



**THE STANDARD FIREWORKS RAJARATNAM COLLEGE FOR WOMEN (AUTONOMOUS),  
Sivakasi**

(Affiliated to Madurai Kamaraj University, Reaccredited with "A" Grade by NAAC,  
College with Potential for Excellence by UGC & Mentor Institution under UGC PARAMARSH)

**NAAC SSR Cycle IV (2015-2020)**

**2.3 Teaching-Learning process**

**2.3.4 Academic calendar and teaching plans**

**HANDBOOK (2017-2018)**



# SFRC

Hand Book 2017 - 2018



AIDED

Year of Establishment - 1968

Autonomy 2005 - 06

CPE - 2011

NAAC - "A" Grade - 2014

An Autonomous Institution Affiliated to Madurai Kamaraj University

Reaccredited with "A" Grade by NAAC

College with Potential for Excellence by UGC

1. Name of the College with full : The Standard Fireworks  
Postal address (Door no. Village, Taluk, District) : Rajaratnam College for Women, Sivakasi.  
Thiruthangal Road,  
Sivakasi Taluk,  
Virudhunagar District.
2. Name of the Educational Trust : The Standard Fireworks Charities
3. College Telephone No. with S.T.D. Code : 04562 - 220389  
Fax No. : 04562 - 226695  
E. Mail ID. : [sfrc@sfrcollege.org](mailto:sfrc@sfrcollege.org)  
Website : [www.sfrcollege.org](http://www.sfrcollege.org)  
Online Certificate Verification System by : [www.sfrcollege.directverify.in](http://www.sfrcollege.directverify.in)
4. Name of the Secretary : Tmt. A. Aruna,  
86, Shield Road,  
Opp. to Periyakulam Colony,  
Sivakasi.  
Telephone No. : 04562-227565
5. Name of the Principal : Dr. (Mrs.) D. Sasireka,  
M.Sc.,M.Phil.,Ph.D.,  
S.F.R. College Campus,  
Sivakasi.  
Residence Telephone No. : 04562-223089

6. Year of Establishment : June 1968  
Autonomous : Autonomous,  
NAAC Accredited or Not : Yes  
Re-accredited : Third Cycle 'A' Grade by  
NAAC in 2014
- College with Potential for : I Phase - 2011  
Excellence : II Phase - 2016
7. AICTE Letter or viability for : S.No. 216,  
M.C.A. : F.No. TN/48/ET-MCA/99,  
dated 4.8.99
8. Full details of courses offered: Refer HandBook - Page No.13  
and year of affiliation for each  
course/sanctioned strength
9. G.O.No. permitting the : D.Dis.No. 141/68 dt. 27.11.69  
opening of the college : Director of Collegiate  
Education, Chennai.
10. Copy of G.O./Govt. letter : Not applicable  
Permitting change in name  
or change of site/G.O.  
permitting to continue at  
temporary site.

## COLLEGE PRAYER

தீயினுள் தெறல் நீ! பூவினுள் நாற்றம் நீ!  
கல்-னுள் மணியும் நீ! சொல்-னுள் வாய்மை நீ!  
அறத்தினுள் அன்பு நீ! மறத்தினுள் மைந்து நீ!  
வேதத்து மறை நீ! பூதத்து முதலும் நீ!  
வெஞ்சுடர் ஓளியும் நீ! திங்களுள் அளியும் நீ!  
அனைத்தும் நீ! அனைத்தினுட் பொருளும் நீ!  
ஆத-ன் உறைவும் உறைதலும் இலையே.

பரிபாடல்

## தமிழ்த்தாய் வாழ்த்து

நீராரும் கடலுடுத்த நில மடந்தைக் கெழிலொழுகும்  
சீராரும் வதனமெனத் திகழ்பரதக் கண்டமிதில்  
தெக்கணமும் அதிர்சிறந்த திராவிட நல் திருநாடும்  
தக்கசிறு பிறைநுதலும் தரித்த நறுந் திலகமுமே  
அத்திலக வாசனை போல் அனைத்துலகும் இன்பமுற  
எத்திசையும் புகழ்மணக்க இருந்த பெருந்தமிழணங்கே!  
தமிழணங்கே!

உன் சீரிளமைத் திறம் வியந்து  
செயல்மறந்து வாழ்த்துதுமே!  
வாழ்த்துதுமே! வாழ்த்துதுமே!

## **NATIONAL ANTHEM**

Janaganamana adhinayaka jaya he  
Bharatha bhagya vidhata;  
Punjaba Sindu Gujarata Marata  
Dravida Uthkala Vanga;  
Vindhaya Himachala Yamuna Ganga  
Uchchhala Jaladhi taranga  
Tava shuba name jage  
Tava shuba asisha mage  
Gahe tava jaya gatha  
Janagana Mangala dayaka jaya he  
Bharatha bhagya vidhatha  
Jayahe! Jayahe! Jayahe!  
Jaya Jaya Jaya Jayahe!

## **ENGLISH TRANSLATION**

Thou art the ruler of the minds of all people  
Thou Dispenser of India's destiny;  
Thy name rouses the hearts of the people of  
Punjab, Sindu, Gujarat and Marata,  
of Dravid, Orissa and Bengal;  
It echoes in the hills of the Vindhyas and Himalayas;  
And is chanted by the waves of the Indian Sea;  
They pray for Thy blessings, and sing Thy praise  
Thou Dispenser of India's destiny.  
Victory, Victory, Victory to Thee!

## 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 respect my parents, teachers and all elders 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.

## உறுதிமொழி

இந்தியா எனது தாய்நாடு. இந்தியர் அனைவரும் என் உடன் பிறந்தவர்கள். நான் என் நாட்டை உளமார விரும்புகிறேன். வகை பலவாகிய, அதன் வளமார்ந்த கொள்கையை எண்ணிப் பெருமை கொள்கிறேன். அதற்குப் பொருந்திய வகையில் எப்பொழுதும் என் முயற்சிகள் இருக்கும். என்னுடைய பெற்றோர்களுக்கும், ஆசிரியர்களுக்கும், பெரியோர்களுக்கும் தக்க மதிப்புத் தந்து எல்லோரையும் பண்போடு நடத்துவேன். இந்நாட்டுக்கும் இந்நாட்டு மக்களுக்கும் என்னுடைய தொண்டினை அளிப்பேன் என்று உறுதி கூறுகிறேன். அவர்களுடைய நலத்திலும், செழிப்பிலுமே என் மகிழ்ச்சி அமைந்திருக்கிறது என்பதை உணர்கிறேன்.



## THE COLLEGE CREST



The College seeks to nourish the spiritual, intellectual, physical, and aesthetic values of the students. The **six stars** within the crest stand for the qualities of a rounded personality: **Love** (அன்பு), **Knowledge** (அறிவு), **Duty** (கடமை), **Efficiency** (ஆற்றல்), **Honesty** (கண்ணியம்), and **Amiability** (இனிமை). Women's education, like the **Ceremonial Lamp**, is meant to spread the light of Knowledge. The **Veena**, the instrument of our Goddess of Music signifies the apex of our culture. The **Open Palm Leaf Manuscripts** denote our traditional repositories of knowledge and wisdom. The **Peacock** in the center stands for the pride and glory of our nation and we are to direct our benefit of learning and powers of mind to the steady progress of our country. The **Motto** inscribed on the scroll “சேரவாரும் செகத்தீரே” sends a clarion call to all to join us in our march towards perfection.



## **GENESIS**

The seeds of "the Standard Fireworks Rajaratnam College for Women" were sown five decades ago in the formidable memory of the eponymous philanthropist Thiru N.R.K. Rajaratnam, a renowned fireworks industrialist and business magnate. "The standard group of Industries" was established and expanded through the prudent and persistent efforts of Thiru Rajaratnam. The academic endeavour of the "Standard group" was conceived and crystallized in "The Standard Fireworks Rajaratnam College for Women" through the altruistic ideation and efforts of the late Thiru K.A.A. Sankaralingam Nadar, Thiru K.A.A. Arunachalam Nadar and Thiru C. Chelladurai Nadar. They acknowledged their moral responsibility of educating, uplifting and empowering young rural women and thereby, initiate bright spots of awareness and enlightenment in and around Sivakasi. "The Standard Fireworks Educational Charities Trust" was thus born. The light which was lit with a noble intent is being nurtured by the College Management Committee. The First Trustee and educationist Thiru Yennarkay R. Ravindran ensured the growth of the college through both infrastructural expansion and innovative programmes of study. The evolutionary tradition is pursued by the present Management Committee under the headship of the esteemed President Tmt. Thilagavathy Ravindran, and our beloved Secretary Tmt. Aruna Ashok.

"The Standard Fireworks Rajaratnam College for Women" was inaugurated by the then Vice Chancellor, Sri Meenakshi Sundaram on 27<sup>th</sup> January 1968. Being affiliated to Madurai Kamaraj University, the journey of the institution is one of upward nobility from a humble building to a vast campus of 25 acres. The committed service of the college earned the Five Star Status awarded by the National

Accreditation and Assessment Council. In the third cycle of accreditation in 2014, 'A' Grade has been awarded again. The grant of autonomy proved to be a boosting factor in the process of innovation and updation. The college was recognised with the coveted honour of "College with Potential for Excellence" by UGC in the year 2011. The year 2016-17 witnessed the successful passage of the institution through the second phase of CPE and the status is extended for a span of five years from 2017-2022.

From modest beginnings, the development of the institution is well pronounced and its commitment towards upliftment of rural women gets only strengthened through time. In the academic year 2017-18, the college enters into the glorious Golden Jubilee milestone and the laudable tradition of women empowerment still continues.

