



Saradha Gangadharan College

(Affiliated to Pondicherry University)
(Recognised by UGC under section 2(f) of the UGC Act 1956 as PG Institution)
A Unit of Sri Saradha Gangadharan Educational Trust

Lake Road, Velrampet, Puducherry - 605 004. Ph: 0413 - 2280156. www.sgc.edu.in

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ACADEMIC CALENDAR

(JUNE 2017 - MAY 2018)



Chairman

Sri. G. Swaminathan

Vice-Chairman

Sri. S. Pazhani Raja

Director

Dr. S. Srinivasan, M.Sc., Ph.D.

Principal

Dr. J. Sukumar, M.Sc.Ed., M.Phil., Ph.D.





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 in one the desire for "Truth" and "Goodness". "Truth" is here symbolized by the Bhagavad-Gita-the Universal Song Celestial and "Goodness" by the Swan.

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

A PROFILE OF THE COLLEGE



The Union Territory of Puducherry, which finds its Identity in history as Vedapuri (Place for higher learning) is 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 in Basic sciences, Humanities, Commerce and Management Studies, especially those hailing from the economically less privileged society, our Chairman had 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 by getting affiliation from the Central University, Pondicherry.

The year 2001 had seen the inception of the college with 4 Under-Graduate Courses (Bachelor of Commerce, Bachelor of Business Administration, Bachelor of Computer Applications and Bachelor of Computer Science). It had added up two more courses in 2002 (Bachelor of Corporate Secretaryship and Bachelor of Mathematics). It started growing with the addition of Bachelor of Physics in 2006 and Bachelor of Information Technology in 2007. The Institution became a Post Graduate Institution from 2007 by introducing Master of Science in Mathematics in 2007, Master of Science in Computer Science and Master of Commerce in 2008. B.A English has been introduced from 2011. In its seventeenth year of existence the Institution offers 9 Undergraduate and 3 Post Graduate Academic programmes and has seen a threefold increase in the number of courses offered and many fold increase in the students and staff strength.

The Institution took efforts for obtaining the UGC (DELHI) recognition for the college under Section 2(f) of the UGC Act 1956. The recognition has been granted from 8th November 2012. Our college has thus now become a UGC recognized PG Institution and also accredited by NAAC from this academic year.

The College encourages the students to participate in Co-Curricular activities like NSS, Rotract, Red Cross, Red Ribbon Club, Women's Cell and Sports. The Institution has also got an active Placement Cell. The College ensures that high quality arrangement exists for teaching, learning and students support and provides an ambience and opportunity to grow.

முகவுரை



வரலாற்றில் வேதபுரி, (வேதங்களின் உறைவிடம்) என்று அடையாளம் காணப்பட்ட புதுவை அகத்தியர் காலம் முதலே ஆன்மீகப் பேரெழுச்சிக்கும் கல்விக்கான ஊற்றுக்கண்ணாகவும் விளங்கிய வரலாற்றுச் சிறப்பினையுடையது. அரவிந்தர் மற்றும் அன்னையின் தூய தத்துவார்த்த ஆன்மீக வழிகாட்டுதலினால் புதுவை சிறப்புற்று விளங்குகிறது. 19ம் நூற்றாண்டின் மிகச் சிறந்த கவிஞர்களாகிய பாரதியார் மற்றும் பாரதிதாசனை ஈன்றெடுத்த சிறப்பினையுடையதாகவும் புதுவை விளங்குகின்றது.

புதுவையில் பொருளாதார ரீதியாகப் பின்தங்கிய மாணவர்களும் உயர்ந்த தரமான கல்வியைப் பெறவேண்டுமென்ற சீரிய சிந்தனையுடன் நமது தாளாளர் அவரது அன்னை திருமதி. சாரதா கங்காதரன் அவர்களின் பெயரில் 2001 ஆம் ஆண்டு புதுவைப் பல்கலைக்கழகத்தின் அங்கீகாரத்துடன் இக்கல்வி நிறுவனத்தைக் கட்டமைத்துள்ளார். ஒவ்வொரு மாணவர்களுக்குள்ளும் நெறிப்பட்ட உயர்ந்த ஒழுக்கத்தினையும் உயர்ந்த சிந்தனைகளையும் விதைப்பதன் வாயிலாக அவர்களது வாழ்க்கைத் தரத்தினை மேம்படுத்துவது இக்கல்வி நிறுவனத்தின் நோக்கமாக அமைகிறது. இக்கல்லூரியில் பயிலும் ஒவ்வொரு மாணவரின் மீதும் சிறப்பு கவனம் செலுத்தி அவர்களது பெற்றோரின் உதவியுடன் அவர்களது நற்பண்பினை மேன்மைப்படுத்துவதே இந்நிறுவனத்தின் குறிக்கோளாக அமைகிறது.

