



**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 (2018-2019)



THE STANDARD FIREWORKS RAJARATNAM COLLEGE FOR WOMEN

HandBook 2018-19



Autonomy - 2005 - 2006

Year of Establishment - 1968

CPE - 2011

NAAC - "A" Grade - 2014

An Autonomous Institution Affiliated to Madurai Kamaraj University

Re-accredited 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.edu.in
Website : www.sfrcollege.edu.in
Online Certificate Verification System : 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. T. Palaneeswari,
M.Com.,M.Phil.,Ph.D.,
S.F.R. College Campus,
Sivakasi.
Residence Telephone No. : 04562-223089

6. Year of Establishment : June 1968
Autonomous conferment : Since 2005-06
Extension of Autonomy : 2011-2012 & 2017-2018
NAAC Accreditation : 2002
Re-accreditation : Third Cycle 'A' Grade
(CGPA 3.36 out of 4)
by NAAC in 2014
- College with Potential for Excellence : I Phase - 2011
II Phase - 2016
7. AICTE Letter or viability for M.C.A. : S.No. 216,
: F.No. TN/48/ET-MCA/99,
dated 4.8.99
8. Full details of courses offered: Refer - Page No.9
and year of affiliation for each
course/sanctioned strength
9. G.O.No. permitting the opening of the college : D.Dis.No. 141/68 dt. 27.11.69
Director of Collegiate
Education, Chennai.
10. Copy of G.O./Govt. letter Permitting change in name or change of site/G.O. permitting to continue at temporary site. : Not applicable

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! அனைத்தின் உட்பொருளும் 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!

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.



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!

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 AND GROWTH

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 A. 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 27th 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. Dovetailing the Golden Jubilee year, the new academic year 2018-19, premises another year of accomplishments and activities.

INSTITUTIONAL OBJECTIVES

ENRICHMENT WITH KNOWLEDGE

EMPOWERMENT OF WOMEN

VISION: To be a premier institution offering quality higher education for aspiring rural women.

MISSION:

- ✘ To help students grow strong with high ethical and moral caliber.
- ✘ To empower rural women with
 - ◆ Academic excellence
 - ◆ Communicative competence
 - ◆ Entrepreneurial skill
 - ◆ Eco-consciousness
 - ◆ Evolving technologies
- ✘ To promote research culture.
- ✘ To produce wholesome citizens to contribute towards nation building.

ACADEMIC LANDMARKS

Year of Affiliation	Name of Course/ Subject	Sanctioned Strength
Regular Programme		
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
	M.A. Br. VII (b) English	36
1980 - 1981	M.A. Br. VII (b) English	36
1981 - 1982	B.Com.	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
		40
Self-Financing Programme		Sanctioned Strength
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.	40
	B.Sc. Information Technology	40
	M.Sc. Comp. Sci. & IT	36
Certificate Courses		
2001-2002	Desk Top Publishing (D.T.P.)	30 + 30
	Data Entry Operator	30
	M.Phil. English	10
2001-2002	B.Com.	60
	P.G. Diploma in E-Commerce	30
	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	60
	B.Com. (C.A) (Additional Section)	40
	M.Sc. Botany with Specialization in Plant Bio-technology	25
	M.Sc. Biotechnology	25
	Research Programme: Tamil & 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	
	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	

INFRASTRUCTURE

"The Standard Fireworks Rajaratnam College for Women was established in 1968 and housed in a modest building belonging to "The Standard Group of Industries". The college is nestled in the main block since 1977. **The College Main Block** consists of the Under-graduate and Post-graduate classrooms and well-equipped laboratories.

1. Main Block	- 1977
2. Priyadharsini Hostel	- 1985
3. Sri Vidya Ganapathy Temple	- 1987
4. Computer Block	- 1988
5. Library Block	- 1989
6. Students' Rest Room built with Govt. aid	- 1991
7. Principal's Quarters	- 1991
8. Hostel Dining Hall	- 1993
9. Administrative Block	- 1998
10. Canteen	- 1998
11. Memorial of the late founder Sri N.R.K. Rajaratnam	- 1998
12. MCA Block	- 2000
13. Conference Hall (A/C)	- 2000
14. PG Hostel	- 2001
15. Library Extension	- 2003
16. Indoor Stadium	- 2003
17. Priyadharsini Hostel - II Floor	- 2004
18. Administrative Block Extension	- 2005
19. Office Renovation and Automation	- 2007
20. Bus Shed	- 2007
21. Open Air Auditorim	- 2007
22. Food Court	- 2007
23. Mineral Water Plant	- 2008
24. Main Block Extension (Ground Floor)	- 2008
25. Main Block Extension (I & II Floor)	- 2009
26. Language Lab	- 2009
27. Generator Room	- 2009
28. Computer Block - New Lab	- 2010

29. Microbiology Lab	- 2010
30. Nutrition & Dietetics Lab	- 2010
31. Science Instrumentation Centre	- 2010
32. New Hostel	- 2011
33. Basket Ball Court	- 2012
34. Computer Block - Extension	- 2012
35. Cooperative Store	- 2013
36. Indoor Sports Training Facility Centre (A/C)	- 2014
37. Multi-Purpose Hall	- 2015
38. Skill Enhancement Hall	- 2015
39. Paver Block Road	- 2016
40. PG Hostel - II Floor	- 2016
41. Modularization Kitchenette	- 2017
42. Library Extension	- 2017
43. Health Fitness Centre (Extension)	- 2017
44. MCA Block Extension	- 2018
45. Canteen Extension	- 2018
46. Memorandum of Golden Jubilee - Arch	- 2018
47. TMB Extension Counter	- 2018

CYBER CENTRE

SFRC's Cyber world has the following Centres with well equipped and furnished Computer Laboratories with 578 computers.