### **OBJECTIVES**

ENRICHMENT OF KNOWLEDGE

EMPOWERMENT OF WOMEN

**SFRC**  
**An Autonomous Institution 2005-2006**  
(Affiliated to Madurai Kamaraj University  
College with Potential for Excellence by UGC)

The year 2005 marks the erection of another milestone in the annals of SFRC. **Autonomy** has incorporated the spirit of freedom at all levels of functioning of our institution under the guidance of the University Grants Commission, the Tamil Nadu State Government Council for Higher Education and the Madurai Kamaraj University. It promotes the academic and operative freedom for higher education. Autonomy fosters academic developments and measures to improve the quality of instruction as well as the learning process. It aids in developing the learner's knowledge, skills and career opportunities.

**Curriculum**

Under Autonomy the Curriculum follows the Choice Based Credit System (CBCS). The Under-graduate programme carries 140 credits. The Credits allotted for Post Graduate programme vary from 90 to 140. For the three year MCA programme the credits are 120.

***Under Graduate Programmes:***

**Part I**

**Language Courses - Tamil/Hindi/French/Alternate Course**  
(Credits-12)

**Part II**

**English Language Course** (Credits-12)

**Part III**

**Core Courses** (Credits-95)

1. Major Courses
2. Allied Courses
3. Elective Courses

**Part IV**

**Value Added/Non-Major/Skill Based Courses** (Credits-20)

**Value Added Courses**

1. Peace Education
2. Environmental Studies

**Non-Major Courses**

1. NME - I
2. NME - II

**Skill Based Courses**

1. Computer Literacy
2. Discipline Specific Course
3. Career Guidance and Subject Viva
4. Women studies
5. Job Oriented / Self Employment - Theory
6. Job Oriented / Self Employment - Practical

**Part V**

(Credit - 1)

1. Physical Education
2. National Cadet Corps
3. National Service Scheme
4. Youth Red Cross & Blood Donation Club
5. Social Service League
6. Extension Activities
7. Red Ribbon Club
8. Citizen Consumer Club
9. Environmental Club

**Total Credits**

- 140

**Part VI: YWED Courses (2 Credits per Course)**

Young Women Entrepreneurship Development Courses

**\*\*Extra Credit Courses (2 Credits per Course)**

**Post Graduate Programmes:**

**Credits 90/140**

1. Core Courses
2. Elective Courses
3. Comprehensive Viva

**Project Work and Viva Voce**

All PG Courses - IV Sem  
M.C.A. - VI Sem.

## CYBER - CENTRE

SFRC's Cyber-Centre has the following facilities and well equipped and fully furnished Computer Laboratories.

1. Info Centre
2. Web Centre
3. Computer Science Lab
4. VTC Lab
5. Educational Technology Hall
6. New Computer Science Lab
7. iSmart Lab

All the Computer Labs have

- ⊕ LAN Connection
- ⊕ Broad Band Connection
- ⊕ Lease Line Connection
- ⊕ Wi-fi Connection

Computer facilities:

1. Principal Office & Administrative Office
2. All the Departments & Labs
3. College Library
4. Hostel

The Computer facility includes IBM, Wipro, Compaq, HCL and Dell. Desktop Machines, Laser Printers, Ink Jet Printers and Dot Matrix Printers. Adequate UPS, Generator facilities are also available.

- ⊕ Office was renovated and fully automated in the year 2007.
- ⊕ Mineral water Plant installed in June 2008 which provides mineral water to the whole campus.
- ⊕ TMB Bank Extension counter inside the campus.

## **INFRASTRUCTURE**

**The College Main Block** consists of the Under-graduate and Post-graduate classrooms and well-equipped laboratories.

### **ANNEXURES**

1. Priyadharsini Hostel	- 1985
2. Sri Vidya Ganapathy Temple	- 1987
3. Computer Block	- 1988
4. Library Block	- 1989
5. Students' Rest Room built with Govt. aid	- 1991
6. Principal's Quarters	- 1991
7. Hostel Dining Hall	- 1993
8. Administrative Block	- 1998
9. Canteen	- 1998
10. Memorial of the late founder <b>Sri N.R.K. Rajaratnam</b>	- 1998
11. MCA Block	- 2000
12. Conference Hall (A/C)	- 2000
13. PG Hostel	- 2001
14. Library Extension	- 2003
15. Indoor Stadium	- 2003
16. Priyadharsini Hostel - II Floor	- 2004
17. Administrative Block Extension	- 2005
18. Bus Shed	- 2007
19. Open Air Auditorim	- 2007
20. Food Court	- 2007
21. Mineral Water Plant	- 2008
22. Main Block Extension (Ground Floor)	- 2008
23. Main Block Extension (I & II Floor)	- 2009
24. Language Lab	- 2009
25. Generator Room	- 2009
26. Computer Block - New Lab	- 2010
27. Microbiology Lab	- 2010
28. Nutrition & Dietetics Lab	- 2010
29. Science Instrumentation Centre	- 2010
30. New Hostel	- 2011
31. Basket Ball Court	- 2012
32. Computer Block - Extension	- 2012
33. Cooperative Store	- 2013
34. Indoor Sports Training Facility Centre	- 2014
35. Multi-Purpose Hall	- 2015
36. Skill Enhancement Hall	- 2015
37. Paver Block Road	- 2016
38. PG Hostel - II Floor	- 2016
39. Modularization Kitchenette	- 2017

## ACADEMIC LANDMARKS

Year of Affiliation	Name of Course/ Subject	Sanctioned Strength
<b>Regular Courses</b>		
1968 - 1969	Pre-University Classes	-
1969 - 1970	B.A., Br. XII Tamil	60
	B.A., Br. XII English	60
	B.Sc., Br. I Mathematics	48
1975 - 1976	B.Sc., Br. IV Chemistry	40
1978 - 1979	B.A., Br. I History	60
1979 - 1980	B.Sc., Br. V (b) Botany (with Specialisation in Plant Bio-Technology)	40
1980 - 1981	M.A., Br. VII (b) English	36
1981 - 1982	B.Com. (General)	69
1982 - 1983	M.Sc., Br. I (c) Mathematics	36
1984 - 1985	B.Sc., Br. III Physics	40
1985 - 1986	M.Sc., Br. IV (a) Chemistry	25
1987 - 1988	B.Sc., Computer Science	40
1996 - 1997	B.Com., Computer Applications (Vocational Course)	40

<b><i>Self-Financed Courses</i></b>	<b>Sanctioned Strength</b>
1993-1994 B.B.A.	60
M.C.A.	60
1994-1995 P.G.D.C.A.	32
1999-2000 B.Com. Computer Applications	40
Diploma in Computer Applications (D.C.A)	unlimited
2000-2001 B.C.A. (Computer Applications)	40
B.Sc. Information Technology	40
M.Sc., Comp. Sc. & IT	36
Certificate Courses	
1. Desk Top Publishing (D.T.P.)	30 + 30
2. Data Entry Operator	30
2001-2002 1. M.Phil. English	10
2. B.Com. (General)	60
3. P.G. Diploma in E-Commerce	30
4. Diploma in Information Technology (D.I.T.)	90
2003-2004 M.Com. Computer Applications	36
Diploma in Multimedia Technology (D.M.T.)	30
2004-2005 M.A. Tamil	36
M.Sc. Physics	25
2005-2006 M.Phil. Commerce	7
2006-2007 M.Phil. Tamil	14
UGC Sponsored Certificate Course in Human Rights and Duties Education	
2007-2008 B.Sc. Microbiology	40
B.Sc. Nutrition & Dietetics	40
B.C.A. Additional section	40
M.A. Human Rights & Duties in Education	36
M.Phil. Chemistry	8
2008-2009 B.Sc.I.T. Additional Section	40
2009-2010 Master of Human Resource Management	36
M.K.U - Certificate in Gandhian Thought	
Diploma in Gandhian Thought	



2010-2011	B.A. English (Self Finance)	60
	B.Com (C.A) (Additional Section)	40
	M.Sc. Botany with Specialization in Plant Biotechnology	25
	M.Sc. Biotechnology	25
	<b>Research Centre:</b> Ph.D. Tamil	
	Ph.D. Commerce	
2011-2012	B.Sc. Costume Design & Fashion	40
2012-2013	M.Com Banking Technology(Innovative Programme)	40
2014-2015	M.Phil. Physics	
	M.Sc. Microbiology	
2015-2016	B.Sc. Mathematics with Computer Applications*	
	M.A. Human Rights & Duties Education restructured as	
	M.A. History*	
	MHRM restructured as M.Com Human Resource	
	Development*	
2016-2017	M.Sc. Comp.Sci. & I.T. restructured as M.Sc. Comp.Sci.	
2017-2018	B.Sc. Mathematics with Comp.Appl.Additional Section	

\* Subject to MKU approval

#### **UGC sponsored Career Oriented Programmes**

Certificate, Diploma and Advanced Diploma in

1. Office Automation and Management
2. Animation Technology
3. Temple Arts
4. Banking in Practice

#### **College Offers:**

- |  |  |
|--|--|
| 1. DMLT - Diploma in Medical Lab<br>Technology       | 16. Certificate in Mushroom<br>Cultivation               |
| 2. Diploma in Costume Design &<br>Fashion            | 17. Certificate in Instrumentation<br>Techniques         |
| 3. Certificate in Gandhian Thought                   | 18. Certificate in Forensic Science                      |
| 4. Certificate in Desk Top Publishing                | 19. Certificate in Data Communication                    |
| 5. Certificate in Data Entry<br>Operations           | 20. Certificate in Library &<br>Information Science      |
| 6. Certificate in Museology                          | 21. Certificate in Cloud Computing                       |
| 7. Certificate in PHP & MySQL                        | 22. Certificate in Vocational English                    |
| 8. Certificate in Digital Photography<br>& Photoshop | 23. Certificate in Cambridge English:<br>BEC Priliminary |
| 9. Certificate in Food Preparation                   | 24. Certificate in Cambridge English:<br>BEC Vantage     |
| 10. Certificate in Bakery Products                   | 25. Certificate in Vermi Composting                      |
| 11. Certificate in VB.Net                            |  |
| 12. Certificate in Concepts in<br>Human Rights       |  |
| 13. Certificate in Java                              |  |
| 14. Certificate in Women's Outfit                    |  |
| 15. Certificate in Women Clothing                    |  |