2001 ஆம் ஆண்டில் நான்கு இளநிலை பாடப் பிரிவுகளோடு (இளநிலை வணிகவியல், வணிக மேலாண்மையியல், கணினியியல், கணினி பயன்பாட்டியல்) துவங்கிய இக்கல்லூரியில் 2002 ஆம் ஆண்டில் B.Com., CS-ம் மற்றும் இளநிலை கணிதவியலும் சேர்க்கப்பட்டது. பின்னர் 2006 ஆம் ஆண்டில் "இயற்பியலும் 2007-ல் இளநிலை தகவல் தொழில்நுட்பவியலும் (B.Sc.,IT)" தொடங்கப்பெற்றன.

2007 ஆம் ஆண்டில் முதுகலை பட்ட படிப்புகள் உள்ள நிறுவனமாக வளர்ச்சி பெற்ற இந்நிறுவனத்தில் 2007-இல் முதுநிலை கணிதவியலும் 2008-ல் முதுநிலை கணினியியல் மற்றும் வணிகவியல் பாடப்பிரிவுகளும் துவங்கப்பெற்றன. 2011-இல் இளங்கலை ஆங்கில பிரிவும் அறிமுகப்படுத்தப்பட்டது.

பல்கலைக்கழக மான்ய குழுவின் (UGC, Delhi) அங்கீகாரத்திற்காக Under Section 2(f) of the UGC Act இக்கல்லூரி பெரும் முயற்சி எடுத்தது. இவ்வங்கீகாரம் 2012 நவம்பர் 8-ந் தேதி பெறப்பட்டது. இக்கல்லூரி இப்போது UGC அங்கீகாரம் பெற்ற பட்ட மற்றும் பட்ட மேற்படிப்பு மையாகத் திகழ்கிறது. மேலும், தேசிய தரநீர்ணயச் சான்றிதழ் (NAAC) பெற்ற நிறுவனமாகத் திகழ்கிறது.

பதினாறு ஆண்டுகள் நிறைவடைந்துள்ள நிலையில் சாரதா கங்காதரன் கல்லூரியில் 9 இளங்கலைப் பாடப் பிரிவுகளும் 3 முதுநிலைப் பாடப் பிரிவுகளும் துவங்கப்பெற்று தற்போது மும்மடங்கு வளர்ச்சியினைப் பெற்றுள்ளது. மேலும் மாணவர்கள் மற்றும் ஆசிரியர்களின் எண்ணிக்கையும் பன்மடங்காக விரிவடைந்துள்ளது.

மாணவர்களின் தனித்தன்மைகளை மேம்படுத்தும் விதமாக விளையாட்டு, (Sports) நாட்டு நலப்பணித் திட்டக் குழு (NSS) ரோட்டராக்கட் கிளப் (Rotaract Club) செந்நாடா மன்றம் (Red Ribbon Club) செஞ்சிலுவை சங்கம் (Red Cross) மற்றும் மகளிர் குழுவும் (Women's Cell) ஆகியன ஏற்படுத்தப்பட்டு சிறப்பாகச் செயல்பட்டு வருகின்றன. மேலும் மாணவர்களின் வேலை வாய்ப்பினை உறுதி செய்யும் பொருட்டு வேலை வாய்ப்புப் பிரிவும் (Placement Cell) இயங்கி வருகின்றது. இக்கல்வி நிறுவனம் உயர்தரமான கல்வியை போதிப்பதிலும், மாணவர்களின் கற்றல் திறனை மேம்படுத்த ஏதுவான சூழலைக் கட்டமைப்பதிலும், சிறந்த நட்புறவை வளர்த்தல் மற்றும் வளமான எதிர்காலத்தை வழங்குவதற்கான உறுதியையும் வழங்குகின்றது.

COURSES OFFERED



Undergraduate

- B.Sc. Mathematics
- B.Sc. Physics
- B.Sc. Computer Science
- B.C.A.
- B.Sc. Information Technology
- B.Com.
- B.Com. CS
- B.B.A.
- B.A. English (Language and Literature)

Postgraduate

- M.Sc. Mathematics
- M.Sc. Computer Science
- M.Com.

