Composition of selection team for admission under management Quota.

ii. List of candidates who have been offered admission.

iii. Waiting List of the candidates in order of merit to be operative from the last date of joining of the first list candidates.

18.15 Information of Infrastructure and Other Resources Available: Yes (prospectus / website)

i. Number of Class Rooms and size of each:7 Rooms87 sqmtr each

ii. Number of Tutorial rooms and size of each: 2 Tutorial Rooms87sq mtr& 1 tutorial 33 sqmtr.

iii. Number of Laboratories and size of each: 3 labs 87sq mtr each & 4 labs 66 sqmtr. each

iv. Number of Computer Centers with capacity of each: 3 with total size of 265sq mtr.

v. Central Examination Facility, Number of rooms and capacity of each: 10rooms available with seating capacity of 60 students.

vi. Online Examination Facility (No. of notes, internet bandwidth etc.)- 75, 150 Mbps.

vii. Barrier Free Built Environment for disabled and elderly persons: Available.

viii. Fire and Safety Certificate: Available

ix. Hostel Facilities: Not Available

x. Library: Available

Number of Library books/ Titles/ Journals available (program-wise)

Course	Books	Titles	Journals
BCA	579	207	01
BBA	946	261	04

xi. List of online National/ International Journals subscribed : Free online Library Tool

xii. National digital Library (NDL) subscription details: Available

xiii. List of major Equipments / Facilities in each Laboratory/ Workshop:

xiv. List of Experiment Setup in Laboratory / workshop: Machine Shop, Carpentry Shop,

Welding Shop, Foundry Shop, Smithy Shop, Painting Shop, etc. - NA

xv. Innovation cell : Available

xvi. Social media cell: Not Available

xvii. Compliance of the academic bank of credit (ABC), applicable to PGCM/ PGDM Institutions and University departments: NA

xviii. To upload the respective short video (1-2 min.) of infrastructure and facilities available w.r.t the courses in the website. Available on the website

xix. Games and Sports Facilities: Indoor Games like Carrom, Table Tennis, Badminton, Gym; Playground with facilities for outdoor games like Basket Ball, Volleyball, Cricket, Tennis, Football, etc.

xx. Teaching Learning Process: FDP, Seminars & Workshops are conducted on a regular basis.

xxi. For each Post Graduate Courses give the following: Not Applicable

xxii. Title of the Course: Not Applicable

xxiii. Laboratory facilities exclusive to the Post Graduate Course: Not Applicable

18.16. Enrollment and placement details of students in the last 3 years:

18.17. List of Research Projects/ Consultancy Works:

18.18. MOUs with Industries:

i) Novel Edu Tech, Puducherry

ii) Tally Corporation Ltd.

iii) Zoho Corporation pvt ltd. Not Applicable