## **COLLEGE COMMITTEE**

1. Tmt. Thilagavathy Ravindran - President
2. Thiru A. Tenzing - Vice-President
3. Tmt. Aruna Ashok - Secretary
4. Thiru S. Maheswaran - Member
5. Thiru C. Gunasingh - Member
6. Thiru C. Vijayasingh - Member
7. Tmt. Bina Rajasingh - Member
8. Thiru N.R.K.R.R. Rajaratnam - Member
9. Tmt. Vijayalakshmi Chiranjeevi  
ratnam - Member
10. Tmt. Pallavi Selvaratnam - Member
11. Tmt. Sheela Gowri Arun - Member
12. Tmt. Preethi Vasikaran - Member
13. Dr. Murali Pakshirajan, - Member  
Member Syndicate,  
Madurai Kamaraj University,  
Madurai.
14. Dr.(Mrs.) D. Sasireka, M.Sc., - Principal  
M.Phil.,Ph.D.
15. Dr.(Mrs.) K. Rajeswari, M.Com., - Member  
M.Phil.,Ph.D.,CGT.
16. Dr.(Mrs.) M. Jayalakshmi, M.Com., - Member  
M.Phil.,Ph.D.,DGT.
17. Tmt. K. Amutha, Superintendent - Member

## **COURSES OF STUDY**

### **Under-Graduate Courses**

**B.A/B.Sc.,**  
**Part I - Tamil**  
**Part II - English**

#### **Part III :**

B.A. Branch I	History	
	Allied	: 1. Geography 2. Economics
B.A. Branch XII	Tamil	
B.A. Branch XII	English	
B.Sc. Branch I	Mathematics	
	Allied	: 1. Physics 2. Application of Mathematics
B.Sc. Branch III	Physics	
	Allied	: 1. Chemistry 2. Mathematics
B.Sc. Branch IV	Chemistry	
	Allied	: 1. Physics 2. Botany or Mathematics
B.Sc. Branch V (b)	Botany (with Specialisation in Plant Bio-Technology)	
	Allied	: 1. Chemistry : 2. Zoology
B.Sc.		: Computer Science
B.Com	(a)	General
	(b)	Computer Applications Vocational Course (UGC)

### **Post-Graduate Courses**

M.A. English  
M.Sc. Mathematics  
M.Sc. Chemistry

### **Self-Financed Courses**

#### **UG Courses**

B.A	- English
B.Com.	- General (a)
	- Computer Application (b)
B.B.A	- Business Administration
B.C.A	- Computer Application
B.Sc	- Information Technology
B.Sc	- Microbiology
B.Sc	- Nutrition & Dietetics
B.Sc	- Costume Design & Fashion
B.Sc	- Mathematics with Computer Applications
B.Sc	- Mathematics with Computer Appl. Addl. Section

**PG Courses**

M.A	- Tamil
M.A	- History
M.Sc	- Physics
M.Sc	- Botany with Spl. in Plant Biotechnology
M.Sc	- Microbiology
M.C.A	- Computer Application
M.Sc	- Computer Science
M.Com	- Computer Application
M.Com	- Banking Technology
M.Com	- Human Resource Development
M.Phil	- Tamil
M.Phil	- Commerce

**Research Centre**

Ph.D	- Tamil
Ph.D	- Commerce

**PG Diploma Courses (1 Year)**

P.G.D.C.A.	- Diploma in Computer Application
P.G.D.E-Com.	- Diploma in E-Commerce

**Diploma Courses (1 Year)**

D.G.T.	- Diploma in Gandhian Thought
D.C.A.	- Diploma in Computer Application
D.I.T.	- Diploma in Information Technology
D.M.T.	- Diploma in Multimedia Technology
D.C.D.F	- Diploma in Costume Design & Fashion
D.M.L.T	- Diploma in Medical Lab Technology

**Certificate Courses (1 Semester)**

Certificate in Gandhian Thought  
Certificate in Desk Top Publishing  
Certificate in Data Entry Operations  
Certificate in Museology  
Certificate in PHP & MySQL  
Certificate in Digital Photography & Photoshop  
Certificate in Food Preparation  
Certificate in Bakery Products  
Certificate in VB.Net

Certificate in Concepts in Human Rights  
Certificate in Java  
Certificate in Women's Outfit  
Certificate in Women Clothing  
Certificate in Mushroom Cultivation  
Certificate in Instrumentation Techniques  
Certificate in Forensic Science  
Certificate in Data Communication  
Certificate in Library & Information Science  
Certificate in Cloud Computing  
Certificate in Vocational English  
Certificate in Cambridge English: BEC Preliminary  
Certificate in Cambridge English: BEC Vantage  
Certificate in Vermi Composting

***UGC Sponsored PG Programme***

M.Com Banking Technology

***UGC Sponsored Career Oriented Programme***

Certificate, Diploma & Advanced Diploma in

1. Office Automation and Management
2. Animation Technology
3. Temple Arts
4. Banking in Practice

## **TEACHING FACULTY**

### **PRINCIPAL**

Dr.(Mrs.) D. Sasireka, M.Sc., M.Phil., Ph.D.

Department of Physics

### **ENGLISH DEPARTMENT**

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Mrs. M. Shanthi, M.A.,M.Phil. Assistant Professor

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Mrs. J. Nandhini, M.A., M.Phil. Assistant Professor

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Mrs. S. Dhanalakshmi, M.A., M.Phil. Assistant Professor

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Dr. (Mrs.) R. Senbagavalli, M.A.,M.Phil.,Ph.D. Assistant Professor

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Mrs. S.P. Nandhini, M.Sc.,M.Phil.	Assistant Professor
Dr. (Mrs.) A. Mydeen Bibi, M.Sc.,M.Phil., Ph.D.	Assistant Professor

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Ms. V. Rajasulochana, M.Sc., M.Phil.	Assistant Professor
Ms. P. Kaliswari, M.Sc., M.Phil.	Assistant Professor
Ms. N. Manjuladevi, M.Sc., M.Phil.	Assistant Professor
Ms. B. Rama, M.Sc., M.Phil.	Assistant Professor
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Ms. S. Selvalakshmi, M.Sc., M.Phil.	Assistant Professor
Ms. R. Hemalatha, M.Sc., M.Phil.	Assistant Professor

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(Deputation as Vice-Chancellor to Mother Teresa University,  
Kodaikanal from 16.02.2016.)

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Dr.(Mrs.) S. Shanthi, M.Sc., M.Phil., Ph.D. Associate Professor  
Mrs. C. Gokilamani, M.Sc., M.Phil. Associate Professor  
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Dr.(Mrs.) P.R. Kavitha Rani, M.Sc., Ph.D. Assistant Professor

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Mrs. D. Sudhamaheswari, M.C.A. Assistant Professor



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Mrs. S. Latha, M.Com., M.Phil., DGT. Associate Professor

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Mrs. R. Maheswari, M.Com., M.Phil., D.I.T. Assistant Professor

Mrs. R. Gogapriya, B.Sc., M.L. Part-time Lawyer

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Ms. V. Sasipriya, B.A., M.P.Ed., M.Phil. Physical Directress

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Mrs. V. Meenakshi, M.Com., M.Phil. Assistant Professor  
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Mrs. S. Deepa, M.Com., M.Phil. Assistant Professor  
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Mrs. A. Muthumari, M.B.A., M.Phil. Assistant Professor  
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Ms. M. Kaleeswari, M.Sc., M.Phil.	Assistant Professor
Mrs. G. Sona, M.Tech	Assistant Professor
Dr. (Mrs.) S. Radha, M.Sc., M.Phil., Ph.D.	Assistant Professor
Ms. K. Jeyadevi, M.Sc., M.Phil.	Assistant Professor

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Ms. M. Gnanasuronmani, M.Sc., M.Phil.	Assistant Professor
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Ms. J. Merlin Rani, M.Sc.	Assistant Professor

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Ms. T. Agasthiya Ambika, M.Sc.	Assistant Professor
Mrs. K. Priyadharshney, B.Tech.	Assistant Professor
Mrs. A. Maria Pradeepa, M.Sc.	Assistant Professor

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Ms. D. Mahalakshmi, M.Com., M.Phil.	Instructor
Ms. M. Sasikala, B.Sc.	Instructor
Mrs. R. Maheswari, B.Sc., CDDM.	Instructor
Mrs. R. Valliyammal, B.Sc.	Instructor
Mrs. G. Rajeswari, B.Sc.	Instructor
Ms. S. Nimala, B.Sc.	Instructor
Ms. B. Gokila Devi, M.C.A.	Instructor
Mrs. A. Saiyed Ali Fathima, B.Com.	Instructor
Ms. S.J. Harini, M.Sc.	Instructor

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Tmt. K. Amutha	Superintendent
Tmt. R. Jeyalakshmi	Assistant
Tmt. V. Rani Vimala Chandra, B.Com.	Assistant
Tmt. S. Bhavani	Junior Assistant

### Vacant Post - Junior Assistant - 2

Mr. K.R. Seenivasan, B.A.	Typist
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### Vacant Post - Typist - 1

Tmt. T. Janet B.A.	Store Keeper
Tmt. S. Chandra	Lab Assistant
Thiru. M. Kalirajan	Lab Assistant
Thiru. R. Kumaresan, M.A.	Lab Assistant
Mr. P. Karuppasamy, M.A., M.LI.Sc., M.Phil., PGDCA	Lab Assistant
Mrs. K. Muneeswari, B.Com., D.G.T.	Lab Assistant
Mr. D. Suresh Raja Kumar, B.Com	Lab Assistant