CODE OF CONDUCT and DISCIPLINE RULES FOR STUDENTS



1. Each and every student admitted, enrolled and undergoing instructions for a programme of the college shall 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 will attend the classes regularly and without fail.
4. Students should be dressed neatly and properly in the campus. Students should wear only formal dresses within the campus. The following dresses should be strictly be avoided
Boys : *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.*
Girls : *Black Saree, Black Salwar Kameesh (wearing of a thupatta is a must) leggings, Tight Wears, Netted sleeves, Netted shawls etc.*
5. Every student must be self-disciplined while attending classes.
6. Late coming is strictly prohibited.
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 prohibited.
9. Any student disturbing the class-room atmosphere or causing inconvenience in any form to the teacher or to other students shall be suspended from attending classes and he/she will be marked absent.
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 a student who is responsible for any damage the

- college shall levy 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 prejudicial to the objectives of college.
 12. Students indulging in violence by self or by coercion, direct/indirect, 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 enrollment while attending classes 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 / misbehaviour / misconduct of any type.
 - d. Disobedience and deviation from the rules of the college and
 - e. Indulging in any form of ragging.
 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 authoritative request from the parents.
 17. Students are strictly prohibited from smoking, chewing gums and pawn and consuming any type of alcoholic beverages or intoxicating drugs. The defaulters 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.

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 such one occasion 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 put in a minimum of 80% 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 if 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 course after completing all the formalities stipulated by the University provided there is a vacancy in that semester.

Each student should write a minimum of two (monthly) tests in all the relevant papers of each semester and one model examinations prior to University Examinations. Poor performance will be viewed seriously and the poor progress will be reported to the parents as and when noticed.

Detention :

A student who does not fulfil the eligibility criteria to appear for examination, of non completion of satisfactory term work, deficiency in attendance, has not paid the examination fees or cleared dues to the college, shall be treated as defaulter and he/she will be disallowed for examination and detained in the same class. To continue in the same class special permission has to be obtained from the University after paying the Readmission fee to the University. Such student shall not be allowed to appear for examination even if he or she has submitted examination form and fees.

ACADEMIC FACULTY AND ADMINISTRATIVE STAFF



Dr. S. Srinivasan, M.Sc., Ph.D. - (Hon) Director

Dr. J. Sukumar, M.Sc.Ed., M.Phil., Ph.D. - Principal

Sl.No.	Name of the Staff	Qualification	Designation
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PG DEPARTMENTS

DEPARTMENT OF MATHEMATICS

1.	Dr. M. Geetha	M.Sc., M.Phil., Ph.D.	HOD / Asst. Prof.
2.	Ms. S. Sankeetha	M.Sc., M.Phil.	Asst. Prof.
3.	Mrs. M. Malathi	M.Sc., M.Phil.	Asst. Prof.

DEPARTMENT OF COMPUTER SCIENCE

1.	Mrs. J. Madupriya	M.Sc., M.Phil., M.Tech.,	HOD i/c / Asst. Prof
2.	Mrs. B. Venba	M.Sc., M.Phil., M.Tech.,	Asst. Prof.
3.	Mrs. S. Kavitha	M.C.A., M.Phil.,	Asst. Prof.

DEPARTMENT OF COMMERCE

1.	Mr. S. Kumar	M.Com., M.Ed., NET	HOD / Asst. Prof.
2.	Mr. S. Natarajan	M.Com., M.Phil., M.B.A., SET	Asst. Prof.
3.	Mr. K. Madane	M.Com., M.Phil., M.B.A., NET	Asst. Prof.
4.	Dr. T. Muthukumar	M.Com., M.Phil., M.B.A., Ph.D. NET	Asst. Prof.

UG DEPARTMENTS

DEPARTMENT OF LANGUAGES - TAMIL

1.	Dr. N. Hemamalathi	M.A., M.Phil., Ph.D.	Asst. Prof.
2.	Mr. R. Santoshkumar	M.A., M.Phil., M.A (Ling), NET	HOD / Asst. Prof.
3.	Dr. B. Kupuswamy	M.A., M.Phil., Ph.D. NET	Asst. Prof.
4.	Dr. V. V. Covindammalle	M.A., M.A(Ling), M.Phil., Ph.D. NET	Asst. Prof.

DEPARTMENT OF LANGUAGES - HINDI

1.	Mrs. K. Kavitha	M.A., M.Phil. NET	Asst. Prof.
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DEPARTMENT OF LANGUAGES - FRENCH

1.	Mrs. R. Gousika	M.A., M.Phil.	Asst. Prof.
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DEPARTMENT OF LANGUAGES - ENGLISH

1.	Ms. S. Parameshwari	M.A., M.Phil., SET	HOD i/c / Asst. Prof.
2.	Dr. M. Parimala	M.A., M.Phil., Ph.D., SET	Asst. Prof.
3.	Ms. V. Koguila Vardhini	M.A., M.Phil., M.A(Ling)	Asst. Prof.
4.	Mrs. D. Jeba	M.A., M.Phil.	Asst. Prof.
5.	Mrs. S. Valarmathi	M.A., M.Phil., NET	Asst. Prof.