1. Web Centre	- 77 Nos
2. Info Centre	- 76 Nos
3. New Lab	- 76 Nos
4. Internet Lab & Computer Science Lab	- 69 Nos
5. VTC Lab	- 45 Nos
6. Physics Computer Lab	- 11 Nos
7. Hostel Computer Centre	- 9 Nos
8. Network Resource Centre	- 16 Nos
9. Bio-informatics/Chem-Informatics Lab	- 6 Nos
10. iSmart Lab	- 62 Nos

Computer facilities are extended to:

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

All the Computer Labs have

- ⊕ LAN Connection (100 Mbps)
- ⊕ Leased Line Connection (10 Mbps 1:1)

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.

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. T. Palaneeswari, M.Com., - Principal
M.Phil., Ph.D.
15. Mrs. S. Latha, M.Com., - Member
M.Phil., DGT.
16. Dr. S. Sivadevi, M.Sc., M.Phil., - Member
M.Ed., Ph.D.
17. Tmt. K. Amutha, Superintendent - Member

COLLEGE COUNCIL

Dr. T. Palaneeswari, M.Com., M.Phil., Ph.D.	President
Dr. S. Sivadevi, M.Sc., M.Phil., M.Ed., Ph.D.	Secretary
Mrs. R. Sudha Periathai, M.Sc., M.Phil.	Dean of Aca.Affairs
Dr. C. Devi Arockia Vanitha, M.C.A., M.Phil., Ph.D.	Deputy Dean of Aca.Affairs
Dr. K.P. Radha, M.Sc., M.Phil., Ph.D.	Dean of Curriculum
Mrs. A. Leena Benita, M.C.A., M.Phil.	Deputy Dean of Curriculum
Mrs. E. Ponmalar, B.E.(Hons.) M.C.A., M.Phil.	COE
Dr. S. Pethanachi Selvam, M.Sc., M.Phil., PGDCA., Ph.D	Deputy COE
Dr. B. Ponni, M.A., M.Phil., P.h.D.	Member
Mrs. K. Muthamil Selvi, M.A., M.Phil., B.Ed.	Member
Mrs. S. Latha, M.Com., M.Phil., DGT.	Member
Mrs. V. Ramya, M.A., M.Phil.,	Member
Mrs. D. Roselind Gnanakumari, M.Sc., M.Phil., M.Ed., DCA	Member
Mrs. M. Sowthamani, M.Sc., M.Phil.	Member
Dr. M. Santhi, M.Sc., M.Phil., B.Ed., Ph.D.	Member
Dr. S. Vijayakumari, M.Sc., M.A., M.PEd., M.Phil., Ph.D.	Member
Dr. M. Yasmin, M.A., M.Phil., M.Li.Sc., Ph.D.	Member
Mrs. A. Bamini, M.C.A., M.Phil.	Member
Ms. S. Subha Ranjani, M.Sc., M.Phil.	Secretary
Ms. M. Kavitha, M.Sc.	Member
Ms. M. Mohamed Rihana Nasrin, M.Sc.	Member
Dr. M.S. Yasmeen Beevi, M.Com., M.Phil., MBA., Ph.D.	Member

TEACHING FACULTY - REGULAR

PRINCIPAL

Dr. T. Palaneeswari, M.Com.,M.Phil., Ph.D.

Department of Commerce

DEPARTMENT OF ENGLISH

Mrs. K. Muthamil Selvi, M.A., M.Phil., B.Ed.	Associate Professor
Dr. J. Sobhana Devi, M.A.,M.Phil.,D.D.P.,Ph.D.	Assistant Professor
Dr. B. Siva Priya, M.A.,M.Phil., Ph.D.	Assistant Professor
Mrs. M. Sathya, M.A.,M.Phil.	Assistant Professor
Mrs. M. Shanthi, M.A.,M.Phil.	Assistant Professor
Dr. P. Prasanna Devi, M.A., M.Phil., Ph.D.	Assistant Professor
Mrs. P. Karthiga Devi, M.A., Ph.D.	Assistant Professor
Mrs. V. Lalithambigai, M.A., M.Phil.	Assistant Professor
Dr. A. Padma Priya, M.A.,M.Phil., Ph.D.	Assistant Professor
Dr. V.S. Shakila, M.A., Ph.D.	Assistant Professor
Dr. S. Sobana, M.A., M.Phil., Ph.D.,	Assistant Professor
Dr. V.C. Priyadharshini, M.A.,M.Phil., Ph.D.	Assistant Professor

Vacant Post - 2

DEPARTMENT OF TAMIL

Dr. B. Ponni, M.A.,M.Phil.,Ph.D.	Assistant Professor
Dr. M. Padma Priya, M.A.,M.Phil.,Ph.D.	Assistant Professor
Mrs. R. Vijaya Priya, M.A., M.Phil.	Assistant Professor
Mrs. S. Dhanalakshmi, M.A., M.Phil.	Assistant Professor
Mrs. K. Valarmathi, M.A.,M.Phil.,D.G.T., D.F.T.	Assistant Professor
Dr. V. Annapackiam, M.A., M.Phil., Ph.D.	Assistant Professor
Dr. B. Meenakshi, M.A., M.Phil., Ph.D.	Assistant Professor
Dr. R. Senbagavalli, M.A., M.Phil., Ph.D.	Assistant Professor

Vacant Post - Nil

DEPARTMENT OF MATHEMATICS

Mrs. D. Roselind Gnanakumari, M.Sc., M.Phil.,M.Ed., DCA	Associate Professor
Dr. S. Pethanachi Selvam, M.Sc.,M.Phil., PGDCA., Ph.D.	Associate Professor
Mrs. R. Malini Devi, M.Sc.,M.Phil.	Assistant Professor
Mrs. S.P. Nandhini, M.Sc.,M.Phil.	Assistant Professor
Dr. A. Mydeen Bibi, M.Sc.,M.Phil., Ph.D.	Assistant Professor