### Vacant Post - Lab Assistant - 3

### Vacant Post - Office Assistant - 4

### Vacant Post - Library Assistant - 1

### Vacant Post - Herberium Keeper - 1

Thiru. M. Senthil Andavan	Watchman
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### Vacant Post - Watchman - 1

### Vacant Post - Water Man - 1

Thiru. M. Selvaraj	Record Clerk
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### Vacant Post - Record Clerk - 2

Thiru. K. Marimuthu	Gardener
Tmt. T. Muthurakku	Sweeper

### Vacant Post - Sweeper - 3

Tmt. S. Sevanammal	Scavenger
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Mrs. M. Jeyanthi, M.Com., C.G.T.	Hostel Accountant
Mrs. M. Banu Priya, M.Com., C.Li.Sc.	Accountant
Mrs. J. Mangalam, B.Sc., B.Li.Sc.	Accountant
Mrs. K. Porkodi, M.Com., CGT	Accountant
Mrs. S. Ramupitchai, M.Com., M.Li.Sc.	Office Assistant
Mr. C. Rajapandian	Office Assistant
Mr. C. Jayaraj, B.Sc.	Work Supervisor
Mr. S. Raja Kennedy, D.C.E.	Site Manager
Mr. R. Rama Subramanian, D.C.E.	Civil Engineer
Ms. A. Hawa Bismi, DAT.	Typist
Mrs. M. Kamatchi, B.C.A.	Data Entry Operator
Mrs. N. Thamarai Selvi	Supervisor
Mrs. S. Lingammal, B.Com.	Data Entry Operator

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Mrs. S. Ramathilagam, B.Sc.	Data Entry Operator
Mrs. P. Petchiammal, B.C.A.	Data Entry Operator
Mrs. M. Murugeswari, B.Com., M.Li.Sc., PGDLAN.	Typist
Mrs. K. Saranya Devi, B.A.	Data Entry Operator
Mrs. S. Mahalakshmi, B.A.	Data Entry Operator
Ms. M. Kalpana, B.E.	Data Entry Operator
Mr. P. Karutha Muthu, B.C.A.	Data Entry Operator
Mrs. G. Rajeswari	Data Entry Operator
Mrs. V. Padma Jothi, D.C.E., B.C.A.	Data Entry Operator
Mrs. G. Muthumari, B.A., B.Ed.	Data Entry Operator
Ms. M. Lakshmi Priya, B.Com.	Data Entry Operator

**IMF**

Mrs. M. Guruvueswari, D.E.C.E., M.C.A.

**IQAC**

Ms. A. Santhi, B.A., D.C.A., PGDCA., C.Li.Sc. Data Entry Operator

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Mr. A. Mariappan, B.A.	Lab Technician
Mr. S. Sree Ram Prabhu, D.C.E.	Lab Technician
Mr. J. Senthil Kumar, D.C.E.	Lab Technician
Mr. R.G. Raja, B.A.	Lab Assistant
Mr. G. Saravanan, M.A.	Lab Assistant
Mrs. J. Rama Priya, B.Com.	Lab Assistant
Mrs. R. Muthu Pandeewari, D.C.E.	Lab Assistant
Mrs. S. Selvakumari, B.Com.	Lab Assistant
Ms. S. Devi Mareeswari, B.Sc.	Lab Assistant
Mrs. P. Saranya, B.Sc.	Lab Assistant
Ms. A. Muneeswari, DECE.	Lab Assistant
Ms. M. Lakshmi, D.C.E.	Lab Assistant
Mrs. M. Jansi Rani, B.Sc.	Lab Assistant

Mrs. K. Shanthy, B.Com.	Lab Assistant
Ms. K. Kasthuri, DECE	Lab Assistant
Ms. A. Mahes Anuja, B.Com	Lab Assistant
Mrs. N. Maragatham, M.Sc	Lab Assistant
Ms. M. Rajamalar, B.Sc	Lab Assistant
Ms. R. Pavithra, B.Sc.	Lab Assistant
Mr. A. Manikandan, DECE., B.Sc	Lab Assistant
Ms. M. Muthulakshmi, DECE	Lab Assistant
Ms. S. Selvameena, DECE	Lab Assistant
Ms. G. Petchiyammal, B.Sc.	Lab Assistant
Ms. M. Ponnuselvi, B.Sc	Lab Assistant
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Mrs. K. Annapoorani, B.Com., M.Li.Sc.	Lib. Assistant
Mr. S. Balamurugan, B.A.	Lib. Assistant
Mrs. T. Kavitha, B.A.	Lib. Assistant
Mr. R. Rajapandi, B.E., DECE.	Lib. Assistant
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Mr. M. Babu	Vehicle Mechanic
Mr. V. Kartheeswaran, ITI.	Electrician
<b>REMEDIAL COACHING &amp; ENTRY IN SERVICE</b>	
Mrs. S. Bharathi, B.Com.	Accountant
Ms. N. Maheswari, B.A.	Data Entry Operator
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Mr. K. Murugasamy	Driver
Mr. L. Titus Srinivasagam	Driver
Mr. K. Velmurugan	Driver
Mr. A. Shanmugam	Driver
Mr. K. Duraipandi	Conductor
Mr. M. Krishna	Conductor
Mr. A. Karuppasamy	Conductor
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Mr. K. Vignesh Kumar	Gardener
Mr. R. Muthuraj	Gardener
Ms. K. Guruvammal	College Worker
Mrs. K. Mariammal	College Worker
Mrs. V. Muthulakshmi	College Worker
Mrs. P. Rajalakshmi	College Worker
Mrs. S. Muthammal	College Worker
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Mrs. M. Pechiammal	College Worker
Mrs. K. Mini Priya	College Worker
Mrs. A. Ramalakshmi	College Worker
Mrs. A. Muthumari	College Worker

Mrs. S. Palaniammal	College Worker
Ms. M. Muthulakshmi	Scavenger
Mrs. S. Palapandiammal	Scavenger
Mrs. P. Velammal	Scavenger
Mrs. K. Lakshmi	Scavenger
Mrs. J. Veeralakshmi	Scavenger
Mrs. A. Valliammal	Scavenger
Mrs. P. Malarkodi	Scavenger
Mrs. M. Angala Eswari	Scavenger
Mrs. P. Shanmugathai	Scavenger
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Mrs. T. Palaniammal	Store-In-Charge
Mrs. B. Shunmugavalli	Store Worker
Mrs. P. Bhavani	Store Worker
Mrs. N. Marieeswari	Store Worker
<b>XEROX CENTRE</b>	
Mrs. M. Gnanalakshmi	Xerox Operator
Mrs. C. Gowri	Xerox Operator
<b>CANTEEN</b>	
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Mrs. S. Kalaiselvi	
Mrs. K. Murugeswari	
Mr. L. Kalimuthu	
Mrs. S. Muthulakshmi	
Mrs. S. Subbulakshmi	
<b>HOSTEL</b>	
Mrs. M. Tamilsevi	Sub-Warden
Ms. G. Anbarasi	Sub-Warden
Ms. M. Annalakshmi	Sub-Warden
Ms. K. Hemalatha	Sub-Warden
Ms. M. Nithya	Sub-Warden
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Mrs. R. Vijayalakshmi	Helper
<b>WATCHMAN</b>	
Mr. M.A. Krishnan	
Mr. R. Rajendran	
Mr. R. Ramavel	
Mr. V. Ramar	
Mr. M. Raju	
Mr. P. Ponnusamy	
Mr. M. Selvakumar	
Mr. P. Balasubramani	
Mr. B. Vadivel	
Mr. D. Gurusamy	
Mr. A.L. Ravichandran	

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Dr.(Mrs.)S. Pethanachi Selvam, M.Sc.,M.Phil., PGDCA.,Ph.D	Deputy COE
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Dr. (Mrs.) S. Vijayakumari, M.Sc.,M.A.,M.PEd.,M.Phil.,Ph.D.	Member
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Ms. M. Mohamed Rihana Nasrin, M.Sc.	Member

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College Office	-	09.15 a.m.	-	01.00 p.m.
				01.30 p.m. - 05.20 p.m.
Classes	-	09.45 a.m.	-	12.45 p.m.
				01.30 p.m. - 03.30 p.m.
Library	-	08.30 a.m.	-	05.30 p.m.



## **COLLEGE FEES**

### **Details of Special Fees (For Aided Courses)**

1. Library and reading room	- Rs. 30/-
2. Games and Sports	- Rs. 100/-
3. College Union/Association	- Rs. 6/-
4. College Day	- Rs. 5/-
5. Stationery for Tests	- Rs. 50/-
6. Calendar	- Rs. 10/-
7. Magazine	- Rs. 12/-
8. Audio-Visual Education	- Rs. 3/-
9. Medical Inspection (1 -Year UG)	- Rs. 5/-
10. Students Aid Fund	- Rs. 3/-
11. World University Service	- Rs. 5/-
12. Students Youth Welfare activities	- Rs. 5/-
13. Campus Amenity fees	- Rs. 12/-
14. Red Cross	- Rs. 20/-
15. Sports Affiliation	- Rs. 50/-
<b>Total</b>	<b>- Rs. 316/-</b>

### **b) University Entrance Fees**

Recognition Fees	- Rs. 250/-
University Entrance Fees	- Rs. 50/-
+2 mark sheet verification fees	- Rs. 50/-
N.S.S.	- Rs. 10/-
Flag Day	- Rs. 5/-

#### 1. Other payments (to be made at the time of admission)

- a) Admission fee - Rs. 5.00
- b) Other University migration fees (if necessary) - Rs.315.00
- c) Convocation fees - Rs. 25.00
- d) PTA Meeting - Rs. 50.00

#### 2. Fees once paid will not be refunded

3. The first Semester fees are payable in full when joining the college and payment by instalments will not be permitted.