Sl.No.	Name of the Staff	Qualification	Designation
6.	Dr. G. Marie Antonette Nancy	M.A., M.Phil., Ph.D. NET	Asst. Prof.
7.	Mrs. C. Oumayal	M.A., M.Phil., SET	Asst. Prof.

DEPARTMENT OF MATHEMATICS

1.	Mr. R. Saravanan	M.Sc., M.Phil., SET	HOD / Asst. Prof.
2.	Mrs. A. Anna Sheela	M.Sc., M.Phil.	Asst. Prof.
3.	Mrs. R. Muthamizhselvi	M.Sc., M.Phil.	Asst. Prof.
4.	Mrs. R. Kalpana	M.Sc., M.Phil. SET	Asst. Prof.
5.	Mrs. P. M. Vijayalakshmi	M.Sc., M.Phil.	Asst. Prof.
6.	Mrs. R. Anitha	M.Sc., M.Phil.	Asst. Prof.

DEPARTMENT OF STATISTICS

1.	Dr. S. Neeraja	M.Sc., M.Phil., Ph.D.	Asst. Prof.
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DEPARTMENT OF PHYSICS

1.	Mr. K. Manivannane	M.Sc., M.Phil.	HOD / Asst. Prof.
2.	Ms. K. Kalaiyarasi	M.Sc., M.Phil.	Asst. Prof.
3.	Mrs. K. Sivakama Sundari	M.Sc., M.Phil. SET	Asst. Prof.

DEPARTMENT OF CHEMISTRY

1.	Mr. S. Thiagarajan	M.Sc., M.Phil.,	Asst. Prof.
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DEPARTMENT OF COMPUTER SCIENCE

1.	Ms. F. Jenö Sandana Brina Rouvier	M.C.A., M.Phil., SET	HOD / Asst. Prof.
2.	Mrs. S. Roshnara Banu	M.Sc., M.Phil., SET	Asst. Prof.
3.	Mrs. S. Nithiya	M.Tech. NET	Asst. Prof.
4.	Mrs. D. Sarvani	M.C.A. SET	Asst. Prof.
5.	Mrs. S. Savitha	M.C.A., M.Phil.	Asst. Prof.

DEPARTMENT OF COMPUTER APPLICATIONS

1.	Mrs. D. Saraswathy	M.Sc., M.Phil., SET	HOD / Asst. Prof.
2.	Mrs. R. Priya	M.C.A., M.Phil.	Asst. Prof.
3.	Mr. Prasad Koti	M.Tech.	Asst. Prof.
4.	Mrs. R. Saradha	M.C.A., M.Phil.	Asst. Prof.
5.	Mrs. S. Sathya	M.Sc., M.Phil.	Asst. Prof.

DEPARTMENT OF INFORMATION TECHNOLOGY

1.	Mrs. P. Amudha	M.C.A., M.Phil.	Asst. Prof.
2.	Ms. K. Karthika	M.Sc., M.Phil.	Asst. Prof.
3.	Mr. M. John Jacob	B.Tech., M.C.A., NET	HOD / Asst. Prof.
4.	Mrs. R. Durga Devi	M.Sc., M.Phil.	Asst. Prof.