Dr. S. Kalaiselvi, M.Sc.,M.Phil., Ph.D.	AssistantProfessor
Mrs. N. Akila, M.Sc.,M.Phil.	AssistantProfessor
Dr. S. Pavithra, M.Sc.,M.Phil., Ph.D.	AssistantProfessor

Vacant Post - 2

DEPARTMENT OF PHYSICS

Dr. S. Sivadevi, M.Sc.,M.Phil.,M.Ed., Ph.D.	AssociateProfessor
Dr. K.P. Radha, M.Sc., M.Phil., Ph.D.	AssociateProfessor
Dr. F. Kingslin Mary Genova, M.Sc., M.Phil., Ph.D.	AssociateProfessor
Mrs. R. Sudha Periathai, M.Sc., M.Phil.	AssistantProfessor
Dr. S. Jayanthi, M.Sc., Ph.D.	AssistantProfessor

Vacant Post - 1

DEPARTMENT OF CHEMISTRY

Dr. G. Valli, M.A.,M.Sc.,Ph.D.,PGDCA.,DMT.,DIT.,
PGDPM&IR.,PGDHRM.,PGDPharm.Chem. AssociateProfessor
(Deputation as Vice-Chancellor to Mother Teresa University,
Kodaikanal from 16.02.2016.)

Mrs. M. Sowthamani, M.Sc., M.Phil.	AssociateProfessor
Dr. S. Shanthi, M.Sc., M.Phil., Ph.D.	AssociateProfessor
Mrs. C. Gokilamani, M.Sc., M.Phil.	AssociateProfessor
Dr. M. Murugalakshmi, M.Sc., M.Phil., Ph.D.	AssistantProfessor
Mrs. C. Thamarai Chelvi, M.Sc., M.Phil.	AssistantProfessor
Dr. N. Uma Sangari, M.Sc., M.Phil., Ph.D.	AssistantProfessor
Dr. S. Shailaja, M.Sc., Ph.D.	AssistantProfessor
Dr. P.R. Kavitha Rani, M.Sc., M.Phil., Ph.D.	AssistantProfessor
Mrs. D. Rajamani, M.Sc., M.Phil.	AssistantProfessor
Dr. J. Vinnarasi, M.Sc., M.Phil., Ph.D.	AssistantProfessor

Vacant Post - Nil

DEPARTMENT OF BOTANY

Dr. M. Santhi, M.Sc., M.Phil., B.Ed., Ph.D.	AssociateProfessor
Dr. B. Deepa, M.Sc., M.Phil., Ph.D.	AssistantProfessor
Dr. U. Umadevi, M.Sc., M.Phil., Ph.D.	AssistantProfessor
Dr. K. Geetha, M.Sc., M.Phil., Ph.D.	AssistantProfessor

Vacant Post - Nil

ZOOLOGY

Dr. J. Kasthuri, M.Sc., Ph.D.	AssistantProfessor
-------------------------------	--------------------

DEPARTMENT OF COMPUTER SCIENCE

Mrs. A. Leena Benita, M.C.A., M.Phil. Associate Professor
Mrs. B. Theresita Mary Shanthy, M.Sc.,M.Phil.,DCA. Associate Professor
Mrs. E. Ponmalar, B.E.(Hons.) M.C.A., M.Phil. Associate Professor
Mrs. S. Sathya, M.Sc., M.Phil., PBDCS. Associate Professor
Dr. C. Devi Arockia Vanitha, M.C.A., M.Phil., Ph.D. Assistant Professor

Vacant Post - Nil

DEPARTMENT OF HISTORY

Mrs. V. Ramya, M.A., M.Phil. Assistant Professor
Dr. M. Kavitha, M.A., M.Phil., B.Ed., Ph.D. Assistant Professor
Dr. J. Mekala Devi, M.A., M.Phil., Ph.D. Assistant Professor
Dr. G. Vennila, M.A., M.Phil., Ph.D. Assistant Professor

Vacant Post - Nil

GEOGRAPHY

Vacant Post - 1

ECONOMICS

Dr. P. Stella Muthu Rajam, M.A.,B.Ed., Associate Professor
M.Phil.,Ph.D.

DEPARTMENT OF COMMERCE

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

Vacant Post - 3

Vacant Post - 1 (Part-time Lawyer)

PHYSICAL EDUCATION

Dr. S. Vijayakumari, M.Sc., M.A., M.P.Ed., M.Phil., Ph.D. Physical Director(SG)

LIBRARY

Dr. M. Yasmin, M.A.,M.Phil.,M.Li.Sc.,Ph.D. Librarian

TEACHING FACULTY - SF

DEPARTMENT OF ENGLISH

Mrs. K. Rama Jeyalakshmi, M.A.,M.Phil.	Assistant Professor
Mrs. N. Banumathi, M.A., M.Phil.	Assistant Professor
Dr. A. Umadevi, M.A., M.Phil., Ph.D.	Assistant Professor
Mrs. J. Nandhini, M.A., M.Phil.	Assistant Professor
Mrs. V. Kaniselvi, M.A., M.Phil.	Assistant Professor
Ms. D. Ponezhil, M.A., M.Phil.	Assistant Professor
Ms. S. Vandhana, M.A., M.Phil.	Assistant Professor

DEPARTMENT OF TAMIL

Dr. N. Kavitha, M.A.,M.Phil., Ph.D.	Assistant Professor
Dr. V. Muthulakshmi, M.A.,M.Phil.,Ph.D.	Assistant Professor
Mrs. S. Vinotha, M.A., M.Phil.	Assistant Professor
Mrs. M. Muthuselvi, M.A., M.Phil.	Assistant Professor
Mrs. P. Ananthi, M.A., M.Phil.	Assistant Professor
Ms. M. Poongothai, M.A., M.Phil.	Assistant Professor