4. If a student fails to pay her fees on the day fixed for payment, a fine will be levied. If the fees is not paid within the end of the month, the student's name shall be struck off from the rolls. If readmitted, in addition to the fees and fine due from her, she shall pay a re-admission fee of Rs.5/-

5. A full year's fee will be collected from the students who discontinue their course of study.

FEES DETAILS FOR THE FIRST YEAR - I SEMESTER (AIDED) 2017-2018							
Class	Tuition Fees	Special Fees	Lab Fees	General Fund	Uni. Reg. Fees	Parent Teachers Association	Total
Tamil	-	316	-	70	300	50	736
English	-	316	-	70	300	50	736
History	-	316	-	70	300	50	736
Mathematics	-	316	75	70	300	50	811
Physics	-	316	225	70	300	50	961
Chemistry	-	316	275	70	300	50	1011
Botany	-	316	225	70	300	50	961
Comp. Sci.	-	316	1000	70	300	50	1736
B.Com. (a)	-	316	-	70	300	50	736
B.Com. (b)	-	316	-	70	300	50	736
M.A. English	250	311	-	10	-	50	621
M.Sc. Maths	375	311	-	10	-	50	746
M.Sc. Chem.	375	311	500	10	-	50	1246

**FEES DETAILS FOR AIDED COURSES - 2017-2018****2<sup>nd</sup> Year - III Sem.**

<b>Class</b>	<b>Tuition Fees</b>	<b>Special</b>	<b>Lab Fees</b>	<b>Total</b>
Tamil	-	261	-	261
English	-	261	-	261
History	-	261	-	261
Mathematics	-	261	-	261
Physics	-	261	225	486
Chemistry	-	261	275	536
Botany	-	261	300	561
Comp. Sci.	-	261	750	1011
B.Com (a)	-	261	-	261
B.Com (b)	-	261	-	261
M.A English	250	261	-	511
M.Sc Maths	375	261	-	636
M.Sc Chem.	375	261	500	1136

**FEES DETAILS FOR AIDED COURSES - 2017-2018**

**3<sup>rd</sup> Year - V Sem.**

<b>Class</b>	<b>Special</b>	<b>Lab Fees</b>	<b>Total</b>
Tamil	261	-	261
English	261	-	261
History	261	-	261
Mathematics	261	-	261
Physics	261	150	411
Chemistry	261	275	536
Botany	261	225	486
Comp. Sci.	261	750	1011
B.Com (a)	261	-	261
B.Com (b)	261	-	261

## **EXAMINATION & EVALUATION**

The progress of each student will be monitored continuously by Internal Assessment. An examination conducted at the end of each semester will be considered for External Assessment.

### **Examination:**

- ❖ For UG Students, continuous Internal Assessment (CIA) is conducted for the following courses:
  - Language / Alternate Course
  - English Language Course
  - Core Courses
  - Non-Major Elective Courses
  - Job Oriented / Self Employment Courses
  - Skill Based Courses
  - Extra Credit Course
  - Value Added Courses
- ❖ There will be **NO** continuous Internal Assessment for the following course:
  - Social Awareness Courses
  - Physical Education
- ❖ Continuous Internal Assessment (CIA) is conducted for PG, M.Phil., Certificate, Diploma and Advanced Diploma Programmes.
- ❖ External examination will be conducted for 2/3 hours.
- ❖ Only those students who have put in at least 75% or 68 days will be permitted to appear for the External Examination.
- ❖ November End Semester Examinations will be conducted only for Odd Semester Courses (Both Regular & Arrear).
- ❖ April End Semester Examinations will be conducted for both Odd and Even Semester Courses.
- ❖ Repeat Examinations will be conducted only for Final semester courses of UG, PG and M.Phil., Programmes.

**Evaluation:**

- ❖ During end semester evaluation, Single Valuation is followed:
  - The candidates should secure a minimum of
    - ◆ 40% marks to get a pass in UG courses;
    - ◆ 50% marks to get a pass in PG, M.Phil., courses;
    - ◆ 35% marks to get a pass in Certificate, Diploma, Advanced Diploma and PG Diploma courses.
- ❖ Results of the End Semester Examinations will be published in the college website: [www.sfrcollege.org](http://www.sfrcollege.org) .
- ❖ Students can apply for photocopy of the answer script and also for revaluation.
- ❖ **Uniform Span Period:** As per the guidelines of University Grants Commission the time span for the completion of the programme is N+2, where 'N' stands for normal or minimum duration prescribed for the programme.

(For UG: N = 3; PG: N = 2; M.Phil: N = 1)

**GENERAL DISCIPLINE**

1. Students are expected to be courteous, honest and well behaved within the campus and outside.
2. Students should dress in conformity with the standards of modesty and dignity. They are permitted to wear Sarees or Churidhar with Duppatah.
3. During morning assembly, meetings and class sessions students are expected to be silent and attentive.
4. Students should be regular and punctual to class.
5. The cleanliness and the maintenance of the college building and its property is the responsibility of every student. She shall not disfigure any part of the building or any piece of furniture by writing or etching on it. Students should keep their respective class rooms neat and clean.
6. No meeting of any kind shall be convened and held in the College premises without the previous written permission of the Principal.

7. No notice of any kind shall be circulated among students or put on the notice board without the prior permission of the Principal.
8. No collection should be made from the students, the teachers, the parents, etc., for any purpose without the permission of the Principal.
9. Visitors will not be permitted during college working hours.
10. Use of cellphones inside the campus is strictly prohibited.
11. Students are strictly instructed not to participate in any Political related activities.
12. Ragging is strictly prohibited inside the campus.

#### **ISSUE OF CERTIFICATES**

1. Transfer Certificates will be issued to students who leave the institution, only after all the dues are paid.
2. Certificates (Transfer and age, etc.) will be issued within a week from the date of application.
3. The Principal will not issue a certificate of pass for any University examination.
4. Fees for the issue of certificates:
  - a) Duplicate attendance/transfer certificate ..... Rs. 100 per yr.
  - b) An original Transfer certificate after a lapse of a year after the student has left the college ..... Rs. 100 per yr.
  - c) Any information/certificate from the college records ..... Rs. 50 per yr.
5. Enclose a stamped, self-addressed envelope for a reply by post.

#### **ATTENDANCE, ABSENCE & LEAVE**

1. University and College rules require regular attendance in all classes - theory, practical and Part V courses.
2. To sit for an End Semester Examination, the college requisites are as follows:
  - a) The candidates must have an attendance of 68 days out of 90 total working days.

- b) The students who have attended the classes for 59 to 67 days can appear for the examinations, by applying for exemption with penalty.
  - c) The students who have attended the classes for 45 to 58 days can appear for the next semester examinations only and with penalty.
  - d) The students who have put in attendance for less than 45 days have to repeat the whole semester.
  - e) Satisfactory conduct and progress.
  - f) Completion and proper record of all the experiments.
3. Daily General Assembly commences at 9.30 A.M. Attendance at the Assembly is obligatory.
  4. Attendance will be taken at the beginning of every hour of the morning and afternoon sessions.
  5. No student will be allowed to absent herself from College without a leave letter.
  6. The leave application forms can be had from the stores on payment. It should be submitted to the Principal with all the details filled in properly and countersigned by the Tutor and Parent/Guardian or Sub-Warden, as the case may be.
  7. The leave form must be submitted to the Lecturer concerned, before the class begins. A student absenting herself without permission, for any hour of the day, will be regarded as absent for the whole day.
  8. Application for sick leave for more than three days should be accompanied by a Medical Certificate and submitted at the earliest. If a student is ill during class hours, she should get the teacher's permission to leave the class and apply for leave countersigned by the Tutor, and the respective Head of the Department.
  9. In case of absence due to unforeseen and unavoidable circumstances, the leave form should be submitted immediately on the day of return to the College.
  10. Absence from test / composition class / practical sessions / will be seriously dealt with.



All applications for leave to the Principal should be submitted only through the Tutors. The Tutor has everyright to refuse leave if she is not satisfied with the reason for which leave is sought.

### **ADVISORY SYSTEM**

Every student on the College roll is assigned to the care of one of the members of the staff who will assist and advise her on any matter academic or personal. There will be a ward meeting once a month. The wards can consult their advisers on any matter for which they need advice. The Tutor/Adviser will bring to the notice of the Principal unusual and abnormal cases of behaviour.

### **VALUE EDUCATION**

Value Education aims at developing good character, inner strength and integrated personality in the growing youth. Value Education classes are conducted periodically during the academic year.

#### ***STUDY CIRCLE:***

Religious discourse, Bhagavad Gita classes, Meditation Class and Yoga take place periodically.

### **LIBRARY**

The Library is a secluded haven providing intellectual nourishment to all who enter its portals.

1. The library is kept open from 8.30 a.m. to 5.20 p.m. on all working days and during vacation 9.15 a.m to 5.20 p.m.
2. Staff and students utilize the open access system.
3. Strict silence should be maintained in and around the library.
4. Umbrellas, boxes and books should be left on the wooden rack reserved for the purpose.
5. Users must scan their ID card in system kept at the entrance while entry / exit to record.
6. Books are issued for all Classes on all days.

7. To borrow books
  - a) Each UG student is given three books
  - b) Each PG student is given five books
  - c) Each M.Phil student is given eight books
8. Loss of I.D. Card should be reported to the Librarian, who will issue duplicates on payment of Rs.100/-
9. A student may keep a borrowed book for 15 days. She may renew the book if no other member needs it.
10. Books due on holidays may be returned on the following working day. A fine of 1Rupee for each book will be levied for every day of delay.
11. A student must on receiving a book, examine it and report to the Librarian about any damage found therein. If she fails to do so, she will be held responsible for any damage that may afterwards be detected.
12. Students should not damage, write or make any mark on any book or periodical belonging to the library.
13. In the event of loss or damage of a book, the person responsible shall either pay triple its cost and a fine of Rs.5/- or supply the library with a new copy, within a fortnight.
14. Books must be returned to the library on the notified date before the end of the academic year.
15. Outgoing students should return the tickets to the librarian before the last working day.
16. Books and periodicals can be borrowed on overnight basis.