Sl.No.	Name of the Staff	Qualification	Designation
DEPARTMENT OF COMMERCE			
1.	Dr. S. Pandurangan	M.Com., M.Phil., M.F.M., Ph.D.	HOD / Asst. Prof.
2.	Mr. S. Sankar	M.Com., M.Phil., M.B.A.	Asst. Prof.
3.	Mrs. M. Vijayalakshmi	M.Com., M.Phil., NET	Asst. Prof.
4.	Dr. K. Anuradha	M.Com., M.Phil., Ph.D., NET	Asst. Prof.
DEPARTMENT OF CORPORATE SECRETARYSHIP			
1.	Mr. S. Jayakumar	M.Com., M.Phil., SET	HOD / Asst. Prof.
2.	Ms. S. Rajaselvi	M.Com., M.Phil., SET	Asst. Prof.
3.	Mr. J. Muralidharan	M.Com., M.Phil.	Asst. Prof.
DEPARTMENT OF MANAGEMENT STUDIES			
1.	Mr. G. Arun	M.Com., M.Phil., SET	Asst. Prof.
2.	Mrs. S. Sharmila Devi	M.Com., M.Phil., NET	HOD / Asst. Prof.
3.	Mrs. N. Yogalakshmi	M.F.M., M.B.A., M.Phil., NET	Asst. Prof.
4.	Mrs. S. Sangeetha	M.Com., M.Phil., NET	Asst. Prof.
DEPARTMENT OF ECONOMICS			
1.	Mr. N. M. Sivarajan	M.S., M.Phil., NET	Asst. Prof.
2.	Mr. S. Prakash	M.A., M.Phil., M.B.A., NET	Asst. Prof.
DEPARTMENT OF PHYSICAL EDUCATION			
1.	Mr. S. Chandrasekar	M.P.Ed., M.Phil.	D.P.E
LIBRARY			
1.	Mrs. K. Radjesvry	M.L.I.S., M.Phil.	Librarian
LAB INSTRUCTOR			
1.	Mr. A. Manikandan	M.Sc.	Lab Instructor
2.	Mr. M. Pachiappan	M.B.A.	Lab Instructor
3.	Ms. M. Meera	M.Sc.	Lab Instructor
ADMINISTRATIVE STAFF			
1.	Mr. R. Krishnavelu	DME	Superintendent
ADMINISTRATIVE WING			
2.	Mr. P. Prasath	B.B.M., Tally ERP 9.3.2	Administrative Asst.
SECRETARIAL WING			
3.	Mrs. P. Prabha	M.Sc., B.Ed.	PA to Principal
4.	Mr. V. Balamurugan	M.B.A.	PA to AD

Sl.No.	Name of the Staff	Qualification	Designation
SYSTEM WING			
5.	Mr. P. Sankar	B.Com., Tally ERP 9.3.2	System Analyst
6.	Ms. S. Nirmala	B.C.A.	Junior System Analyst
ACCOUNTS WING			
7.	Mr. V. Veerabathiran	M.Com.	Accountant
8.	Ms. V. Kretheke	M.Com.	Cashier
DESPATCH WING			
9.	Mr. V. Sakthivel	M.A.	Office Asst.
LAB ASSISTANT			
10.	Mr. V. Viswanathan	B.Sc.	Lab Asst. Physics
11.	Mr. K. Magesh	B.A., PGDCA	Lab Asst. C.S
OFFICE ASSISTANT			
12.	Mrs. J. Kalaiselvi	B.Com.	Office Asst.
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.	Mr. Rajasekar		Sub-Staff
9.	Mr. Marimuthu		Sub-Staff

ADMINISTRATORS

1. **Prof. S. Natarajan** - Office Administration
2. **Prof. K. Madane** - Students' Affairs
3. **Dr. T. Muthukumaran** - Academic Affairs & Research

Grievance Redressal Cell : **Chairman** **Dr. J. Sukumar**, Principal
Nodal Officer **Mr. R. Santoshkumar**, Asst. Prof of Tamil
& Selected Students

Anti Ragging Committee : **Dr. J. Sukumar**, Principal
& Members

EXTENSION ACTIVITES

Wing	Position	Officer Incharge
Women's Cell	Chairman	Dr. J. Sukumar, Principal
	Convenor	Dr. N. Hemamalathi, Asst. Prof. of Tamil
Placement Cell	Placement Officer	Mr. G. Arun, Asst. Prof. of Commerce
NSS	Programme Officer	Mr. R. Santoshkumar, Asst. Prof. of Tamil
Rotaract, Red Cross, Red Ribbon Club	Designated Officer	Mr. B. Kupuswamy, Asst. Prof. of Tamil



As per the orders passed by the
Hon'ble 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.

ragging related offences may be reported to the Principal
Dr. J. Sukumar, Principal - Mobile No. : 93616 78999



IMPORTANT DAYS AND EVENTS



ODD SEMESTER

College Reopening	: 19 th July 2017
Last Day for Payment of Fees without Fine	: 12 th July 2017
Last Day for Payment of Fees with Fine	: 1 st August 2017
First Class test starts from	: 3 rd week of August 2017
Second Class test starts from	: 3 rd week of October 2017
Last Working Day for Senior Students	: 17 th November 2017
Last Working Day for I year UG & PG	: 24 th November 2017

EVEN SEMESTER

College Reopening	: 14 th December 2017
Last Day for Payment of Fees without Fine	: 12 th January 2018
Last Day for Payment of Fees with Fine	: 1 st February 2018
First Class test starts from	: 2 nd week of February 2018
Second Class test starts from	: 3 rd week of March 2018
Last Working Day	: 9 th May 2018