DEPARTMENT OF MATHEMATICS

Mrs.S. Vetriselvi, M.Sc.,M.Phil.,P.G.D.C.A.	Assistant Professor
Mrs. U. Muthumari, M.Sc.,M.Phil.	Assistant Professor
Ms. V. Rajasulochana, M.Sc., M.Phil.	Assistant Professor
Mrs. P. Vimala Devi, M.Sc., M.Phil.	Assistant Professor
Ms. S. Vigneswari, M.Sc., M.Phil.	Assistant Professor

DEPARTMENT OF PHYSICS

Mrs. M. Nithya, M.Sc., M.Phil.	Assistant Professor
Mrs. S. Selvalakshmi, M.Sc., M.Phil., B.Ed.	Assistant Professor
Dr. A. Amutha, M.Sc., M.Phil., Ph.D.	Assistant Professor
Dr. B. Sivasankari, M.Sc., B.Ed., M.Phil., Ph.D.	Assistant Professor

DEPARTMENT OF CHEMISTRY

Mrs. J. Porkodi, M.Sc., M.Phil.	Assistant Professor
---------------------------------	---------------------

DEPARTMENT OF BOTANY

Mrs. J. Vallimayil, M.Sc., M.Phil.	Assistant Professor
Mrs. A.P. Gowsalya Devi, M.Sc., M.Phil.	Assistant Professor
Ms. S. Muthulakshmi, M.Sc., M.Phil.	Assistant Professor
Ms. P. Sujitha, M.Sc., M.Phil.	Assistant Professor

DEPARTMENT OF COMPUTER SCIENCE

Mrs. R. Vasanthi, M.C.A., M.Phil. Assistant Professor
Mrs. D. Sudhamaheswari, M.C.A. Assistant Professor

DEPARTMENT OF HISTORY

Dr. K. Neela Pushpam, M.A., M.Phil., Ph.D. Assistant Professor
Mrs. R. Kalaivani, M.A., M.A., M.Phil., PGDCA Assistant Professor

DEPARTMENT OF COMPUTER APPLICATIONS

Mrs. A. Bamini, M.C.A., M.Phil. Assistant Professor
Mrs. S. Darling Selvi, M.Sc., M.Phil., B.Ed., PGDCA. Assistant Professor
Mrs. M. Sudhakani, M.C.A., M.Phil. Assistant Professor
Mrs. D. Ganga Devi, M.C.A., M.Phil. Assistant Professor
Mrs. P. Muthulakshmi, M.C.A. Assistant Professor
Mrs. M. Govindammal, M.C.A. Assistant Professor
Mrs. V. Vanthana, M.C.A. Assistant Professor

DEPARTMENT OF INFORMATION TECHNOLOGY

Mrs. P. Prescilla, M.C.A., M.Phil. Assistant Professor
Mrs. V. Saradha, M.B.A., M.C.A., M.Phil. Assistant Professor
Mrs. G. Krishnaveni, M.C.A., M.Phil. Assistant Professor

DEPARTMENT OF COMMERCE

Dr. M. Jegadeeswari, M.Com., B.Ed., M.Phil., M.B.A., Ph.D. Assistant Professor
Dr. N. Rajathilagam, M.Com., M.Phil., Ph.D. Assistant Professor
Dr. K.J. Sunmista, M.Com., M.Phil., Ph.D. Assistant Professor
Dr. F. Sweetlyn Joy Christy, M.Com., M.Phil., PGDCA., Ph.D. Assistant Professor
Dr. S. Grahalakshmi, M.Com., M.Phil., Ph.D. Assistant Professor
Mrs. V. Meenakshi, M.Com., M.Phil. Assistant Professor
Dr. V. Vishnu Priya, M.Com., M.Phil., PGDCA., Ph.D. Assistant Professor
Mrs. S. Thazhai Pushpam, M.Com., M.Phil., PGDPM. Assistant Professor
Dr. K. Sounthara Priya, M.Com., M.Phil., Ph.D. Assistant Professor
Dr. S. Gayathri, M.Com., M.Phil., PGDCA, Ph.D. Assistant Professor
Dr. A. Josphine Stella, M.Com., M.Phil., PGDCA, Ph.D. Assistant Professor
Dr. R. Jeyalakshmi, M.Com., M.Phil., DTP., DGT., Ph.D. Assistant Professor
Dr. J. Jeeva Priya, M.Com., M.Phil., PGDCA., Ph.D. Assistant Professor
Mrs. R. Maheswari, M.Com., M.Phil., D.I.T. Assistant Professor
Mrs. S. Deepa, M.Com., M.Phil. Assistant Professor

Ms. R. Suriyadevi, M.Com.,M.Phil.,PGDCA,PGDPM Assistant Professor
 Dr. S. Kartheeswari, M.Com., M.Phil., Ph.D. Assistant Professor
 Mrs. A. Vijaya Shree, M.Com., M.Phil. Assistant Professor
 Dr. J. Arun Nandini, M.B.A., Ph.D. Assistant Professor
 Mrs. S. Rengeswari, M.Com., M.Phil. Assistant Professor
 Mrs. M. Rajeswari, M.Com., M.Phil., PGDPM, PGDCA Assistant Professor
 Mrs. R. Gogapriya, B.Sc., M.L. Part-time Lawyer