**Note**

- a) Compact Disc Cassettes related to computer technology are available in the library.
- b) Three prizes are awarded to the best utilizers of the library.

## **LABORATORIES**

Laboratories are ingredient for the education of students and great care should be taken in handling the costly apparatus of the laboratory. All breakages, damages, losses, etc., must be reported to the Lecturer concerned as soon as they occur and the cost will be recovered from the student.

## **NETWORK RESOURCE CENTRE (NRC)**

The Network Resource Centre has been successfully launched from the UGC grant of Rs.1.45 lakhs. The main objectives of NRC are

1. Free access to Internet
2. Print outs of study material

NRC helps the staff and learner community to intellectually enhance themselves.

## **IMFC - INSTRUMENT MAINTENANCE FACILITY CENTRE**

The IMFC has been successfully launched in the year 2007 from the UGC Grant.

Science Instrumentation Centre has been successfully launched in the year 2010 from the UGC Grant.

## **LANGUAGE LABORATORY**

The English Department has instituted a language lab to provide opportunities for practice in extensive and intensive listening and speaking. The lab is a repository of cassette-tapes-video and audio. ATV and VCR are other teaching aids.

## **CO-CURRICULAR ACTIVITIES**

### ***General Objective:***

For an overall development of physical, social, emotional and intellectual abilities, students are motivated and encouraged to participate in Co-curricular activities.

## **1. PHYSICAL EDUCATION**

Exercise for the body is as essential as education to the mind. The aim of Physical Education is to achieve:

"A Sound Mind in a Sound Body"

We provide ample opportunities for players to participate in the Collegiate, Inter-Collegiate, State and National tournaments. We have adequate facilities for both indoor and outdoor activities.

<b>Outdoor Games</b>	<b>Indoor Games</b>
1. Basketball	1. Ball-Badminton
2. Volleyball	2. Chess
3. Ball-Badminton	3. Table - Tennis
4. Kho - Kho	4. Carrom
5. Kabbadi	
6. Handball	

Physical education is optional for first year degree classes. Special coaching will be given for all team-games.

## **HEALTH CLUB**

### **Objectives:**

1. Physical Fitness
2. Corrective measures for obesity, lordosis, scoliosis & khyposis

It is equipped with the following gadgets:

- |                             |                                 |
|-----------------------------|---------------------------------|
| 1. Rowing Machine           | 8. Twister - standing / sitting |
| 2. Aerobic Stepper          | 9. Recumbent Bike               |
| 3. Abdominal conditioner    | 10. Home Gym                    |
| 4. Tummy vibrator           | 11. Hyper Extension             |
| 5. Ergo - cycle             | 12. AB Board                    |
| 6. Sports Treadmill         | 13. Stretch Trainer             |
| 7. Elliptical Cross Trainer | 14. Elliptical Orbitrech        |

## **2. NATIONAL CADET CORPS**

The motto of **NCC** is **UNITY AND DISCIPLINE**. It brings together the youth hailing from different parts of our country. The enrolment of cadets (Senior Wing) is 160.

**Objectives:**

- ✦ To develop character and discipline among the cadets.
- ✦ To mould them into good leaders and patriotic citizens.
- ✦ To contribute selfless service to society and the nation.

**3. NATIONAL SERVICE SCHEME**

The objective of NSS is development of the **personality of students through community service.**

The motto of NSS is "**NOT ME BUT YOU**". This expresses the essence of democratic living and upholds the need for selfless service and appreciation of the other man's point of view.

There are **FIVE NSS** Units in our college: **Unit 179 & Unit 180, Unit 181, Unit 182 & Unit 210** having 100 volunteers each. Students of I year degree courses opting for NSS are enrolled as NSS Volunteers. Volunteers put in atleast 120 hours of social work in a year, for a continuous period of two years. The volunteers work under the guidance of a group leader nominated by the Programme Officers. They also participate in the 7 days special camping programme.

**4. YOUTH RED CROSS & BLOOD DONATION CLUB**

This club is an important constituent of the Indian Red Cross. It inculcates an awareness and an understanding and acceptance of civic and humane responsibilities. It also encourages the youth to voluntarily donate blood to the needy.

**5. SOCIAL SERVICE LEAGUE**

Social Service League indulges in service to the local community. In adhering to the motto "In Giving We Receive" student members experience the joy of serving their fellowmen.

**6. EXTENSION ACTIVITY**

Adoption of a nearby village to

- ◆ Develop the ability of rural school children.
- ◆ Empower rural women by inculcating self employability skill.
- ◆ Create awareness on Government schemes.
- ◆ Impart knowledge of Human Rights through awareness programmes.

### **7. RED RIBBON CLUB**

In order to create awareness among the youth on AIDS, the Red Ribbon Club was introduced under the NSS. The number of volunteers are 65.

### **8. CITIZEN CONSUMER CLUB**

#### **Objectives:**

1. To educate students about the rights of the consumer.
2. To mobilize youngsters by instilling in them the spirit of protection of consumer rights.
3. To impart knowledge about the role of the consumers in protection of their rights.

### **9. ENVIRONMENTAL CLUB**

#### **Objectives:**

1. Motivating the students to keep their surroundings green and clean by undertaking plantation of trees.
2. Promoting ethos of conservation of water by minimizing the use of water.

### **DEPARTMENTAL ASSOCIATIONS**

Lectures, debates, discussions, quiz and several competitions are held under the auspices of the Departmental associations, so as to nurture the students in their respective fields of study. Students are encouraged to participate in competitions held in the neighbouring colleges and by other local organizations. Inter-collegiate seminars are periodically organised by each department.

1. Tamil Ilakkia Mandram
2. English Literary Association (UG & PG)
3. History Association / Human Rights Club (UG/PG)
4. Mathematics Association (UG & PG)
5. Physics Association (UG & PG)
6. Chemistry Association (UG & PG)
7. Biology Association
8. Computer Science Association
9. Commerce Association
10. Commercial Challengers Club

11. Business Executive Club
12. SONET Association
13. NICNET Association
14. GENOME Association
15. DIETETIC Association
16. Costume Design and Fashion Association

### **EXTRA - CURRICULAR ACTIVITIES**

#### ***General Objectives:***

1. To offer opportunities to students for training in the art of public speaking and leadership.
2. To stimulate the interest of the students in current affairs.
3. To cultivate and foster their aesthetic and innate talents.
4. To inculcate in the students the spirit of co-operation and comradeship.
5. To train the students to become model citizens and ideal women.

#### ***YOUTH WELFARE FORA***

Keeping in view the challenging needs of the students, we have Youth Welfare Fora. They cater to the diverting of youthful vigour into fruitful endeavours.

#### **A) CAREER GUIDANCE & PLACEMENT CELL**

Students are given information and guidance regarding the choice of their careers through external experts on the subject. Coaching for IAS is a regular feature.

#### **B) YOUNG WOMEN ENTREPRENEURSHIP DEVELOPMENT CENTRE (YWED)**

This cell promotes entrepreneurial flair among the students and equips them for self-employment. It also exposes them to the privileges available to women entrepreneurs.

#### **C) FINE ARTS CLUB**

The yearly Fine Arts Fiesta promotes among the students a healthy competitive spirit. Their inexhaustible energy and enthusiasm is constructively channelised for active participation in various activities.

### **GANDHIAN THOUGHT ASSOCIATION**

Gandhian Thought classes are conducted to expose the modern youth to Gandhiji's life and principles and motivate them to imbibe his ideals and philosophy. Certificate and Diploma courses are conducted yearly.

### **EQUAL OPPORTUNITY CENTER (Gender Cell, HEPSN & SC/ST Cell)**

#### **Objectives:**

- ♦ Empowering rural women to create an impartial social order.
- ♦ To build up a positive image of women with self esteem, self confidence and self awareness.
- ♦ To create an awareness among the functionaries of higher education about the specific educational needs of differently-abled persons.
- ♦ To make the students aware of financial assistance from Government schemes.
- ♦ To enlighten students on the avenues open for employment.

### **SKILL ENHANCEMENT COURSES**

Short term special courses enable the students to realise their latent talents and enrich their skills. Students are invited to enroll themselves in the enrichment courses conducted after regular classes. These courses pave the way for self-employment and make them self-reliant.

Courses offered in our college are as follows:

1. Hindi	10. Soft Doll Making
2. Pranic Healing	11. Paper Quilling
3. Typewriting	12. Short Hand
4. Glass Painting	13. Jardosse Painting
5. Hand Embroidery	14. Mayuri Painting
6. Mehandi	15. Minakari Painting
7. Day & Night Painting	16. Coffee Painting
8. Jewel Making	17. Emboss Painting
9. Bouquet Making	18. Smocking Cushion



## **PRIZES**

The Annual College & Founder's Day is celebrated to honour students who have excelled in their respective courses. The college management committee awards proficiency prizes to students who rank first and second in their respective classes. Marks scored in Part-I, II, III & IV will be taken as the grand total. The eligibility for the awards is as follows:

- ◆ Gold Medal:  
To the student who ranks first in her class which has a strength of above 75% of the sanctioned strength.
- ◆ Silver Medal:
  - i) To the student who ranks first in her class which has a strength between 50% and 75% of the sanctioned strength.
  - ii) To the student who has secured the I rank in M.Phil
  - iii) To the best outgoing student
  - iv) To the Sports Champion
- ◆ Book Prize:
  - i) To the student who ranks first in her class which has a strength of below 50% of the sanctioned strength.
  - ii) To the student who ranks second in her class.
  - iii) To the best utilizers of the library.