JUNE 2017

Date	Day	Particulars	Working Day	Day Order
1	Thursday		-	-
2	Friday		-	-
3	Saturday	Holiday	-	-
4	Sunday	Holiday	-	I
5	Monday		-	II
6	Tuesday		-	III
7	Wednesday		-	-
8	Thursday		-	IV
9	Friday		-	-
10	Saturday	Holiday	-	-
11	Sunday	Holiday	-	V
12	Monday		-	VI
13	Tuesday		-	I
14	Wednesday		-	II
15	Thursday		-	III
16	Friday		-	-
17	Saturday	Holiday	-	-
18	Sunday	Holiday	-	IV
19	Monday	College reopens after summer vacation for II, III year UG & II PG	1	V VI
20	Tuesday		2	I
21	Wednesday		3	II
22	Thursday		4	-
23	Friday		5	-
24	Saturday	Holiday	-	III
25	Sunday	Holiday	-	IV
26	Monday		6	V
27	Tuesday		7	VI
28	Wednesday		8	I
29	Thursday		9	-
30	Friday		10	-

No. of Working Days - 10

Date	Day	Particulars	Working Day	Day Order
1	Saturday	Holiday	-	II
2	Sunday	Holiday	-	III
3	Monday		11	IV
4	Tuesday		12	V
5	Wednesday		13	VI
6	Thursday		14	-
7	Friday		15	-
8	Saturday	Holiday	-	I
9	Sunday	Holiday	-	II
10	Monday		16	III
11	Tuesday		17	IV
12	Wednesday	Last day for payment tuition fee without fine	18	V
13	Thursday		19	-
14	Friday		20	-
15	Saturday	Holiday	-	-
16	Sunday	Holiday	-	-
17	Monday		21	VI
18	Tuesday		22	I
19	Wednesday		23	II
20	Thursday		24	-
21	Friday	Commencement of I year Classes	25	-
22	Saturday	Holiday	-	III
23	Sunday	Holiday	-	IV
24	Monday		26	V
25	Tuesday		27	VI
26	Wednesday		28	I
27	Thursday		29	-
28	Friday		30	-
29	Saturday	Holiday	-	II
30	Sunday	Holiday	-	III
31	Monday		31	IV

No. of Working Days - 21

AUGUST 2017

Date	Day	Particulars	Working Day	Day Order
1	Tuesday	Last day for payment of tuition fee with fine	32	V
2	Wednesday		33	VI
3	Thursday		34	-
4	Friday		35	-
5	Saturday	Holiday	-	-
6	Sunday	Holiday	-	I
7	Monday		36	II
8	Tuesday		37	III
9	Wednesday		38	IV
10	Thursday		39	-
11	Friday		40	-
12	Saturday	Holiday	-	V
13	Sunday	Holiday	-	VI
14	Monday		41	I
15	Tuesday	Independence Day - Holiday	-	II
16	Wednesday	De Jure Transfer Day - Holiday	-	III
17	Thursday		42	-
18	Friday		43	-
19	Saturday	Holiday	-	IV
20	Sunday	Holiday	-	V
21	Monday		44	VI
22	Tuesday		45	I
23	Wednesday		46	II
24	Thursday		47	-
25	Friday	Vinayagar Chadhurthi - Holiday	-	-
26	Saturday	Holiday	-	III
27	Sunday	Holiday	-	IV
28	Monday		48	V
29	Tuesday		49	VI
30	Wednesday		50	I
31	Thursday		51	

No. of Working Days - 20

SEPTEMBER 2017

Date	Day	Particulars	Working Day	Day Order
1	Friday		52	-
2	Saturday	Holiday	-	-
3	Sunday	Holiday	-	II
4	Monday		53	III
5	Tuesday		54	IV
6	Wednesday		55	V
7	Thursday		56	VI
8	Friday		57	-
9	Saturday	Holiday	-	-
10	Sunday	Holiday	-	-
11	Monday		58	I
12	Tuesday		59	II
13	Wednesday		60	III
14	Thursday		61	IV
15	Friday		62	-
16	Saturday	Holiday	-	-
17	Sunday	Holiday	-	V
18	Monday		63	VI
19	Tuesday		64	I
20	Wednesday		65	II
21	Thursday		66	III
22	Friday		67	-
23	Saturday	Holiday	-	-
24	Sunday	Holiday	-	IV
25	Monday		68	V
26	Tuesday		69	VI
27	Wednesday		70	I
28	Thursday		71	-
29	Friday	Saraswathi Pooja / Ayudha Pooja - Holiday	-	-
30	Saturday	Holiday	-	-