DEPARTMENT OF BUSINESS ADMINISTRATION

Dr. M.S. Yasmeen Beevi, M.Com.,M.Phil., M.B.A., Ph.D. Assistant Professor
 Mrs. S. Grahalakshmi, M.Com.,B.Ed.,M.Phil.,M.B.A. Assistant Professor
 Ms. J. Prateeba Devi, M.B.A., PGDPM & IR Assistant Professor
 Mrs. A. Muthumari, M.B.A., M.Phil. Assistant Professor
 Mrs. P. Karthika @ Nanthini, MHRM. Assistant Professor

DEPARTMENT OF MICROBIOLOGY

Ms. S. Subha Ranjani, M.Sc., M.Phil. Assistant Professor
 Mrs. M. Manonmani, M.Sc., DBT. Assistant Professor
 Mrs. M. Kaleeswari, M.Sc., M.Phil. Assistant Professor
 Mrs. G. Sona, M.Tech Assistant Professor
 Dr. S. Radha, M.Sc., M.Phil., Ph.D. Assistant Professor
 Ms. K. Jeyadevi, M.Sc., M.Phil. Assistant Professor
 Mrs. S. Gothaiammal, M.Sc., M.Phil. Assistant Professor

DEPARTMENT OF NUTRITION AND DIETETICS

Mrs. M. Kavitha, M.Sc. Assistant Professor
 Mrs. K. Jansi Rani, M.Sc. Assistant Professor
 Mrs. M. Gnanasuronmani, M.Sc., M.Phil. Assistant Professor
 Ms. J. Merlin Rani, M.Sc. Assistant Professor

DEPARTMENT OF COSTUME DESIGN & FASHION

Ms. M. Mohamed Rihana Nasrin, M.Sc. Assistant Professor
 Mrs. R. Maheswari, B.Sc., CDDM., MBA. Assistant Professor
 Mrs. T. Agasthiya Ambika, M.Sc. Assistant Professor
 Mrs. R. Narmatha, M.Sc., M.Phil. Assistant Professor
 Ms. M. Keerthana, M.Sc. Assistant Professor
 Ms. J. Priyanka, M.Sc. Assistant Professor

PHYSICAL EDUCATION

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

CAREER ORIENTED PROGRAMME

Mrs. A. Sathya, M.Com., M.Phil..	Instructor
Ms. M. Sasikala, B.Sc.	Instructor
Mrs. R. Valliyammal, B.Sc.	Instructor
Ms. S. Nimala, B.Sc.	Instructor
Ms. D. Mahalakshmi, M.Com., M.Phil.	Instructor
Ms. B. Gokila Devi, M.C.A.	Instructor
Mrs. A. Saiyed Ali Fathima, B.Com.	Instructor

OFFICE STAFF - REGULAR

Mrs. K. Amutha	Superintendent
Mrs. R. Jeyalakshmi	Assistant
Mr. K.R. Seenivasan, B.A.	Assistant
Mrs. V. Rani Vimala Chandra, B.Com.	Junior Assistant
Mrs. S. Bhavani	Junior Assistant
Mrs. M. Murugeswari, B.Com., M.Li.Sc.	Junior Assistant
Mrs. G. Muthumari, B.A., M.A., B.Ed.	Typist

Vacant Post - Typist - 1

Mrs. T. Janet B.A.	Store Keeper
Mrs. S. Chandra	Lab Assistant
Mr. M. Kalirajan	Lab Assistant
Mr. 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
Mr. M. Selvaraj	Lab Assistant
Mrs. K. Jeyachitra	Lab Assistant
Mrs. M. Guruvu Easwari, D.E.C.E, M.C.A.	Lab Assistant
Mr. M. Senthil Andavan	Record Clerk
Mr. P. Karuthamuthu, B.C.A.	Record Clerk

Vacant Post - Record Clerk - 1

Mrs. S. Ramupitchai, M.Com., M.Li.Sc	Library Assistant
Ms. A. Santhi, B.A., DCA., C.Li.Sc	Office Assistant
Mrs. M. Helan Saradha, B.Com	Office Assistant

Vacant Post - Office Assistant - 2

Vacant Post - Herberium Keeper - 1

Vacant Post - Water Man - 1

Mr. K. Marimuthu	Gardener
------------------	----------

Vacant Post - Watchman - 2

Mrs. T. Muthurakku	Sweeper
Mr. P. Senthilkumar	Sweeper
Vacant Post - Sweeper - 2	
Mrs. S. Sevanammal	Scavenger

OFFICE STAFF - SF

Mrs. M. Jeyanthi, M.Com., C.G.T.	Hostel Accountant
Mrs. M. Banu Priya, M.Com., C.Li.Sc.	Accountant
Mrs. K. Porkodi, M.Com., CGT	Accountant
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
Mrs. M. Kamatchi, B.C.A.	Data Entry Operator
Mrs. N. Thamarai Selvi	Campus Supervisor
Mrs. S. Lingammal, B.Com.	Data Entry Operator
Ms. M. Lakshmipriya, B.Com.	Data Entry Operator

CONTROLLER OFFICE

Mrs. C. Rama Lakshmi, M.Com., PGDE-Com.	Junior Assistant
Mrs. A. Hawa Bismi, DAT.	Typist
Mrs. P. Petchiammal, B.C.A.	Data Entry Operator
Mrs. K. Saranya Devi, B.A.	Data Entry Operator
Mrs. S. Mahalakshmi, B.A.	Data Entry Operator
Mrs. G. Rajeswari	Data Entry Operator
Mrs. V. Padma Jothi, D.C.E., B.C.A.	Data Entry Operator
Ms. M. Chitra Devi, B.E.	Data Entry Operator
Mr. A.R. Sarath Kumar, B.Com.	Data Entry Operator

LAB TECH. / ASST.