**Only those students without any arrears in Part-I, II, III & IV will be considered for the proficiency prizes.**

Proficiency prizes are also awarded to the students from the endowments created by:

1. Late Thiru. P. Ayya Nadar
2. Tmt. Sarojini Natarajan (Ex-Principal)
3. Tmt. A. Jothi (Ex-Lecturer of Economics)
4. Selvi A. Jegatheeswari (Ex-HOD of Tamil)
5. Tmt. A. Sivaramachandravalli (Ex-HOD of Botany)
6. Tmt. D. Vijayalakshmi (Ex-HOD of I.T.)

Prizes are also distributed to the winners of various competitions organised by the associations under Co-curricular and Extra-curricular Activities.

### **STUDENTS' AID FUND**

This fund is built up by the contribution of rupees three from every student. It is available to the needy students of merit, who have not availed scholarship.

#### ***Students Welfare Scheme:***

Our Management has launched the Student Welfare Scheme which renders monetary benefit to the economically backward students.

#### ***Free Lunch Scheme:***

Our Management generously and thoughtfully caters free lunch to some of our needy students.

### **CONVOCATION**

On completion of degree courses, students should fill in the Convocation form and send it to the Madurai Kamaraj University through the College. Students can receive the diplomas during the Annual Convocation conducted in the college campus.

### **ALUMNAE ASSOCIATION**

All students are members of the Association by paying an annual subscription of Rs.200/- We invite our old students, once a year, for a time of togetherness and fellowship.

### **STUDENTS' CO-OPERATIVE STORE**

Our College Co-operative store is open on all working days from 9.00 a.m. to 5.00 p.m. It provides stationery requirements for the college community.

### **CANTEEN**

Our College Canteen provides refreshing nourishment for Staff and students on all days at nominal rates.

### **MANAGEMENT AIDED STORES**

The Management Aided Store was begun in 1998 with an initial investment of Rs.15,000/-. This store caters to the needs of the staff and students by providing the following facilities.

1. Xerox
2. Phone facilities
3. Cutting & Binding
4. Spiral Binding
5. Tailoring
6. Cool Drinks & Snacks

The profit of the store is channelised to provide,

- ⊕ Free noon-meal, Examination fees and Medical expenses to the economically backward students.
- ⊕ Hostel mess fees to the talented sports persons.

### **DAY CARE CENTRE (CRECHE)**

To provide a secure place and environment during working hours for children of female college employees / scholars / students.

### **SCHOLARSHIPS**

Scholarships are awarded by the State and Central Government on the basis of the income of the parents as well as the merit of the applicants. A student is eligible for only one scholarship. Grant to these scholarships are available to the student only when the sanction orders are issued by the appropriate authorities. All dues will be recovered from the scholarship amount at the time of disbursement.

The various Scholarships are:

<b>SCHOLARSHIP</b>			
<b>NAME OF SCHOLARSHIP</b>	<b>COMMUNITY</b>	<b>ELIGIBILITY (Marks Scored in +2)</b>	<b>ANNUAL INCOME CEILING</b>
SC Scholarship	SC	50%	Below Rs.2,50,000/-
Xian SC State Post Metric	Xian SC Students	50%	Below Rs. 2,00,000/-
BC Scholarship (Free Education)	BC	50%	Rs.2,00,000/-
MBC/DNT Scholarship (Free Education)	MBC/DNT	50%	Rs.2,00,000/-
Post Metric Scholarship (GOI PG)	BC/MBC/DNT	50%	Rs.2,00,000/-
Post Metric Scholarship	SC/ST	50%	Rs.2,50,000/-
Adhoc Merit Scholarship	SC	above 60% Marks	-
National Merit Scholarship	BC/MBC/OC	50%	-
Chief Minister Scholarship	SC	+2 Cutoff Marks	-
Minority Scholarship	Christian/Muslim	50%	-
Bright Student Award Scholarship	BC/MBC/DNT/SC	80%	-
UGC Scholarship, Indira Gandhi Single Girl Child Scholarship, Rajiv Gandhi Scholarship, Maulana Azad Scholarship			

Attested Xerox copies of the following certificates are required: 1) +2 Mark Sheet 2) Transfer Certificate 3) Community Certificate 4) SBI Bank A/c No. of the student 5) Income Certificate with Tashildar sign & seal.

The scholarship forms should be duly signed by the District Tashildar along with the Tamilnadu Government Seal.

## **HOSTEL**

SFRC hostel promotes a healthy and congenial environment for students to focus on their studies and chisels them into responsible, efficient and serviceable young women.

1. Application for admission must be made in the prescribed form available at the College office.
2. A hosteller who leaves the hostel in the middle of the academic year should pay all the dues.
3. Hostel Fees
  1. Admission Fee - Rs.150/-
  2. Application Fee - Rs.150/-
  3. Caution Deposit - Rs.5000/-
  4. Health Fund - Rs.150/-
  5. Miscellaneous - Rs.300/-

### **Priyadharsini Hostel**

Convenience Charges - Rs.14,400/- per year

### **PG Hostel**

Convenience Charges - Rs.18,000/- per year

### **New Hostel**

Convenience Charges - Rs.18,000/- per year

**Mess** (Veg.+Non-Veg.) charges based on dividing system.

The boarding charges for a month will be announced during the first week of the succeeding month. Mess fees should be paid before the 15<sup>th</sup> of each month. Thereafter, a fine of Rs.10/- per day will be collected.

## **SFRC BUS SERVICE**

18 buses ply from the College to Srivilliputtur, Rajapalayam, Aruppukottai, Sankarankovil, Sattur & Kovilpatti commutes in the morning and the evening.

## **PHONE NUMBERS INSIDE THE CAMPUS**

College Office	-	220389
Hostel	-	229300
Fax	-	226695
E-mail ID	-	sfrc@sfrcollege.org
Website	-	www.sfrcollege.org

***SFR College for Women***  
**COLLEGE CALENDAR**  
**2017 - 2018**

**JUNE 2017**

<b>Date</b>	<b>Day</b>	<b>Particulars</b>	<b>No. of Term Days</b>
1.	Thu		
2.	Fri		
3.	Sat		
4.	Sun	Holiday	
5.	Mon		
6.	Tue		
7.	Wed		
8.	Thu		
9.	Fri		
10.	Sat	Second Saturday	
11.	Sun	Holiday	
12.	Mon		
13.	Tue		
14.	Wed		
15.	Thu		
16.	Fri	College Re-opening	
17.	Sat		
18.	Sun	Holiday	
19.	Mon		
20.	Tue		
21.	Wed		
22.	Thu	Ward Meeting	
23.	Fri		
24.	Sat	Holiday	
25.	Sun	Holiday	
26.	Mon	Ramzan	
27.	Tue		
28.	Wed	Expressive Articulation Session	
29.	Thu		
30.	Fri		

**JULY 2017**

<b>Date</b>	<b>Day</b>	<b>Particulars</b>	<b>No. of Term Days</b>
1.	Sat	Talent Show	
2.	Sun	Holiday	
3.	Mon		
4.	Tue		
5.	Wed	Expressive Articulation Session	
6.	Thu		
7.	Fri		
8.	Sat	Second Saturday	
9.	Sun	Holiday	
10.	Mon		
11.	Tue		
12.	Wed		
13.	Thu		
14.	Fri		
15.	Sat		
16.	Sun	Holiday	
17.	Mon		
18.	Tue		
19.	Wed	Ward Meeting	
20.	Thu	Expressive Articulation Session	
21.	Fri	I Internal Test	
22.	Sat	Holiday	
23.	Sun	Holiday	
24.	Mon	I Internal Test	
25.	Tue	"	
26.	Wed	"	
27.	Thu	"	
28.	Fri	"	
29.	Sat		
30.	Sun	Holiday	
31.	Mon		



**AUGUST 2017**

<b>Date</b>	<b>Day</b>	<b>Particulars</b>	<b>No. of Term Days</b>
1.	Tue		
2.	Wed	<b>Expressive Articulation Session</b>	
3.	Thu		
4.	Fri	Fine Arts	
5.	Sat	Fine Arts	
6.	Sun	Holiday	
7.	Mon		
8.	Tue		
9.	Wed		
10.	Thu		
11.	Fri		
12.	Sat	Second Saturday	
13.	Sun	Holiday	
14.	Mon	Krishna Jayanthi	
15.	Tue	Independence Day	
16.	Wed		
17.	Thu	<b>Expressive Articulation Session</b>	
18.	Fri		
19.	Sat		
20.	Sun	Holiday	
21.	Mon		
22.	Tue		
23.	Wed	Ward Meeting	
24.	Thu		
25.	Fri	Vinayakar Chathurthi	
26.	Sat	Holiday	
27.	Sun	Holiday	
28.	Mon		
29.	Tue		
30.	Wed	II Internal Test	
31.	Thu	"	

**SEPTEMBER 2017**

<b>Date</b>	<b>Day</b>	<b>Particulars</b>	<b>No. of Term Days</b>
1.	Fri	II Internal Test	
2.	Sat	Bakrid	
3.	Sun	Holiday	
4.	Mon	II Internal Test	
5.	Tue	"	
6.	Wed	"	
7.	Thu		
8.	Fri		
9.	Sat	Second Saturday	
10.	Sun	Holiday	
11.	Mon		
12.	Tue		
13.	Wed	Expressive Articulation Session	
14.	Thu		
15.	Fri		
16.	Sat		
17.	Sun	Holiday	
18.	Mon		
19.	Tue		
20.	Wed		
21.	Thu	Ward Meeting	
22.	Fri		
23.	Sat		
24.	Sun	Holiday	
25.	Mon		
26.	Tue		
27.	Wed		
28.	Thu	Expressive Articulation Session	
29.	Fri	Ayutha Pooja	
30.	Sat	Vijaya Dasami	