No. of Working Days - 20

OCTOBER 2017

Date	Day	Particulars	Working Day	Day Order
1	Sunday	Holiday	-	III
2	Monday	Gandhi Jayanthi - Holiday	-	IV
3	Tuesday		72	V
4	Wednesday		73	VI
5	Thursday		74	-
6	Friday		75	-
7	Saturday	Holiday	-	I
8	Sunday	Holiday	-	II
9	Monday		76	III
10	Tuesday		77	IV
11	Wednesday		78	V
12	Thursday		79	-
13	Friday		80	-
14	Saturday	Holiday	-	VI
15	Sunday	Holiday	-	I
16	Monday		81	II
17	Tuesday	Deepavali Eve - Holiday	-	III
18	Wednesday	Deepavali Eve - Holiday	-	IV
19	Thursday		82	-
20	Friday		83	-
21	Saturday	Holiday	-	V
22	Sunday	Holiday	-	VI
23	Monday		84	I
24	Tuesday		85	II
25	Wednesday		86	III
26	Thursday		87	-
27	Friday		88	-
28	Saturday	Holiday	-	-
29	Sunday	Holiday	-	-
30	Monday		89	-
31	Tuesday		90	

No. of Working Days - 19

NOVEMBER 2017

Date	Day	Particulars	Working Day	Day Order
1	Wednesday	Puducherry Liberation Day - Holiday	-	-
2	Thursday		91	-
3	Friday		92	-
4	Saturday	Holiday	-	-
5	Sunday	Holiday	-	-
6	Monday		93	-
7	Tuesday		94	-
8	Wednesday		95	-
9	Thursday		96	-
10	Friday		97	-
11	Saturday	Holiday	-	-
12	Sunday	Holiday	-	-
13	Monday		98	-
14	Tuesday		99	-
15	Wednesday		100	I
16	Thursday		101	II
17	Friday	Last working day for II, III year & II PG Classes	102	-
18	Saturday	Holiday	-	-
19	Sunday	Holiday	-	III
20	Monday		103	IV
21	Tuesday		104	V
22	Wednesday		105	VI
23	Thursday		106	I
24	Friday	Last working day for I year & I year PG Classes	107	-
25	Saturday	Holiday	-	-
26	Sunday	Holiday	-	-
27	Monday		-	-
28	Tuesday		-	-
29	Wednesday		-	-
30	Thursday		-	-
				-

No. of Working Days - 17

DECEMBER 2017

Date	Day	Particulars	Working Day	Day Order
1	Friday	University Examination Holidays	-	-
2	Saturday	Holiday	-	-
3	Sunday	Holiday	-	-
4	Monday		-	-
5	Tuesday		-	-
6	Wednesday		-	-
7	Thursday		-	-
8	Friday		-	-
9	Saturday	Holiday	-	II
10	Sunday	Holiday	-	III
11	Monday		-	IV
12	Tuesday		-	V
13	Wednesday		-	-
14	Thursday	Classes Commence for the Even Semester	1	-
15	Friday		2	-
16	Saturday	Holiday	-	-
17	Sunday	Holiday	-	VI
18	Monday		3	I
19	Tuesday		4	II
20	Wednesday		5	III
21	Thursday		6	-
22	Friday		7	-
23	Saturday	Holiday	-	IV
24	Sunday	Holiday	-	V
25	Monday	Winter Holidays Commence	-	VI
26	Tuesday		-	-
27	Wednesday		-	I
28	Thursday		-	-
29	Friday		-	-
30	Saturday	Holiday	-	II
31	Sunday	Holiday	-	III

No. of Working Days - 7

JANUARY 2018

Date	Day	Particulars	Working Day	Day Order
1	Monday		-	IV
2	Tuesday		-	V
3	Wednesday		-	VI
4	Thursday		-	-
5	Friday		-	-
6	Saturday	Holiday	-	I
7	Sunday	Holiday	-	II
8	Monday	Classes Commence after Winter Holidays	8	III
9	Tuesday		9	IV
10	Wednesday		10	V
11	Thursday		11	-
12	Friday	Last date for payment of fees without fine	12	-
13	Saturday	Bhogi Holiday	-	VI
14	Sunday	Holiday	-	I
15	Monday	Holiday	-	II
16	Tuesday	Uzhavar Thirunal - Holiday	-	III
17	Wednesday		13	IV
18	Thursday		14	-
19	Friday		15	-
20	Saturday	Holiday	-	V
21	Sunday	Holiday	-	VI
22	Monday		16	I
23	Tuesday		17	II
24	Wednesday		18	III
25	Thursday		19	-
26	Friday	Republic Day - Holiday	-	-
27	Saturday	Holiday	-	IV
28	Sunday	Holiday	-	V
29	Monday		20	
30	Tuesday		21	
31	Wednesday		22	