Mr. T. Vignesh Babu, B.B.A., D.C.T.	System Admin.
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. R. Muthu Pandeewari, D.C.E.	Lab Assistant
Mrs. J. Rama Priya, B.Com.	Lab Assistant
Mrs. S. Selvakumari, M.Com.	Lab Assistant
Mrs. P. Saranya, B.Sc.	Lab Assistant
Ms. M. Lakshmi, D.C.E.	Lab Assistant
Mrs. M. Jansi Rani, B.Sc.	Lab Assistant
Mrs. K. Shanthi, B.Com.	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. J. Bala Aruna, B.Sc.	Lab Assistant
LIBRARY	
Mrs. K. Annapoorani, B.Com., M.Li.Sc.	Lib. Assistant
Mrs. T. Kavitha, B.A.	Lib. Assistant
ELECTRICIAN / MECHANIC	
Mr. A. Sivakumar, ITI.	Electrician
Mr. M. Babu	Vehicle Mechanic
Mr. V. Kartheeswaran, ITI.	Electrician
REMEDIAL COACHING & ENTRY IN SERVICE	
Mrs. S. Bharathi, B.Com.	Accountant
Ms. N. Maheswari, B.A.	Data Entry Operator
DRIVERS/CLEANER	
Mr. E. Maruthan	Driver
Mr. K. Murugasamy	Driver
Mr. L. Titus Srinivasagam	Driver
Mr. K. Velmurugan	Driver
Mr. S. Chellamari	Driver
Mr. R. Suthagar	Driver
Mr. K. Duraipandi	Conductor
Mr. R. Muthuraj	Conductor
Mr. A. Karuppasamy	Conductor
Mr. V. Muthupandian	Conductor
Mr. K. Balamurugan	Conductor
GARDENERS/COLLEGE WORKERS	
Mr. A. Gnanaprakasam	Marker
Mr. K. Vignesh Kumar	Gardener
Mr. S. Anthonygurush	Gardener
Mr. A. Sakthi Ayyanar	Gardener
Ms. K. Guruvammal	Worker
Mrs. K. Mariammal	Worker
Mrs. V. Muthulakshmi	Worker
Mrs. P. Rajalakshmi	Worker
Mrs. K. Kannammal	Worker
Mrs. S. Muthammal	Worker
Mrs. M. Pechiammal	Worker
Mrs. K. Mini Priya	Worker
Mrs. M. Soorammal	Worker
Mrs. A. Muthumari	Worker
Mrs. G. Ananthanayaki	Worker
Mrs. K. Subbulakshmi	Worker
Mrs. A. Ramalakshmi	Worker
Mrs. A. Muthumari	Worker
Mrs. S. Palaniammal	Worker
Mrs. P. Malarkodi	Worker

Mrs. K. Muthulakshmi	Worker
Mrs. P. Velammal	Worker
Mrs. K. Lakshmi	Worker
Mrs. J. Veeralakshmi	Worker
Mrs. P. Shanmugathai	Worker
Mrs. M. Angala Eswari	Worker
Mrs. M. Muthulakshmi	Worker
STORES	
Mrs. M. Shanthi, B.Sc.	In-Charge
Mrs. T. Palaniammal	In-Charge
Mrs. B. Shunmugavalli	Worker
Mrs. P. Bhavani	Worker
Mrs. N. Marieeswari	Worker
XEROX CENTRE	
Mrs. M. Gnanalakshmi	
Mrs. C. Gowri	
CANTEEN	
Mrs. K. Kannaki	
Mrs. S. Kalaiselvi	
Mrs. K. Murugeswari	
Mr. L. Kalimuthu	
Mrs. S. Muthulakshmi	
Mrs. S. Subbulakshmi	
Mr. K. Kandasamy	
HOSTEL	
Mrs. M. Tamilsevi	Sub-Warden
Ms. S. Dhivya	Sub-Warden
Ms. M. Annalakshmi	Sub-Warden
Ms. M. Karmukila	Sub-Warden
Ms. R. Nirmala	Sub-Warden
Ms. K. Nandhini Devi	Sub-Warden
DAY CARE CENTRE (CRECHE)	
Mrs. A. Vasanthi, DMC.	Care Taker
Mrs. R. Vijayalakshmi	Helper
WATCHMAN	
Mr. M.A. Krishnan	
Mr. R. Rajendran	
Mr. V. Ramar	
Mr. M. Raju	
Mr. B. Vadivel	
Mr. K. Sethur	
Mr. A.L. Ravichandran	
Mr. N. Karnan	
Mr. M. Ganesan	

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 Programme:

Part I - Tamil/Hindi/French/Alternate Course (Credits-12)

Part II - English (Credits-12)

Part III (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

Post-Graduate Programmes:

1. Core Courses
2. Elective Courses
3. Project Work and Viva Voce
 - ✕ All PG Courses - IV Sem
 - ✕ M.C.A. - VI Sem.

Total Credits - 90/140

Extra Credit Courses (2 Credits per Course)

YWED Courses (2 Credits per Course)

Young Women Entrepreneurship Development Courses

PROGRAMME OF STUDY

Under-graduate Programmes

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		
B.Com (Computer Applications)		
	Vocational Course (UGC)	

Post-graduate Programmes

M.A. English

M.Sc. Mathematics

M.Sc. Chemistry

Self-Financing Programmes

Under-graduate Programmes

B.A. English

B.Com.

B.Com (Computer Application)

B.B.A.

B.C.A.

B.Sc. Information Technology

B.Sc. Microbiology

B.Sc. Nutrition & Dietetics

B.Sc. Costume Design & Fashion

B.Sc. Mathematics (with Computer Applications) - 2 Sections

Post-graduate Programmes

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

Research Programmes

Ph.D : Tamil
Ph.D : Commerce

PG Diploma Programmes (1 Year)

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

Diploma Programmes (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 Programmes (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 Programmes

Certificate, Diploma & Advanced Diploma in

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

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.