**OCTOBER 2017**

<b>Date</b>	<b>Day</b>	<b>Particulars</b>	<b>No. of Term Days</b>
1.	Sun	Holiday/Muharram	
2.	Mon	Gandhi Jayanthi	
3.	Tue		
4.	Wed	<b>Expressive Articulation Session</b>	
5.	Thu	III Internal Test	
6.	Fri	"	
7.	Sat	"	
8.	Sun	Holiday	
9.	Mon	III Internal Test	
10.	Tue	"	
11.	Wed	"	
12.	Thu	Practical Exam	
13.	Fri	"	
14.	Sat	"	
15.	Sun	Holiday	
16.	Mon	Holiday	
17.	Tue	Holiday	
18.	Wed	Deepavali	
19.	Thu	Holiday	
20.	Fri	Practical Exam	
21.	Sat	"	
22.	Sun	Holiday	
23.	Mon	Practical Exam	
24.	Tue	CIA/Ward Meeing/Last working Day	
25.	Wed		
26.	Thu		
27.	Fri		
28.	Sat		
29.	Sun	Holiday	
30.	Mon		
31.	Tue		

**NOVEMBER 2017**

<b>Date</b>	<b>Day</b>	<b>Particulars</b>	<b>No. of Term Days</b>
1.	Wed		
2.	Thu		
3.	Fri		
4.	Sat		
5.	Sun	Holiday	
6.	Mon		
7.	Tue		
8.	Wed		
9.	Thu		
10.	Fri		
11.	Sat	Second Saturday	
12.	Sun	Holiday	
13.	Mon		
14.	Tue		
15.	Wed		
16.	Thu		
17.	Fri		
18.	Sat		
19.	Sun	Holiday	
20.	Mon	Golden Jubilee Week	
21.	Tue	"	
22.	Wed	"	
23.	Thu	"	
24.	Fri	"	
25.	Sat	"	
26.	Sun	Holiday	
27.	Mon	College Re-opening	
28.	Tue		
29.	Wed		
30.	Thu		

**DECEMBER 2017**

<b>Date</b>	<b>Day</b>	<b>Particulars</b>	<b>No. of Term Days</b>
1.	Fri	Milad-un-Nabi	
2.	Sat	Holiday	
3.	Sun	Holiday	
4.	Mon		MDO1
5.	Tue		
6.	Wed		
7.	Thu	<b>Expressive Articulation Session</b>	
8.	Fri		
9.	Sat	Working Day - Compensation for Dec.2	
10.	Sun	Holiday	
11.	Mon		MDO2
12.	Tue		
13.	Wed		
14.	Thu		
15.	Fri		
16.	Sat		
17.	Sun	Holiday	
18.	Mon		MDO3
19.	Tue		
20.	Wed	<b>Expressive Articulation Session</b>	
21.	Thu	Ward Meeing	
22.	Fri		
23.	Sat	Holiday	
24.	Sun	Holiday	
25.	Mon	Christmas	
26.	Tue		
27.	Wed		
28.	Thu	I Internal Test	
29.	Fri	"	
30.	Sat	"	
31.	Sun	Holiday	

**JANUARY 2018**

<b>Date</b>	<b>Day</b>	<b>Particulars</b>	<b>No. of Term Days</b>
1.	Mon	New Year	
2.	Tue	I Internal Test	
3.	Wed	"	
4.	Thu	"	
5.	Fri		
6.	Sat		
7.	Sun	Holiday	
8.	Mon		MDO4
9.	Tue		
10.	Wed	<b>Expressive Articulation Session</b>	
11.	Thu		
12.	Fri		
13.	Sat	Students Pongal/Second Saturday	
14.	Sun	Holiday/ Pongal	
15.	Mon	Thiruvalluvar Day	
16.	Tue	Uzhavar Thirunal	
17.	Wed		
18.	Thu		
19.	Fri		
20.	Sat	<b>Expressive Articulation Session</b>	
21.	Sun	Holiday	
22.	Mon		MDO5
23.	Tue		
24.	Wed		
25.	Thu	Ward Meeting	
26.	Fri	Republic Day	
27.	Sat	Sports Day	
28.	Sun	Holiday	
29.	Mon		MDO6
30.	Tue		
31.	Wed		

**FEBRUARY 2018**

<b>Date</b>	<b>Day</b>	<b>Particulars</b>	<b>No. of Term Days</b>
1.	Thu	<b>Expressive Articulation Session</b>	
2.	Fri		
3.	Sat		
4.	Sun	Holiday	
5.	Mon		MDO7
6.	Tue		
7.	Wed		
8.	Thu	Ward Meeting	
9.	Fri		
10.	Sat	Golden Jubilee Grand Celebrations	
11.	Sun	Holiday	
12.	Mon	Golden Jubilee College Day	
13.	Tue		
14.	Wed		
15.	Thu	II Internal Test	
16.	Fri	"	
17.	Sat	"	
18.	Sun	Holiday	
19.	Mon	II Internal Test	MDO8
20.	Tue	"	
21.	Wed	"	
22.	Thu	<b>Expressive Articulation Session</b>	
23.	Fri		
24.	Sat	Holiday	
25.	Sun	Holiday	
26.	Mon		MDO9
27.	Tue		
28.	Wed		

**MARCH 2018**

<b>Date</b>	<b>Day</b>	<b>Particulars</b>	<b>No. of Term Days</b>
1.	Thu		
2.	Fri		
3.	Sat		
4.	Sun	Holiday	
5.	Mon		MDO10
6.	Tue		
7.	Wed	Expressive Articulation Session	
8.	Thu		
9.	Fri		
10.	Sat	Second Saturday	
11.	Sun	Holiday	
12.	Mon		MDO11
13.	Tue	III Internal Test	
14.	Wed	"	
15.	Thu	"	
16.	Fri	"	
17.	Sat	"	
18.	Sun	Holiday/Telugu New Year	
19.	Mon	III Internal Test	MDO12
20.	Tue		
21.	Wed		
22.	Thu	Practical Exam	
23.	Fri	"	
24.	Sat	"	
25.	Sun	Holiday	
26.	Mon	JOC Exam	
27.	Tue	Practical Exam	
28.	Wed	"	
29.	Thu	Mahavir Jayanti	
30.	Fri	Good Friday	
31.	Sat	Holiday	



**APRIL 2018**

<b>Date</b>	<b>Day</b>	<b>Particulars</b>	<b>No. of Term Days</b>
1.	Sun	Holiday	
2.	Mon	Last Date for Project Submission	
3.	Tue	CIA Verification/Ward Meeting	
4.	Wed	Farewell	
5.	Thu		
6.	Fri		
7.	Sat		
8.	Sun	Holiday	
9.	Mon		
10.	Tue		
11.	Wed		
12.	Thu		
13.	Fri		
14.	Sat	Dr Ambedkar Jayanti/Tamil New Year	
15.	Sun	Holiday	
16.	Mon		
17.	Tue		
18.	Wed		
19.	Thu		
20.	Fri		
21.	Sat		
22.	Sun	Holiday	
23.	Mon		
24.	Tue		
25.	Wed		
26.	Thu		
27.	Fri		
28.	Sat		
29.	Sun	Holiday	
30.	Mon		

<b>MAY 2018</b>			
<b>Date</b>	<b>Day</b>	<b>Particulars</b>	<b>No. of Term Days</b>
1.	Tue	May Day	
2.	Wed		
3.	Thu		
4.	Fri		
5.	Sat		
6.	Sun	Holiday	
7.	Mon		
8.	Tue		
9.	Wed		
10.	Thu		
11.	Fri		
12.	Sat	Second Saturday	
13.	Sun	Holiday	
14.	Mon		
15.	Tue		
16.	Wed		
17.	Thu		
18.	Fri		
19.	Sat		
20.	Sun	Holiday	
21.	Mon		
22.	Tue		
23.	Wed		
24.	Thu		
25.	Fri		
26.	Sat		
27.	Sun	Holiday	
28.	Mon		
29.	Tue		
30.	Wed		
31.	Thu		

9.30 a.m. - 1 <sup>st</sup> Bell 9.40 a.m. - Prayer		TIME - TABLE				ODD SEMESTER	
Day	9.45 a.m. 10.45 a.m	10.45 a.m 11.45 a.m	11.45 a.m 12.45 p.m	BREAK 12.45 - 1.30 P.M.		1.30 p.m 2.30 p.m	2.30 p.m 3.30 p.m
Day 1							
Day 2							
Day 3							
Day 4							
Day 5							
Day 6							

9.30 a.m. - 1 <sup>st</sup> Bell 9.40 a.m. - Prayer		TIME - TABLE				EVEN SEMESTER	
Day	9.45 a.m 10.45 a.m	10.45 a.m 11.45 a.m	11.45 a.m 12.45 p.m	BREAK 12.45 - 1.30 P.M.		1.30 p.m 2.30 p.m	2.30 p.m 3.30 p.m
Day 1							
Day 2							
Day 3							
Day 4							
Day 5							
Day 6							

**PERSONAL RECORD**

**INTERNAL ASSESSMENT MARKS**

**Exam. Reg. No.**

**ODD SEMESTER**

Please keep a record of your marks in the column below

S.No.	Subject	Item	I	II	III	Final Marks Awarded
		Test Seminar Assignment Quiz				
		Test Seminar Assignment Quiz				
		Test Seminar Assignment Quiz				
		Test Seminar Assignment Quiz				
		Test Seminar Assignment Quiz				
		Test Seminar Assignment Quiz				

**PERSONAL RECORD****INTERNAL ASSESSMENT MARKS**

Exam. Reg. No.

**EVEN SEMESTER**

Please keep a record of your marks in the column below

S.No.	Subject	Item	I	II	III	Final Marks Awarded
		Test Seminar Assignment Quiz				
		Test Seminar Assignment Quiz				
		Test Seminar Assignment Quiz				
		Test Seminar Assignment Quiz				
		Test Seminar Assignment Quiz				
		Test Seminar Assignment Quiz				

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**HANDBOOK  
2017 - 2018**

Name .....

Class/Major .....

Roll.No. ....

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