No. of Working Days - 15

FEBRUARY 2018

Date	Day	Particulars	Working Day	Day Order
1	Thursday	Last date for payment of fees with fine	23	VI
2	Friday		24	I
3	Saturday	Holiday	-	II
4	Sunday	Holiday	-	-
5	Monday		25	-
6	Tuesday		26	III
7	Wednesday		27	IV
8	Thursday		28	V
9	Friday		29	VI
10	Saturday	Holiday	-	I
11	Sunday	Holiday	-	-
12	Monday		30	-
13	Tuesday		31	II
14	Wednesday		32	III
15	Thursday		33	IV
16	Friday		34	V
17	Saturday	Holiday	-	VI
18	Sunday	Holiday	-	-
19	Monday		35	-
20	Tuesday		36	I
21	Wednesday		37	II
22	Thursday		38	III
23	Friday		39	IV
24	Saturday	Holiday	-	V
25	Sunday	Holiday	-	-
26	Monday		40	-
27	Tuesday		41	VI
28	Wednesday		42	I
				II
				III
				IV

No. of Working Days - 20

MARCH 2018

Date	Day	Particulars	Working Day	Day Order
1	Thursday		43	-
2	Friday		44	-
3	Saturday	Holiday	-	V
4	Sunday	Holiday	-	VI
5	Monday		45	I
6	Tuesday		46	II
7	Wednesday		47	III
8	Thursday		48	-
9	Friday		49	-
10	Saturday	Holiday	-	IV
11	Sunday	Holiday	-	V
12	Monday		50	VI
13	Tuesday		51	I
14	Wednesday		52	-
15	Thursday		53	-
16	Friday		54	-
17	Saturday	Holiday	-	II
18	Sunday	Holiday	-	III
19	Monday		55	IV
20	Tuesday		56	V
21	Wednesday		57	VI
22	Thursday		58	-
23	Friday		59	-
24	Saturday	Holiday	-	I
25	Sunday	Holiday	-	II
26	Monday		60	III
27	Tuesday		61	IV
28	Wednesday		62	V
29	Thursday		63	-
30	Friday	Good Friday - Holiday	-	-
31	Saturday	Holiday	-	VI

No. of Working Days - 21

APRIL 2018

Date	Day	Particulars	Working Day	Day Order
1	Sunday	Holiday	-	VI
2	Monday		64	I
3	Tuesday		65	II
4	Wednesday		66	-
5	Thursday		67	-
6	Friday		68	III
7	Saturday	Holiday	-	IV
8	Sunday	Holiday	-	V
9	Monday		69	VI
10	Tuesday		70	I
11	Wednesday		71	-
12	Thursday		72	-
13	Friday		73	II
14	Saturday	Tamil New Year Day - Holiday	-	III
15	Sunday	Holiday	-	IV
16	Monday		74	V
17	Tuesday		75	VI
18	Wednesday		76	-
19	Thursday		77	-
20	Friday		78	I
21	Saturday	Holiday	-	II
22	Sunday	Holiday	-	III
23	Monday		79	IV
24	Tuesday		80	V
25	Wednesday		81	-
26	Thursday		82	-
27	Friday		83	VI
28	Saturday	Holiday	-	I
29	Sunday	Holiday	-	II
30	Monday		84	III

No. of Working Days - 21

MAY 2018

Date	Day	Particulars	Working Day	Day Order
1	Tuesday		85	-
2	Wednesday		86	-
3	Thursday		87	V
4	Friday		88	VI
5	Saturday	Holiday	-	I
6	Sunday	Holiday	-	II
7	Monday		89	III
8	Tuesday		90	-
9	Wednesday		91	-
10	Thursday		92	IV
11	Friday		93	V
12	Saturday	Summer Vacation Commences	-	VI
13	Sunday	Holiday	-	I
14	Monday			-
15	Tuesday			-
16	Wednesday			-
17	Thursday			II
18	Friday			III
19	Saturday			IV
20	Sunday			V
21	Monday			VI
22	Tuesday			-
23	Wednesday			-
24	Thursday			I
25	Friday			II
26	Saturday			III
27	Sunday			IV
28	Monday			V
29	Tuesday			-
30	Wednesday			-
31	Thursday			VI

No. of Working Days - 21

**PERSONAL DETAILS OF THE STUDENT
A : LATE COMING REGISTER**

Name of the Student :

Class :

Date	Late Time	Student's Signature	Fine Amount Collected	Signature of Staff Incharge	HOD Signature

PERSONAL DETAILS OF THE STUDENT

B : LEAVE REGISTER

Name of the Student :

Class :

Sl.No.	Leave required date(s)	No. of days	Reasons	Student's Signature	Parent's Signature	Class Teacher Signature	HOD Signature

C : REMARKS ON PARENTS VISIT / MEET

Date		Parent's Signature