Outdoor Games	Indoor Games
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 UG 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 and to produce healthy and creative youth, the Red Ribbon Club was introduced under the NSS.

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
3. History Association / Human Rights Club
4. Mathematics Association
5. Physics Association

6. Chemistry Association
7. Biology Association
8. Computer Science Association
9. Commerce Association
10. Busibee Association
11. SONET Association
12. NICNET Association
13. GENOME Association
14. DIETETIC Association
15. 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 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:

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

EXAMINATION & EVALUATION

The progress of each student will be monitored by Continuous Internal Assessment. The End Semester examination conducted at the end of each semester is 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 Courses
 - Value Added Courses
- ❖ There will be **NO** continuous Internal Assessment for the following courses:
 - Part-V 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.
- ❖ To sit for an End Semester Examination, the college requisites are as follows:
 - a) The candidates must have put in atleast 75% attendance or 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.
- ❖ 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.edu.in
- ❖ 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)

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.

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 (I -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/-
Total	- Rs.	316/-

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

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)

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. Gen.	-	316	-	70	300	50	736
B.Com. CA	-	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 THE SECOND YEAR - III SEMESTER
(AIDED)**

Class	Tuition Fees	Special Fees	Lab Fees	Total
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. Gen.	-	261	-	261
B.Com. CA	-	261	-	261
M.A. English	250	261	-	511
M.Sc. Maths	375	261	-	636
M.Sc. Chem.	375	261	500	1136

**FEES DETAILS FOR THE THIRD YEAR - V SEMESTER
(AIDED)**

Class	Special Fees	Lab Fees	Total
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. Gen.	261	-	261
B.Com. CA	261	-	261

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 (applicable to Aided Students)

SCHOLARSHIP			
NAME OF SCHOLARSHIP	COMMUNITY	ELIGIBILITY (Marks Scored in +2)	ANNUAL INCOME CEILING
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/DNC Scholarship (Free Education)	MBC/DNC	50%	Rs.2,00,000/-
Post Metric Scholarship (GOI PG)	BC/MBC/DNC	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/DNC/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) TM 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.

ISSUE OF CERTIFICATES

1. Certificates (Transfer and age, etc.) will be issued within a week from the date of application.
2. Transfer Certificates will be issued to students who leave the institution, only after all the dues are paid.
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. Daily college prayer commences at 9.40 A.M.
3. Attendance will be taken at the beginning of every hour.
4. No student is allowed to absent herself from college without a leave letter.
5. 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 signed by the Parent/Guardian or Deputy Warden and countersigned by Tutor.
6. 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.
7. 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.

8. 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.
9. Absence from test / composition class / practical sessions / will be seriously dealt with.
10. 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.

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, Churidhar with Duppatah or Jeans with Long tops.
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 money 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.

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 from 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. Users should leave their belongings 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 on all days.
7. No. of Books lend to
 - a) UG student - three books
 - b) PG student - five books
 - c) M.Phil scholar - 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 I.D. cards 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.

SCIENCE INSTRUMENTATION CENTRE

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 videos and audios. CDs, TV and VCR are other teaching aids.

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 Noon Meal Scheme:

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

ALUMNAE ASSOCIATION

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

AMENITIES

STUDENTS' CO-OPERATIVE STORE

Our College Co-operative store is kept 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 rate.

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 Centre
2. Phone
3. Cutting & Binding
4. Spiral Binding
5. Lamination
6. Tailoring
7. 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.

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.15,600/- per year

PG Hostel

Convenience Charges - Rs.19,200/- per year

New Hostel

Convenience Charges - Rs.19,200/- 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 15th 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.edu.in
Website	-	www.sfrcollege.edu.in

**COLLEGE CALENDAR
2018 - 2019**

JUNE 2018

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

JULY 2018

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

AUGUST 2018

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

SEPTEMBER 2018

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

OCTOBER 2018

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

NOVEMBER 2018

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

DECEMBER 2018

Date	Day	Particulars	No. of Term Days
1.	Sat		
2.	Sun	Holiday	
3.	Mon		MDO1
4.	Tue		
5.	Wed		
6.	Thu		
7.	Fri		
8.	Sat	Second Saturday	
9.	Sun	Holiday	
10.	Mon		MDO2
11.	Tue		
12.	Wed	Ward Meeting	
13.	Thu		
14.	Fri	Expressive Articulation Session	
15.	Sat		
16.	Sun	Holiday	
17.	Mon		MDO3
18.	Tue		
19.	Wed		
20.	Thu		
21.	Fri		
22.	Sat		
23.	Sun	Holiday	
24.	Mon	Holiday	
25.	Tue	Christmas	
26.	Wed		
27.	Thu		
28.	Fri	Expressive Articulation Session	
29.	Sat		
30.	Sun	Holiday	
31.	Mon		MDO4

JANUARY 2019

Date	Day	Particulars	No. of Term Days
1.	Tue	New Year	
2.	Wed		
3.	Thu		
4.	Fri	I Internal Test	
5.	Sat	"	
6.	Sun	Holiday	
7.	Mon	I Internal Test	MDO5
8.	Tue	"	
9.	Wed	"	
10.	Thu	"	
11.	Fri		
12.	Sat	Students Pongal/Second Saturday	
13.	Sun	Holiday	
14.	Mon	Pongal Holiday	
15.	Tue	Pongal Holiday	
16.	Wed	Thiruvalluvar Day	
17.	Thu	Uzhavar Thirunal	
18.	Fri		
19.	Sat	Expressive Articulation Session	
20.	Sun	Holiday	
21.	Mon		MDO6
22.	Tue		
23.	Wed		
24.	Thu	Ward Meeting	
25.	Fri		
26.	Sat	Republic Day	
27.	Sun	Holiday	
28.	Mon		MDO7
29.	Tue		
30.	Wed	Expressive Articulation Session	
31.	Thu		

FEBRUARY 2019

Date	Day	Particulars	No. of Term Days
1.	Fri		
2.	Sat	Sports Day	
3.	Sun	Holiday	
4.	Mon		MDO8
5.	Tue	Expressive Articulation Session	
6.	Wed		
7.	Thu	Ward Meeting	
8.	Fri		
9.	Sat	Second Saturday	
10.	Sun	Holiday	
11.	Mon	II Internal Test	MDO9
12.	Tue	"	
13.	Wed	"	
14.	Thu	"	
15.	Fri	"	
16.	Sat	"	
17.	Sun	Holiday	
18.	Mon		MDO10
19.	Tue		
20.	Wed		
21.	Thu		
22.	Fri		
23.	Sat	Holiday	
24.	Sun	Holiday	
25.	Mon		MDO11
26.	Tue	Expressive Articulation Session	
27.	Wed		
28.	Thu		

MARCH 2019

Date	Day	Particulars	No. of Term Days
1.	Fri		
2.	Sat	College Day	
3.	Sun	Holiday	
4.	Mon		MDO12
5.	Tue		
6.	Wed	Expressive Articulation Session	
7.	Thu		
8.	Fri		
9.	Sat	Second Saturday	
10.	Sun	Holiday	
11.	Mon	JOC Exam	MDO13
12.	Tue	Ward Meeting	
13.	Wed		
14.	Thu	III Internal Test	
15.	Fri	"	
16.	Sat	"	
17.	Sun	Holiday	
18.	Mon	III Internal Test	MDO14
19.	Tue	"	
20.	Wed	"	
21.	Thu		
22.	Fri		
23.	Sat		
24.	Sun	Holiday	
25.	Mon		MDO15
26.	Tue		
27.	Wed		
28.	Thu	Farewell	
29.	Fri	CIA Verification	
30.	Sat	Practical Exam	
31.	Sun	Holiday	

APRIL 2019

Date	Day	Particulars	No. of Term Days
1.	Mon	Practical/Last Working Day for Students	
2.	Tue	Practical Exam	
3.	Wed	"	
4.	Thu	"	
5.	Fri	"	
6.	Sat		
7.	Sun	Holiday	
8.	Mon		
9.	Tue		
10.	Wed		
11.	Thu		
12.	Fri		
13.	Sat	Second Saturday	
14.	Sun	Dr Ambedkar Jayanti/Tamil New Year	
15.	Mon		
16.	Tue		
17.	Wed	Mahavir Jayanti	
18.	Thu	Holiday	
19.	Fri	Good Friday	
20.	Sat	Last Working Day for Staff	
21.	Sun	Holiday	
22.	Mon		
23.	Tue		
24.	Wed		
25.	Thu		
26.	Fri		
27.	Sat		
28.	Sun	Holiday	
29.	Mon		
30.	Tue		

MAY 2019			
Date	Day	Particulars	No. of Term Days
1.	Wed	May Day	
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		
21.	Tue		
22.	Wed		
23.	Thu		
24.	Fri		
25.	Sat		
26.	Sun	Holiday	
27.	Mon		
28.	Tue		
29.	Wed		
30.	Thu		
31.	Fri		

9.35 a.m. - 1 st Bell 9.40 a.m. - Prayer		TIME - TABLE				ODD SEMESTER		
Day order	Hour	9.45 a.m. 10.45 a.m	10.45 a.m. 11.45 a.m	11.45 a.m. 12.45 p.m	LUNCH REAK 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								

9.35 a.m. - 1 st Bell 9.40 a.m. - Prayer		TIME - TABLE						EVEN SEMESTER	
Day order	Hour	9.45 a.m 10.45 a.m	10.45 a.m 11.45 a.m	11.45 a.m 12.45 p.m	LUNCH REAK 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									

INTERNAL ASSESSMENT MARKS

Exam. Reg. No.

ODD SEMESTER

Please keep a record of your marks in the column below

S.No.	Course	Marks	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				

INTERNAL ASSESSMENT MARKS

Exam. Reg. No.

EVEN SEMESTER

Please keep a record of your marks in the column below

S.No.	Course	Marks	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				

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

Affiliated to Madurai Kamaraj University,
Re-accredited with 'A' Grade by NAAC &
College with Potential for Excellence by UGC

SIVAKASI - 626 123



**HANDBOOK
2018 - 2019**

Name:

Class/Major:

Roll.No.:

CONTENTS

	Page No.
1. College Prayer	3
2. Pledge	4
3. National Anthem	5
4. The College Crest	6
5. Genesis and Growth	7
6. Academic Landmarks	9
7. Infrastructure	11
8. College Committee	13
9. College Council	14
10. Teaching Faculty	15
11. Office Staff	21
12. Curriculum	25
13. Programme of Study	27
14. Co-curricular Activities	30
15. Extra-curricular Activities	33
16. Examination & Evaluation	35
17. Convocation	36
18. College Fees	37
19. Scholarships	41
20. Issue of Certificates	42
21. Attendance, Absence & Leave	42
22. General Discipline	43
23. Advisory System	44
24. Library	44
25. Prizes	46
26. Students' Aid Fund	47
27. Alumnae Association	47
28. Amenities	48
29. Hostel	49
30. College Calendar	50

College - Working Hours

Class Hours : 09.45 a.m. - 12.45 p.m.
01.30 a.m. - 03.30 p.m.

Office Hours : 09.15 a.m. - 01.00 p.m.
01.30 p.m. - 05.20 p.m.

RAGGING IS STRICTLY PROHIBITED

Phone : 04562 - 220389

E-mail : sfrc@sfrcollege.edu.in

Website : www.sfrccollege.edu.in